

Municipality of Swakopmund

AGENDA

PART 1

ORDINARY COUNCIL MEETING

ON

THURSDAY

30 JULY 2026

AT

19:00



CONTACT US:

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Ref No: **12/2/1/1/2**

Enquiries: **Ms A Kahuika**

23 July 2026

The Chairperson and Members
of the Management Committee
Municipality of SWAKOPMUND

Dear Sir / Madam,

NOTICE: ORDINARY COUNCIL MEETING

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

DATE : THURSDAY, 30 JULY 2026

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

TIME : 19:00


Alfeus Benjamin
CHIEF EXECUTIVE OFFICER

ak/-



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

2. **APPLICATIONS FOR LEAVE OF ABSENCE BY MEMBERS OF COUNCIL**

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

4. **CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING OF COUNCIL**
(C/M 2026/06/29 - 5/2/1/1/2)

4.1 Minutes of the **Ordinary Council Meeting** held on **29 June 2026**.
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5. **INTERVIEWS WITH DEPUTATIONS OR PERSONS SUMMONED OR REQUESTED TO ATTEND THE MEETING OF A COUNCIL**

None.

6. **PETITIONS**

None.

7. **MOTIONS OF MEMBERS**

None.

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

None.

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10.1 **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY MANAGEMENT COMMITTEE DURING JULY 2026**

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

None.

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

None.

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MINUTES

of an **Ordinary Council Meeting** held in Council Chambers, Municipal Head Office, Swakopmund on **Monday, 29 June 2026 at 19:00.**

PRESENT:

Councillor E Salomon	:	Deputy Mayor
Councillor A S Angula	:	Chairperson of the Management Committee
Councillor M N Amushila	:	Alternate Chairperson of the Management Committee
Councillor H U Weiman	:	Member of the Management Committee
Councillor C A Hartung	:	Member of the Management Committee
Councillor B H Naweses	:	Alternate Member of the Management Committee
Councillor D Aribes	:	Member of Council
Councillor S S Iitembu	:	Member of Council
Councillor M Kooitjie	:	Member of Council

OFFICIALS:

Mr A Benjamin	:	Chief Executive Officer
Mr M Haingura	:	General Manager: Corporate Services, Human Capital & ICT
Mr C McCune	:	General Manager: Engineering, Urban Development, & EM
Mr H !Naruseb	:	General Manager: Finance
Ms L N Mutenda	:	General Manager: Health Services and SWM
Ms M Uites	:	General Manager: Economic Development Services (Acting)
Mr J T Heita	:	Manager: Town Planning
Ms I Mupupa	:	Public Relations Officer
Mr R Ujaha	:	EHP: Standards and Compliance
Mr U Tjiurutue	:	Corporate Officer: Administration

ALSO PRESENT:

Members of the public and members of the Swakopmund Sports and Recreation Club.

1. OPENING BY PRAYER

Councillor M Kooitjie opened the meeting with a scripture reading and a prayer.

2. ADOPTION OF THE AGENDA OF THE MEETING OF COUNCIL

{C/M 2026/06/29 - 5/2/1/1/2}

On the proposal of Councillor M N Amushila, seconded by Councillor B H Naweses, it was:

RESOLVED:

That the agenda be adopted.

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

3.1 Application for leave of absence:

- Councillor S M Kautondokwa - Approved

3.2 Absent without an apology:

None.

3.3 Declaration of interest:

None.

4. **CONFIRMATION OF MINUTES**

4.1 **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 02 JUNE 2026**

{C/M 2026/06/29 - 5/2/1/1/2}

On the proposal of Councillor A S Angula seconded by Councillor M N Amushila, it was:

RESOLVED:

That the minutes of the Ordinary Council Meeting held on 02 June 2026, be confirmed as correct.

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

None.

6. **PETITIONS**

None.

7. **MOTIONS OF MEMBERS**

None.

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

None.

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

{C/M 2026/06/29 - 5/5/2}

Honourable Councillors, Mr. Alfeus Benjamin, the Chief Executive Officer, General managers, Managers and officials of Council, Pastor, Members of the community, Members of the media, Ladies and gentlemen

Good evening once again

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It gives me great pleasure to deliver the following announcements on activities over the period of June.

1. Youth Entrepreneurship Development Initiative (YEDI)

The Municipality of Swakopmund concluded the 2026 Youth Entrepreneurship Development Initiative (YEDI) on 05 June 2026 with the final handover ceremony to successful beneficiaries. The initiative continues to empower young entrepreneurs by providing support and resources to establish and grow sustainable businesses. We are also pleased to announce that training has commenced, with beneficiaries receiving guidance in various areas to ensure they are fully equipped to manage and grow their businesses.

2. State of the Region Address (SORA)

The State of the Region Address was hosted at the Municipality of Swakopmund on 17 June 2026. The event brought together government leaders, stakeholders, and community representatives to reflect on regional achievements, challenges, and development priorities for the Erongo Region. The address also provided an important platform to highlight ongoing development programmes, strengthen collaboration among key stakeholders, and reaffirm the shared commitment to improving service delivery and the quality of life for residents across the region.

3. Swakopmund Taxi Census and Registration Drive

The Municipality officially launched the Mandatory Taxi Census and Registration Drive on 08 June 2026. Conducted by the Emergency and Law Enforcement Department, the initiative aimed to update the municipal taxi database, improve public transport management, and ensure compliance with national transport regulations in the interest of public safety.

4. Memorandum of Understanding between Swakopmund and Zanzibar Urban Municipal Council

On 20 June 2026, Her Worship, Cllr. Suama Kautondokwa, Mayor of Swakopmund, together with the Chairperson of the Management Committee, Cllr. Angula Shiwate, joined the President of the Republic of Namibia, Her Excellency Dr. Netumbo Nandi-Ndaitwah, in Tanzania for the Tanzania-Namibia Business Forum.

During the forum, the Mayor signed a Memorandum of Understanding (MoU) between the Municipality of Swakopmund and the Zanzibar Urban Municipal Council. The partnership seeks to strengthen cooperation, encourage knowledge exchange, and promote sustainable urban development while creating opportunities for mutual growth and collaboration between the two municipalities.

5. Public Meeting with CBD Residents

On 21 June 2026, the Municipality hosted a public meeting with residents of the CBD and surrounding areas. The meeting provided a platform for engagement, information sharing, and constructive dialogue on municipal developments, community concerns, and future projects. The Municipality remains committed to transparent governance and meaningful community participation.

6. Free Business Information Session

A free business information session was hosted on 23 June 2026 for young entrepreneurs, MSMEs, YEDI beneficiaries, and members of the public. Representatives from BiPA, NAMRA, SSC, and DBN shared valuable information on business registration, tax compliance, funding opportunities, and business financing. The session formed part of the Municipality's efforts to support entrepreneurship and local economic growth.

7. Donation of School Supplies

Her Worship, Cllr. Suama Kautondokwa, received a donation of school supplies from the Erongob #HunumaNama Tarekhoodi group on behalf of the Office of the Mayor. The donation will assist a vulnerable local family by providing essential school supplies and uniforms, enabling the children to continue their education with dignity and confidence.

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Moving on to sports and recreation.**8. Appreciation to Swakopmund Municipality Sports Club**

The Municipality extends its appreciation to the Swakopmund Municipality Sports Club for proudly representing the town at the Namibia Local Authorities Sports and Recreation Association (NALASRA) Games held in Grootfontein. Participants competed in various sporting codes, including soccer, netball, pool, marathon events, tug-of-war, and others. Special congratulations are extended to the netball team for being crowned champions.

9. Corporate Volleyball Championship Victory

We are also proud to announce that...

The Municipality of Swakopmund's Volleyball Team was crowned champions at the Walvis Bay Municipality Corporate Volleyball Championship. This outstanding achievement reflects the team's dedication, discipline, and commitment to excellence, proving that teamwork truly turns the winning dream into reality.

Before we conclude, we hereby wish to recognise the following staff members for the:

10. Long Service Recognition

The Municipality appreciates the dedication and commitment of employees who reached important long-service milestones during June 2026.

For 15 Years of Service, we hereby congratulate

- Ms B.N. Ndimulunde
- Ms H. Nambinga
- Ms C. Mauha
- Mr V. Amoolongo
- Mr D.W. Nakale
- Mr J.H. Hamutenya
- Mr P. Mufita
- Ms L. Ndemuweda

For 10 years, 10 Years of Service

- Mr S. Ngutonua
- Ms A. Amporo
- Ms Mbendura
- Ms S.N. Shilongo

The Municipality extends its sincere gratitude to these employees for their years of loyal service and valuable contribution towards the growth and success of the Municipality of Swakopmund.

That is all we had for the month.

10. REPORT OF THE MANAGEMENT COMMITTEE REFERRED TO IN SECTION 26(1) (E) OF THE ACT**10.1 REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY MANAGEMENT COMMITTEE DURING JUNE 2026**

{C/M 2026/06/29

5/2/1/1/2}

RESOLVED:

That the report to Council on the resolutions taken by Management Committee meetings held on 16 June 2026 be noted.

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11.1.1

DECREASE OF SECURITY SITES TO CONTAIN SECURITY SERVICES COSTS

(C/M 2026/06/29 - 4/1/2/1)

During the discussion of this item Councillor B H Naweses proposed that the security guards at the Mondesa Cemetery and the Independence Park be retained due to increasing crime in those area. The proposal was unanimously adopted.

RESOLVED:

- (a) That Council approves the attached list (ANNEXURE A) of reduction and re-alignment of non-essential security sites in accordance with Council's resolution of 26 March 2026, under item 11.1.16.
- (b) That Council takes note that 21 sites, mainly recreational parks, have been cancelled.
- (c) That Council takes note of the total reduction of security guards from 213 to 120, which will result in a significant saving for Council.
- (d) That the security guards at the following sites be retained:
 - Independence Park
 - Mondesa Cemetery
 - Tamariskia Park
 - Hanganeni Park

11.1.2

REQUEST FOR PERMISSION TO RELOCATE FOOD AND FAITH (FORMERLY KNOWN FEEDING NAMIBIA) FROM ERF 10907, EXTENSION 42, TO ERF 8664, EXTENSION 3

(C/M 2026/06/29 - E 10907, E 8664)

RESOLVED:

- (a) That Messrs Food and Faith be advised that Council offers the use of erf 8664, Extension 31, marked open public space to set up containers for a feeding program from 1 April 2026 - 31 March 2027, subject to the following conditions:
 - (i) That Messrs Food and Faith comply with the procedures laid out in the Town Planning Scheme for the use of the Public Open Space
 - (ii) That the applicant ensures that all health protocols related to COVID-19 pandemic are adhered to.
 - (iii) That the applicant must approach the Health & Solid Waste department should there be a need for refuse bins.
 - (iv) That applicant submits a fire layout plan for the approval of the General Manager: Economic Development Services.
 - (v) That the applicant apply for freshwater connection for the feeding program at their own cost.
 - (vi) That Council's consent is further subject thereto that upon acceptance of the site proposed / approved by Council; Messrs Food and Faith undertake towards the Municipality of Swakopmund, its Council and / or its officials ("Council"):
 - 1) to indemnify and to keep indemnified and hold Council harmless against any losses or damages of whatsoever nature which Council may suffer or any claims or actions which may be instituted against Council by virtue of this

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resolution taken and consent given to Messrs Feeding Namibia and/or the utilization of the site by Messrs Food and Faith.

- 2) to Indemnify and keep Indemnified and hold Council harmless against any losses or damages of whatsoever nature which Council may suffer or any claims or actions which may be instituted against Council by virtue of any preceding decision, resolution and/or consent given by Council to Messrs Food and Faith to conduct a feeding program and in particular in respect of the decision, resolution and / or consent given in respect of Erf 8664, Ext 31, Swakopmund.
- (b) That Messrs Food and Faith bear all costs for services i.e. water, electricity etc. connections as well as security services.
- (c) That the applicant be informed to maintain the facility at all times and restore it to its original state after the given period.

11.1.3

VALUATION REPORT FOR UNDEVELOPED PORTION OF LAND LOCATED ON THE BANKS OF THE SWAKOP RIVER- OLUGA TRADING ENTERPRISES (PTY) LTD

(C/M 2026/06/29 - 17/1/4/2/1/7)

RESOLVED:

- (a) That Council takes note of the valuation report received from Municipal Valuator (SBN Property Investments) to determine the reviewed purchase price for the portion of land located on the banks of the Swakop River.
- (b) That clause 7.5 of the property policy be complied with in terms of the purchase price escalation as resolved by Council on the 02 October 2025 under item 11.1.10 point (f).
- (c) That Council approves the purchase price of undeveloped land on the banks of the Swakop River measuring 10,000m² at a purchase price of N\$718.25 m² x 10,000 m² = N\$7,182,500.00 excluding 15% VAT in terms of the current valuation received from Council's valuator.
- (d) That upon acceptance of the purchase price by Oluga Trading Enterprises (Pty) Ltd, Ministerial approval be obtained in terms of Section 30 (1) (t) of the Local Authorities Act 23 of 1992 for the revised purchase price.
- (e) That no rights will accrue to the applicant unless all conditions are complied with in full and all the relevant authorities have given the necessary permission, if applicable.
- (f) ~~That~~ the transaction be subject to the previous resolutions dated 27 April 2017 under item 11.1.33, 28 March 2018 under item 11.1.4 and Council decision passed on 02 October 2025 under item 11.1.10.

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11.1.4

DRIFT SPIN DRAGS MOTOR CLUB: RENEWAL OF LEASE PERIOD AND CHANGE OF IDENTITY OF THE LESSEE TO COASTAL SPINNING AND DRIFTING

(C/M 2026/06/29 - 4/1/1/5)

RESOLVED:

- (a) That Council takes note of the name change of Drift Spin Drags Motor Club to Coastal Spinning and Drifting as the lessee of the lease site and amend point (a) of the Council resolution passed on 28 November 2019 under item 11.1.6.
- (b) That the portion of land located west of the Go-Kart and east of the airport as per attached map measuring 6000m² be leased to Coastal Spinning & Drifting for the following motorsport activities:
 - (i) Host several national / club status motorsport races annually.
 - (ii) Weekly practice sessions
 - (iii) Host several driver Academy programs annually with drivers/coaches from South Africa
 - (iv) Host the ROTAX African Open annually.
 - (v) Possible ROTAX World Final host
 - (vi) Possible host for Motorsport activities
 - (vii) Possible host for drag racing activities
 - (ix) Possible host for a Motor Show
 - (x) Sporting / business activities using the new track.
- (c) That the lease shall be for a period of 5 years with an option to renew and which period is terminable by either party by giving / receiving 6 months' written notice.
- (d) That the annual rental +15% VAT multiplied with the size of the leased portion of land, with an escalation of 7% the first being 2026.
- (e) That a new lease agreement be compiled to read Coastal Spinning and Drifting as per the current constitution provided by the club.
- (f) That the General Manager: Engineering Services determine the value of a refundable deposit payable by the lessee on the commencement of the lease according to an estimate of rehabilitation costs should the lessee not rehabilitate the area on the conclusion of the lease.
- (g) That the proposed lease be published as required in terms of section 63 of the Local Authorities Act 23 of 1992, whereafter Ministerial approval be obtained in terms of section 30 (1) (t). at the cost of the lease.
- (h) That the following additional conditions be applicable:
 - (i) That the necessary staff and public ablutions facilities be erected and maintained.
 - (ii) That the area be kept clean at all times.
 - (iii) That the access to the event area be controlled to prevent uninformed people from venturing onto the track.
 - (iv) That safety barriers to protect spectators and event be erected and maintained.
 - (v) That emergency services be provided.
 - (vi) That if night time events are considered, suitable and effective lighting be provided for both the track and spectators.

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- (vii) That the condition of the track and facilities be inspected by Marshalls, Health and Engineering Services to confirm suitability, functionality and safety, which inspections should be conducted randomly.
- (viii) That repairs / alterations be implemented on the instructions of the Municipality at the cost of the Lessee, with no event allowed until compliance is demonstrated.
- (ix) No overnight.
- (i) That prior to occupying the portion of land, the Coastal Spinning and Drifting Club complies with the requirements of the Environmental Management Act, 2007.
- (j) That the following standard lease conditions ~~be~~ applied:
 - (i) That the lease be terminable by either party giving or receiving six (6) months written notice.
 - (ii) That a deposit equal to 1 years' lease which was previously paid be adjusted ~~in order to~~ equal the current annual rental amount.
 - (iii) That Council reserves the right to cancel the lease if valid objections from the public are received.
 - (iv) That the demarcated area be barricaded by way of a non-permanent fixture, such as a rope.
 - (v) That the lessee shall indemnify and keep Council indemnified during the full period of the agreement against possible claims, which may arise from the use of the leased area.
 - (vi) That no subletting ~~be~~ allowed.
 - (iv) That the lessee does not operate later than 22:00.
- (k) That the applicant be allowed to erect removable structures on the leased property with the prior written approval of the General Manager: Engineering & Planning Services.
- (l) That all structures be removed, and the land be rehabilitated to an acceptable condition to the satisfaction of land on the termination of the lease.
- (m) That Engineering and Planning Services Department designs a layout plan of the reserved sites consisting of subdivided portions of land for allocation to various motor sport activities due to Hage development.

11.1.5

REQUEST FOR ADDITIONAL FUNDS TO PROCURE 50 MOBILE TOILET UNITS

(C/M 2026/06/29 - 3/1/1/1/1, 18/7/1)

RESOLVED:

- (a) That Council takes note of the request for additional funds for the procurement of mobile toilets for rental purposes.
- (b) That Council approves the additional funds in the amount of N\$1,300 000.00 for the Health Services & Solid Waste Management Department.
- (c) That the General Manager: Finance secures funds amounting to N\$1,300,000.00 for the purchasing of mobile toilets under Vote: 700015560500, (Mobile Toilets).

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11.1.6

HOSTING OF A MAYORAL GALA DINNER FUNDRAISING EVENT

(C/M 2026/06/29 - 12/5/6/2)

RESOLVED:

- (a) That Council approves the hosting of the Mayoral Gala Dinner under the theme: *"From Potential to Prosperity: Empowering Youth for Namibia's Future"* on 31 July 2026 at the Swakopmund Hotel and Entertainment Centre.
- (b) That Council approves the allocation of funds amounting to N\$289,292.00 for initial event preparation costs, to ~~be reimbursed~~ from event proceeds.
- (c) That Council approves the mobilisation of at least twenty (20) corporate tables at N\$10,000.00 per table, in addition to individual ticket sales at N\$1,000.00 per person.
- (d) That two tables ~~be reserved~~ for the Municipality of Swakopmund and the main table.
- (e) That Council notes the target of raising N\$1 million through ticket sales, sponsorships, pledges, and donations.
- (f) That Council approves the utilization of overtime for organising committee members involved in event preparation and execution.
- (g) That Council approves the deployment of at least two (2) Finance staff members on-site during the event for ~~financial management~~ and oversight.
- (h) That Council approves that the General Manager: Finance avails Point Of Service (POS) machines to ~~be used~~ at the event for pledge payments.
- (i) That it ~~be noted~~ that all proceeds after reimbursement will ~~be paid~~ into the Mayoral Development Fund Vote.

11.1.7

UPDATING OF THE FINANCIAL REGULATIONS

(C/M 2026/06/29 - 1/1/2/30)

RESOLVED:

- (a) That Council approves the reviewed Financial Regulations.
- (b) That the Financial Regulations ~~be reviewed~~ frequently when necessary.
- (c) That the Financial Regulations mentioned be submitted to the Ministry of Justice and Labour Relations for review and subsequent publishing in the Government Gazette.

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11.1.8

SUBDIVISION OF ERF 1803 (A PORTION OF ERF NO. 1794), MONDESA INTO PORTION A AND REMAINDER, PERMANENT CLOSURE OF PORTION A AS PUBLIC OPEN SPACE AND SUBSEQUENT REZONING OF PORTION A FROM PUBLIC OPEN SPACE TO PARASTATAL

(C/M 2026/06/29 - M 1803)

RESOLVED:

- (a) That Erf 1803, Mondesa (a portion of Erf No. 1794) ~~be subdivided~~ into Portion A and Remainder, measuring 120m² and 2275m² in extent, respectively.
- (b) That the General Manager: Corporate Services and Human Capital Department facilitate the sale of Portion A of Erf 1803, Mondesa and determine the purchase price payable to Council.
- (c) That the property ~~be transferred~~ into the name of the Erongo Regional Electricity Distributor Company (Pty) once statutory procedures ~~are~~ finalized.
- (d) That the applicant provides proof that both subdivision and rezoning have ~~been approved~~ by the Minister and the rezoning is promulgated before any submission of building plans inclusive of relaxation of building lines and aesthetics approval to the Engineering and Planning Services Department for approval.
- (e) The current title deed conditions registered against Erf 1803, Mondesa (a Portion of Erf No. 1794) should ~~be resigned~~ for the Remainder of Erf 1803, Mondesa and the following conditions should ~~be registered~~ against the title deed of the newly created Portion 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 Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).*
- (f) That the applicant ~~be provided~~ with a Power of Attorney by the Municipality of Swakopmund to undertake the subdivision of Erf 1803 (a Portion of Erf 1794), Mondesa, closure and the rezoning of Portion A.

11.1.9

APPLICATION FOR THE REZONING OF ERF 278, SWAKOPMUND PROPER FROM "GENERAL BUSINESS" WITH A BULK OF 2.0 TO "GENERAL BUSINESS" WITH A BULK OF 4.0

(C/M 2026/06/29 - E 278)

RESOLVED:

- (a) That the rezoning of Erf 278, Swakopmund Proper from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 4.0 ~~be~~ ~~turned~~ down.
- (b) That Erf 278, Swakopmund Proper ~~be rezoned~~ from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 instead.

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- (c) That the applicant undertakes an infrastructure study to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
- (d) That the applicant submits a parking layout indicating the parking on-site proportional to the requested bulk factor in line with the Swakopmund Zoning Scheme. No parking on street reserve; shall be tolerated.
- (e) That this Council decision be implemented upon the promulgation of Swakopmund Zoning Scheme 71 in the Government Gazette.
- (f) That the applicant pursues a consolidation and/or a notarial tie between Erven 278 and 8925, Swakopmund Proper, should the extension of the hotel involve movement across the two erven.
- (g) That the rezoning of Erf 278, Swakopmund Proper from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 be subject to a 30% compensation fee in respect to betterment, calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant before any submission of building plans to the Engineering, Urban Development and Environmental Management Department for approval.
- (h) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the rezoning has been received by Council.
- (i) That the applicant be informed of Council's decision and their right to appeal to the Minister against Council's Resolution in terms of Section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) within 21 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.

11.1.10

APPLICATION FOR THE REZONING OF ERF 5006, SWAKOPMUND, EXTENSION NO.14 FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:600M² TO "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:250M²

(C/M 2026/06/29 - E 5006)

RESOLVED:

- (a) That the rezoning of Erf 5006, Swakopmund, Extension 14 from *Single Residential* with a density of 1:600m² to *General Residential* with a density of 1:250m² for the purposes of establishing a camping facility be turned down.
- (b) That Erf 5006, Swakopmund, Extension 14 be rezoned from single residential with a density of 1:600m² to general residential with a density of 1:250m².
- (c) That the rezoning of Erf 5006, Swakopmund Extension 14 from single residential with a density of 1:600m² to general residential with a density of 1:250m² be subject to a compensation fee in respect to betterment, calculated according to the betterment fee policy of 2009 and be paid by the applicant before any submission of building plans to the Engineering Services Department for approval.

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- (d) That all the parking ~~be provided~~ on-site in line with the Swakopmund Zoning Scheme and no parking on street reserve; shall ~~be tolerated~~.
- (e) That the applicant be informed of Council's decision and their right to appeal to the Minister against Council's Resolution in terms of Section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) within 21 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.

11.1.11

APPLICATION FOR THE SUBDIVISION OF FARM NO. 163 SWAKOPMUND INTO PORTIONS A, B, C, D AND REMAINDER AND THE RESERVATION OF PROPOSED PORTION "D" FOR THE PURPOSE OF PUBLIC ROAD OR STREET

(C/M 2026/06/29 - FARM 163)

RESOLVED:

- (a) That the subdivision of Farm 163, Swakopmund into Portions A, B, C, D and Remainder ~~be turned down~~.
- (b) That the judgement of the High Court in March 2021 ~~be respected~~.

11.1.12

APPLICATION FOR THE REZONING OF ERF 2786 (A PORTION OF ERF NO.98), SWAKOPMUND PROPER FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:900M² TO "GENERAL RESIDENTIAL" WITH A DENSITY OF 1:50M² AND A BULK OF 3.0

(C/M 2026/06/29 - E 2786)

RESOLVED:

- (a) That the rezoning of Erf 2786, (A Portion Erf No.98) Swakopmund Proper from "Single Residential" with a density of 1:900m² to "General Residential 1" with a density of 1:50m² and a bulk of 3.0 ~~be turned down~~.
- (b) That Erf 2786, (A Portion Erf No.98) Swakopmund Proper ~~be rezoned~~ from "Single Residential" with a density of 1:900m² to "General Residential 1" with a density of 1:100m² and a bulk of 1.0 instead of the initial request.
- (c) That the applicant undertakes an infrastructure and traffic study to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
- (d) That all the parking ~~be provided~~ on-site in line with the Swakopmund Zoning Scheme and no parking on street reserve; shall ~~be tolerated~~.
- (e) That no access ~~be granted~~ along Moses //Garob Street.
- (f) That the rezoning of Erf 2786, (A Portion Erf No.98) Swakopmund Proper from "Single Residential" with a density of 1:900m² to "General Residential 1" with a density of 1:100m² and a bulk of 1.0 be subject to a 20% compensation fee in respect to betterment, calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant before any submission of building plans to the Engineering, Urban Development and Environmental Management Department for approval.

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- (g) That no building plans inclusive of relaxation of building lines or aesthetics application ~~be approved~~ until proof of payment of the compensation fee for the rezoning has ~~been received~~ by Council.
- (h) That the applicant be informed of Council's decision and their right to appeal to the Minister against Council's Resolution in terms of Section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) within 21 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.
- (i) That the objectors be informed of Council's decision and their right to appeal to the Minister against Council's Resolution in terms of Section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) within 21 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.

11.1.13

APPLICATION FOR THE REZONING OF THE REMAINING EXTENT OF ERF 98, SWAKOPMUND FROM GENERAL RESIDENTIAL WITH A DENSITY OF 1:100M² TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:50M²

(C/M 2026/06/29 - E 98, E 2785)

RESOLVED:

- (a) That the rezoning of the Remaining Extent of Erf 98, Swakopmund from "General Residential 1" with a density of 1:100 to "General Residential 1" with a density of 1:50m² ~~be turned down~~.
- (b) That instead, the Remaining Extent of Erf 98, Swakopmund be rezoned from "General Residential 1" with a density of 1:100 to "General Residential 1" with a density of 1:75m².
- (c) That the implementation of this Council decision only ~~be affected~~ upon the promulgation of the Amendment Swakopmund Zoning Scheme No. 71.
- (d) That the rezoning of the Remaining Extent of Erf 98, Swakopmund is subject to a 20% compensation fee calculated according to the National Betterment Fee Policy of 2009 and ~~be paid~~ by the applicant.
- (e) That no building plans inclusive of relaxation of building lines or aesthetics application ~~be approved~~ until proof of payment of the compensation fee for the rezoning has ~~been received~~ by Council.
- (f) That the applicant undertakes an infrastructure study to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
- (g) That the developer approaches the Engineering, Urban Development and Environmental Management for guidance ~~with regard to~~ infrastructure study.
- (h) That the cost of upgrading and all additional infrastructure leading to and required at the erf ~~as a result of~~ the proposed development be for the account of the applicant and ~~be installed~~ in accordance with the

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specifications of the General Manager: Engineering Urban Development and Environmental Management.

- (i) That all the parking ~~be provided~~ on-site in line with the Swakopmund Zoning Scheme and no parking on street reserve; ~~shall be tolerated.~~
- (j) That the applicant provides proof that the rezoning has ~~been approved~~ by the Minister and promulgated, and any development plan or proposal before and after of such approval should ~~be confined~~ to "General Residential 1" and a density of 1:100m².
- (k) That the applicant be informed of Council's decision (b) above and their right to appeal to the Minister against Council's Resolution in terms of Section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) within 21 days of receipt of notice of this Resolution, provided that written notice of such an appeal shall be given to the Ministry, as well as Council within the said period.

11.1.14

PROPOSED PUBLIC PARKING AND SAFETY UPGRADE OPPOSITE ERF 931, SWAKOPMUND, EXTENSION 1

(C/M 2026/06/29

- 15/2/4/1, E 931)

RESOLVED:

That the proposal to develop and enhance public parking and gardens on the "Beach Area" for the site identified situated opposite Erf 931, Vineta ~~be approved~~ subject to the following conditions:

- (i) *The land and improvements remain property of Council, and that the applicant has no claim of private use benefits, ~~be considered.~~*
- (ii) *The utilization of the facility ~~be exclusively public.~~*
- (iii) *The developer complies with provisions of Clause 6 of the Swakopmund Zoning Scheme prior to the development of the proposed parking facility.*
- (iv) *The design, implementation, and operation of the proposed parking facility should be to the satisfaction of the General Manager: Engineering, Urban Development and Environment Management, who should be the responsible for the management and maintenance of the proposed parking facility.*
- (v) *The maintenance of the garden ~~be done~~ in collaboration with the Economic Development Services Department, Parks and Garden Section.*

11.1.15

REDUNDANT VEHICLES & EQUIPMENT: ENGINEERING URBAN DEVELOPMENT AND ENVIRONMENTAL MANAGEMENT DEPARTMENT

(C/M 2026/06/29

- 17/2/5/1)

RESOLVED:

- (a) That the following old and redundant vehicles & equipment within the Works Division ~~be written~~ off and sold at the next public auction.

Vehicles & Equipment:

TOTAL	DESCRIPTION	SECTION
1	N135435 - Isuzu Water Tanker - FWT0174 Engine No: <u>65D1410824</u>	Works Section

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	VIN No: ADMFVZ2356T392462	
1	N140665 - MAN Cla Water Tanker - FW70285 - Engine No: 6DEJ18R52 - VIN No: AAMMC63PX32370	Works Section
1	N32195 - Renault Kangoo - FTE0012 - Engine No: R225654 - VIN No: VF1FC0MBF32117032	Engineering and Planning Services Department
1	Wacker Rammer - FSI0047 S/No: 9416-5493491	Works Section

- (b) That the Chief Executive Officer and the Chairperson of the Management Committee determine the upset prices for the above-mentioned redundant vehicles, equipment and materials.

11.1.16

BENCHMARKING VISIT REPORT: SOLID WASTE MANAGEMENT AND RECYCLING INITIATIVE, CITY OF WINDHOEK

(C/M 2026/06/29

18/6/1)

RESOLVED:

- (a) That Council takes note of the findings of this benchmarking visit report and the successful outcomes recorded under the City of Windhoek's Waste Buy-Back Centre model.
- (b) That Council resolves to adopt the Waste Buy-Back Centre (WBBC) concept as the centrepiece of a Swakopmund Recycling Initiative and direct the General Manager: Health Services & Solid Waste Management to commission an initial feasibility study to identify a suitable site, estimate capital and operating costs, and determine appropriate waste categories for collection.
- (c) That Council explores co-funding and partnership opportunities with the European Union Delegation to Namibia, the Ministry of Urban and Rural Development, international development organizations, and private sector recycling companies - building on the public procurement process already initiated.
- (d) That a low-cost household recycling pilot program ~~be launched~~ in one or two selected wards of Swakopmund prior to the construction of a dedicated facility, to build community awareness, generate demand, and produce baseline data for the feasibility study.
- (e) That a parallel environmental awareness and education program ~~be developed~~ targeting schools, youth organizations, and civic groups, aligned with the behaviour-change model successfully implemented in Windhoek.
- (f) That an inter-departmental Recycling Task Team comprising representatives from Waste Management, Finance, Economic Development, Marketing, and Engineering, ~~be established~~ to develop a Swakopmund Recycling Initiative Business Plan and report back to Council within 90 days of this resolution.

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11.1.17

UNSOLICITED FUNDRAISING ADVISORY PROPOSAL RECEIVED FROM HULINA OFFSHORE ENERGY (PTY) LTD - LANDFILL AND WASTE BUY-BACK CENTRE CAPITAL MOBILIZATION

(C/M 2026/06/29

18/6/1)

RESOLVED:

- (a) That Council takes note of the unsolicited Strategic Fundraising Proposal submitted by Hulina Offshore Energy (Pty) Ltd and acknowledge the critical capital requirements relating to the Municipality's solid waste management capital needs and services as outlined in the proposal.
- (b) That Council confirms that the direct acceptance of the proposal submitted by Hulina Offshore Energy (Pty) Ltd, without following a competitive procurement process, is not permissible in terms of the Public Procurement Act 15 of 2015, and that the Municipality is therefore unable to enter into an agreement based on the unsolicited submission.
- (c) That Council endorses the way forward proposed by the Health Services and Solid Waste Management Department to undertake an open, fair, and transparent procurement process through the public advertisement of an Expression of Interest (EOI) for the provision of transactional advisory and fundraising services relating to the Swakopmund Landfill and Waste Buy-Back Centre Capital Programme.
- (d) That the General Manager: Health Services & Solid Waste Management be authorised to issue the Expression of Interest advertisement in compliance with the provisions of the Public Procurement Act 15 of 2015, and thereafter report back to Council on the outcome of the EOI process together with recommendations regarding the appointment of a suitable service provider.
- (e) That Hulina Offshore Energy (Pty) Ltd be informed of Council's decision and invited to participate in the open Expression of Interest process under the same terms and conditions applicable to all prospective service providers.

11.1.18

REDUNDANT EQUIPMENT: ECONOMIC DEVELOPMENT SERVICES DEPARTMENT

(C/M 2026/06/29

17/2/5/1)

RESOLVED:

- (a) That the following redundant items be written off and disposed of through sale at the next public auction:

QUANTITY	Barcode	Description
MAIN OFFICE		
1	002071	Small Wooden cabinet
1	002454	Office chairs
4	003038	Copy Room/Intern Chairs
1	003081	Storeroom Chair
1	001653	HP Officejet Pro Jet 7740 Printer

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1	001042	Laminating Machine
1	SN: NXV6ZEA01530900D57 7200	Acer Laptops
REST CAMP		
9	None of these items have barcodes	Mops
51		Brooms
2		Single beds
2		Double Beds
30		Couches
54		Dish Trays
50		Chairs
20		Ceramic bowls with lids
12		Small ceramic milk jars
4		Ceramic water jars
24		Squared ceramic plates
150		Pillowcases
200		Curtains
100		Pillow Inners
387		Fitted sheets
50		Duvets covers
50		Duvet Inners
TRAFFIC		
3	None of these items have barcodes	Office chairs
5		Visitors Chairs
1		Cleaning trolley frame
1		AIM Microwave
2		Steel cabinets
2		Small Wooden cabinet
SPORTS & RECREATION		
179	None of these items have barcodes	Plastic chairs
6		Office Chairs
1		VIP Chair
6		Round
3		Small
NURSERY		
6	None of these items have barcodes	Wheelbarrows
8		Iron Rakes
2		Spades
4		Forks
FIRE BRIGADE		
1	None of these items have barcodes	Garden Hose Stand
1		Defy Fridge
2		Whirlpool Washing Machine
4		Office Chair
3		Red Wooden Lockers
4		Toilet Pots
6		Black Tables at Male Stairs
VARIETY		Black Tables Off Cuts
7		Cupboard
1		Clock Stand (DRC Station)

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1		Compact Power Unit Jaws and Life (DRC Station)
1		Silver Drawer Casnet (DRC Station)
1		Fog Machine (DRC Station)
1		Bolt Remover and Set
1		Bunker Lockers (DRC Station)
1		Blue Office Chairs (Under Stairs by the Parking Bay)
CEMETERY		
20	None of these items have barcodes	Plastic Rakes
2		Iron Rakes
1		Electric Trimmer
2		Hedge Trimmer
6		Office Brooms
2		Street Brooms
3		Wheelbarrows
1		Garden forks
1		Garden Hoes
1		Pick
1		Machete
1		Shovel
1		Palm saw

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

11.1.19

INVITATION TO THE EXPERT CONFERENCE ON "SOLAR ENERGY" FROM 23-25 JUNE 2026 IN DAR ES SALAAM, TANZANIA

(C/M 2026/06/29

9/2/1)

RESOLVED:

- (a) That Council acknowledges the invitation extended to Mr Robeam Ujaha and Mr Clarence McClune to attend the Solar Energy Conference in Dar es Salaam, Tanzania, scheduled for 23-25 June 2026.
- (b) That permission ~~be granted~~ for the following officials to attend the Solar Energy Conference in Dar es Salaam, Tanzania, scheduled for 23-25 June 2026:
- Mr Clarence McClune
 - Mr Robeam Ujaha
- (c) That it ~~be noted~~ that the conference is funded by SKEW/Engagement Global, but Council be responsible for the subsistence and travelling allowances of the official (as per the Policy on Travelling, Accommodation & Subsistence).

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- (d) That special leave ~~be granted~~ to the above-mentioned employees for the purpose of travel for visa application and when travelling to Tanzania as required.
- (e) That shuttle services ~~be used~~ to transport the official to and from the Hosea Kutako International Airport, (Windhoek).
- (f) That Council be responsible for the payment of the visa application and shuttle services for the official.
- (g) That traveling and subsistence allowance ~~is paid~~ in terms of Council policy when required, and the expenses ~~be defrayed~~ from the Conference Expenses Vote: 300015505500.

11.1.20

REPORT ON THE ANNUAL SWAKOPMUND NEW YEAR'S CELEBRATION

(C/M 2026/06/29 – 13/3/2/1)

During deliberations on this item, Councillor D. Aribes objected to the inclusion of members of the Management Committee on the Organising Committee. Councillor M. N. Amushila clarified that councillors already serve on various other internal committees and that such, the arrangement is not unprecedented.

Following further discussion, the House was divided on the matter, and the Deputy Mayor called for a vote. The vote resulted in a tie of 4 votes each. In accordance with the Stading Rules, the Deputy Mayor exercised her casting vote in favour of Recommendation (d), thereby approving the inclusion of the Management Committee members on the Organising Committee.

RESOLVED:

- (a) That Council takes note of the report on the Swakopmund New Year's Celebration 2025/26 hosted at the Northern Beach Recreational area on 31 December 2025.
- (b) That the New Year Celebration event ~~be approved~~ as an annual event on the following conditions:
 - (i) That fireworks (pyrotechnics) ~~be permitted~~ at the New year's event on condition that it ~~is supervised~~ and operated by a qualified professional.
 - (ii) That the area used for placing the fireworks and the minimum safe distance ~~be cordoned off~~ and strict access control ~~be exercised~~.
 - (iii) That a qualified service providers for technical equipment and entertainment ~~be appointed~~ for the event.
 - (iv) That the beach ~~be used~~ to accommodate markets, picnics and sporting activities with sufficient access from 28 December until 2 January.
 - (v) That vendors ~~be invited~~ to apply for stands and sell a variety of products and services at the daily market from 28 December 2 January.
 - (vi) That only zero-alcohol beverages ~~be sold~~ or consumed at the event and that the use of hubbly-bubbly or smoking of harmful substances are not permitted.
 - (vii) That sufficient bins ~~be availed~~ by the Health Services Department.
 - (viii) That sufficient mobile ablution facilities be available at the event.
 - (ix) That arrangements ~~be made~~ with the Municipal Traffic Division, Namibian Police, Special Reserve Force, Namibian Navy,

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securities companies and First Aid and Emergency responders to provide safety and security services at the event.

- (c) That the following officials be the New Year Celebration Organizing Committee:

Manager: Corporate Services	- Mr A Plastje
Marketing & Communications Officers	- Ms A Gebhardt & Assistant
Public Relations Officers	- Ms L Mupupa
Sports & Recreational Officer	- Mr B Oaseb
Co-Ordinating Assistant	- Ms L Kotze

- (d) That Members of the Management Committee be part of the Organizing Committee.

- (e) That the Organizing Committee ~~be permitted~~ to source partnerships and sponsorship for the event.

- (f) That the following standards be applicable:

- (i) That Council ~~be indemnified~~ against any claims that may arise from using the area.
- (ii) That the area ~~be restored~~ to its original condition and to the satisfaction of the General Manager: Economic Development Services.
- (iii) That the sound ~~be restricted~~ to the immediate surrounding area.
- (iv) That the area ~~be vacated~~ by 01H00 am on 1 January and no one ~~be allowed~~ to overnight.

- (g) That the General Manager: Finance makes annual budgetary provision of N\$300,000.00 for the event.

11.1.21

REPEAL OF COUNCIL RESOLUTION TO ALIENATE OF ERF 4370, EXTENSION 7, MONDESA TO NON-PROFIT ENTITIES & ALLOCATE FOR OPEN MARKET
(C/M 2026/06/29 - M 4370)

RESOLVED:

- (a) That Council repeals part (d) of its previous resolution passed on 7 May 2026 under item 11.1.5, regarding Erf 4370, Extension 7, Mondesa, which provided for the invitation of development proposals from qualifying non-profit entities for the allocation of the Erf.
- (b) That Erf 4370, Extension 7, Mondesa be allocated to the Economic Development Services Department for the development of open market facilities for informal vendors operating around the Hanganeni Playground and its neighborhood.
- (c) That the Economic Development Services Department in consultation with Engineering, Urban Development and Environment and Health & Solid Waste Management Departments commence with the planning and implementation processes for the proposed open market facility.
- (d) That the General Manager/Manager Planning commences with the rezoning of Erf 4370 from *Institutional* to a suitable *Business* zoning.

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11.1.22 **CONSIDERATIONS OF INVESTING MUNICIPAL RESERVE IN MONEY MARKET INSTRUMENTS IN NAMIBIA**

(C/M 2026/06/29 - 3/13/1/2)

RESOLVED:

That Council maintains its investment portfolios only with Commercial Banks.

11.1.23 **PAYMENT OF ANNUAL MEMBERSHIP FEES - ALAN**

(C/M 2026/06/29 - 12/6/1)

RESOLVED:

That Council approves the full payment of the current annual membership fees to ALAN amounting to N\$100,000.00.

11.1.24 **SWAKOPMUND INDOOR SPORT TRUST: APPLICATION TO PURCHASE ERF 5370, SWAKOPMUND**

(C/M 2026/06/29 - E 2811, E 5370, E 5071, E 5373, E 5374)

RESOLVED:

- (a) That the application of MTC Dome dated 05 May 2026 for exclusive rights of use over municipal land adjacent to the Dome for sports-related activities and events not be approved.
- (b) That the application by Swakopmund Indoor Sport Trust, dated 20 May 2025, to purchase Erf 5370, Swakopmund, measuring approximately 1.1841 hectares and situated along Daniel Kamho Avenue, for the development of mixed-use sport activities, be approved on the basis that it constitutes an exceptional case and serves as an expansion of the existing business establishment currently operating on Erf 5371, Swakopmund.
- (c) That Council's decision passed on 30 November 2017 under item 11.1.17 be repealed:

"(a) That Messrs The Dome Swakopmund be informed, that Erf 5370, Swakopmund is reserved for public parking as per point (b) and (c) of the Management Committee meeting of 13 November 2014, under item 7.1:

(b) That Erf 5370, Swakopmund be reserved for public parking and that should any application to purchase this Erf be received, the applicants be informed that it is not for sale.

(b) That application for the use of the parking areas e.g. Erven 5370 and 5373 for purposes other than parking (e.g. bazaars, markets, displays trade fairs etc.) be considered in terms of Council's standard conditions as per the Council Resolution of 26 April 2012.

(c) That the Engineering Services Department attends to the rezoning process of Erf 5370, Swakopmund from "Institutional" to "Parking".

- (d) That a valuation be obtained from Council's valuer to determine the purchase price of the erf.

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- (e) That upon approval and acceptance of the purchase price, Council's intention to sell a Erf 5370, Swakopmund ~~be advertised for possible objections~~ as required in terms of the Local Authorities Act, Act 23 of 1992 as amended, at the cost of the purchaser.
- (f) That the requirements regarding the alienation of immovable property as prescribed in the Local Authorities Act, (Act 23 of 1992), as amended, Urban and Regional Planning Act, (Act 5 of 2018) and the Environmental Management Act, (Act 7 of 2007) respectively ~~be dealt with successfully~~.
- (g) That Erf 5370, Swakopmund be rezoned from "Institutional" to "Special" for use of mixed sport activities only at the cost of the purchaser.
- (h) That the following conditions be registered against the title deed of the erf:
 - (i) That the erf be used for sport and other sport related activities
 - (ii) That no residential accommodation be allowed; except overnight accommodation and ablution facilities for shift workers / security guards of the venture.
 - (iii) That the property may not be alienated (including a change in shareholding / members) unless a completion certificate is issued in respect of the structural improvements.
 - (iv) That the property or any portion thereof may not be subdivided and or alienated without being offered to Council at the purchase price such was obtained from Council.
- (i) That the sale transaction be subject to Council's standard conditions of sale by private treaty:
 - (i) That the purchaser pays a deposit of N\$ 100 000.00 towards the statutory costs relating to the transaction including, but not limited to advertising cost, compilation of the agreement of sale, as well as any legal costs that may arise from this transaction.
 - (ii) That the above deposit be paid within 90 days from the Council resolution approving the sale and purchase price (point (d) above), failing which Council's resolution will be revoked at the next Council meeting following the expiry of the 90 days.
 - (iii) That any remainder of the deposit in (i) above be refunded to the purchaser on completion of the transfer of the erf.
 - (iv) That all costs related to the transaction be for the account of the purchaser.
 - (v) That payment of the purchase price be secured either in cash or formal bank guarantee in favour of the Swakopmund Municipality within 120 days from the date of last party signing the agreement.
 - (vi) Failure to secure the purchase price within the required period will result in cancellation without the need to place the purchaser on terms.
 - (vii) Should the purchase price be secured by a bank guarantee the transfer must be affected on / before the 120th day, otherwise interest will be levied as from the date of last party signing the agreement until the date of registration of transfer at a rate as confirmed with Council's bank on the date of sale, i.e. date of last party signing the agreement.
 - (viii) That the purchaser accepts that no rights will accrue to them from Council's resolution unless all the relevant conditions of the

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Property Policy are complied with in full and all the relevant authorities have given the necessary permission, if applicable.

- (ix) The Erf is sold "voetstoots" or "as is" with the Council giving no warranty or guarantee, whether express or implied, oral or tacit, as to the suitability of the lay-out or situation or subterranean composition of the property or any improvements thereon. The Council also does not warrant that the services installed at the property are suitable for the use intended by the Purchaser. It is therefore the obligation of the purchaser to verify that the installed electricity, sewage and water connections are suitable for the intended use of the property.
- (x) That no development or construction be permitted to commence unless approved by the General Manager: Engineering, Urban Development and Environmental Management, subject to approved plans.
- (xi) That the erf be properly fenced in, to the satisfaction of the GM: Engineering, Urban Development and Environmental Management.
- (xii) That the purchaser constructs structural improvements worth at least equal to the municipal valuation of the property. Structural improvements, for purposes of this condition, shall not include the construction of boundary walls or any changes to the subterranean composition of the property.
- (xiii) That the said improvements be completed within 24 months (2 years) from date of transfer.
- (xiv) The agreement of sale be signed and returned to the Swakopmund Municipality, by the purchaser within 21 days of receipt thereof by the purchaser.
- (xv) That the purchaser indemnifies Council against any claims for damages in respect of the use of the site and or resulting from blasting, should blasting need to be done.
- (xvi) That the purchaser provides the registration documentation of the entity that the shareholders / members must be cautioned that the shareholders / members remain the same until the transfer is completed and they have complied with all conditions of sale.
- (xvii) That Council retains a first right of refusal to purchase the developed erf at the market value of the improvements at the time and the purchase price paid should the owner decide to sell it.

11.1.25

ZHONG MEI ENGINEERING GROUP (PTY) LTD: APPLICATION FOR ALLOCATION OF A PORTION OF LAND AS TEMPORARY CONSTRUCTION SITE

(C/M 2026/06/29 - 4/1/1/5)

RESOLVED:

- (a) That the application by Zhong Mei Engineering Group (Pty) Ltd dated 19 May 2026 to lease a portion of land measuring approximately 3 600m² (60m x 60m) for the exclusive purpose of establishing a construction site for the execution of Bid No W/RB/NW-005/2026 (Annexure "B", on file) be approved; subject to the conditions set-out under point (c) below.
- (b) That a portion of land as identified in Annexure "C" (on file) be allocated for this purpose.
- (c) That the following conditions be applicable:

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- (i) That the lease term be set for 12 months and it ~~is therefore not required~~ to publicly invite objections in terms of the Local Authorities Act, Act 23 of 1992, as amended.
- (ii) That the lease of the land be at a rental amount below from 1 June until 30 June 2026 and subject to a 7% annual increase from 01 July 2026:
 1. $3\ 600\text{m}^2 \times \text{N\$}3.08 = \text{N\$}11\ 088.00 + \text{N\$}1\ 663.20 (15\% \text{ VAT}) = \text{N\$}12\ 751.20 / \text{month}; \text{ and}$
 2. a maximum of 2 x accommodation units based on the smaller size at N\$ 424.27 per unit, i.e. therefore $2 \times \text{N\$}424.27 = \text{N\$}848.54 + \text{N\$}127.28 (15\% \text{ VAT}) = \text{N\$} 975.82 / \text{month}.$
- (iii) That a refundable deposit, equal to one month's rent ~~be paid~~.
- (iv) That a deposit of N\$100 000.00 ~~be paid~~ for the rehabilitation of the area, if required.
- (v) That Zhong Mei Engineering Group (Pty) Ltd ~~makes arrangements~~ for the provision and usage of electricity with Erongo RED at its own cost.
- (vi) That, if applicable, Zhong Mei Engineering Group (Pty) Ltd ~~be required~~ to pay a refundable electricity deposit equal to the monthly rental which shall ~~be applied~~ and used only if an outstanding account remains with Messrs Erongo RED upon termination of the lease.
- (vii) That the remainder of (vi) ~~be refunded~~ to the lessee on presentation of proof to the General Manager: Finance that the electricity account from Erongo RED in the name of the lessee has ~~been paid in full~~.
- (viii) That, if required, Council gives consent to Zhong Mei Engineering Group (Pty) Ltd in terms of the Town Planning Amendment Scheme 12 to engage in construction and manufacturing activities required for the pipeline contract.
- (ix) That either party can give 3 calendar months' written notice of the cancellation of the agreement.
- (x) That Council's standard conditions of lease ~~be made~~ applicable to the agreement.
- (xi) That the following special conditions ~~be applicable~~:
 1. That the lessee shall be responsible for the cleanliness and tidiness of the property.
 2. That there is no guarantee that the property is suitable for the lessee's purposes.
 3. That written permission ~~be obtained~~, should the lessee wishes erect any, sign or advertising material on the outside of the Property.
 4. That no subletting ~~be allowed~~.
 5. The Council ~~be indemnified~~ against any claim from whatever cause arises.
 6. That the area be properly fenced in.
 7. That a maximum of 2 staff accommodation units ~~be allowed~~ on site, subject to (approved by Council on 31 August 20217):
 - (a) The accommodation facilities shall ~~be fenced off~~ from the working area.

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- (b) ~~Suitable fire fighting equipment shall be installed in all facilities and shall be inspected by Fire Fighting Section prior to occupation.~~
 - (c) ~~The accommodation shall be inspected for approval by Health and Solid Waste Management Department prior to it being used.~~
 - (d) ~~As an alternative to the sewage treatment system, a containment tank may be used, with the tank emptied regularly with a water-truck and the sewage disposed to the municipal disposal works with prior arrangement with the Swakopmund Municipality.~~
 - (e) ~~If meals will be prepared on site, and food stored on site, a fully functional kitchen shall be provided, complete with suitable refrigeration / freezers to maintain food in safe condition. This facility shall be inspected by Health and Solid Waste Management Department at regular intervals.~~
 - (f) ~~An area shall be prepared for personnel recreation after hours / outside working time.~~
 - (g) ~~All accommodation facilities, and all walking areas shall be provided with sufficient lighting.~~
 - (h) ~~It is also recommended that:~~
 - (i) ~~alcohol not be allowed~~
 - (ii) ~~walkways provided with gravel to keep the accommodation clean~~
 - (iii) ~~Potable water for residential purposes be provided at the cost of the lessee to the satisfaction of the Health and Solid Waste Management Department and Engineering, Urban Development and Environment Department.~~
- (d) That it ~~be stated~~ in the lease agreement that Zhong Mei Engineering Group (Pty) Ltd rehabilitate the area according to the satisfaction of Engineering, Urban Development and Environment Department and Health and Solid Waste Management Department.

11.1.26

APPLICATION BY MS. PAULINA MAGANO NDAPANDULA ANGULA TO TRANSFER ERF 8449, EXTENSION 31, SWAKOPMUND (NORTH) FROM LATE MS LYLLI MWASHEKELE TO HER NAME

(C/M 2026/06/29 - E 8449)

RESOLVED:

- (a) That Council takes note that Ms. Lylli Mwashekele who was allocated Erf 8449, Extension 31, Swakopmund (North) passed away on 7 February 2025 before the property could be transferred.
- (b) That the late Ms. Lylli Mwashekele is survived by her biological children Ms. Paulina Magano Ndapandula Angula who is also the executrix and Mr. Ananias Neshunga, a minor.
- (c) That Council takes note that, despite the approval of the allocation of erven and conditions of sale under items 11.1.46 dated 29 September 2022, 11.1.13 dated 28 September 2023, and 11.1.39 dated 12 December 2024, no Deeds of Sale were signed by Ms. Lylli Mwashekele.

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- (d) That Council further takes note that in terms of Section 2 of the Alienation of Land Act 68 of 1981, no alienation of land or any interest in land shall be of any force or effect unless reduced to writing and signed by the parties.
- (e) That Council approves the transfer of allocation from the late Ms. Lylli Mwashekele to Ms. Paulina Magano Ndapandyla Angula and Mr. Ananias Neshunga.
- (f) That Council approves the application by Mr. Lukas Mwashekele to act as co-applicant on behalf of the surviving children of the late Ms. Lylli Mwashekele and to assume responsibility for, inter alia, the outstanding erf purchase price, construction of the dwelling, municipal account, and transfer costs.
- (g) That Ms. Angula and Mr. Neshunga (minor) be ~~instructed~~ to approach National Housing Enterprise for a loan application to construct a low-cost dwelling, or alternatively seek housing finance assistance from Shack Dwellers Federation of Namibia or any other registered financial institution.
- (h) That the completion period for the construction of the dwelling be 48 months from the date of transfer of the property, should Ms. Angula and Mr. Neshunga elect to construct the dwelling themselves and not make use of NHE as a financing institution.

11.1.27

ALLOCATION OF SIX (6) ERVEN IN EXTENSION 25, SWAKOPMUND RESERVED FOR MUNICIPAL EMPLOYEES

(C/M 2026/06/29 - E 6872, E 6890, E 6898, E 6920, E 6922, E 6933, 11/11/6)

RESOLVED:

- (a) That Council approves the allocation of the reserved erven zoned "Single Residential" to the 6 longest serving employees (year of service criteria) who comply with Council's conditions and are therefore allocated erven in Extension 25, Swakopmund as follows:

Erf	Full	Surname	Appointed
6920	Christof Mekondjo	Nembudu	21-Nov-11
6922	Lasarus	Nghimbisha	01-Feb-12
6898	Engelhardt Bonnie	Oaseb	30-Apr-15
6872	Matheus Panduleni	Ihuema	01-Jun-15
6933	Jubelline	Tjirare	01-May-17
6890	Roberto Ningsere	Pakara	01-May-17

- (b) That it be noted that on 03 March 2026, under item 11.1.31 Council reserved the 6 identified vacant erven zoned "Single Residential" located in Extensions 25, Swakopmund for allocation to qualifying employees at a purchase price of N\$198.00 / m², subject to the approval by the Minister of Urban and Rural Development and Section 6 of the Property Policy:

No	Erf No	Size	Zone	Purchase Price
1	6872	400	Single Residential	79 200.00
2	6890	400	Single Residential	79 200.00
3	6898	400	Single Residential	79 200.00
4	6920	653	Single Residential	129 294.00

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5	6922	400	Single Residential	79 200.00
6	6933	400	Single Residential	79 200.00

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

11.1.28

APPLICATION TO TRANSFER ERF 4329, MONDESA FROM AEI BUILDING AND CONSTRUCTION CC TO CHARLTON REJOICE DANKIE GARISEB

[C/M 2026/06/29 - M 4328, M 429, M 4330, M 4331, M 4332, M 4335]

RESOLVED:

- (a) That Council takes note of the following:
- (i) That Mr Aaron Ilongo was and still is the sole member of AEI Building and Construction CC at the time he acquired Erf 4329, Mondesa at the closed bid sale of 13 February 2015;
 - (ii) That Mr Aaron Ilongo applies to transfer ownership of Erf 4329, Mondesa to his biological son, Mr Charlton Rejoice Dankie Gariseb and does not benefit financially from such transfer;
 - (iii) That in terms of clause 7.1.3 Mr Charlton Rejoice Dankie Gariseb cannot be added as a member to the close corporation;
 - (iv) That the services account for Erf 4329, Mondesa is in arrears in the amount of N\$90 105.37 which will have to be settled as a clearance amount in order to enable transfer;
 - (v) That the restrictive conditions applicable to the sale was in an effort to protect the purchasers from being exploited by offers and to ensure that the local businesses benefit from establishing businesses on these erven;
 - (vi) That Council on 24 September 2015, under Item 11.1.10 abolished a similar condition of repossession for erven located in Extension 10, Swakopmund and instead the property may not be sold unless developed;
 - (vii) Council has waived the restrictions in respect of natural persons such as a pensioner and a person in ill health; and in respect of entities the restriction was waived in instances of financial hardships.
- (b) That the application of AEI Building and Construction CC be considered on the above merits, for a natural person as he is the sole member of the close corporation who bought the property as a SME local business man in Mondesa to establish his business and that the transfer of ownership to his biological son does not amount to speculation; and approval accordingly be granted to transfer ownership to Mr Charlton Rejoice Dankie Gariseb at no profit or gain.
- (c) That the restrictive condition of repossession be abolished for the owners of the following 6 erven, but such property may still not be alienated without being developed:

	Erf No	Size		Erf No	Size
1	4328	600	4	4331	600
2	4329	600	5	4332	680
3	4330	600	6	4335	967

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11.1.29

APPLICATION FOR LAND FOR A CONVENTION CENTRE AND GOLF DRIVING RANGE E.Z IMPERIO (ZIGGY MUINJO)

@ INVESTORS PROPOSAL CHECKLIST

@ DEPOSIT IN THE AMOUNT OF N\$100,000.00

(C/M 2026/06/29 - 17/1/4/2/1/12)

RESOLVED:

- (a) That Council takes note of the application for the allocation of land for a golf driving range and convention centre, considering the following:
- (i) On 05 March 2026 under Item 11.1.25 Council identified Farm 265 as a suitable site for the establishment of an international convention centre and auxiliary uses and approved the calling of development proposals. The Town Planning Division is attending to the rezoning of the identified farm.
 - (ii) On 17 February 2026 TransNamib Holdings, Eris Property Group and Stacks Property 37 (Pty) Ltd informed Council of their development plans for their property, which include an international convention centre with 1 000 seats, 150 room hotel and wellness & fitness centre.
 - (iii) On 20 May 2025 an application from the Swakopmund Indoor Sport Trust was received to acquire Erf 5370, Swakopmund. They want to expand the indoor sport facility on Erf 5371 (the Dome) and establish a community multi-purpose sport facility.
 - (iv) On 30 January 2020 under Item 11.1.5 Council approved the amendment of the lay-out of Erf 673, Tamariskia be allowing the exclusion of the golf driving range which was initially the motivation for the sale of the land.
 - (v) The Rossmund Golf Course is operating a complete golf course, including a golf driving range and various auxiliary uses (no convention centre).
- (b) That Council takes note that E.Z Imperio completed the Investor Proposal Checklist and paid the required deposit in the amount of N\$ 100 000.00.
- (c) That E.Z Imperio be informed to submit a proposal for Farm 265 once development proposals are publicly invited as resolved by Council on 05 March 2026 under item 11.1.25.
- (d) That the balance of the N\$100,000.00 deposit be refunded once Council confirms the recommendation under (c) above in terms of point (h) (iii) of Council's decision of 24 November 2025 (quoted):
- (h) That if Council approves the application, the following percentages be retained by Council as the applicant was informed of the risk and availability and related issues under points (e) (iii) above and of point (i) below:
 - (i) a 10% admin fee if the application is approved, but the applicant did not comply with the timelines;
 - (ii) a 5 % admin fee on successful completion of the project; and
 - (iii) a 5% admin fee if the application is turned down by Council.

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11.1.30

SUBDIVISION OF REMAINDER OF ERF 2747, SWAKOPMUND PROPER INTO PORTION X AND REMAINDER

(C/M 2026/06/29 - E 2747)

RESOLVED:

- (a) That the Council resolution number (C/M 2026/03/05 - E 2747) under item number 11.1.14 be complemented by this resolution, containing the correct description of the erf,
- (b) That the Remainder of Erf 2747, Swakopmund Proper be subdivided into Portion X, approximately 1.6468 hectares in extent and Remainder as shown subdivisinal plans,
- (c) That the subdivision of the Remainder of Erf 2747, Swakopmund Proper be recommended for approval by the Urban and Regional Planning in accordance with the provisions of Section 109 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018),
- (d) That conditions (A) and (B) registered against the Remainder of Erf 2747, Swakopmund Proper be registered against Portion X and only conditions (A) against the Remainder of Erf 2747, Swakopmund Proper,
- (e) That Barrie Watson, Town and Regional Planner be authorized to apply to the Urban and Regional Planning Board for the subdivision of the Remainder of Erf 2747, Swakopmund Proper on behalf of Council, and that a special power of attorney be provided.

11.1.31

REQUEST TO USE THE MULTIPURPOSE CENTER COMMUNITY HALL FOR NATIONAL BOXING CHAMPIONSHIP

(C/M 2026/06/29 - 15/2/3/3/1)

RESOLVED:

- (a) That Council grants permission for Mr Nestor Tobias, Chairperson of the MTC Nestor Sunshine Tobias Boxing Academy, to host a Boxing Tournament at the Multipurpose Hall, Mondesa, on 24 July 2026, subject to the following conditions:
 - (i) *Payment of the applicable approved tariff.*
 - (ii) *Submission of an event safety and security plan.*
 - (iii) *Submission of proof of liability cover or indemnity.*
 - (iv) *Organiser responsibility for damages incurred as a result of the event.*
 - (v) *Use of protective flooring or mats under the boxing ring;*
 - (vi) *Compliance with Council venue rules and occupancy limits i.e. Max 500 spectators.*
- (b) That Council amends its previous resolution made during 2016 and allows only the following specific sports as permissible activities to be held at the Multi-Purpose Hall:
 - (i) *Boxing*
 - (ii) *Wrestling*
 - (iii) *Karate*
 - (iv) *Gymnastics and Ballet*
 - (v) *Chess*

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- (c) That Council approves the application of the Tamariskia Town Hall tariffs with an additional 10% to the sporting codes mentioned in (b) above and that these tariffs are gazetted.
- (d) That music shows remain a prohibited activity in the Multipurpose Hall.
- (e) That the users of the hall indemnify Council against all and any claims in respect of damage to property and/ bodily injury to/ loss of life of people that may arise from the utilization of the leased property.

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

None.

The meeting adjourned: **20:23.**

Minutes to be confirmed on **30 July 2026.**

Mr A Benjamin
CHIEF EXECUTIVE OFFICER

Councillor E Salomon
DEPUTY MAYOR

10. **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY PREVIOUS MANAGEMENT COMMITTEE MEETING HELD DURING JULY 2026**

2. **CONFIRMATION OF MINUTES**

(M/C 2026/07/16 - 5/2/1/1/2)

2.1 **MINUTES OF MANAGEMENT COMMITTEE MEETING HELD ON 16 JULY 2026**

On the proposal of Councillor M N Amushila and seconded by Councillor C A Hartung, it was:

RESOLVED:

That the Minutes of Management Committee meetings held on 16 June 2026 be confirmed as correct.

11.1.1

REQUEST BY STEELBUILD NAMIBIA FOR A FUNDING PROPOSAL

(C/M 2026/07/30 - 17/1/4/2/1/7, 17/1/4/2/1/11, 17/1/4/2/1/12)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **7.1** page **03** refers.

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

1. Introduction

An application was received from Steelbuild Namibia dated **30 May 2026** (**Annexure "A"**). Although it appears to be a standard application for the reservation of land, the core of the application refers to Humanitarian Funds secured by them for the construction of houses. Therefor the application was not attended to in terms of Council's decision of **01 April 2025** under item 11.1.15 (quoted under point 2).

Extract from their letter:

The nature of funding is in the form of **Humanitarian Funds** and as such, we do not intend to purchase land and sell finished dwellings to the shortlisted individuals who qualify under the beneficiary shortlist of the respective Local Authorities. This will negate the objective of the envisaged project. The number of houses built at an allocated site, will be determined by the beneficiary shortlist provided by the respective Local Authority. We have arranged a table-top meeting with the **Ministry of Urban and Rural Development (MURD)** as the line ministry responsible for land development and housing.

The entity has been invited to mainly clarify their funding proposal.

With regard to townships developments and the construction of houses, please also take note of **Annexure "B"** which is a directive issued by the Minister of Urban and Rural Development dated **21 May 2026**.

2. Council's Standard decision regarding the Processing of Unsolicited Applications

Quoted below for ease of reference is Council's standard operating procedures for the processing of unsolicited applications as resolved on **01 April 2025** under item 11.1.15 copied below for ease of reference:

"(a) That Council confirms that as standard operating procedure it is proposed that the Corporate and Human Capital Department determines the purpose of applications for:

"(i) established erven (general residential, single residential, business, industrial and institutional); and

- Reply that Council will publish closed bid sales if and when erven becomes available (standard resolutions Annexure "B", on file);

(ii) townships development (low-, medium- and high income); and

- Reply that Council will call for proposals should assistance be required for the establishment and or servicing of townships (standard resolutions Annexure "C", on file);

- (iii) and business ventures the applicant deems as exceptional; and
- Reply that the applicant completes the investors proposal check list for submission to the Investment Coordination Committee (resolution for the establishment of the standing committee is attached as Annexure "D")."

Should it be established that the application of Steelbuild Namibia is in actual fact a standard township development application, they be informed of the above standard processing method.

3. **Earmarked Development of the Area known as the Northern Wedge**

Currently Council does not have any townships available for construction of houses.

Council made decisions on **30 August 2021**, under item 11.1.15 and **27 January 2022**, under item 11.1.2 regarding the future development of the remaining land located to the northern wedge known as Matutura townships.

4. **Fair and Equal Opportunities by Inviting Development Proposals Publicly**

It was further noted that the invitation of proposals through an EOI process ensures fairness and equal opportunity for all previous applicants, as well as the general public, to submit development proposals in response to a specific call.

Therefore, entertaining audiences with interested may be regarded as preferential treatment and could create expectations of allocation.

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

RECOMMENDED:

- That Council takes note of the application dated 30 May 2026 received from Steelbuild Namibia and the presentation made by them.**
 - That Council is to further engage with Steelbuild Namibia on the modalities of the proposed project, subject to the submission of the Joint Venture funding agreement to verify the financial position / capacity to carry out the project.**
 - That Steelbuild Namibia be requested to submit letters of support from the National Planning Commission and the Ministry of Urban and Rural Development.**
-

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projects and construction solutions

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(e) steelbuildnamibia@gmail.com

30/05/2026

CEO MR ALFEUS BENJAMIN
Swakopmund Municipality
Cnr Rakotoka Street & Daniel Kamho Avenue
Swakopmund, NAMIBIA

Dear Sir

RE: REQUEST FOR LAND RESERVATION AND SUPPORT LETTER

We, Steelbuild Namibia, is a 100% Namibian owned entity. We writing to your good office to introduce our company and project, which will address the Social Mass Housing Project which is a major stumbling block in all 14 regions in the Republic of Namibia. Further to the above, we request a letter of support in the allocation of land as well as in support of our project.

We have obtained a supporting letter from the **National Planning Commission**, Office of the President, and a support letter from the **Rehoboth Town Council**. Copies are attached for your reference. Our primary objective is to implement a **Social Mass Housing Program** to address the national housing backlog, by eliminating informal dwellings across all fourteen (14) regions, including communal areas and settlements.

THE PROJECT SCOPE INCLUDES:

1. Two to three-bedroom houses
2. Solar power and water supply
3. Title deed registration fees covered
4. Tarred roads and street lighting
5. Satellite police stations and clinics
6. Sub fire-fighting stations

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7. Schools to reduce travel distances for children
8. Community halls
9. CCTV security systems

Steelbuild Namibia **has secured funding and has a signed Joint Venture Funding Agreement in place.** We will assist with Land Surveying and Servicing of un-Serviced Plots at no cost to the Local Authorities or to the Ministry of Urban and Rural Development (MURD).

The nature of funding is in the form of **Humanitarian Funds** and as such, **we do not intend to purchase land and sell finished dwellings** to the shortlisted individuals who qualify under the beneficiary shortlist of the respective Local Authorities. This will negate the objective of the envisaged project. The number of houses built at an allocated site, will be determined by the beneficiary shortlist provided by the respective Local Authority. We have arranged a table-top meeting with the **Ministry of Urban and Rural Development (MURD)** as the line ministry responsible for land development and housing.

Our goal is to restore dignity to the homeless and those sleeping on streets and under bridges. The houses will be allocated to beneficiaries, who will be responsible for paying municipal service fees directly to the Local Authority.

The program uses rapid construction methods with a 7 to 10-year rollout. Construction will commence in all 14 regions simultaneously.

ATTACHED:

1. Support letter of NPC
2. Support letter from Rehoboth Town Council
3. Steelbuild Namibia presentation
4. Steelbuild Namibia company profile

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(e) steelbuildnamibia@gmail.com

We would greatly appreciate your cooperation and a speedy reply regarding land reservation and a letter of support.

Respectfully yours,



Mr. Gideon Elseb
Tel: +264 81 305 0969
Email: omaruruoll.gas@gmail.co

CC: Mr. Gerald Johr
Tel: +264 81 286 2814
Email: steelbuildnamibia@gmail.com



Republic of Namibia

**Ministry of Urban and Rural Development
OFFICE OF THE MINISTER**

Enquiries: Yvette Mutonga
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Government Office Park
Luther Street
our ref: 17/1/1

Private Bag 13289
Windhoek, Namibia

CIRCULAR 1/2026: SALE OF GOVERNMENT SERVICED LAND FOR HOUSING PURPOSES.

TO: All Mayors and Chief Executive Officers of Municipalities and Town Councils
All Chairpersons and Chief Executive Officers of Village Councils

Copy: Her Excellency Netumbo Nandi-Ndaitwa, President: Republic of Namibia
Hon. Evelyn !Nawases-Taeyele: Deputy Minister
Dr. Wilhelmine Shivute: Executive Director: MURD.

FROM: SANKWASA JAMES SANKWASA, MP
MINISTER



RE: SELLING OR AUCTIONING OF GOVERNMENT SERVICED LAND TO
PRIVATE INVESTORS IN LOCAL AUTHORITIES.

1. I have, during the induction training (workshops) of all Local Authorities, pronounced a new policy directive regarding the sale of government serviced land within all local authorities to private investors for housing construction purposes. I have noticed that Namibia is becoming a free for all, in land acquisition where the majority of our citizens are now kept at bay because the houses are now becoming available mostly for the rich individual (local and foreigners mostly if not all).
2. It is an open secret that private investors acquire government serviced land from local authorities at a relatively lower price, e.g. at N\$65.00 to N\$95.00 per square metre at most especially in Town and Village Councils, and N\$150.00 to N\$250.00 per square metre (in some municipalities) but sells the same land to the buyers of houses constructed at N\$850.00 to N\$950.00 per square metre (Municipalities, Town and Village Councils). This is triple the acquisition cost, resulting in our people's failure to buy houses.

3. Government (both Ministry and local authorities) service and make land available with the intention to have Namibians gain access to land and not for profit. On the contrary, private investors operating in the housing sector do so for profit. The prices currently charged by the private investors have denied Namibians access to land, which was the main objective of fighting and gaining independence.
4. In terms of section 30 (1) (t) (iii) of the Local Authorities Act 23 of 1992, as amended, stating that "Subject to the provisions of subsections (2) and (3), a local authority council shall have the power – subject to the provisions of part XIII, to - sell, let, hypothecate or otherwise dispose of or encumber any such immovable property, with the prior written approval of the Minister and subject to such conditions if any, as may be determined by him or her, any immovable property and subject thereto that the Minister may determine the method of sale, excluding a sale by auction, letting or hypothecation to be applied by a local authority council in respect of the immovable property, I have determined the conditions that:
 - No any immovable property (government serviced land) will be sold or made available to private investors for housing construction and sale to the public (citizens), except for business purposes or construction of shopping complex, which in return creates employment for our citizens.
 - and that the method of sale will be by direct sale to the individual citizens who applied and apply, first and foremost, before any foreign buyers and no auctioning (bidding) of land, as such approach has denied the common person access to land being acquired by the rich not the poor (lower and ultra-lower income category) constituting the bigger percentage of our population.

It has been noticed that most individuals have been on waiting lists for almost twenty (20) years. Since they applied because such citizens cannot afford to buy through the bidding method of land acquisition.

5. The private investors can, however, apply or acquire unserviced land whose selling rates per square metre will soon be properly determined or altered since such investors' targets the middle- and upper-income class who can afford such costly properties and operate for profit.
6. In instances or cases where land auctioning or bidding have been conducted, such bidding must be cancelled forthwith, as it will not receive approval as required in terms of section 30 of the Local Authorities Act 23 of 1992, as amended. All Local Authorities are expected to implement and operate within the confines of this new directive issued in terms of Article 40 and 41 of the Constitution.

Kind Regards

11.1.2

ERF 5229, EXTENSION 15, SWAKOPMUND: ASSESSMENT OF DEVELOPMENT PROPOSAL RECEIVED FOR ERF ZONED "INSTITUTIONAL"
(C/M 2026/07/30 - E 5229)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **7.2** page **10** refers.

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

1. Introduction

The purpose of this submission is to inform Council that development proposals were invited once again for the allocation of Erf 5229, Extension 15, Swakopmund (1 856m²) from corporate entities and non-profit organisation (religious institutions are excluded due the subject erf being smaller than 2 500m²) as resolved by Council on **26 June 2025** under item 11.1.2, point (c).

Eight (8) applications were collected by the entities listed (**Annexure "A"**):

1. Little Eden Kinder & Primary CC
2. Future Forward Learning Centre
3. Phonix Hybrid Academy
4. Pro-Ed Akademie
5. Angus Christian Academy
6. Mr Andre Esterhuizen
7. Ezra's Nest Educational Foundation
8. EduSteps Private School

At the closing date and time, i.e. **21 November 2025** at 12:00, three (3) proposals were received from the educational entities registered as commercial and non-profit entities, listed below:

- Future Forward Learning Centre CC **1/3**
- EduSteps Private School CC **2/3**
- Pro Ed-Academy Parents Association **3/3**

Attached:

- Annexure "A"** : List of entities that collected the Development Proposal
- Annexure "B"** : List of entities that submitted Development Proposal
- Annexure "C"** : Notice 57/2025 inviting development proposals
- Annexure "D"** : Map indicating the location of Erf 5229, Ext 15, Swakopmund

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

2. Overview

As recommended below, Council have to decide whether to again go out on invitation for development proposal as there is an extremely high demand for erven for the establishment of private schools.

With regard to the 3 proposals received:

- 2.1 Future Forward Learning Centre CC and
- 2.2 EduSteps Private School CC submitted basically the same proposals for a school, but their proof of financing does not substantiate that either one of them will be able to purchase the erf at the applicable purchase price of N\$ 309 952.00 and develop it.
- 2.3 Pro Ed-Academy Parents Association submitted budget proposal and cash-flow forecast and a proposal to develop a high school hostel for their scholar at the existing school across the street, the use of a hostel as the primary use on an erf zoned "Institutional" is not permissible.

The Planning Division confirmed a hostel is permitted as an auxiliary use to the main use of school on the same erf.

3. **Primary Use of Land Zoned "Institution"**

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

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

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

4. **Background**

4.1 **Cancellation by Promiseland Trust**

On **30 June 2022** under Item 11.1.6 Council approved the private treaty sale of Erf 5229, Extension 15, Swakopmund to Promiseland Trust for the establishment of a school for visually impaired scholars. The sale was cancelled as per Council resolution dated **31 October 2024** under item 11.1.9 by the trust due to a lack of scholars.

Council decided the future allocation of Erf 5229 under point (d):

- "(a) That Council takes note of the letter dated 02 July 2024 from Promiseland Trust for the cancellation of the transaction for the acquisition of Erf 5229, Swakopmund due to not securing enough visually impaired scholars (despite their best efforts) to make the project viable.
- (b) That Council authorises the refund of the purchase price paid on 16 November 2022 in the amount of N\$154 976.00 as the cancellation is not the result of non-performance in terms of clause 14.1 of the deed of sale.
- (c) That Council takes note of the unsolicited application dated 31 July 2024 received from R+H Trust to purchase Erf 5229, Swakopmund by private treaty sale and the applicant be encouraged to submit a development proposal as per points (d) and (e) below.

- (d) That development proposals be called from qualifying entities for the allocation of Erf 5229, Extension 15, Swakopmund, subject to the conditions prescribed in Council's Property Policy, excluding religious institutions due to the size of the erf being smaller than the minimum prescribed for religious institutions (2 500m²).
- (e) That the purchase price remains the same as approved at N\$154 976.00 (calculated at N\$83.50 / m² x 1 856m²) (N\$167.00 x 50% = N\$83.50) for non-profit entities off Erf 9060, Swakopmund."

4.2 **First Invitation of Development Proposal Invitation Notice 18/2025**

In execution of point (d) of the decision, development proposals were invited under Notice No 18/2025 for the allocation of Erf 5229, Extension 15, Swakopmund to a qualifying entity, i.e. a non-profit entity.

At closing date and time Friday, **09 May 2025** two applications were received from corporate entities registered as educational institutions listed below:

- Future Forward Learning Centre CC
- EduSteps Private School CC

On **26 June 2025** under item 11.1.2 Council resolved the following:

- "(a) That Council takes note of the development proposal received from Future Forward Learning Centre CC and EduSteps Private School CC in response to notice 18/2025.
- (b) That Council takes note that they are disqualified due to the entities being close corporations, which is specifically excluded in terms of the requirements to comply with.
- (c) That Erf 5229, Extension 15, Swakopmund, measuring 1 856m², be re-advertised for educational or welfare development in terms of the "institutional" zoning.
- (d) That a condition be added that should the entity be a profit-making entity, the purchase price be at full cost of installation of services, ie:
 - N\$154,976.00 for non-profit entities (50% of cost-of-service installation subsidized by Council)
 - N\$309 952.00 for profit-making entities (full cost of service installation)
- (e) That the standard reverting clause remains applicable for failure of developing the property (Annexure "B" attached to Annexure "G")."

4.3 **Second Development Proposal Invitation Notice 57/2025**

In execution of Council's resolution, the development proposal was invited once again as per notice **57/2025**.

In terms of the notice the following requirements had to be complied with:

- The applicants must provide the registration document of the corporate entity or welfare institution or a conveyancer's certificate indicating that

the institution is properly constituted, i.e. duly certified copy of the constitution in English.

- If a constitution is submitted, it must clearly indicate the assignees who are empowered to sign documentation on the institution's behalf; and
- The name of the entity in which ownership of the property shall vest in an acceptable form for Deeds Registry purposes.
- Provide proof of financial ability to purchase the erf and to develop the erf immediately after transfer of ownership.
- Proof of any cooperation agreements with other educational and welfare institutions.

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

5. Development Proposal Received

On the closing date and time, i.e. **21 November 2025** development proposal received from entities registered as educational institutions.

- Future Forward Learning Centre CC
- EduSteps Private School CC
- Pro-Ed Academy Parents Association

Entity Name	Comments
Future Forward Learning Centre CC CC/2008/1602	⇒ Completed proposal form: Attached. ⇒ Proof of the registration as an entity in an acceptable form for Deeds Registry purposes: A corporate entity registered with the Ministry of Trade (BIPA) as per the Amended Founding Statement, registration number CC/2008/1602. The entity was previously known as Izani Sportswear CC. Approval for registration by the Ministry of Education, Innovation, Youth, Sport, Art and Culture as a private school is pending the issuing of a certificate (03 October 2025). ⇒ Power of Attorney: Attached, authoring Ms Malinda Oosthuizen, ID 65111900071 to sign and submit all documents required in respect of the Development Proposal. ⇒ Financial Ability: Attached, Letter of Intent, from FNB (N\$ 154 976.00). The purchase price for corporate entities is determined at N\$309 952.00. ⇒ Development Proposal: School lay-out is attached, the entity caters for grade 1 to 12. Including learners with unique challenges like dyslexia, Aspergers, AHD and ADHD
EduSteps Private School CC 2025/04051	⇒ Completed proposal form: Attached. ⇒ Proof of the registration as an entity in an acceptable form for Deeds Registry purposes: A corporate entity registered with the Ministry of Trade (BIPA) as per the Founding Statement registration number CC/2025/04051. Registered with Ministry of Education, Innovation, Youth, Sport, Art and Culture as a private school. ⇒ Power of Attorney: Not provided. ⇒ Financial Ability: Edusteps Private School Swakopmund CC Management Statements for the 10-month period ended 31 October 2025 (Profit N\$ 73 596.00) and a cash flow forecast, the

Entity Name	Comments
	purchase price for corporate entities is determined at N\$309 952.00. ⇒ Development Proposal Development proposal letter, Layout of the school and a cost estimate cashflow attached. The school caters for grade 1 to 7 as well as for individual need (autism and ADHD).
Pro Edu-Akademie Parents Association	⇒ Completed proposal form: Attached ⇒ Proof of the registration as an entity in an acceptable form for Deeds Registry purposes: Constitution of Pro-ED Akademie (Afrikaans) and registered with the Ministry of Education, Innovation, Youth, Sport, Art and Culture as a school. This entity is a non-profit association and therefore qualifies for purchase price in the amount of N\$154 976.00. ⇒ Power of Attorney: Attached ⇒ Financial Ability: No proof of Financing from a financial institution, but a detailed budget proposal and cash flow forecast. ⇒ Development Proposal: Proposal for Development of High School Hostel adjacent to their existing school. Budget proposal and 36-month cash-flow

None of the above entities provided actual proof of financing, except Future Forward Leaning Centre CC but for only 50% of the purchase price (relevant to non-profit entities)

6. Financial Ability

Council continuously experiences delays to comply with not only the payment of the purchase price, but also the completion of the development project within 5 years.

Therefore, the following condition forms part of the proposal document:

“✓Provide proof of financial ability to purchase the erf and to develop the erf immediately after transfer of ownership.”

Budget proposals and cash flow forecasts are not regarded as proof of financial ability.

The purchase price for Erf 5229, Swakopmund is as follows:

- **profit-making entity will be N\$ 309 952.00** (N\$ 167.00 x 1 856m²)
- **non-profit entity in the amount of N\$ 154 976.00** (N\$ 83.50 x 1 856m²)

Proof of financial ability from the three submissions is listed below:

1. Future Forward Learning Centre CC: Letter of intent from FNB in the amount of N\$154 976.00, whereas the purchase price is in the amount of N\$309 952.00.
2. EduSteps Private School CC:
 - Management Statement by Luminous Financial Consulting CC
 - Income Statement (N\$ 73 596.00), Cash Flow for 2026

3. Pro Edu-Akademie - Parents Association: No proof of Financing from a financial institution, but a detailed cost analysis of expected income.

Notice No **57/2025** clearly indicates that Council is not obliged to accept any proposal and reserves the right to withdraw the invitation.

7. **Proposal**

From the above assessment:

- 7.1 EduSteps Private School CC and Future Forward Learning Centre CC propose to build a school. Both these entities' ability to purchase the erf and develop the property is not substantiated by either a bank statement or confirmation of a loan.
- 7.1 Pro Ed Academy Parents Association propose to construct school hostel. A detailed budget proposal and 36-month cash-flow forecast are provided, however they do not provide proof of financial ability, same as the two entities above.

Council's Planning Division confirmed that a hostel cannot be allowed as the main use on an erf zoned "institutional". It is only permissible if it is auxiliary to the specific private or public-school establishment on that site. This is an additional or supplementary option which was not provided for in the invitation and would not be fair to other applicants if Council deviates from the invitation for proposals.

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

RECOMMENDED:

- (a) That Council takes note that, although eight (8) applications for development proposal were collected, only three (3) were received in response to Notice 57/2025 for Erf 5229, Extension 15, Swakopmund measuring 1 856m² at a purchase price for profit-making entity as N\$309 952.00 and non-profit at N\$ 154 976.00 (N\$ 83.50 x 1 856m²).
- (b) **Development Proposal Received**

Entity	Comments
Future Forward Learning Centre CC	• Corporate Entity - Profit making • Purchase Price - N\$ 309 952.00 • Financing - Letter of Intent from FNB (N\$154 976.00). • Bank letter from FNB. • Development Proposal - School lay-out is attached, caters for grades 1 to 12. Including learners with challenges like dyslexia, Aspergers, AHD.
EduSteps Private School CC	• Corporate Entity - Profit Making • Purchase Price - N\$309 952.00 • Management Statement for 10-month period ended 31 October 2025 (Profit N\$73 596.00) and cash flow forecast for 2026. • No bank letter. • Development Proposal - caters for grade 1 to 7 as well as for individual needs (autism and ADHD)

Entity	Comments
Pro Ed-Academy-Parent Association	• Non-Profit Entity • Purchase price is determined at N\$154 976.00 • Budget proposal and 36-month cash-flow • No proof of income or financial ability. • No bank letter. • Proposal for Development of High School Hostel adjacent to their existing school.

- (c) That Council takes note of the requirement that the entity must provide proof of financing to purchase and develop the erf and of the reverting clause that should the erf not be developed within 5 years from date of sale the property reverts to Council. Below is an assessment of the proposals received in this regard:

1. **Future Forward Learning Centre CC: Letter of intent from FNB in the amount of N\$ 154 976.00, whereas the purchase price is in the amount of N\$ 309 952.00. Also, no proof that they will be able to develop the erf immediately after transfer of ownership.**
2. **EduSteps Private School CC: Management Statement by Luminous Financial Consulting CC Income Statement (N\$ 73 596.00), Cash Flow for 2026. No bank letter and also no proof that they will be able to develop the erf immediately after transfer of ownership.**
3. **Pro Ed-Academy Parents Association: No proof of financing from a financial institution, but a detailed cost analysis of expected income. No bank letter and also no proof that they will be able to develop the erf immediately after transfer of ownership.**

From the above it is not substantiated that 1. Future Forward Learning Centre CC and 2. EduSteps Private School who submitted basically the same proposals for a school, will be able to purchase the erf at the applicable purchase price of N\$309 952.00, and construct the required improvements.

- (d) **That the primary use of the erf as a hostel can only be considered as a notarial tie, but such was not provided for in the invitation document.**
- (e) **That as per the Council resolution of 26 June 2025 under item 11.1.2 Council again calls for development proposals from both commercial and non-profit making entities for educational or welfare developments (religious institutions are excluded due to the size of the subject erf) and reasonable alternative uses be considered based on a notarial tie.**
- (f) **That the condition regarding “proof of financial ability” be clarified as a pre-approval from a financial institution of the actual availability of funding to purchase the erf and construct a facility.**
- (g) **That the standard reverting clause remains applicable for failure of developing the property, (Annexure “G” of the development proposal application, submitted together with the applications).**

NNEXURE "A"

LIST OF ENTITIES THAT COLLECTED THE DEVELOPMENT PROPOSAL DOCUMENTS

LIST OF ALL INSTITUTIONALS THAT ARE TO COLLECT INVITATION DOCUMENTS

Name of the entity	E-mail and mobile number	Signature
Little Eden Kinder. & Primary CC	little.eden.swatopmund @gmail.com	
Future Forward Learning	melinda@melweb.com	

3	Phoenix Hybrid Academy	phoenixhybridacademy@gmail.com		
4	Pro-ed Academic	rudi.deck@gmail.com		
5	Angus Christian Academy	angusprivatecollege@gmail.com		
6	André Esterhuizen 081 868 2065	andreesterhuizen.andre@gmail.com		
7	Ezra's NEST Educational Foundation 081 756 8956	cejonas@gmail.com		
8	EDUSTEP PRIVATE SCHOOL 051 334 6554 Linda de Jager	liendetejager@gmail.com		

ANNEXURE "B"

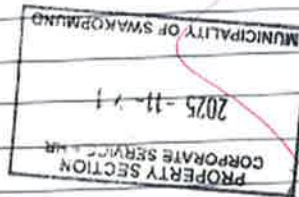
LIST OF ENTITIES THAT SUBMITTED THEIR APPLICATIONS FOR DEVELOPMENT PROPOSAL

NOTICE NO: 57/2025

**INVITATION FOR DEVELOPMENT PROPOSALS
FROM CORPORATE AND NON-PROFIT ENTITIES:**

↳ **Erf 5229, Extension 15, Swakopmund**

NO	DEVELOPER	LISTING	COMMENT
1.	Future forward Learning	1/3	
2.	Echosteps Private School	2/3	
3.	Pie-Echo Akademie	3/3	
4.	C.M. Grobler For Pie 20	3/3	
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			



ANNEXURE "C"**MUNICIPAL NOTICES FOR PUBLICATION IN NEWSPAPERS**

For the period 01 April 2023 to 31 March 2026 in terms of the award by the Accounting Officer on the recommendation of the Procurement Committee under item 8.3 of 29 March 2023 (Ref. 7/1/1/5).

NOTICE NO : 57/2025

SUBJECT : Invitation for Development Proposals for the Allocation of Erf 5229, Extension 15, Swakopmund

NEWSPAPER	PUBLICATION DATE(S)
1. STANDARD	
1.1 Namib Times	10 October and 17 October 2025
1.2 The Namibian	10 October and 17 October 2025
2. OTHER LOCAL NEWSPAPERS (IF APPROVED)	
2.1	
2.2	
2.3	
2.4	
2.5	
2.6	
2.7	
2.8	

	Yes
Advert cost paid	



**A BENJAMIN
CHIEF EXECUTIVE OFFICER**



Invitation for Development Proposal for the Allocation and Development of Erf 5229, Extension 15, Swakopmund from Non-Profit and Corporate Entities for Educational or Welfare Development

Notice is hereby given in terms of Section 63 (2) of the Local Authorities Act, Act 23 of 1992, as amended that the Municipal Council of Swakopmund invites development proposals from:

- Established non-profit and corporate entities for **Erf 5229, Ext 15, Swakopmund** measuring 1 856m² at :
- N\$ 154 976.00 for non-profit entities (50% of cost-of-service installation)
 - N\$ 309 952.00 for profit-making entities (full cost of service installation)

Due to the size of the erf being smaller than 2 500m² proposals from religious institutions will not be considered.

In order to be considered the following requirements must be complied with:

- ✓ The applicants must provide the registration document of the corporate entity or welfare institution or a conveyancer's certificate indicating that the institution is properly constituted, i.e. duly certified copy of the constitution in English.
- ✓ If a constitution is submitted, it must clearly indicate the assignees who are empowered to sign documentation on the institution's behalf; and
- ✓ The name of the entity in which ownership of the property shall vest in an acceptable form for Deeds Registry purposes.
- ✓ Provide proof of financial ability to purchase the erf and to develop the erf immediately after transfer of ownership.
- ✓ Proof of any cooperation agreements with other educational and welfare institutions.

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

General: The proposal document and site plan must be obtained from Ms F Namukwambi at the Swakopmund Municipal Building, Office no: BO-21, Rakotoka Street, Swakopmund.

The duly completed proposal documents in an envelope together with the required documents, clearly marked with the name of the proposer and stating **"Development Proposal for Erf 5229, Extension 15, Swakopmund"** must be placed in the blue wooden box, marked "Development Proposals for Institutional Erf" on the Ground Floor next to the Enquiry Desk, at the Municipal Office Building on / before **Friday, 21 November 2025 at 12:00**. Only proposals attached to the municipal form will be accepted.

Objections: Full particulars of the above Invitation will lie for inspection at the Municipal Head Office situated at the corner of Rakotoka Street and Daniel Kamho Street, Swakopmund, Room BO-21 (Ms Fredrik Namukwambi), ground floor, between 07:30 - 16:00 until Friday, **24 October 2025**.

Any person objecting to the proposed transaction, may lodge such objection in writing, duly motivated, to the Chief Executive Officer, not later than 12:00 on Tuesday, **28 October 2025**.

Please take note that NO objections via e-mail will be accepted.

Objections must be made by delivering a hard copy to the office of the Chief Executive Officer and supplying a return postal address and telephone number.

Enquiries: Mrs F Namukwambi, ☎ fnamukwambi@swkmun.com.na and / or ☎ 064-4104215.

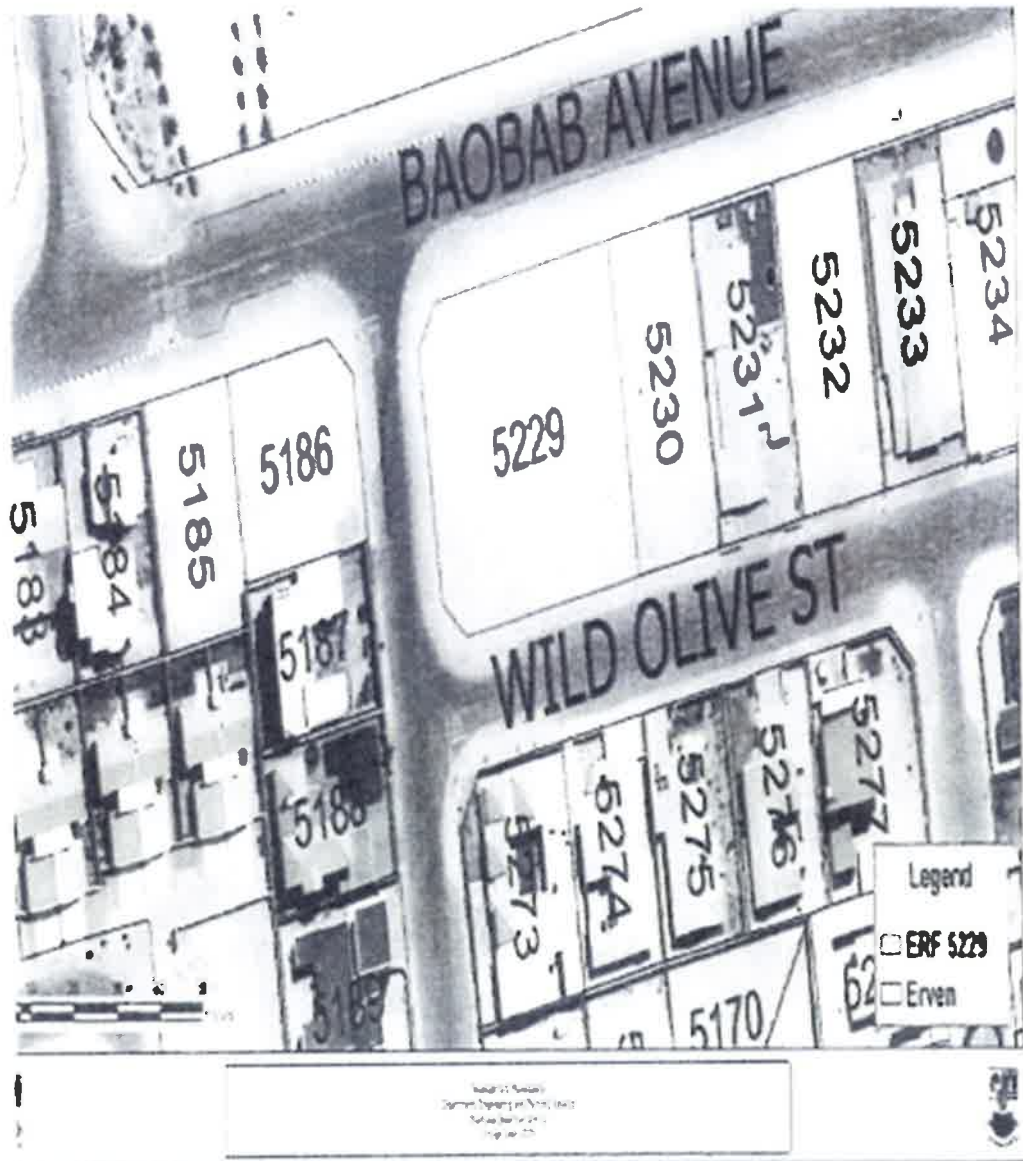
The Council for the Municipality of Swakopmund is not obliged to accept any proposal and reserves the right to withdraw this invitation.

NOTICE NO: 57/2025

**A Benjamin
CHIEF EXECUTIVE OFFICER**

ANNEXURE "D"

Map indicating the location of Erf 5229, Ext 15, Swakopmund



11.1.3

EXTENSION 38, SWAKOPMUND: NATIONAL HOUSING ENTERPRISE OFFER FOR A PURCHASE PRICE

(C/M 2026/07/30 - 17/1/4/2/1/11; 15/2/1/3)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **7.3** page **23** refers.

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

The purpose of this submission is to consider an offer of a purchase price for Extension 38, Swakopmund by National Housing Enterprise (hereinafter "NHE") to purchase and develop the township.

As per their letter dated **26 March 2026 (Annexure "A")**, NHE offers N\$1.00/m² to purchase the township. It is not stated whether it is for the entire surface area of Extension 38 or for the sellable land only.

2. Background

In NHE's application to acquire land from Council dated **26 March 2025**, Council made the decision quoted below on **26 June 2025** under item 11.1.3 for the sale of Extension 38, Swakopmund. The entire decision is quoted for ease of reference:

"(a) That in order to fast-track Council's housing delivery mandate, it is proposed that the sale and development of Extension 38, Swakopmund, be offered in principle and subject to conditions to the National Housing Enterprise in reply to their letter dated 26 March 2025.

(b) That the Chief Executive Officer and General Manager: Corporate Services and Human Capital, be mandated to initiate discussions with NHE based on the same principle as the sale of Extension 10, Mondesa approved during 2007, under the following resolutions:

- (i) Item 11.1.6 of 28 June 2007*
- (ii) Item 11.1.3 of 24 April 2008*
- (iii) Item 11.1.5 of 06 November 2008*
- (iv) Item 11.1.4 of 02 June 2009*

(c) That Erf 9821, Extension 38, Swakopmund, be excluded from the offer as a portion measuring approximately 5 ha has been allocated to the Werner Erkes Foundation and the remaining portion of approximately 3 ha is subject to a geotechnical assessment to determine the suitability for housing purposes (old refuse dump site).

(d) That the following points be addressed in the offer:

- (i) The eastern boundary is occupied by informal households (see discussion under 3.4 above).*
- (ii) The value and status of the development of Matutura Proper by Quintessential Trading and Consultancy as a middle-income residential development.*

- (iii) The approximate cost for services installation, excluding Erf 9821, i.e., amounting to a minimum of N\$43.3 million ($173\,233\text{m}^2 \times \text{N}\$250.00/\text{m}^2$).
 - (iv) The reservation of approximately 10% of the erven zoned "single residential" for municipal employees on NHE's lists for allocation based in terms of their affordability; and
 - (v) That the General Manager: Engineering & Planning Services be consulted regarding technical requirements and standards regarding land development and top structure construction.
- (e) That point (b) of Council's decision passed on 01 April 2025 under item 11.1.3 be repealed in order to provide for the above offer to NHE.
- (f) That Council approves the offer to NHE subject to:
- (i) NHE acceptance of the offer within 30 days.
 - (ii) NHE provision of an implementation timeline for the development within 60 days of acceptance of the offer".

The following was attended to after the above decision:

- (i) NHE was informed of the above decision in writing on **07 July 2025 (Annexure "B")** and was requested to reply by **06 August 2025**. All decisions referred to under point (b) of the decision were attached to the letter.
- (ii) On **05 August 2025** NHE accepted the allocation and meetings to clarify the Council resolution, deadlines, conditions and purchase price were arranged.
- (iii) Meetings were held and minutes recorded as follows:
 - 1. **02 October 2025 (Annexure "C")**
 - 2. **20 October 2025 (Annexure "D")**
- (iv) On **11 November 2025** NHE was reminded to propose a purchase price for Extension 38, Swakopmund
- (v) On **26 February 2026** a reminder was addressed to NHE to comply with Council's decision made on **26 June 2025** which also contain due dates / deadlines.
- (vi) NHE responded per letter dated **26 March 2026** and the required information was again provided to them under cover of a letter dated **30 March 2026 (Annexure "E")**. The following issues were also clarified in Council's reply:
 - (a) **A Complete List of All Erven to be Offered to NHE in Extension 38**

In terms of Council's resolution made on **27 June 2025**, under item 11.1.3, point (c) only Erf 9821 is excluded from the allocation.
 - (b) **A List of the Erven / Plots to be serviced by NHE**

The entire Extension 38, Swakopmund.

This issue was clarified during meetings held on **02** and **20 October 2025** and the Minutes of these meetings were provided to NHE (**Annexures "C" and "D"**).

(c) **A List of Erven Already Occupied or Affected by Encroachment**

In Council's letter to NHE dated **07 July 2025 (Annexure "B")** points 2.2 and 2.3 provided information regarding this matter.

Notwithstanding the above, the Housing Section provided the following updated information on **27 March 2026**:

1. Registration:

Total number of registered households	380/438
Registered households that provided proof of income	178/380
High Income (N\$6 001.00 - above)	57/178
Middle Income (N\$3 001.00 - N\$6 000.00)	72/178
Low Income (N\$3 000.00 - less)	49/178
Unemployed	79/380
Receiving social grants	26/380
Number of registered households that did not provide proof of income	97/380
Unregistered structures	58/393

2. 204 erven in Extension 38, 127 are occupied by informal structures including 126 single residential erven and 1 public open space.

(d) **A List of Erven Allocated or Earmarked for Municipal Staff**

Specific erven were not earmarked.

Council's resolution of **27 June 2025**, point (d) (iv) read that approximately 10% of the erven zoned "single residential" for municipal employees on NHE's list be reserved.

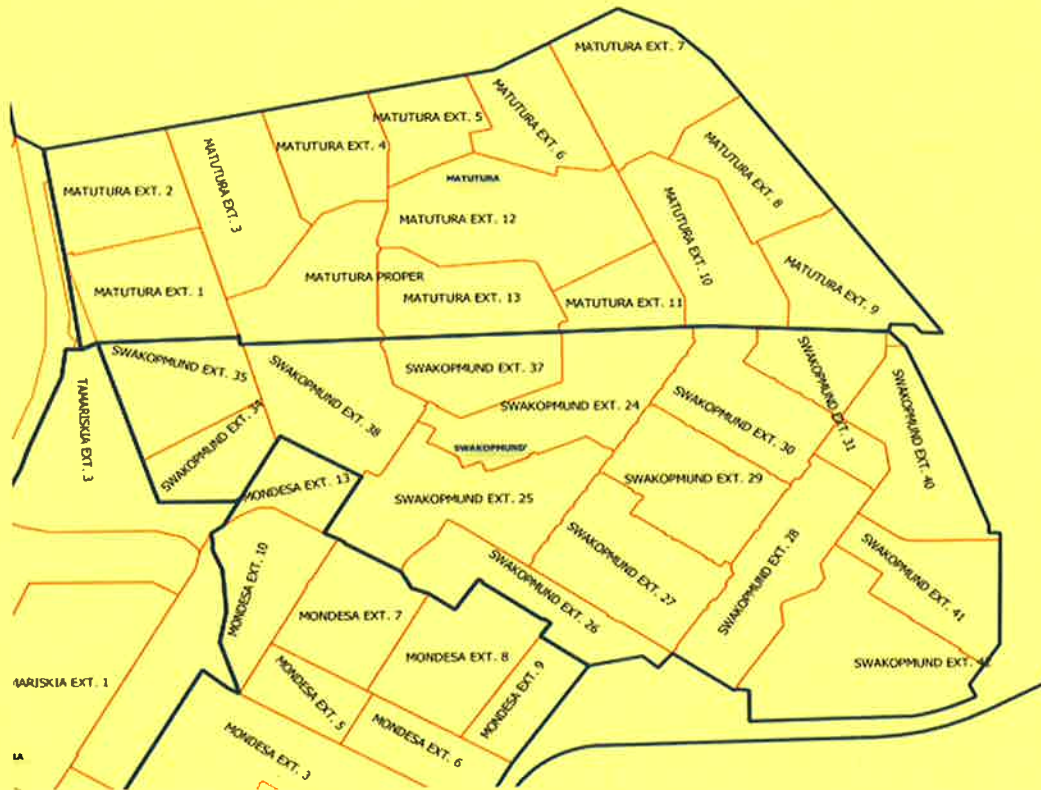
Therefore the exact description of these erven is irrelevant as the municipal employees are prospective purchasers listed on NHE's list.

3. **Extension 38, Swakopmund**

3.1 **Extension 38, Swakopmund comprises:**

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

Institutional	0
Local Authority	1
Undetermined	0
Private Open Space	0



3.2 A zoning map is attached as **Annexure "F"**.

4. **Determination of a Purchase Price**

- 4.1 Council on **26 June 2025** under item 11.1.3 approved the conditions of sale which include that any beneficial purchase price for the land be to the benefit of the NHE beneficiaries and that NHE can profit from the loan interest and house pricing structures.
- 4.2 Outstanding is a decision regarding a purchase price for the unserviced land. As per point (b) (i) of Council's decision made on **26 June 2025** Council approved a purchase price on **28 June 2007** for Extension 10, Mondesa at the time at N\$10.00 / m² for sellable land.
- 4.3 The town planning tender for establishment of Extension 38, Swakopmund was awarded in 2012. All the old files have been changed and closed, but calculating from available information, the establishment of Extension 38, Swakopmund is determined in the amount of **N\$ 202 000.00**.
- 4.4 At the meetings it was proposed that NHE offers a staggered purchase price starting at a low price per square metre for the eastern side on which shacks are located and increasing to the northern side due to the income level of the private development on Matutura Proper and to the western side being Extensions 34 and 35, Swakopmund to maintain the middle income status of these 3 townships.
- 4.5 In terms of the 2025 valuation roll the municipal value of an erf zoned "single residential" located in Extension 38 are valued at N\$ 300.00/m².

- 4.6 The size of the sellable land is 85 591m² ("single" and "general residential"); whereas the size of the entire township less Erf 9821 is 173 248m²:

SWAKOPMUND EXT 38				
ERF NUMBER	NO OF ERVEN	SIZE m ²	PROPOSE USE	% OF EXT AREA
9822, 9841	2	8 488	GEN RES 1 (1:100)	3%
10022-10025	4	33 546	PUBLIC OPEN SPACE	13%
9823-9840, 9842-10021	198	77 103	SINGLE RES	30%
9821	1	80 055	UNDETERMINED	32%
	0	54 111	STREETS	21%
TOTAL	205	253303		100%

Comparing a purchase price in the amount of N\$10.00/m² for sellable land to N\$1.00/m² for the surface area, results as follows:

N\$ 10.00/m² for Sellable Land x 85 591m²	N\$ 1.00/m² for Entire Surface Area less Erf 9821 x 173 248 m²
N\$855 910.00	N\$173 248.00

As can be seen from the above offer in the amount of N\$1.00/m² it does not cover the expenses Council incurred for the establishment of the township in the amount of **N\$202 000.00**.

During 2025 Council received an offer after calling for development proposals for Extension 4, Matutura in the amount of N\$5.50/m² for unserviced, sellable land.

Also during 2025, Ondangwa as a Town Council allocated 260 plots at Efidi Extension 6, to NHE at an upset price of N\$ 5.50/m².

At N\$5.50/m² the purchase price amounts to **N\$ 470 750.50**.

If Council sells to NHE at N\$5.50/m², it will mean people who can afford to pay N\$ 800 000.00 and above are paying for the serviced erf, and Council only gets N\$ 470 750.50 less N\$ 202 000.00 = N\$ 268 750.50 "profit".

It is therefore proposed to remain with the purchase price approved on **28 June 2007** for Extension 10, Mondesa in terms whereof NHE paid N\$ 10.00/m² for the sellable land.

Calculated for Extension 38, the purchase price will be in the amount of **N\$855 910.00**. Deducting the townships establishment costs in the amount of **N\$202 000.00**, Council will generate **N\$653 910.00** from the sale of the sellable land to NHE.

5. Next Steps

A sale and development agreement can only be signed once:

- 5.1 A Council resolution is in place for the purchase price per square metre.
- 5.2 Approval has been obtained from the Minister of Urban and Rural Development as prescribed in the Local Authorities Act, Act 23 of 1992, as amended, to proceed with the sale.

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

RECOMMENDED:

- (a) That the sale of the sellable land in Extension 38, Swakopmund to National Housing Enterprise (hereinafter "NHE") be subject to the conditions approved by Council on 26 June 2025 under item 11.1.3 and the various resolutions quoted under point (b) of the said resolution, clarified as follows:

(i) Item 11.1.6 of 28 June 2007

1. that the purchase price per square meter for the sellable land is N\$10.00 (see point (c) (i) below).
2. that NHE does not generate any profit on the sale of the land to their clients.
3. that a clause to the above effect be included in the sale and development agreement.
4. That the point that NHE not be permitted to construct core houses on the land, not be applicable.
5. That the statutory requirements for the alienation of land in terms of the Local Authorities Act, Act 23 of 1992, as amended be complied with.

(ii) Item 11.1.3 of 24 April 2008

1. That all costs for the transaction be for the account of NHE.
2. That NHE provides a report on the breakdown of development costs to ensure that the unserviced land is sold at cost to their clients.

(iii) Item 11.1.5 of 06 November 2008

1. That the point that NHE will be allowed to build a mix of core and conventional houses, not be applicable.
2. Road network to be surfaced with interlocking bricks.
3. NHE will be required at their cost to upgrade the bulk infrastructure (if need be), this is an amendment to the decision of 06 November 2008.
4. NHE agreed to pay rates and taxes upon transfer of the Property in the name of NHE as required in terms of the Local Authorities Act, Act 23 of 1992, as amended.
5. NHE will be allowed to implement a parallel/simultaneous construction programme of services and housing construction. However, such houses will only be occupied once all the services have been completed. Phased completion on the basis of blocks of erven will be discussed with the General Manager: Engineering, Urban Development and Environment.

- (iv) Item 11.1.4 of 02 June 2009, this item related to the approval of the deed of sale for Extension 10, Mondesa at the time.

- (b) That NHE be required to build houses for middle income earners on the standard building method, if an alternative building method is considered, it will require prior assessment and approval from the General Manager: Engineering, Urban Development and Environment Management.

- (c) That NHE be informed that Council considered their offer in the amount of N\$ 1.00/m², but that such price does not cover the costs Council incurred for the townships establishment during 2012 in the amount of N\$ 202 000.00; and

- (i) **Council therefore approves a purchase price in the amount of N\$ 10.00/m² for the, unserviced, sellable land (i.e. erven zoned "Single Residential" and "General Residential") (see point (a) (i) 1. above) which is calculated as follows:**

$$\text{N\$}10.00/\text{m}^2 \times 85\,591\,\text{m}^2 = \text{N\$}855\,910.00$$

- (ii) **which purchase price will be payable within 120 days from signing the deed of sale.**

- 1. The agreement of sale must be signed and returned to the Swakopmund Municipality, by the purchaser within 21 days of receipt thereof by the purchaser.**
- 2. Failure to secure the purchase price within the required period will result in cancellation without the need to place the purchaser on terms.**
- 3. Should the purchase price be secured by a bank guarantee the transfer must be effected on / before the 120th day, otherwise interest will be levied as from the date of last party signing the agreement (date of sale) until the date or registration of transfer at a rate as confirmed with Council's bank on the date of sale, i.e. date of last party signing the agreement.**

- (iii) **That once the purchase price is paid, instruction be given to Council's conveyancer to transfer all erven zoned "Single Residential" and "General Residential" to NHE at once, i.e. one transfer date for the execution of point (d) (vi) below.**

- (d) **That the following standard conditions for the sale of large portions of land be applicable:**

- (i) **That NHE pays a deposit of N\$100,000.00 towards the statutory costs relating to the transaction, including, but not limited to, advertising costs, compilation of the agreement of sale, as well as any legal costs that may arise from this transaction.**

- (ii) **That the above deposit be paid within 90 days from the Council resolution approving the sale and purchase price, failing which Council's resolution will be revoked at the next Council meeting following the expiry of the 90 days.**

- (iii) **That any remainder of the deposit in (i) above be refunded to the purchaser on completion of the transfer of the erf less a 5% administrative fee.**

- (vi) **That NHE completes the Development within the following time frames:**

- 1. the upgrading of the bulk services infrastructure and the development of the entire internal services infrastructure: within 330 (three hundred and thirty) days of the date of transfer of ownership of the erven zoned "Single Residential" and "General Residential"; and, in the event of the internal services structure being developed in phases,**

that each such phase be completed within the respective time frame as stipulated in the construction programme (to be submitted by the Developer and approved by the Municipality);

- 2. the construction of dwelling houses on the "Single Residential" erven: within 330 (three hundred and thirty) days of date of the final completion of the internal services infrastructure, as certified by the Municipality, alternatively, if the development of the internal services infrastructure is carried out in phases (as approved by the Municipality), then within 330 (three hundred and thirty) days of date of final completion, as certified by the Municipality, of the respective phase of which the respective dwelling houses form part of.**
- (v) That the purchaser accepts that no rights will accrue to them from Council's resolution unless all the relevant conditions of the Property Policy are complied with in full and all the relevant authorities have given the necessary permission, if applicable.**
- (vi) Extension 38, Swakopmund is sold "voetstoots" or "as is" with the Council giving no warranty or guarantee, whether express or implied, oral or tacit, as to the suitability of the lay-out or situation or subterranean composition of the property or any improvements thereon. The Council also does not warrant that the services installed at the property are suitable for the use intended by the Purchaser. It is therefore the obligation of the purchaser to verify that the installed electricity, sewage and water connections are suitable for the intended use of the property.**
- (vii) That the purchaser indemnifies Council against any claims in general and for damages in respect of the use of the site and or resulting from blasting, should blasting need to be done.**
-

ANNEXURE "A"

LETTER DATED 26 MARCH 2026 RECEIVED FROM NHE



Head Office:
7 Gen. Murtala Muhammed Ave, Eros
P O Box 20192, Windhoek
Tel: +264 (61) 292 7298
Fax: +264 (61) 292 7271
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www.nhe.com.na

OFFICE OF THE CHIEF EXECUTIVE OFFICER

Enquiries: Indilani Set-Sam lipinge (061 292 7239) (indilani@nhe.com.na)
Sylvia Elago (061 292 7222) (elagos@nhe.com.na)

26 March 2026

Mr. Archie Benjamin
Chief Executive Officer
Swakopmund Municipality
PO Box 53
SWAKOPMUND

Dear Mr. Benjamin

RESPONSE TO YOUR LETTER DATED 26 FEBRUARY 2026 – LAND ACQUISITION: EXTENSION 38, SWAKOPMUND

We acknowledge receipt of your letter dated 26 February 2026 regarding the status of the land acquisition process for Extension 38, Swakopmund, as well as your reminder concerning the deadlines approved by Council.

We wish to confirm that the National Housing Enterprise (NHE) remains committed to the acquisition and development of the identified land. As previously communicated in our letter dated 5 August 2025, NHE accepted the offer in principle, subject to a *physical site inspection* and confirmation of the land's conditions. This process is currently being finalized in collaboration with your team.

Additional Condition Prior to Final Acceptance

Before NHE can issue final acceptance and proceed with the signing of the Deed of Sale, we hereby formally request that the Municipality consider and confirm a rate of N\$1.00 per m² for the unserviced land to be allocated to NHE.

This request is aligned with NHE's mandate to deliver affordable housing and ensure the financial viability of large-scale servicing and construction projects.

Outstanding Information Required

To enable us to conclude the assessment and provide our final position by the stipulated deadline, we respectfully request the following detailed information:

1. A complete list of all erven to be offered to NHE in Extension 38;



Board of Directors: Ms. Isaka Sam (Board Chairperson) | Mr. Harding Tjipene | Ms. Jolly Kubbba | Mr. Erickson Mwaneyekenge | Ms. Adisa Angula | Mr. Ousman Hivemah

2. A list of the erven/plots to be serviced by NHE as part of the development programme;
3. A list of erven already occupied or affected by encroachment, including the nature of such encroachments.
4. A list of erven allocated or earmarked for municipal staff.

This information is critical for NHE's planning, servicing cost calculations, and finalisation of an implementation timeline for the development phases.

Next Steps

Upon receipt of the above documentation and confirmation of the land price, NHE will:

- Conclude the site inspection and valuation report;
- Issue a final acceptance letter;
- Proceed with the signing of the Deed of Sale.

We appreciate your office's cooperation and look forward to your response by **31 March 2026**, as indicated in your correspondence.

Please accept our best wishes and esteem Mr. Benjamin and the entire municipality.

Yours sincerely


Gisbertus Mukulu
CHIEF EXECUTIVE OFFICER

ANNEXURE "B"

LETTER DATED 07 JULY 2025 INFORMING NHE OF THE COUNCIL RESOLUTION



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

Ref No: 17/1/4/2/1/11

Enquiries: Mr M Kruger

07 July 2025

The Executive Officer
National Housing Enterprise
P O Box 20192
WINDHOEK
10005

info@nhe.com.na

Attention: Mr Gisbertus Mukulu

Dear Sir

LAND ACQUISITION - SWAKOPMUND

Your application dated 26 March 2025, refers.

1. The application for the allocation of land for low- and middle-income earners was submitted to Council and the following resolution was passed on 26 June 2025 under item 11.1.3:

- (a) That in order to fast-track track Council's housing delivery mandate, it is proposed that the sale and development of Extension 38, Swakopmund, be offered in principle and subject to conditions to the National Housing Enterprise in reply to their letter dated 26 March 2025.
- (b) That the Chief Executive Officer and General Manager: Corporate Services and Human Capital, be mandated to initiate discussions with NHE based on the same principle as the sale of Extension 10, Mondesa approved during 2007, under the following resolutions:
 - (i) Item 11.1.6 of 28 June 2007
 - (ii) Item 11.1.3 of 24 April 2008
 - (iii) Item 11.1.5 of 06 November 2008
 - (iv) Item 11.1.4 of 02 June 2009
- (c) That Erf 9821, Extension 38, Swakopmund, be excluded from the offer as a portion measuring approximately 5 ha has been allocated to the Werner Erkes Foundation and the remaining portion of approximately 3 ha is subject to a geotechnical assessment to determine the suitability for housing purposes (old refuse dump site).



(d) That the following points be addressed in the offer:

- (i) The eastern boundary is occupied by informal households (see discussion under 3.4 above).
- (ii) The value and status of the development of Matutura Proper by Quintessential Trading and Consultancy as a middle-income residential development.
- (iii) The approximate cost for services installation, excluding Erf 9821, i.e., amounting to a minimum of N\$43.3 million (173 233m² x N\$250.00/m²).
- (iv) The reservation of approximately 10% of the erven zoned "single residential" for municipal employees on NHE's lists for allocation based in terms of their affordability; and
- (v) That the General Manager: Engineering & Planning Services be consulted regarding technical requirements and standards regarding land development and top structure construction.

(e) That point (b) of Council's decision passed on 01 April 2025 under item 11.1.3 be repealed in order to provide for the above offer to NHE.

(f) That Council approves the offer to NHE subject to:

- (i) NHE acceptance of the offer within 30 days.
- (ii) NHE provision of an implementation timeline for the development within 60 days of acceptance of the offer."

With reference to point (a), please take note that included in the conditions are submission of proof of financing as well as timelines to be agreed on.

Proof of financing is required in terms of Council's decision passed on **25 February 2021** under item 11.1.4 (e):

"(e) That in future developers be screened to determine their financial capabilities to perform and any other matter Council deemed necessary."

In terms of point (f) (i), please confirm in principle acceptance of the above offer on / before **Wednesday, 06 August 2025**.

Once the above offer is accepted by NHE in writing discussions can be scheduled in terms of point (b) above in order to ensure compliance with point (f) (ii) above of which the first step will be publication of Council's intention to alienate Extension 38 followed by an application for approval from the honourable Minister of Urban and Rural Development.

The resolutions referred to under point (b) are attached for ease of reference.

2. **Extension 38, Swakopmund**

For information, please take note of the following:

2.1 **Extension 38, Swakopmund comprises:**

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

Below is a map indicating the location of Extension 38, Swakopmund:



2.2 Occupation of Extension 38, Swakopmund

With reference to point (d) (i) of the above decision, below is an aerial photo taken **2024** indicating occupancy by informal households:



2.3 The Housing Section of the Swakopmund Municipality conducted a survey of the 373 informal households and the results are as follows:

Category	Total Number
High Income	51
Middle Income	75
Low Income	61
Unemployed	80
Receives Grant	13
Employed but no Proof of Income Submitted	51
Self Employed but no Bank Statement Submitted	40
Own Property in Windhoek	1
Deceased	1
Total Number of Households	373

2.4 Please take note that **Erf 9821, Swakopmund** is excluded from the development offer to NHE

For any further enquiries, please do not hesitate to contact the Manager, Properties and Housing, Mr Mahne Kruger at ☎ 064-4104211.

Yours faithfully

Mpasi Haingura
Mpasi Haingura
General Manager: Corporate Services and Human Capital

/sb.



Annexure “A”

1116 NHE: ACQUISITION OF LAND IN MONDESA
(C:M 2007/06/28 H:5/5)

RESOLVED:

- (a) That Council alienates the remainder of Portion B of Swakopmund Town & Townlands no 41, Mondesa, measuring 189 048 m² to NHE at NS10.00 per square meter for their future housing development projects, on condition:
- That NHE does not generate any profit on the sale of the land to their clients.
 - That a clause to the above effect be included in the agreement of sale with NHE.
 - That NHE not be permitted to erect core houses on the land mentioned in (a) above.
- (b) That all statutory processes be complied with and the intended alienation be dealt with in terms of Section 30 (1) (i) of the Local Authorities Act, Act 23 of 1992, as amended.
-

1113 NHE: TOWNSHIP ESTABLISHMENT ON A PORTION OF THE PORTION
B OF SWAKOPMUND TOWN AND TOWNLANDS No.41
 (C/M 2008/04/24 H 5/5)

RESOLVED:

- (a) That the application from Messrs Plan Africa Consulting CC on behalf of the National Housing Enterprise (NHE) for the proposed subdivision and proposed land uses and zonings of a Portion of Portion B of Swakopmund Town and Townlands No. 41 Swakopmund be approved as follows;
 - Portions 1 to 4, 128 to 131 – General Residential 1 with a density of 1/100.
 - Portions 14,15 and 126 – Local Business.
 - Portion 232 – Public Open space.
 - Portions 176 and 231 – Institutional.
 - The remainder of the portions – Single Residential with a density of 1/300.
- (b) That any required upgrading of Municipal services due to the change in zoning and land uses, as well as the payment of the Betterment Fee is for the applicant's account.
- (c) That all statutory processes be adhered to and are the responsibility of the applicant. Any costs are for the applicants account.
- (d) That no building plans be approved by the Engineering Services Department unless proof can be supplied that the necessary statutory requirements have been met.
- (e) That the Chief Executive Officer of the National Housing Enterprise provides a report on the breakdown of development costs, including rental to be charged to ensure that the reduced price is passed on to the consumers.
- (f) That the selling prices for the portions zoned as Local Business and General Residential 1 be reviewed.

1115 **CONDITIONS OF SALE – NHE**
(C/M 2008/11/06) H 5/5)

RESOLVED:

That the amendments to the Deed of Sale in respect of the portion of Portion B of the Swakopmund Town and Townlands No. 41 between Tamariskia and Mondesa to NHE be approved as follows:

- (i) NHE will continue to develop the Property as originally planned incorporating the conditions below.
- (ii) NHE will be allowed to build a mix of core and conventional houses. However, the "outside row" of houses will be reserved for conventional houses.
- (iii) No tarring of internal or external streets will be required.
- (iv) NHE will not be required to upgrade the bulk infrastructure, but they will need to extend such bulk services at their cost in order to provide a connection to the new reticulation infrastructure. Thus, where necessary (especially the sewer network), there will be extension rather than upgrading of bulk infrastructure. The electrical bulk infrastructure will be discussed with Erongo RED.
- (v) NHE agreed to pay rates and taxes upon transfer of the Property in the name of NHE.
- (vi) NHE will be allowed to implement a parallel/simultaneous construction programme of services and housing construction. However, such houses will only be occupied once all the services have been completed. Phased completion on the basis of blocks of erven will be discussed with the Swakopmund Municipality Engineering Services Department.

1114 **NHE – DEED OF SALE**
(C/M 2009/06/02) H 5/5)

RESOLVED:

That the Deed of Sale (on file) for the alienation of a portion of land to NHE be approved.

ANNEXURE "C"

MINUTES OF THE MEETING HELD ON 02 OCTOBER 2025

**Meeting Outcomes of
Thursday, 02 October 2025 re Extension 38, Swakopmund
Discussions with NHE:**

Attendance Register	Attached
Welcome	The Chief Executive Officer, Mr A Benjamin welcomed all present.
Overview	- A brief overview was given with regard to Council's decision made on 26 June 2025 under item 11.1.3. - It was stated that the entire project is <u>subject to approval by the Minister of Urban and Rural Development</u>. - A Council resolution is required approving a purchase price and agreed conditions to publish the <u>proposed</u> transaction in terms of the Local Authorities Act, Act 23 of 1992, as amended. - Therefore, the timelines complying with point (f) (ii) of Council's decision will be assumed from date of approval being granted by the said Ministry.
1. Council's Resolution of 26 June 2025, under item 11.1.3	Quoted below.
2. Mandated Discussion Team:	Mr A Benjamin Mr M Haingura
3. Extension 38 map, Info and enumeration of informal households	Quoted below.
4. Exclusion from Extension 38:	Erf 9821, Swakopmund % Werner Erkes Trust - Vocational School % Deon Hotto Trust - Sport Facilities

	Item	Outcome
4. Points addressed:	(i) <i>The eastern boundary is occupied by informal households.</i> (ii) <i>The value and status of the development of Matutura Proper by Quintessential Trading and Consultancy as a middle income residential development.</i>	Quoted below, is a breakdown of the informal households occupying the subject extension and their income. Relocating these households is not a priority. Ms B Ramos Viegas will provide the following information: - The list of the identity of the informal residents and related data. - The list of municipal employees on NHE's waiting list. - The list of the residents occupying the roads. The above is to determine whether some households can be accommodated by NHE in the development project. Ms S Bruwer will provide the costs of Quintessential Trading and Consultancy (Pty) Ltd developing Matutura Proper. Transitional/phased value development can be considered in due regard of the private development on Matutura Proper.

Item	Outcome
(iii) The approximate cost for services installation excluding Ext 9821, i.e. amounting to a minimum of NS\$43.3 million (173 233m ² x NS\$250.00/m ²);	The Project Team (separate e-mail) will reassess the cost for installation of services as it is anticipated to be lower.
(iv) The reservation of approximately 10% of the erven zoned "single residential" for municipal employees on NHE's lists for allocation based in terms of their affordability; and	10% of the erven zoned "single residential" = 19 erven. As per above, Ms B Ramos Viegas will provide a list of municipal employees listed on NHE's waiting list.
(v) That the General Manager Engineering & Planning Services be consulted regarding technical requirements and standards regarding land development and top structure construction	A Project Team has been identified and sent under cover of a separate e-mail. NHE stated that they designed 10 new revolutionary, cost effective house designs.

Although the following was not discussed in detail at the meeting, it was pointed out that NHE must review the conditions quoted below from Council's resolution passed on 26 June 2025 under item 11.1.3, point (b):

5. Conditions to be discussed and agreed on	(i) <u>Item 11.1.6 of 28 June 2007</u> • Purchase price for Ext 10 was NS\$10/m² • Price for Elidi at NS\$50/m² • Price by developer for Ext 6, Mat at NS\$ 50/m² • No profit on sale of land, only interest on the loans and profits on the houses	• In addition to the purchase prices stated, the erven zoned "single residential" is listed in the 2025 General Valuation Roll at NS\$300.00/m² assuming such erven are serviced. • NHE proposed a purchase price between NS\$1.00/m² and NS\$5.00/m². • NHE will submit the purchase price proposal in writing as well as agreement/proposals of the conditions below, for consideration by Council. • NHE stated that their interest rate is currently 10.5%
	(ii) <u>Item 11.1.3 of 24 April 2008</u> • upgrade of bulk services if required for NHE's expense • all costs incurred for the transaction for NHE's expense • provides a report on the breakdown of development costs, including occupational rental to be charged to ensure that the reduced price is passed on to the customers/purchasers.	This point will be discussed by the Project Team. NHE to take note of the points regarding occupational rental and the benefit of a lower purchase price to the beneficiaries.
	(iii) <u>Item 11.1.5 of 06 November 2008</u> • may construct a mix of core and conventional houses • no tarring of external or internal streets	This point will be discussed by the Project Team.

	- any upgrade of bulk infrastructure for NHE's expense - NHE to discuss electrical infrastructure with Erenigo RED - Rates and taxes payable on transfer of property to NHE - allowed to implement parallel/simultaneous construction programme of services and housing construction. Houses only allowed to be occupied when services are completed - phased development can be considered	
	<i>(iv) Item 11.1.4 of 02 June 2009</i> Approval of the Agreement for Development of Extension 10	
6 Other	1. None	
	2. None	
	3. None	
	4. None	
	5. None	

4. **Extension 38, Swakopmund**

4.1 **Extension 38, Swakopmund comprises:**

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

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



4.2 **Occupation of Extension 38, Swakopmund**

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



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



- 4.3 The Housing Section conducted a survey of the 373 informal households and the results are as follows:

Category	Total Number
High Income (N\$ 6 000.00 + per month)	51
Middle Income (N\$ 3 000.00 to N\$ 5 999.00 per month)	75
Low Income (N\$ 3 000.00 and below per month)	61
Unemployed	80
Receives Grant	13
Employed but no Proof of Income Submitted	51
Self Employed but no Bank Statement Submitted	40
Own Property in Windhoek	1
Deceased	1
Total Number of Households	373

ANNEXURE "D"

MINUTES OF THE MEETING HELD ON 20 OCTOBER 2025

**Teams Meeting Outcomes of
Monday, 20 October 2025 re Extension 38, Swakopmund
Discussions by Technical Team (NHE and Swakopmund Municipality):**

1	Attendance Register	On behalf of NHE - Mr Indileni Ipinge Manager ID - Mr Herman Bock Head Architecture - Ms Quinn Goses Architectural Technician - Mrs Ndatyoonawa Nelumbo Head Projects Central - Mr Karel Theron - Mr Abel Naibab Site Agents - Mr Ernie van Wyk - Mr Hafeni Natangwe Nghishivasha Construction Foreman	On behalf of Council - Mr Clarence McClune GM: Engineering & Planning Services - Mr Mpasi Haingura GM: Corporate Services & Human Capital - Mr Andre Louw Manager: Design & Build - Mr Mahn Kruger Manager: Properties & Housing - Ms Stephny Bruwer Corporate Officer: Properties
2	Welcome	Mr Herman Bock, the coordinator of the meeting welcomed all present and confirmed that the meeting is based on the established technical team and regarded as a continuation of the meeting held on 02 October 2025.	
3	Agenda Items	① Progress on Current DRC Project / Extension 31 ② Extension 38, Swakopmund	
Item		Statements	Action
4.	① Progress on Current DRC Project / Extension 31	✓ busy with 2 houses	✎ noted
		✓ 5 houses completion certificates issued	✎ noted
		✓ will start soon with new approved plans	✎ noted
		✓ rafter issue having a cost implication and it was proposed to increase to 114 x 38	✎ Mr Andre Louw confirmed that approval was given.
		✓ await approval on drawings/plans for next 72 houses before appointing contractors	✎ assessment will be reviewed by Engineering & Planning Services Department and NHE will be informed accordingly.
		✓ issue regarding identification of pegs	✎ Mr C McClune pointed out that it is the owner's responsibility. NHE will cover the cost under contingencies.
		✓ ownership issue	✎ NHE will provide the detail to Mr Mahne Kruger for confirmation from the Housing Section.
		✓	✎
	② Extension 38	✓ Mr Mpasi Haingura enquired re the revolutionary housing plans designed by NHE	✎ NHE confirmed that the development of Extension 38 will benefit of the new designs, being: ⇨ 4 types for ultra low ⇨ 3 types for low income ⇨ 4 types for middle income

Item	Statements	Action
		✎ NHE confirmed that the designs are being amended and will be submitted to the line Ministry by end October 2025 and thereafter to the project team. ✎ Due to the uniqueness, NHE is considering copy right. ✎ Mr C McClune requested to copies in order to ensure it complies with Council's standard in order to avoid delays in the implementation.
	✓ Mr Clarence McClune confirmed that NHE visited Extension 38 and have an idea of the construction method. ✓ Area is identified as medium income to Council's Housing Action Plan and the adjacent developments on Matutura Proper. ✓ The scope of the services installation was indicated as surfaced roads (interlocked pavers/butimen) and gravel sidewalks, standard water, sewerage, storm water, electricity and integration of a max of 2 telecommunication service providers. Development of open spaces (maintenance for Council) and have all amenities in place. ✓ Once all approvals are in place an official letter will be issued to commence with development. ✓ Mr Herman Bock pointed out that once a scope is available, estimates can be calculated (excluding the portions of land allocated to Werner Erkes Trust and Deon Hotto Foundation). ✓ Mr Herman Bock pointed out that the cost for paved / butimen roads is exorbitant.	✎ A latest aerial photo superimposed over the general plan for Extension 38 will be provided to NHE by the Engineering and Planning Services Department. ✎ Housing Section will provide the information regarding the informal households occupying the township and those located in the roads. ✎ Mr Clarence McClune confirmed that N\$ 43 million is a good estimate for the services installation to Extension 38 (also see letter dated 07 July 2025). ✎ Mr Clarence McClune confirmed the cost for electricity is also a large part of services installation. Lighting alternatives are also being considers, such as solar.
	✓ Mr Indileni lipinge stated that middle income does not qualify	

Item	Statements	Action
	for informal settlement upgrade which is done at cost recovery basis over a period of 20 years subject to an interest rate. ✓ Mr Indileni lipinge required to erf numbers to which services must be installed and proposed to share the costs on the areas where informal households are located.	☞ Ms S Bruwer confirmed that in terms of Council's offer made on 26 June 2025 under item 11.1.3 the entire township must be serviced (point (a) quoted below for ease of reference): "(a) That in order to fast-track track Council's housing delivery mandate, it is proposed that the sale and development of Extension 38, Swakopmund, be offered in principle and subject to conditions to the National Housing Enterprise in reply to their letter dated 26 March 2025."
	✓ Ms S Bruwer pointed out that a proposed purchase price for sellable land is required from NHE and conditions of sale if not as per item 11.1.3 of Council's decision made on 26 June 2025 (also summarized in the meeting outcomes of 02 October 2025). ✓ After consideration and approval by Council, Council's intention to alienate Extension 38, Swakopmund to NHE must be published for possible objections, whereafter an application is tabled to the Minister of Urban and Rural Development for permission to proceed with the project. ✓ Mr Indileni lipinge confirmed that NHE will do their cost estimation calculations and appoint professionals only after approval by the line Minister of the project.	☞ As stated above, a latest aerial photo superimposed over the general plan for Extension 38 will be provided to NHE by the Engineering and Planning Services Department; from which NHE will be able to calculate costs and submit a letter to Council for consideration. ☞ It is essential that in the proposal the purchase price, services installation and development standard be phased to incorporate the standard of development Matutura Proper.
5 Conclusion	① Required information will be provided by Engineering & Planning Services Department (aerial photo superimposed over general plan and services standards) ② Housing Section will provide the information required at the meeting of 02 October 2025, i.e: the list of the identity of the informal residents and related data; the list of municipal employees on NHE's waiting list; the list of the residents occupying the roads.	
	③ NHE will do their cost calculations and reply to Council's offer with a proposed purchase price for the sellable land and conditions not covered in Council's decision made on 25 June 2025 under item 11.1.3.	

ANNEXURE "E"

LETTER DATED 30 MARCH 2026 ADDRESSED TO NHE



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

Ref No: 17/1/4/2/1/11

Enquiries: Mr M Kruger

30 March 2026

Mr Gisbertus Mukulu
Executive Officer
National Housing Enterprise
P O Box 20192
WINDHOEK
10005

info@nhe.com.na

Dear Sir

LAND ACQUISITION - EXTENSION 38, SWAKOPMUND

I acknowledge receipt of your letter dated 26 March 2026, the content whereof is noted.

Please take note of the following points:

1. **Purchase Price**

The offer of N\$1.00/m² will be submitted to Council in due course for consideration.

As per our letter dated 07 July 2025 (attached for ease of reference), please keep in mind that on 28 June 2007 Council sold Extension 10, Mondesa to NHE at N\$ 10.00 / m² subject to restrictive conditions.

Council's resolution made on 27 June 2025 approved the allocation of Extension 38, Swakopmund on the same principle as the sale of Extension 10, Mondesa.

2. **Re: Additional Conditions Prior to Final Acceptance**

2.1 **A Complete List of All Erven to be Offered to NHE in Extension 38**

Please see our attached letter dated 07 July 2025, under point 2 which is a complete review of Extension 38, Swakopmund.

In terms of Council's resolution made on 27 June 2025, under item 11.1.3, point (c) only Erf 9821 is excluded from the allocation.



Ordinary Council Meeting - 30 July 2026

2.2 A List of the Erven / Plots to be serviced by NHE

The entire Extension 38, Swakopmund

In this regard please see the Minutes of the meetings of 02 and 20 October 2025

2.3 A List of Erven Already Occupied or Affected by Encroachment

Reference is made to points 2.2 and 2.3 of our letter dated **07 July 2025**. Notwithstanding the above, the Housing Section provided the following information on **27 March 2026**

(a) Registration

Total number of registered households	380/438
Registered households that provided proof of income	178/380
High Income (N\$6001.00 - above)	57/178
Middle Income (N\$3001.00 - N\$6000.00)	72/178
Low Income (N\$3000.00 - less)	49/178
Unemployed	79/380
Receiving social grants	26/380
Number of registered households that did not provide proof of income	97/380
Unregistered structures	58/393

(b) With regards to occupation, there are 204 erven in Extension 38, 127 are occupied by informal structures including 126 single residential erven and 1 public open space. See map attached.

2.4 A List of Erven Allocated or Earmarked for Municipal Staff

Specific erven were not earmarked.

Council's resolution of **27 June 2025**, point (d) (iv) read that approximately 10% of the erven zoned "single residential" for municipal employees on NHE's list be reserved.

Therefore the exact description of these erven is irrelevant as the municipal employees are prospective purchasers listed on NHE's list.

3. Next Steps

Please note that a deed of sale can only be signed after the following administrative processes are attended to:

- 3.1 A Council resolution is in place for the purchase price per square metre.
- 3.2 Approval has been obtained from the Minister of Urban and Rural Development as prescribed in the Local Authorities Act, Act 23 of 1992, as amended, to proceed with the sale.

For enquiries, please do not hesitate to contact the Manager: Properties and Housing, Mr Mahne Kruger at 064-4104211

Yours faithfully


Alfeus Benjamin
CHIEF EXECUTIVE OFFICER

/sb

Copy GM: Engineering & Planning Services



ANNEXURE "F"
ZONING MAP OF EXTENSION 38



11.1.4

**APPOINTMENT OF THE CHAIRPERSON OF THE SPONSORSHIP COMMITTEE
AND REPLACEMENT OF THE VICE CHAIRPERSON**

(C/M 2026/07/30 - 3/15/1/1)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **7.4**
page **50** refers.**A. This item was submitted to the Management Committee for consideration:****PURPOSE**

The purpose of this submission request for the replacement of the position of the Chairperson and Vice Chairperson of the Sponsorship Committee.

BACKGROUND

Management Committee resolved on **14 November 2024** under item 7.22 as follows:

- (a) That Council nominates **Councillor M Henrichsen** and **Councillor S Kautondokwa** to serve as the Chairperson and Vice Chairperson of the Sponsorship Committee respectively.
- (b) That the portfolios of the other Sponsorship Committee members will remain unchanged.

The Sponsorship Committee currently requires the appointment of a Chairperson following the vacancy of the position. Furthermore, the current Vice Chairperson of the Sponsorship Committee needs to be replaced to ensure the effective functioning and continuity of the Committee.

The Sponsorship Committee plays an important role in coordinating sponsorship-related matters, engaging with potential sponsors, and supporting the successful implementation of municipal initiatives and events.

REQUEST FOR THE NOMINATION

It is hereby submitted for consideration that the Management Committee nominate two (2) Councillors to fill the following positions within the Sponsorship Committee:

- Chairperson of the Sponsorship Committee; and
- Vice Chairperson of the Sponsorship Committee.

That the following portfolios of the other Sponsorship Committee members will remain unchanged.

Mr M Haingura	:	General Manager: CS & HC
Mr H !Naruseb	:	General Manager: Finance
Ms G Mukena	:	Manager: Finance (Secundi)
Ms A Gebhardt	:	Corporate Officer: Marketing & Comm. (Secretary)
Ms S Kathena	:	Youth Development Officer (Vice Secretary)
Mr B Oaseb	:	Sports & Recreation Officer

The appointment of Councillors to these positions will ensure proper leadership, representation, and continued oversight of the Committee's activities

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

RECOMMENDED:

- (a) That Council consider and approves the nomination of Councillor C A Hartung and Councillor M N Amushila to serve as Chairperson and Vice Chairperson of the Sponsorship Committee, respectively.
- (b) That the following portfolios of the other Sponsorship Committee members will remain unchanged:

<i>Mr M Haingura</i>	:	<i>General Manager: CS & HC</i>
<i>Mr H !Naruseb</i>	:	<i>General Manager: Finance</i>
<i>Ms G Mukena</i>	:	<i>Manager: Finance (Secundi)</i>
<i>Ms A Gebhardt</i>	:	<i>Corporate Officer: Marketing & Communication (Secretary)</i>
<i>Ms Kathena</i>	:	<i>Youth Development Officer (Vice Secretary)</i>
<i>Mr B Oaseb</i>	:	<i>Sports & Recreation Officer</i>

11.1.5

REQUEST FOR APPROVAL TO PARTICIPATE IN THE 20th EDITION SAIMSA GAMES IN MAVUSO OF ESWATINI, AND FUNDING FROM COUNCIL

(C/M 2026/07/30 - 13/6/3)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **7.5** page **52** refers.

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

1. PURPOSE OF THIS SUBMISSION: The purpose of this submission is to request

The purpose of this submission is to request **EXCO's** endorsement of Swakopmund Municipality's participation and to recommend the subsequent submission to Council, to allow the Municipality to participate in the 20th Edition of the Southern Africa Inter-Municipal Sports Association (**SAIMSA**) Games, scheduled to take place in Mavuso, Eswatini, from 20 to 25 September 2026.

2. BACKGROUND:

The Southern Africa Inter-Municipal Sports Association (**SAIMSA**) Games are hosted annually and provide a platform for municipalities and local authorities within the **SADC** region to participate in sports competitions. This gathering is not solely for sporting purposes; it also promotes networking among SADC municipality officials and councillors to share best practices and address challenges facing local authorities. The games are hosted annually in September. Against this background, Swakopmund Municipality has been invited to participate in the 20th Edition of the Southern Africa Inter-Municipal Sports Association (SAIMSA) Games, scheduled to take place in Mavuso, Eswatini, from **20 to 25 September 2026**.

3. FINANCIAL IMPLICATIONS:

The following costs have been identified and confirmed:

- Transport costs and fuel: **N\$ 250,000.00 (projections)**
- Accommodation: **N\$ 374,360.00**
- S&T: **N\$ 506,250.00**

Quotations were requested from several service providers in Eswatini; only the one listed below responded. Due to time constraints and high demand for these services during that period, we obtained quotations only from this provider. We urgently request Council to approve the accommodation, as we can reserve it only upon a **50%** payment. The service provider's details and full amounts are attached, along with quotations.

Request for accommodation has been made for 75 delegates, subject to change. **This includes two (1) Management Staff and three (3) Councillors.** Should the number of delegates decrease, we will pay only for the actual occupants, not the full amount as originally requested.

- Calabash Lodge & Restaurant- **N\$ 161,490.00** (28 delegates)
- Mkhaya Close Guest House- **N\$ 56,070.00** (19 delegates)
- Sibane Sami Hotel- **N\$ 156,800.00** (28 delegates)

ESTIMATED BUDGETED BREAKDOWN:

NO	DESCRIPTION	COST TO COUNCIL (N\$)	COST TO SPORT CLUB (N\$)
1	Transportation and Fuel (projected)	250,000.00(projected)	-
2	Accommodation & Breakfast (6 Nights)	374,360.00	-
3	Participants' Contributions to SAIMSA (N\$75 × 2,000)	-	140,000.00 (income)
4	Sport Club Contribution	-	20,000.00(income)
5	Sports Attires and Branding	59,138.75	-
6	S&T (750.00 per delegate for 9 days: N\$250.00 per meal for lunch & dinner + N\$250.00 pocket money)	506,250.00	-
7	Fund Raising Events (Projected amount)	-	80,000.00 (projected)
8	Registration and Affiliation Fees	11,000.00	-
TOTALS (N\$)		1,200,748.75	240,000.00
TOTAL REQUESTED(N\$)			(1,200,748.75- 240,000.00) (N\$ 960,748.75)

4. FUNDS FROM THE SPORT CLUB:

4.1. The Sports Club has developed a fundraising plan to finance its delegation's participation in the SAIMSA Games 2026. As outlined in the attached activity schedule, various fundraising activities will be implemented throughout the year to generate additional funds. In addition, the Club will require a contribution of N\$2,000.00 from each participant. With an estimated 70 participants, this is expected to raise approximately N\$140,000.00 toward the overall cost of participation. However, despite these efforts, the projected funds will not be sufficient to cover all costs related to SAIMSA participation.

4.2. On 19 June, we plan to print 125 raffle tickets, which will be distributed to all sport convenors. Each ticket will be sold at N\$150.00, generating a total revenue of N\$18,750.00. From this revenue, N\$8,750.00 will be allocated to purchase food for the braai. We will also sell braai plates, which is expected to yield a cash profit of \$10,000.00.

5. THE TABLE BELOW ILLUSTRATES THE SPORT CLUB FUND RAISING PLAN:

PROPOSED DATE	PROPOSED ACTIVITY
02 July 2026	Meeting will all Sport Club members Proposed Agenda: - Reminder of the permission slips - Outcome of MC submission (if available) - Possible contributions for SAIMSA, (if any) - Planned Activity Schedules - Fund raising Activities - New Bank Account - Finance records from former Leadership.

26 July 2026	Fundraising Braai - Request for assistance from Ms. Sharon, Ms. Ailly, Ms. Ashley, Mr. Hendrick and Mr. Naweseb to assist with the braai. - Braai menu to be discussed.
August 2026	Tournament & Miss Smart City Pageant - Participating Sport Codes to be identified and discussed. - Awards, (seek for sponsorships?) - When can we send out invitations? - Proposed that each participating entity to bring along 1-2 contestants to participate in Miss Smart City.
September 2026	SAIMSA Preparations and Participation.
October 2026	Fundraising Braai Amendment of the constitution
November 2026	Sport Club End of Year Function

6. EXECUTIVE COMMITTEE MEMBERS INVITATION TO SAIMSA AGM-2026:

As part of the SAIMSA preparations, four (4) Executive Committee members were invited to attend an AGM from 30 July 2026 to 31 July 2026. Due to cost constraints, we are requesting that only the Substantive Chairperson, Ms. Ivy Kaningandu Kandjavera, and the Sport Officer, Mr. Bonnie Oaseb, attend the AGM in accordance with the invitation.

7. REQUEST:

Request that Council approve Swakopmund Municipality's participation in the 2026 SAIMSA Games and allocate **N\$960,748.75** from the current 2025/2026 budget to cover accommodation, branding, subsistence & travel (S&T) for delegates, and the SAIMSA membership fee. Note that transport costs will be requested separately. Although the activity is budgeted for 2026/2027, funds are needed in 2025/2026 to meet bookings and payment deadlines. **See table below for breakdown amounts:**

NO	DESCRIPTION	COST TO COUNCIL (N\$)	COST TO SPORT CLUB (N\$)
1	Transportation and Fuel (projected)	250,000.00(proj ected)	-
2	Accommodation & Breakfast (6 Nights)	374,360.00	-
3	Participants' Contributions to SAIMSA (N\$75 × 2,000)	-	140,000.00 (income)
4	Sport Club Contribution		20,000.00(income)
5	Sports Attires and Branding	59,138.75	-
6	S&T (750.00 per delegate for 9 days: N\$250.00 per meal for lunch & dinner + N\$250.00 pocket money)	506,250.00	-
7	Fund Raising Events (Projected amount)	-	80,000.00 (projected)

8	Registration and Affiliation Fees	11,000.00	
	TOTALS (N\$)	1,200,748.75	240,000.00
	TOTAL REQUESTED(N\$)		(1,200,748.75- 240,000.00) (N\$ 960,748.75)

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

RECOMMENDED: (Condoned for Implementation)

- (a) That permission be granted to members of the Swakopmund Municipality Sport Team to participate in the 2026 SAIMSA Games.
 - (b) That Council, *in principle*, grants approval for special leave, as per the conditions of employment, to staff members wishing to participate in the SAIMSA Games, subject to prior leave approval by the respective Head of Departments.
 - (c) That Council approves the participation of the Councillors to accompany the Swakopmund Municipality Sport Club to the SAIMSA games 2026, to be held in Mavuso of Eswatini.
 - (d) That permission be granted for the Municipal minibus (N3695S) to be used by Municipal Sport Committee members and Councillors to travel from Mavuso in Eswatini to and from the SAIMSA Games 2026, taking place from 17-26 September 2026.
 - (e) The Council approves the participation of Swakopmund Municipality in the SAIMSA 2026 Games, along with funding of N\$1,200,748.75
 - (f) That the General Manager: Finance transfers the additional N\$960,748.75 to Vote: 101015563500.
 - (g) That 50% of accommodation cost (N\$187,180.00) to be paid immediately to the service provider for reservation of accommodation.
 - (h) That the following representatives attend the compulsory Team Managers Meeting in Mavuso, Eswatini: Chairperson Ms. Ivy Kaningandu Kandjavera and Sport Officer Mr. Bonnie Oaseb, to attend the Annual General Meeting in accordance with the invitation from 30th to 31st July 2026.
 - (i) That transport cost to be submitted to Management Committee, once a suitable bidder has been short listed.
-

11.1.6

REQUEST FOR FUNDS TO REPAIR DONATED VEHICLES TO THE NAMIBIAN POLICE ERONGO REGION

(C/M 2026/07/30 - 3/15/1/1)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **7.6** page **56** refers.

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

Council on **7 May 2026** under item **11.1.19** recommended as follows:

That the following vehicles be written off and be donated to Namibian Police, Traffic Unit Swakopmund Constituency:

No	Registration No	Make	Fleet No	Model Year	Km
1	N 123-129 S	Peugeot	TF0420	2021	51174
2	N 123-133 S	Peugeot	TF0433	2022	66460
3	N 5356 S	V/W Golf	TH0161	2009	79 243
4	N 11666 S	Opel Astra	FTF0228	2011	105 614

Subsequent to the above resolution the User Department in consultation with the mechanic evaluated the vehicles for handing over to the Namibian Police on a date still to be determined. According to the mechanical report the VW Golf and Opel Astra are in a bad mechanical condition which require substantial funding for its repairs to ensure fitness and roadworthiness. In light of the above, the attached quotations were obtained from relevant service providers indicating a total of N\$142 266.00 for repairs as per the table below:

No	Registration no	Amount (N\$)	Remarks
1	N5356S (VW Golf)	27 734.45	Mechanical & Labour
		24 904.40	Rust repair & Labour
2	N11166S (Opel Corsa)	65 488.90	Mechanical & Labour
		24 138.25	Rust repair & Labour
TOTAL		142 266.00	

It is therefore proposed that Council consider repairing these vehicles to maintaining strong and positive stakeholder relationships which is of critical importance, as it fosters trust, cooperation, and mutual support between the Council and key institutions such as the Namibian Police.

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

- (a) That Council approves the repair of the two vehicles, N5356S and N11166S which were donated to the Namibian Police as per the quotations attached from the suppliers.
- (b) That the General Manager: Finance avails the necessary funds for this purpose to the amount of N\$142 266.00 for the repairs of the vehicles in (a) above before it is availed to the Namibian Police.

OR

- (c) That the two (2) vehicles N5356S and N11166S be donated to the Police "Voetstoots".



Original
Parts Estimate
CSH

Autohaus Swakopmund Trading as

Autohaus Swakopmund (83)

A division of Autohaus Swakopmund
A subsidiary of Mayje & Ziegler Ltd
Reg No: 1048435 | VAT No: 0421426 01-5

99 Sam Nujoma Avenue, Swakopmund, 9000
Erongo

PO Box 2755 Swakopmund Namibia 9000

☎ 084 413 200

✉ NZ.Fraud@line@na.ey.com

Invoice To
MUNICIPALITY OF SWAKOPMUND

P O BOX 53
SWAKOPMUND
SWAKOPMUND
NAMIBIA 13001
Vat No
Reg No:

Deliver To
MUNICIPALITY OF SWAKOPMUND

P O BOX 53
SWAKOPMUND
SWAKOPMUND
NAMIBIA 13001
Vat No
Reg No:

Document No 83CEPAAH0478
Document Date 23/04/2026
Account No 83BAL2006
Order No N/A
Original Inv No N/A
Job No N/A
Created By Johannes83
Sales Executive Joe VVV
Time Printed 11:28:50

Customer Details
Contact/Driver
Contact No 00264801443803
Contact No Alt 00264801443803
ID No
Customer Email k.hukunina@swakomun.com.na

Vehicle Details
Vin No AAVZZZ17Z9U015841
Engine No AGY119776

Kilometers 0085000
Registration No N53140

Part No	Bin Location	Description	UOM	Qty	Unit Price	Disc %	Amount
1H0121687A	04A06	SEAL RING	EACH	1	166.00	0.00	166.00
026121144E	04A06	FLANGE	EACH	1	271.50	0.00	271.50
111611098	15B01	BRAKE LINE	EACH	2	284.00	0.00	568.00
** NO STOCK ON HAND							
WHT000078 **	04A09	NUT	EACH	6	91.90	0.00	551.40
4F0611789E **	11A02	CONN PIECE	EACH	6	110.50	0.00	663.00
1HS896151 **	12A06	BRK LINING	EACH	1	596.90	0.00	596.90
050803137 **	Z	VBELT	EACH	1	312.50	0.00	312.90
6		Labour		1	10,584.00	0.00	10,584.00
6		buy out parts		1	10,455.00	0.00	10,455.00
< Invoice Comments -> ROHAN							

QUOTE VALID FOR 7 DAYS!
20% HANDLING FEE ON ALL RETURNS

BANKING DETAILS
BANK WINDHOEK
BRANCH: 483872
ACC: 8020132494
FAX: 084 400357

For all amounts swiped above 20 000.
NZ.Fraud@line@na.ey.com

3.5% bank charges fee will be charged

Nett Total: 24,116.90
VAT @ 15% 3,617.55
NAD TOTAL 27,734.45

Signature

Date

/ / 2026

Bank Account Details

Acc Name: Autohaus Swakopmund | Bank: Bank WNA | Branch Code: 483872 | Acc Type: Business | Acc No: 8020132494

DESCRIPTION	QTY
GEARSHIFT BASE CITI	1
BUSH KIT A1	1
WHEEL BEARING KIT REAR VW	2
SHOCK REAR GOLF	2
COIL SPRING A1 REAR OLD POLO	2
GASLIFT CITI GOLF	1
DOOR HANDLE A1/A2 LEFT REAR	1
DOOR HANDLE A1/A2 RIGHT REAR	1
DOOR HANDLE SET FRONT A1/A2	4
PACKING DOOR HANDLE	1
ACC PEDAL GOLF	2
HEADLAMP GOLF (DEFO)	2
SPOT LIGHT GOLF 1 (LH)	1
SPOT LIGHT GOLF 1 (RH)	1

ALL PRICES QUOTED ARE SUBJECT TO CHANGE
WITHOUT PRIOR NOTICE

Conti Trade CC Standard Bank Namibia Windhoek 6000 609 6058 087-373	Conti Trade CC Bank Windhoek Windhoek 8001 404 806 481-972	Conti Trade CC FNB Namibia Windhoek 6206 732 8958 280-272
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Received By

Signature

Processed By/Checked

Autohaus Swakopmund Trading as

Autohaus Swakopmund (83)

A division of Autohaus Swakopmund

A subsidiary of Meje & Ziegler Ltd

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39 Sam Nujoma Avenue, Swakopmund, 9000

Erongo

PO Box 2766 Swakopmund Namibia 9000

084 413 200

MZ.FraudNotif.Line@meje-zy.com

Original

Parts Estimate

CSH

Invoice To MUNICIPALITY OF SWAKOPMUND P.O BOX 53 SWAKOPMUND SWAKOPMUND NAMIBIA 13001 Vat No: Reg No:		Deliver To MUNICIPALITY OF SWAKOPMUND P.O BOX 53 SWAKOPMUND SWAKOPMUND NAMIBIA 13001 Vat No: Reg No:		Document No 63CEPAAH0490 Document Date 23/04/2026 Account No 63BAL2006 Order No N/A Original Inv No N/A Job No N/A Created By Johannes83 Sales Executive Joe VW Time Printed 14:14:54	
Customer Details Contact/Driver Contact No 00264801443803 Contact No Alt 00264801443803 ID No Customer Email k.hukunene@swkmun.com.na		Vehicle Details Vin No AAVZZZ17Z9U015841 Engine No AQY119776 Kilometers 0055000 Registration No 1253165			

Part No	Bin Location	Description	UOM	Qty	Unit Price	Disc %	Amount
6		out work body respray		1	21,656.00	0.00	21,656.00

QUOTE VALID FOR 7 DAYS
20% HANDLING FEE ON ALL RETURNS.

BANKING DETAILS
BANK WITHDRAWAL
BRANCH: 482672
ACC: 8080132494
PAY: 084 400297

 For all amounts involved above 20 000.
 MZ.FraudNotif.Line@meje-zy.com

3.9% bank charges fee will be charged

/ / 2026

Signature _____

Date _____

Nett Total:	21,656.00
VAT @ 15%:	3,248.40
NAD TOTAL	24,904.40



Metje + Ziegler
Group of Companies

Original
Estimate

M+ Z Motors Swakopmund (30)

A Division of Metje & Ziegler Ltd
Reg No: 1938/198; VAT No: 00017566-01-5

Industrial Area, Opposite Martin Luther Swakopmund 1000
Erongo, Namibia
PO Box 192 Windhoek, Namibia 0001

284 64 443800
M+Z Franchising@naz.co.na
M+Z Franchising@naz.co.na

Invoice To SWAKOPMUND MUNICIPALITY C/O RAKOTOKA STR& DANIEL KAMHO SWAKOPMUND NAMIBIA WINDHOEK 9000 Vat No N/A Reg No N/A	Deliver To SWAKOPMUND MUNICIPALITY C/O RAKOTOKA STR& DANIEL KAMHO SWAKOPMUND NAMIBIA WINDHOEK 9000 Vat No N/A Reg No N/A	Document No 30CESAAA7785 Document Date 18/05/2026 Account No 30BAL2007 Order No N/A Original Inv No N/A Job No QE000065 Created By Marion30 Service Advisor Peter 2 Time Printed 12:05:34
Customer Details Contact/Driver SWAKOPMUND MUNICIPALITY Contact No 0811111111 Contact No Alt (-) ID No Customer Email hbaauw@swkpmun.com.na	Vehicle Details Stock No Vin No W0LPC8ED88G157527 Engine No A16XER20RK3425 Registration No N116665 Factory Job No Last Serviced 02/04/2024 Model Descr. OPEL 1.4T ENJOY PLUS 5Dr	Odo In 105612 Odo Out 0 Reg Date M&M Code 48043110 Colour Selling Dealer

Description	Qty	Unit Price	Disc %	Amount
<---Work Requested--->				
ESTIMATE				
<---Work Carried Out--->				
<----- Labour ----->				
Labour Code: 88000888				
ESTIMATE	16.00	935.00	0.00	14,960.00
<----- Parts ----->				
55677318 CABLE ASM-WTRNS SEL	1.00	7,729.31	0.00	7,729.31
1680386380 E CLUTCH	1.00	6,704.49	0.00	6,704.49
1688661680 E CLU H BEAR AM	1.00	3,517.74	0.00	3,517.74
96516020 WIPER BLADE-RR WIN	1.00	946.59	0.00	946.59
96528647 WIPER BLADE	1.00	1,960.87	0.00	1,960.87
A0009895605 09 BRAKE FLUID	1.00	179.50	0.00	179.50
DALZA019881971 CLEANER SOLVENT WINDSCREEN	2.00	30.09	0.00	60.19
1676004680 E 2 FR BR DISC	2.00	2,849.97	0.00	5,699.96
13301207 Ft brake pads Cruze	1.00	3,360.09	0.00	3,360.09
1617287080 E 4 FR BR PADS	1.00	1,827.75	0.00	1,827.75
13502134 ROTOR-RR BRK (COATED	2.00	3,780.77	0.00	7,561.56
90528145 SEAL-OIL PAN DRN PLUG(O RING)	1.00	32.23	0.00	32.23
1682275480 FILTER KIT-OIL TRAX-	1.00	626.25	0.00	626.25
25193473 SPARK PLUG ASM Cruze	4.00	297.58	0.00	1,190.25
1613722380 ELEMENT ASM-AVCL	1.00	590.33	0.00	590.33
<----- Sundry ----->				
0048 SALE CONSUMABLES P/C	1.00	200.00	0.00	200.00
Labour Subtotal = 14960.00				
Parts Subtotal = 41786.89				
Sundry Subtotal = 200.00				
Job Total = 56946.89				
<---Estimate Message--->				
prior notice				

Quote valid for 7 days only!
All prices are subject to change without prior notice
M+Z Franchising@naz.co.na

1 / 2026

Nett Total: 66,946.89
VAT @ 15% 8,542.03
NAD TOTAL 65,488.90



Metje + Ziegler
Group of Companies

Original
Estimate

M+ Z Motors Swakopmund (30)

A Division of Metje + Ziegler Ltd

Reg No: 1936186 | VAT No: 00017666-01-6

Industrial Area, Opposite Martin Luther, Swakopmund 1000

Erongo, Namibia

P.O. Box 192 Windhoek Namibia 0001

☎ 064 443600

✉ MZ.Fraud@metje-ziegler.com



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SWAKOPMUND MUNICIPALITY

PO BOX 53
SWAKOPMUND
NAMIBIA
9000
Tel No:
Fax No:

Deliver To
SWAKOPMUND MUNICIPALITY

C/O RAKOTOKA STR& DANIEL KAMHO
SWAKOPMUND
NAMIBIA
WINDHOEK 9000
Tel No: N/A
Fax No: N/A

Document No 30AESAAA0387
Document Date 04/08/2026
Account No 10220370
Order No N/A
Original Inv No N/A
Job No QE000070
Created By Raymar30
Service Advisor Peter 2
Time Printed 12:24:52

Customer Details
Contact/Driver SWAKOPMUND MUNICIPALITY
Contact No 0811111111
Contact No Alt ()
ID No
Customer Email hbleamw@swkmun.com.na

Vehicle Details
Stock No
Vin No W0LPC8ED8BG157527
Engine No A15XER20FK3425
Registration No N116665
Factory Job No
Last Serviced 03/06/2026
Model Descr OPEL 1.4T ENJOY PLUS SDI
Old In 105612
Old Out 0
Reg Date
MM Code 48043110
Colour
Selling Dealer

Description	Qty	Unit Price	Disc %	Amount
<---Work Requested--->				
RUST REPAIR				
<---Work Carried Out--->				
<--- Labour --->				
RUST REPAIR	0.00	0.00		0.00
Technician :: Armin				
<--- Outwork --->				
RUST REPAIR	1.00	20,989.80	0.00	20,989.80
D				
Outwork Subtotal = 20989.80				
Job Total = 20989.80				
<---Estimate Message--->				
prior notice				

Quote valid for 7 days only
All prices are subject to change without prior notice
MZ.Fraud@metje-ziegler.com

Nett Total: 20,989.80
VAT @ 15% 3,148.47
NAD TOTAL 24,138.25

Signature

Date

Bank Account Details

Acc Name: M+Z Motors Swakopmund | Bank: Bank VTB | Branch Code: 083872 | Acc Type: BVS/PANX | Acc No: 8020125135

11.1.7

FEEDBACK REPORT ON THE EXPERT CONFERENCE ON SOLAR ENERGY AND REQUEST FOR COUNCIL ENDORSEMENT OF THE "DATA-DRIVEN SOLAR ENERGY FOR FUTURE-ORIENTED ENERGY SUPPLY IN SWAKOPMUND" PROJECT

(C/M 2026/07/30 - 9/2/1)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **7.7** page **62** refers.

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

1. Purpose

The purpose of this submission is to provide Council with feedback on the Expert Conference on Solar Energy held in Dar es Salaam, Tanzania, from 22-25 June 2026, and to seek Council's endorsement and financial support for the planning and construction of a solar carport system to generate renewable electricity for the Municipal Head Office under the project titled **"Data-Driven Solar Energy for Future-Oriented Energy Supply in Swakopmund."**

2. Background

The Municipality of Swakopmund, through its municipal partnership with the City of Giessen (Germany), was invited by Engagement Global / Service Agency Communities in One World (SKEW), on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ), to participate in the Expert Conference on Solar Energy held in Dar es Salaam, Tanzania.

The conference brought together approximately 60 municipal representatives and renewable energy experts from Germany and several African countries, including Namibia, Kenya, Ghana, Rwanda, South Africa, Tanzania, Uganda, Mozambique, Tunisia, Togo, Burkina Faso, and the Republic of Congo.

The conference focused on strengthening municipal capacity in designing, financing and implementing solar energy projects, while promoting knowledge exchange among partner municipalities on sustainable local energy solutions.

The Municipality of Swakopmund was represented by Mr. McClune, and Mr Ujaha, conference-related expenses were fully sponsored by Engagement Global.

3. Key Outcomes of the Conference

The conference highlighted:

- *Innovative municipal solar energy projects successfully implemented across Sub Sahara Africa and Germany.*
- *Best practices in planning, financing and managing municipal renewable energy infrastructure.*
- *The integration of digital technologies and energy data to improve the efficiency and sustainability of municipal energy systems.*
- *Opportunities for international cooperation and technical support for municipalities pursuing renewable energy projects.*
- *The importance of reducing dependence on national electricity grids through*

locally generated clean energy.

4. Proposed Municipal Project

At the conference the Municipality of Swakopmund and its partners City of Giessen have submitted a joint fund proposal to Nakopa for the project titled: Data-Driven Solar Energy for Future-Oriented Energy Supply in Swakopmund

The project aims to design and construct a solar photovoltaic (PV) carport at the Municipal Head Office that will generate clean electricity, enhance more car parks and significantly reduce dependence on the Erongo RED electricity grid. The proposed solar carport will:

- *Generate and supply renewable electricity for the Municipal Head Office.*
- *Reduce municipal electricity expenditure.*
- *Reduce greenhouse gas emissions and support climate change mitigation.*
- *Provide covered parking while making productive use of existing space.*
- *Establish a demonstration flagship project for renewable energy and sustainable urban development within Swakopmund.*

Further benefits of this flagship project is the intense data monitoring and evaluation on the performance of this solar carport, but mainly solar systems within Swakopmund, which will allow Council to advise and recommend to residents and commercial entities on the best practices and application for solar systems to address their electrical needs and demands.

The project will also incorporate an element of training during the implementation, the development and setting up of a monitoring and evaluation dashboard, construction of the carport and installation of the solar system.

One of the main aims of this project is to provide a solution to the high electrical costs that is burdening homeowners, especially living in informal areas or areas in Swakopmund which does not have full electrical supply. Through this project it envisages that the concept of solar carports can be erected by individuals using the data and the designs generated from the Municipality's solar carport project.

5. Financial Implications

The proposed "Data-Driven Solar Energy for Future-Oriented Energy Supply in Swakopmund" solar carport project is a joint initiative between the Municipality of Swakopmund, the City of Giessen (Germany), and Technische Hochschule Mittelhessen (THM) University. The project seeks to strengthen international municipal cooperation while advancing renewable energy, innovation, and sustainable municipal infrastructure.

To facilitate the successful planning and implementation of the project, Council is requested to provide financial support for the following activities:

Items	Cost
a) <i>Planning</i>	<i>N\$ 100 000.00</i>
b) <i>Feasibility studies</i>	<i>N\$ 120 000.00</i>
c) <i>Detailed engineering designs</i>	<i>N\$ 280 000.00</i>
Total	N\$ 500 000.00

Council funding will complement the technical expertise and collaborative support provided by the City of Giessen and THM University, thereby ensuring the successful delivery of the project and contributing to the Municipality's long-term energy security and sustainability objectives.

6. Strategic Alignment

The proposed project supports:

- Vision 2030
- National Development Plan 6 (NDP6)
- Harambee Prosperity Plan II
- Sustainable Development Goal 7 (Affordable and Clean Energy)
- Sustainable Development Goal 11 (Sustainable Cities and Communities)
- Sustainable Development Goal 13 (Climate Action)
- Swakopmund Municipality's Strategic Plan 2022-2026

7. Conclusion

Participation in the Expert Conference on Solar Energy provided valuable technical knowledge and practical experience that can be translated into tangible benefits for the Municipality of Swakopmund. The proposed solar carport project represents a strategic investment that will reduce operating costs, improve energy resilience and position the Municipality as a leader in sustainable local government infrastructure in Namibia.

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

RECOMMENDED:

- (a) That Council takes note of the feedback report on the Expert Conference on Solar Energy held in Dar es Salaam, Tanzania, from 22-25 June 2026.
 - (b) That Council endorses the implementation of the project titled "*Data-Driven Solar Energy for Future-Oriented Energy Supply in Swakopmund.*"
 - (c) That permission be granted to the General Manager: Engineering, Urban Development and Environmental Management, Mr Clarence McClune, and the Project Coordinator, Mr Robeam Ujaha, to undertake local and international benchmarking and engage with relevant stakeholders to ensure the effective implementation of the project and its alignment with all applicable regulatory requirements.
 - (d) That special leave be granted to the above-mentioned staff members to attend relevant workshops and benchmark visits in support of the successful implementation of this project.
 - (e) That traveling and subsistence allowance is paid in terms of Council policy and the expenses be defrayed from the Conference Expenses Vote of the relevant departments.
 - (f) That Council approves the allocation of funds for the planning and construction of a solar photovoltaic carport to supply renewable electricity to the Municipal Head Office.
 - (g) That the project report be submitted to the council for endorsement.
-

11.1.8

PRESENTATION: PRESENTATION ON THE NEXT MA/GAISA STAR SEASON 5
(C/M 2026/07/30 - 12/2/1/2/2)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **7.8**
page **65** refers.

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

1. Introduction

Messrs SAN-Welwitschia Music Production seeks audience with Council to request for support towards the Next Ma/Gaisa Star Season 5 event.

2. Background

The SAN-Welwitschia Music Production, a proud music label based in Mondesa, Swakopmund.

Since Season 1, the event has been held in Windhoek at the National Theatre of Namibia (NTN) backstage. The organisers are excited to announce that Season 5 of The Next Ma/Gaisa Star is airing on NBC TV as from April 2026, and the grand finale is scheduled for August 2026. The owner and organizers of this competition, are committed to bringing the event back home to Swakopmund, where it belongs, and ensuring it continues to uplift and showcase Namibian talent.

They are proud to have NBC (Namibian Broadcasting Corporation) and NTN (National Theatre of Namibia) as partners, and are hopeful that the National Arts Council of Namibia will extend their partnership as from April 2026. Their current financial sponsorship comes from NAMPORT.

3. Request

Given the heavy expenses involved in staging such a large-scale event, they kindly seek the involvement and support of Council. Council's partnership will be vital in helping us engage more Erongo corporate entities, e.g. mines, etc., to contribute towards making this season a success.

They request an opportunity to meet with the Council at the earliest possible convenience for a brief presentation and to discuss the way forward.

SAN-Welwitschia Music Production has been invited to present at the management Committee meeting on 16 July 2026.

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

RECOMMENDED:

- (a) That the presentation done by SAN-Welwitschia Music Production be noted.**
 - (b) That SAN-Welwitschia Music Production be requested to submit a formal invitation to Council for the purchase of a table at the next Ma/Gaisa Star Season 5 event.**
-



SAN-Welwitschia Music Production

P.O. Box 3524
Swakopmund, Vineta,
Namibia,
Erich Tjirange street 496, Mondesa
Tel /fax no: +264 64 461382
Cell no: 0813253959 / 0817076838
E-Mail: welwitschiamusicproductions@gmail.com
Website: www.wmp productions
Reg no: cc/2022/10039



Subject: Meeting Request: Presentation on The Next Ma/Gaisa Star Season 5

Date: 2 March 2026

Dear Swakopmund Town CEO and Esteemed Council Members,

I hope this message finds you well.

On behalf of SAN-Welwitschia Music Production, a proud music label based in Mondesa, Swakopmund, I am writing to request a meeting with the Town Council to present and discuss the future of The Next Ma/Gaisa Star competition.

Since Season 1, the event has been held in Windhoek at the National Theatre of Namibia (NTN) backstage. We are excited to announce that Season 5 of The Next Ma/Gaisa Star will begin airing on NBC TV from 4 April 2026, with the grand finale scheduled for August 2026. As the owner and organizer of this competition, we are committed to bringing the event back home to Swakopmund, where it belongs, and ensuring it continues to uplift and showcase Namibian talent.

We are proud to have NBC (Namibian Broadcasting Corporation) and NTN (National Theatre of Namibia) as partners, and we are hopeful that the National Arts Council of Namibia will extend their partnership in April 2026. Our current financial sponsorship comes from NAMPORT, whose support has been invaluable.

Given the heavy expenses involved in staging such a large-scale event, we kindly seek the involvement and support of the Town Council. Your partnership will be vital in helping us engage more Erongo corporates and mines to contribute towards making this season a success.

We respectfully request an opportunity to meet with the Council at the earliest possible convenience for a **brief presentation** and to discuss the way forward.

For your reference, here is a link to the Season 3 finale of The Next Ma/Gaisa Star:
https://youtu.be/1i609DXrT84?si=NzAXLe6no1ibpi_Z

We look forward to your positive response and to working together to strengthen Swakopmund's cultural and musical legacy.

Warm regards,

Steven Alvin Naruseb
CEO, SAN-Welwitschia Music Production

11.1.9

REQUEST FOR SPONSORSHIP OF THE TAMARISKIA TOWN HALL AS THE OFFICIAL VENUE FOR MISS TEEN PAGEANT

(C/M 2026/07/30 - 15/2/3/2/1)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **8.1**
page **03** refers.

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

1. INTRODUCTION

Attached (**Annexure "A"**) is a letter from Johnathan Harris, a member of the Swakopmund community and the Miss Teen Swakopmund Pageant Director, seeking for sponsorship of Swakopmund Town Hall (Tamariskia) as an official venue to host the Miss Teen Swakopmund 2026 Grand Finale, scheduled for **25 July 2026**.

2. BACKGROUND

Miss Teen Swakopmund is a local youth empowerment initiative that has been operating within the Swakopmund community for the past seven (7) years under the direction of Mr. Johnathan Harris. The platform focuses on empowering young women through leadership development, mentorship, confidence-building, community engagement initiatives, and psycho-social wellbeing programs.

The pageant has grown into a respected community development platform that promotes positive youth participation and encourages young women to become socially responsible and impactful members of society. Previous titleholders have gone on to represent both Swakopmund and Namibia in various national platforms and continue contributing positively toward youth advocacy and community upliftment. Council has previously supported the initiative through the provision of municipal facilities, which contributed significantly to the successful hosting of the event. The 2026 edition of the pageant will be hosted under the theme:

"Bridgerton: A New Season Is Upon Us - Finding a New Diamond."

The organizers have formally requested the sponsorship and use of the Tamariskia Town Hall for the Grand Finale event.

3. PROPOSALS

Miss Teen Swakopmund seeks to host the beauty pageant in the Swakopmund Town Hall, Swakopmund Municipality has supported Miss Teen Swakopmund through the provision of the venue spaces that host them to a professional and impactful leaders in Society

4. DISCUSSION

The initiative aligns with Council's broader objectives relating to youth empowerment, social development, community participation, and the promotion of positive recreational activities for young people within Swakopmund. The hosting of the event at the Tamariskia Town Hall will:

- Provide a safe and structured platform for youth engagement.

- Promote leadership, confidence, and personal development among young women.
- Encourage community participation and local talent development.
- Enhance the Municipality's visibility and support toward youth-centred initiatives.
- Strengthen partnerships between Council and community-based developmental programs.

The event is anticipated to attract community members, stakeholders, local businesses, and supporters, thereby contributing positively to social cohesion and local community engagement.

5. FINANCIAL IMPLICATIONS

To utilise the Tamariskia Town Hall for the pageant competition will cost Council **N\$ 2 204.00** rental fee plus the deposit fee of **N\$1,965.00**.

Considering the developmental nature of Miss Teen Swakopmund 2026, it is further motivated that the Tamariskia Town Hall be availed to the applicant at no cost as a form of Council support toward youth empowerment and community development. It should also be noted that the event is not a profit-generating initiative, but rather a platform focused on mentorship, leadership development, psycho-social wellbeing, and positive youth engagement within the Swakopmund community.

In recognition of the social value and impact of the initiative, Council may consider waiving the venue rental fees, subject to the organisers paying a refundable deposit as a commitment toward the responsible use of the facility and compliance with municipal regulations.

6. SPONSORSHIP COMMITTEE DISCUSSION

This item was discussed at the Sponsorship Committee meeting on **15 June 2026** under item 5.1 and approved the sponsorship request. It was resolved that the item be submitted to the next Special Management Committee meeting with the recommendation below.

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

RECOMMENDED: (Condoned)

- That Council approves the request for sponsorship of the use of the Swakopmund Town Hall (Tamariskia) to host Miss Swakopmund 2026 Grand Finale on 25 July 2026.**
 - That the use of the Swakopmund Town Hall be at no cost but that the organisers be responsible for the payment of the refundable deposit of N\$1,965.00.**
 - That the total rental fee of the hall amounting to N\$2 204.00 be defrayed from the Publicity Vote 150515533000 where N\$ 38 697.39 is available.**
 - That Mr Johnathan Harris be advised to visit the Sport and Recreational Office to make the necessary arrangement prior to the event.**
 - That the event's organisers acknowledge Council during the event.**
 - That the event be advertised on Council's social media.**
-

ANNEXURE "A"

Dear Office of the CEO,

I trust this email finds you well and in positive spirits.

Johnathan Harris is the name, well-known to the Swakopmund community and as a National Humanitarian, and the Pageant Director of Miss Teen Swakopmund. I am writing to formally request the support of the Swakopmund Municipality in sponsoring the Tamariskia Town Hall as the official venue for the Miss Teen Swakopmund 2026 Grand Finale, scheduled to take place on 25 July 2026.

Miss Teen Swakopmund is a youth empowerment platform that has, over the past 7 years, played a meaningful role in developing young women within our community. The initiative focuses on building confidence, leadership, social responsibility, and personal growth among teenage girls in Swakopmund. Through workshops, mentorship, community engagement, and psycho-social wellbeing, we aim to equip participants with the tools to become impactful leaders in society.

Since its inception, the pageant has grown into a respected community event that not only celebrates beauty, but purpose, discipline, and ambition. Many of our past titleholders have gone on to represent Swakopmund and Namibia in various platforms, contributing positively to both community development and youth advocacy.

We are grateful that in previous years, the Swakopmund Municipality has supported Miss Teen Swakopmund through the provision of venue spaces. This support has been instrumental in allowing us to host a professional and impactful event for our community.

In addition, we have had the privilege of engaging with the Office of the Mayor, and we are encouraged by the support expressed for the continuation and growth of this initiative, which aligns closely with youth development and community upliftment goals.

For the 2026 edition, we are working towards delivering an even more refined and inspiring experience under the theme:

"Bridgerton: A New Season Is Upon Us - Finding a New Diamond."

As such, we kindly request the Municipality's assistance in sponsoring the Tamariskia Town Hall for the event date. This support would greatly contribute to the successful execution of the pageant and ensure that we continue to provide a safe, structured, and empowering platform for young women in our town.

Please find attached our Sponsorship Deck and Formal Sponsorship Letter, which provide further details on the event, its impact, and partnership opportunities.

We would be honored to continue our partnership with the Swakopmund Municipality and would gladly arrange a meeting should further discussion be required.

Thank you for your time, consideration, and continued commitment to youth development in our community.

Kind regards,

Johnathan Harris
Pageant Director - Miss Teen Swakopmund 2026
Contact: +264 81 491 0102

Cell: 0814910102

Miss TEEN Swakopmund

"Pursue Your Purpose"

P.O.Box 6102 Vineta Swakopmund

Email: missteenswk@gmail.com



14 March 2026

Miss Teen Swakopmund 2026 Official Sponsorship Letter**RE: SPONSORSHIP OPPORTUNITY – MISS TEEN SWAKOPMUND 2026****Dear Sir/Madam,**

The Miss Teen Swakopmund Organization is proud to announce the upcoming **Miss Teen Swakopmund 2026 Pageant**, an inspiring platform dedicated to empowering young women through leadership development, confidence building, community service, and personal growth.

Since its inception, Miss Teen Swakopmund has served as more than just a pageant. It is a comprehensive development program that encourages young women to become confident leaders, community role models, and ambassadors for positive change within Swakopmund and the broader Erongo Region.

Our Theme: "Bridgerton: A New Season is Upon Us"***Finding Swakopmund's Diamond of the Season.***

This year's event celebrates elegance, intelligence, and the unique talents of young women aged 13 to 18. Our finalists participate in a rigorous series of developmental workshops and community outreach initiatives leading up to the grand finale. We currently have **twelve confirmed contestants** representing various schools across our community, each working toward a future defined by excellence.

To bring this vision to life, we are seeking partnerships with organizations that share our passion for youth empowerment and community development. Your support will directly assist in covering:

Cell: 0814910102

Miss TEEN Swakopmund

"Pursue Your Purpose"

P.O.Box 6102 Vineta Swakopmund

Email: missteenswk@gmail.com

- **Event Production:** Professional venue setup and technical coordination.
- **Contestant Development:** Educational workshops and mentorship sessions.
- **Marketing & Media:** Brand promotion across digital and physical platforms.
- **Prizes & Opportunities:** Educational scholarships and developmental rewards for winners.
- **Community Outreach:** Funding for the contestants' local charity projects.

Partner Benefits

In return for your investment, sponsors receive high-value brand exposure, recognition across our marketing channels, the prestige of being associated with the premier youth development platform in Swakopmund, and VIP tickets to the finale.. We offer various sponsorship packages designed to align with your brand's corporate social responsibility goals.

We would welcome the opportunity to discuss how your organization can partner with us to crown this year's "Diamond." Please find our detailed Sponsorship Proposal attached for your review.

Thank you for your time and for supporting the next generation of Namibian leaders.

Warm regards,
Johnathan Harris
 Pageant Director
 Miss Teen Swakopmund Organization

Slide 1



MISS TEEN SWAKOPMUND 2026

SPONSOR PITCH DECK

Bridgerton: A New Season Is Upon Us
 Finding Swakopmund's Diamond of the Season

Presented by
Miss Teen Swakopmund Organization

[@officialmissteenswk](https://www.instagram.com/officialmissteenswk)

Slide 2

About Miss Teen Swakopmund

Miss Teen Swakopmund is a youth empowerment platform designed to inspire, develop, and celebrate the potential of young women in our community.

The program focuses on:

- Confidence building
- Leadership development
- Public speaking
- Community service
- Personal growth

Our goal is to provide young women with opportunities that help them grow into confident leaders and positive role models within Swakopmund and Namibia.

Event Highlights

500+ Attendees	18-45 Years old	Location Swakopmund & Namibia	100K+ Social media reach
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Slide 3



Our Vision

Our vision is to create a platform where young women can discover their voice, build confidence, and become ambassadors of positive change in their communities.

Through mentorship, training, and community involvement, Miss Teen Swakopmund prepares participants for leadership in their future careers and personal lives.

Slide 4

The 2026 Theme

This year's theme celebrates elegance, growth, and the exciting journey of discovering Swakopmund's "Diamond of the Season."

The theme reflects:

- Sophistication
- Personal transformation
- Confidence
- Grace
- Celebration of young talent

The finale will feature a beautiful Bridgerton-inspired stage design and experience.



Slide 5



The Contestant Program

Finalists will participate in a structured development journey that includes:

01. Personal development workshops
02. Public speaking training & Etiquette
03. Community service initiatives
04. Stage and performance training
05. Business, Leadership, and Wellness training

The program ensures that every contestant gains valuable life skills beyond the competition.

Slide 6

Why Partner With Us

Partnering with Miss Teen Swakopmund give your company/organisation the opportunity to be part of a respected platform that celebrates young woman and allows your brand to:

01. **Community Impact**
Support a meaningful initiative teen's in Swakopmund.
02. **Brand Visibility**
Your brand will gain exposure through our marketing efforts, promotions, materials and event branding.
03. **Positive Brand Association**
Align your business with a positive and inspiring platform.
04. **Direct Community Engagement**
Sponsors will have the opportunity to connect with attendee and the MTS network.
05. **CORPORATE SOCIAL RESPONSIBILITY**
Demonstrate your commitment to supporting Namibian youth initiatives that uplift and inspire.

Slide 7

Sponsorship Packages

We offer several partnership levels designed to suit different businesses.

Each package provides brand exposure, promotional opportunities, and event recognition.

Package	Key Benefits
Title Sponsor – N\$30,000	- Naming rights for the event - Logo on all marketing material - Stage branding - Social media promotion - Speaking opportunity at event - Judge on preliminary panel - VIP tickets
Gold Sponsor – N\$15,000	- Logo on all marketing material - Social media features - Brand placement at event - Event audience Engagement - 5 VIP tickets

Sponsorship Packages

Slide 8

Package	Key Benefits
Silver Sponsor - N\$7,500	- Logo on promotional material - Social media features 3 VIP tickets
Bronze Sponsor - N\$3,000	- Logo on promotional material - Social media mentions 2 VIP tickets

While we have outlined structured sponsorship packages, the Miss Teen Swakopmund Organization is open to discussing partnership opportunities that best align with your brand's goals and vision.

We welcome the opportunity to customize sponsorship arrangements, including tailored deliverables, collaborative activations, in-kind contributions, and strategic partnerships that create mutual value.

Our aim is to build meaningful relationships with our partners, and we are happy to explore creative ways of joining

Event Details

Miss Teen Swakopmund 2026 Grand Finale



Swakopmund, Namibia
TAMARISKIA TOWN HALL



The evening will feature:

- Finalists showcases
- Entertainment performances
- Fashion segments
- Award ceremony
- Crowning of Miss Teen Swakopmund 2026
- Live media coverage
- Brand exposures through interactive displays



Slide 9



Slide 10

Brand Activations

Engage attendees directly through creative activations.

- Interactive brand booths & experiences
- Photo-worthy installations with brand integration
- Exclusive VIP experiences powered by sponsors



missteenswki@gmail.com

@office.almissteenswk

Slide 11

Digital Promotions

Extend your reach beyond the event day.

01. Sponsored social media content	03. Live streaming & digital shout-outs
02. Influencer & KOL collaborations	04. Pre-event & post-event brand features

missteenswk@gmail.com

@officialmissteenswk

Slide 12

Past Collaborations & Testimonials

Brands that trusted us previously & their feedback.

“Partnering with MTS gave The Dome Gym impactful visibility and direct engagement with Swakopmund Teens.”
HTC, THE DOME

“Miss Teen Swakopmund supported the reach of my company and connected me with the right audience and amplified my brand presence beyond expectations.”
Loveknot Designs

missteenswk@gmail.com

@officialmissteenswk

Slide 13

Contact & Next Steps

We invite your organization to partner with us in making **Miss Teen Swakopmund 2026** a remarkable celebration of youth, leadership, and community.

Together, we can inspire and empower the next generation of young women in Swakopmund.

Email
missteenswk@gmail.com

Phone
+264 8149 10102

Social Media
Official Miss Teen Swakopmund

missteenswk@gmail.com

@officialmissteenswk

11.1.10 **REQUEST FOR DONATIONS TOWARDS INMATE CULTURAL FESTIVAL**
(C/M 2026/07/30 - 3/15/1/1)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **8.2**
page **12** refers.

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

1. INTRODUCTION

Attached (**Annexure "A"**) is correspondence received from the Swakopmund Correctional Facility, requesting Council support in the form of refreshments including food, soft drinks, bottled water or any other relevant resources to the amount of N\$5912.87 (N\$ 1963.36 + N\$ 3949.51).

The Swakopmund Correctional Service intends to host an Inmate Cultural Festival in May 2026 but postponed to June/July 2026, aimed at promoting rehabilitation, social cohesion and cultural awareness among inmates.

2. BACKGROUND

The Namibian Correctional Service is mandated to rehabilitate offenders and facilitate their reintegration into society. Cultural and developmental programmes form a critical part of this mandate, as they contribute to restoring dignity, instilling discipline, and encouraging positive behavioural change.

These initiatives are widely recognised as effective tools in reducing recidivism and supporting long-term community safety.

3. PROPOSALS

The Swakopmund Correctional Facilitate Services requests Council to consider supporting the Innate Cultural Festival through a donation in the form of refreshments such as food, soft drinks to the value of N\$5912.87 (**Annexure "B"**).

4. DISCUSSION

This event is prepared in an attempt to transform offenders or reform them, which Economic Development Services fully commended and supported.

The proposed Inmate Cultural Festival represents a structured rehabilitation initiative that aligns with both national correctional objectives and the Municipality's commitment to community development and social responsibility.

Supporting this initiative offers the following benefits:

Rehabilitation and Reintegration: Participation in cultural activities encourages self-expression, discipline, and personal growth, which are essential for successful reintegration into society.

Crime Prevention: Rehabilitation programmes contribute to reduced reoffending rates, ultimately promoting safer communities.

Social Cohesion: The initiative fosters inclusivity and reinforces the importance of second chances, strengthening the social fabric of the community.

Municipal Impact: The Municipality's support demonstrates its commitment to social upliftment and community partnerships beyond conventional service delivery.

Given the relatively modest financial contribution requested, the potential social return on investment is significant and far-reaching.

5. CONCLUSION

The Inmate Cultural Festival is expected to have a meaningful and positive impact on inmates by promoting behavioural change and preparing them for reintegration into society.

Approval of this request would enable the Municipality to play a supportive role in advancing rehabilitation efforts while contributing to safer and more cohesive communities.

6. SPONSORSHIP COMMITTEE DISCUSSION

This item was discussed at the Sponsorship Committee meeting on **15 June 2026** under item 5.2 and approved the sponsorship request. It was resolved that the item be submitted to the next Special Management Committee meeting with the recommendation below.

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

RECOMMENDED:

- (a) **That Council approves the monetary sponsorship of food and soft drinks to the Swakopmund Correctional Facility to support the Inmate Cultural Festival event scheduled for June/July 2026.**
 - (b) **That the total food and soft drinks amounting to N\$5,912.87 (i.e. N\$1,963.36 + N\$3,949.51) be defrayed from the Publicity Vote: 4500155 33000 where N\$32,784.52 is available.**
 - (c) **That the Swakopmund Correctional Services formally acknowledges Council's contribution during the event.**
-

ANNEXURE "A"



NAMIBIAN CORRECTIONAL SERVICE

Enquiries: *SCCO Mayuna I*
Tel. NO: (081) 9547412

Office of the Officer in Charge
Swakopmund Correctional Facility
Private Bag 5008
Swakopmund

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



20 January 2026



ATT: MR. ALFEUS BENJAMIN

SUBJECT: REQUEST FOR DONATIONS TOWARDS INMATE CULTURAL FESTIVAL

1. The above-mentioned subject refers.

2. The management and staff of the Swakopmund Correctional Facility is planning to host an Inmate Cultural Festival on 22 May 2026 aimed at promoting rehabilitation, social cohesion, and cultural awareness amongst inmates. The event will provide inmates with an opportunity to showcase Namibia's diverse cultural heritage through traditional music, dance, poetry and art.

3. As part of the Namibian Correctional Service mandate of Rehabilitation, cultural activities play a vital role in restoring dignity, fostering discipline and encouraging positive behavioural change among inmates. Such inmates further contribute to the successful reintegration into society upon release.

4. In view of the above, we kindly request your esteemed organization to consider supporting this initiative through a donation in form of refreshments such as food, soft drinks and bottled water or any other resources that may contribute to the success of the event.

5. Your support will not only assist in the successful hosting of this festival but will also demonstrate your organization's commitment to corporate social responsibility and community development.

6. We would highly appreciate a favourable response and remain available to provide any additional information that may be required. Kindly accept our sincere gratitude in anticipation of your support.

For further information or discussion, feel free to contact Senior Chief Correctional Officer Ingrid Mayuna at +264 81 954 7412 or Chief Correctional Officer Elizabeth Seister at +264 81 954 7414.

Yours faithfully,

[Signature]
FMWIYA

S/SUPT
OFFICER IN CHARGE
SWAKOPMUND CORRECTIONAL FACILITY



**SWAKOPMUND CORRECTIONAL FACILITY**

PRICE VALID 28/04/2026-29/04/2026

Quantity	Description	Unit Price	Amount exclusive
5	POTATO 9.5KG MED BAG	145.65	728.25
2	ONIONS 9.5KG MED BAG	143.91	287.82
20	CARROTS P/KG	18.95	339.00
10	PEPPERS GREEN P/KG	35.22	352.20
			0.00
			0.00
			1707.27
			256.09
			1963.36



PRICE VALID FROM 28/04/2026-04/05/2026

33	BEEF BRISKET BONE IN P/KG	78.25	2582.25
7	OUMA BOEREWORS P/KG	121.73	852.11
	SUB TOTAL		3434.36
	TAX		515.15
	TOTAL		3949.51

GO040-Financial Information - Summary and Detail



Year: 2526 Account: 450015533000 Opening Balance: 0.00

PUBLICITY

Adj:

M	Month	Budget	Movement	Difference
☐	Jul	4167.00	0.00	4167.00
☐	Aug	4167.00	0.00	4167.00
☐	Sep	4167.00	0.00	4167.00
☐	Oct	4167.00	0.00	4167.00
☐	Nov	4167.00	0.00	4167.00
☐	Dec	4167.00	0.00	4167.00
☐	Jan	4167.00	0.00	4167.00
☐	Feb	4167.00	0.00	4167.00
☐	Mar	4167.00	0.00	4167.00
☐	Apr	4167.00	0.00	4167.00
☐	May	4167.00	11302.61	-7135.61
☐	Jun	4163.00	0.00	4163.00
TOTAL:		50000.00	11302.61	30697.39

Budget	
Approved:	50000
Additional:	0
TOTAL:	50000

Commitments	
Issue Requisitions:	0.00
Purchase Requisitions:	0.00
Purchase Orders:	0.00
Standing Payments:	0.00
Other:	0.00
Jobs:	0.00
TOTAL:	0.00

Movement	
Actual:	11302.61
Not Updated:	0.00
TOTAL:	11302.61
DALANCE:	30697.39

11.1.11

APPLICATION FOR THE REZONING OF ERF 3662 (A PORTION OF ERF 313), SWAKOPMUND PROPER FROM "GENERAL BUSINESS" WITH A BULK OF 2.0 TO "GENERAL BUSINESS" WITH A BULK OF 4.0

(C/M 2026/07/30 - E 3662)

Ordinary Management Committee Meeting of 16 July 2026, Addendum 8.3
page 17 refers.

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

1. Purpose

The purpose of this submission is to seek Council's consideration for the application for the rezoning of Erf 3662, (A Portion of Erf No. 313) Swakopmund Proper from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 4.0.

2. Introduction and Background

An application was received by the Town Planning Department from van der Westhuizen Town Planning & Properties cc, for the rezoning of Erf 3662, (A Portion of Erf No. 313) Swakopmund Proper from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 4.0 on behalf of the registered owners, Mr. Johannes G. Van Der Merwe and Paulo A.M.L Coimbra. The application is attached as **Annexure A**.

3. Zoning, Size and Locality

Erf 3662, (A Portion of Erf No. 313) Swakopmund Proper is zoned "General Business" with a bulk of 2.0 and is 951m² in extent. Erf 3662, (A Portion of Erf No. 313) Swakopmund Proper is located in the central business district along Hendrik Witbooi Street. See the locality plan below:



Figure 1: Locality plan for Erf 3662(A Portion of Erf No. 313), Swakopmund Proper.

4. Ownership

The ownership of Erf 3662, (A Portion of Erf No. 313) Swakopmund Proper vests in Johannes G. Van Der Merwe as held in the Deeds of Transfer Numbers. T6555/2016 & T3241/2018. See **Annexure B**.

5. Access, Municipal Services and Parking

Access to Erf 3662, (A Portion of Erf No. 313) Swakopmund Proper is obtained via Hendrik Witbooi Street. The property is connected to the

existing bulk and internal municipal services; and has a structure and parking bays on it. Any additional requirements will be for the account of the applicant. Parking expected to be provided on the site in terms of the provisions of the Swakopmund Zoning Scheme.

6. Public Participation

The proposed rezoning of Erf 3662, (A Portion of Erf No. 313) Swakopmund Proper was advertised in the Republikein and the New Era newspapers on the 11th and 18th of February 2026. A notice was placed on site and was published in the Government Gazette No. 8848, Item No. 112 dated 13th February 2026. Neighbouring property owners were also notified in writing of the intent.

The closing date for objections was the 6th March 2026. No objections were received. Please see proof of notice attached as **Annexure C**.

7. Development Proposal

It is the intention of the owners to use the property for a mixed-use development comprising of business and residential components. The proposed development is anticipated to accommodate the existing and increasing need for additional mixed-use properties in Swakopmund. The development proposal is necessitated by the current demand for additional business and residential properties and the high prices of such properties in Swakopmund. The intention of the applicant is therefore motivated to respond positively to the growing economy and growing need to satisfy the demand for housing and business opportunities.

8. Technical Comments

The application was circulated to the Engineering, Urban Development and Environmental Management Department for their comments, and the following comments were received:

- (i) *"Parking is limited in the Central Business District (CBD), applicant to demonstrate how will the development parking need to be accommodated, it will not be advisable to sell or lease public parking as this will not solve but will increase pressure on Council "*
- (ii) *"Infrastructure study will also need to be conducted."*

9. Evaluation

The town is growing in terms of physical expansion as well as in population. Land use changes are therefore inevitable and anticipated as expressed in the Swakopmund Structure Plan 2020-2040, in its promotion of infill and mixed-use development. A bulk of 4.0 as requested by the applicant however introduces a few constraints such as parking on a smaller Erf amongst other factors in a CBD that is already challenged. A bulk factor of 3.0 is therefore suggested instead of a bulk factor of 4.0. A bulk of 3 is deemed appropriate as it safeguards municipal infrastructure capacity and considers the ability of the site to accommodate the additional parking load. It also ensures that development remains within manageable, existing network tolerances, thereby mitigating immediate financial and operational risks to the Municipality.

10. Compensation

The proposed rezoning of Erf 3662, Swakopmund Proper from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0. is subject to a compensation fee of 30% with respect to betterment fee calculated in accordance with Section 9 (b) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) Regulations in conjunction with the national Betterment Fee Policy of 2009.

11. Conclusion

An increase to a bulk 4.0 represents a significant intensification of land use, a bulk factor of 3.0 is proposed instead as it represents a responsible and sustainable approach to densification.

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

RECOMMENDED:

- (a) That the rezoning of Erf 3662, Swakopmund Proper from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 4.0 be turned down.
- (b) That Erf 3662, Swakopmund Proper be rezoned from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 instead.
- (c) That the implementation of this Council decision only be affected upon the promulgation of the Amendment Swakopmund Zoning Scheme No.71.
- (d) That the cost of upgrading and all additional infrastructure leading to and required at the erf as a result of the proposed development be for the account of the applicant and be installed in accordance with the specifications of the General Manager: Engineering Urban Development and Environmental Management.
- (e) That the applicant be authorised to conduct an infrastructural capacity study to assess the Town's ability to accommodate future densification and identify any potential infrastructure constraints, and where applicable carry out the environmental impact assessment study.
- (f) That the applicant provides proof that the rezoning of Erf 3662, Swakopmund Proper, from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 has been approved by the Minister and promulgated before any submission of building plans to the Engineering, Urban Development and Environmental Management for approval.
- (g) That the applicant submits a parking layout indicating the parking on-site proportional to the bulk factor in line with the Swakopmund Zoning Scheme. No parking on street reserve; shall be tolerated.
- (h) That the rezoning of Erf 3662, Swakopmund Proper from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 3.0 be subject to a 30% compensation fee in respect to betterment, calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant before any submission of building plans to the Engineering,

Urban Development and Environmental Management Department for approval.

- (i) That no building plans inclusive of relaxation of building lines or aesthetics application be approved until proof of payment of the compensation fee for the rezoning has been received by Council.**
 - (j) That the applicant be informed of Council's decision and their right to appeal the Council decision to the Minister of Urban and Rural Development with valid reasons within twenty-one (21) days from the date of the decision in accordance with Regulations 18 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).**
-

27

22-03-07.3662

E 3662



TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 81 122 4661
+264 81 122 4661
andrew@swakopmund.com

Chief Executive Officer
Municipality of Swakopmund
PO Box 53
Swakopmund
Namibia

9 March 2026

Dear Sir,

APPLICATION FOR THE REZONING OF ERF 3662 (A PORTION OF ERF NO. 313), SWAKOPMUND, FROM "GENERAL BUSINESS" WITH A BULK OF 2.0 TO "GENERAL BUSINESS" WITH A BULK OF 4.0.

Application is herewith made in terms of the Urban and Regional Planning Act of 2018, on behalf of the owner/s of Erf 3662, (A Portion of Erf No. 313), Swakopmund, Mr JG van der Merwe, for the rezoning of Erf 3662, (A Portion of Erf No. 313), Swakopmund, from "General Business" with a Bulk of 2.0 to "General Business" with a Bulk of 4.0 (Annexure C).

1. BACKGROUND

With the approval of Scheme 61 the owners of the property obtained new rights that allows them to apply for a higher bulk on the said property. In the past there existed a maximum bulk of 2.0 for the whole of Swakopmund, but limited to certain zonings. This now have changed and according to Scheme 71 you can apply for up to no bulk requirement where the height will dictated the development.

This property was previously rezoned by our company from Single Residential to General Business with a Bulk of 2.0. In light of the new Schemes as approved by Council we here with wish to formally apply for an increase in Bulk on the property from 2.0 to 4.0 to increase its development potential.

2. LOCALITY AND ERF SIZE

Erf 3662, (A Portion of Erf No. 313), Swakopmund, currently measures approximately 995m² in extent and is located along Hendrik Witbooi Street (Annexure A) in the CBD of Swakopmund and is currently used for Residential purposes.

3. OWNERSHIP

According to the Deed of Transfer Nr. T 6555/2016 & T3241A/2018, ownership of Erf 3662, (A Portion of Erf No. 313), Swakopmund, currently vests with Johannes Gerhardus van der Merwe, having 100% shares in the said property (**Annexure B1**). Power of Attorney from the owner/s is attached as (**Annexure B2**). There exist no conditions within the Title Deeds that prohibits the intended intention to rezone the property to the said bulk.

3. ACCESS TO THE PROPERTY

Access to the property is obtained from Hendrik Witbooi Street. No plans have been submitted to the Local Authority to date. Once the building plans are submitted and approved, will the access point/s be confirmed.

4. TOPOGRAPHY

There are no topographical factors that will have any negative impact on the intentions of the client. The surrounding area is already developed and this is a clear indication that the soil conditions are suitable and stable for any form of development / redevelopment of the property.

5. INFRASTRUCTURE

The Erf is already serviced with the basic services and connected to the service infrastructure. Any additional requirements that the owner might envisage in future shall be communicated the relevant institutions and will be for the account of the owner.

6. PARKING

As with all developments and land uses intended to be practiced on any site, the use of the site must comply with the provision of the Swakopmund Town Planning Scheme. As such, all parking requirements shall be calculated according to the provisions as contained within the Scheme the specific land use zone.

Once the final design is completed and plans submitted to the Municipality for approval shall the parking be checked by the officials.

7. MOTIVATION FOR INTENTION

It is the intention of the owners to use the property for both business and residential purposes. The intention of our client is to accommodate the existing and increasing need for additional mixed-use properties (business and residential) in Swakopmund. Our clients' erf is located in the CBD, and as such the intention to densify and diversify falls in line with the current demand for additional business and residential properties.

The proposed development also to link up with surrounding business premises and will complement the surrounding area. All aspects of the development shall be done in terms of

the provisions of the Swakopmund Town Planning Scheme and in accordance of any other policies or regulations that might be required to comply with.

8. ADVERTISEMENTS

Advertisements for the proposed Rezoning of Erf 3662, (A Portion of Erf No. 313), Swakopmund, was placed in the Republikein and New Era on the 11th and 18th of February 2026 (**Annexure D**). Closing dates for objections was on the 6th of March 2026. Neighbouring properties have also been requested for their comments. Attached please find copies of letters to neighbours via email (**Annexure E**). Notice was also placed on the erf for public comments (**Annexure F**). Copy of advertisement placed in the in the Government Gazette, with the objection period ending on the 6th of March 2026 (**Annexure G**).

10. RESPONSE FROM PUBLIC

Closing date for comment/objection to the proposed intentions were on the 6th of March 2026. By the closing of the objection period NO comments/objections were received, (**Annexure H**). This clearly indicates the support of both the neighbouring properties and the general public towards the intentions of the client / applicant.

11. CONCLUSION

Swakopmund is currently experiencing great pressure to grow and sustain the demand for business properties and residential uses. The ever-growing prices of land is making it impossible for the general public to cope. At a recent Municipal auction, the price per sqm was in the range of N\$ 2 300 00/sqm if not more. Younger generation cannot afford those prices and neither can various other sectors of the community. This increases the need for affordable housing whether by means of renting or Sectional Title Ownership.

It is exactly what our client intends to achieve with the development of this property when developed in collaboration of Erf 3662, also belonging to our clients. With the new development rights that have come in to play it is expected that more will be received by the Municipality for rezoning, in this area, to higher use and more specifically a higher Bulk.

It is our opinion that the intentions of our clients will as a matter of fact respond positively to the growing economy and growing need to satisfy the demand for housing and business opportunities.

12. APPLICATION

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

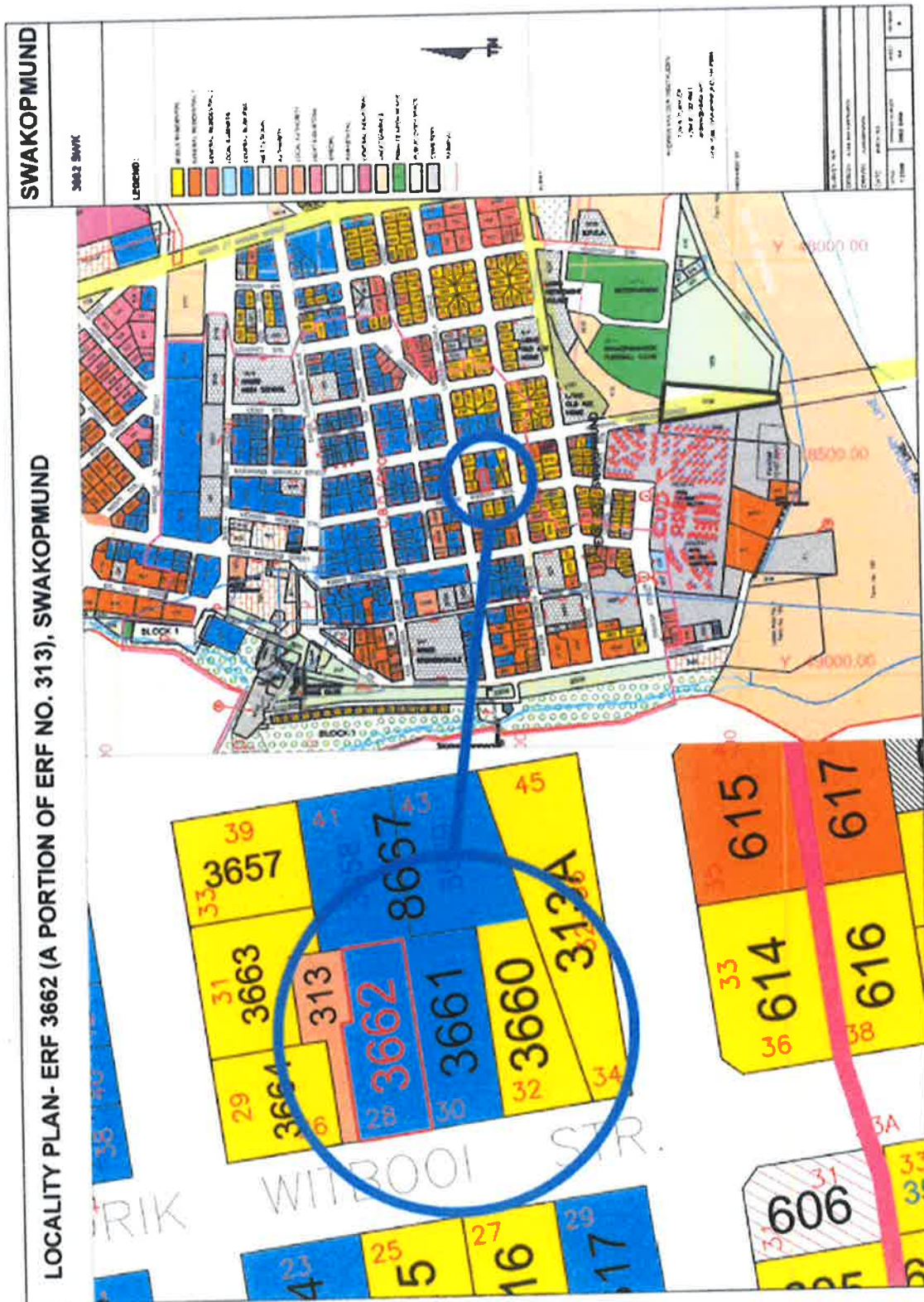
- **REZONING OF ERF 3662, (A PORTION OF ERF NO. 313), SWAKOPMUND, FROM "GENERAL BUSINESS" WITH A BUK OF 2.0 TO "GENERAL BUSINESS" WITH A BULK OF 4.0**

It is trusted that Council will find the above application for the rezoning of Erf 3662, (A Portion of Erf No. 313), Swakopmund, from 'General Business' with a Buk of 2.0 to 'General Business' with a Bulk of 4.0, in order.

Yours Faithfully,



A R VAN DER WESTHUIZEN



DEED OF TRANSFER

5555

CBisa K 215695

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

REVENUE	REVENUE	REVENUE
NS1000	NS1000	NS1000
REVENUE	REVENUE	REVENUE
NS1000	NS1000	NS1000
REVENUE	REVENUE	REVENUE
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NS1000	NS1000	NS1000

CONVEYANCE
BEZUIDENHOUT C

DEED OF TRANSFER

6555

BE HEREBY MADE KNOWN

CLIFFORD BEZUIDENHOUT

Witness before me, Registrar of Deeds, at Windhoek he the said appearer, being duly authorised
via Power of Attorney granted to him by

MARGARETE ANNA MARIA KUBIRSKIE

Identity Number: 300529-00118
Unmarried

On the 14 day of JULY 2016 and signed at SWAKOPMUND

AND the said appellant declared that his said Principal had truly and lawfully sold on 16 MAY 2016

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

JOHANNES GERHARDUS VAN DER MERWE

Identity Number: 691004 00092

Unmarried

His Heirs, Executors, Administrators or Assigns

CERTAIN: 1/2 (ONE HALF) SHARE IN ERF NO 3662 (A PORTION OF ERF 313) SWAKOPMUND

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

EXTENT: 951 (Nine Five One) SQUARE METRES

FIRST: transferred by Deed of Transfer No T 12/1997 with Diagram No A125/1996 relating thereto

AND HELD BY: DEED OF TRANSFER NO T 3027/1999

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 her to be entirely dispossessed of and disenthitled 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 NS2,100,000.00.

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

SIGNATURE OF APPEARER

In my presence,

REGISTRAR OF DEEDS

DEED OF TRANSFER

3558

201

CB/44 K 215895

ENGLING, STRITTER & PARTNERS

Attorneys, Notaries and Conveyancers

P.O. Box 43

12 Love Street

WINDHOLM

Prepared by me

REVENUE	REVENUE	REVENUE
N\$1000	N\$1000	N\$1000
REVENUE	REVENUE	REVENUE
N\$1000	N\$1000	N\$1000
REVENUE	REVENUE	REVENUE
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N\$1000	N\$1000	N\$1000
REVENUE	REVENUE	REVENUE
N\$1000	N\$1000	N\$1000

CONVEYANCER
BEZUIDENHOUT C

DEED OF TRANSFER

3556 201

BE IT HEREBY MADE KNOWN

THAT CLIFFORD BEZUIDENHOUT

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

MARGARETE ANNA MARIA KUBIRSKÉIdentity Number: 300529 00118
Unmarried

dated the 14 day of JULY 2016 and signed at SWAKOPMUND.



AND the said appearer declared that his said Principal had truly and lawfully sold on 16 MAY 2016

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

PAULO ALEXANDER MARQUES LUIS COIMBRA

Identity Number: 661224 00521
Married out of community of property

His Heirs, Executors, Administrators or Assigns

CERTAIN 1/4 (ONE HALF) SHARE IN ERF NO 3662 (A PORTION OF ERF 313)
SWAKOPMUND

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

EXTENT 851 (Nine Five One) SQUARE METRES

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IN FAVOUR OF THE LOCAL AUTHORITY

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- 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 him 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 NSZ 100 000 00.

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

SIGNATURE OF APPEARER

In my presence



REGISTRAR OF DEEDS

SPECIAL POWER OF ATTORNEY



I/We, the undersigned,

JOHANNES GERHARDUS VAN DER MERWE (ID: 691004 0009 2)

In my/our capacity as:

**100% SHAREHOLDER IN AND TO ERF 3662 (A PORTION OF ERF NO. 313),
SWAKOPMUND**

do hereby nominate, constitute and appoint,

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

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

- **REZONING OF ERF 3662 (A PORTION OF ERF NO. 313), SWAKOPMUND, FROM "GENERAL BUSINESS" WITH A BULK OF 2.0 TO "GENERAL BUSINESS" WITH A BULK OF 4.0.**

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 6th day of March 20 26

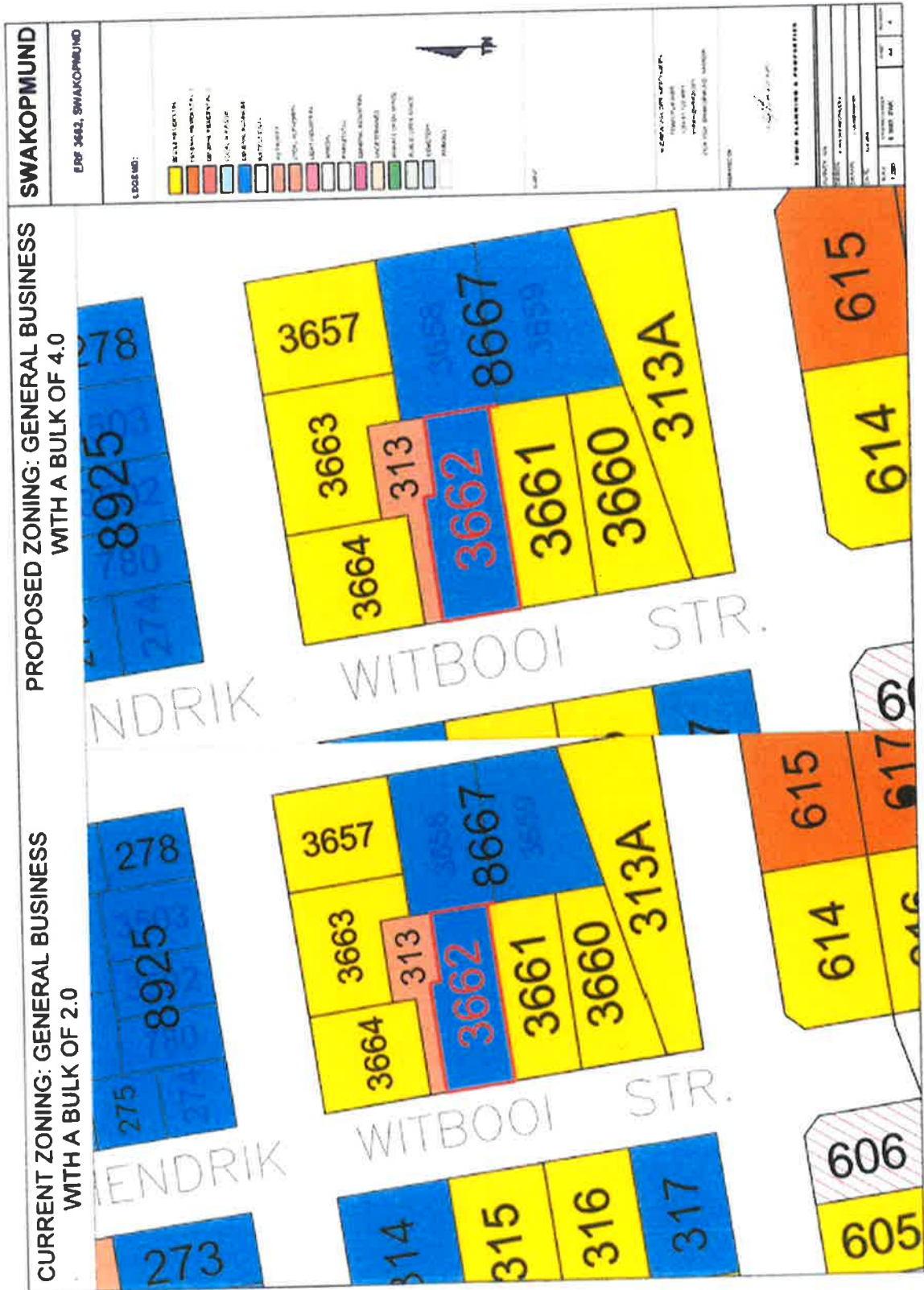
In the presence of the undersigned witnesses.

WITNESSES:

1.

2.


JOHANNES GERHARDUS VAN DER MERWE



TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA

ERF 313A, SWAKOPMUND
SWAKOP CLUB
PO BOX 199
SWAKOPMUND
13001

11 February 2026

Dear Sir / Madam,

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 5 OF 2018): REZONING OF ERF 3662 (A PORTION OF ERF NO. 313), SWAKOPMUND, FROM GENERAL BUSINESS WITH A BULK OF 2.0 TO GENERAL BUSINESS WITH A BULK OF 4.0

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of our client/s, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 3662 (a portion of Erf no. 313), Swakopmund, from "General Business" with a bulk of 2.0 to "General Business" with a bulk of 4.0.

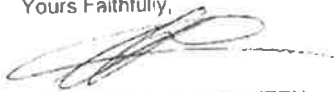
Erf 3662 (A Portion of Erf No. 313), Swakopmund, currently measures 995m² in extent and is located along Hendrik Witbooi Street in the CBD of Swakopmund. It is the intention of the owner to rezone the property to a higher bulk of 4.0 for the construction of a multistoried development.

Please further take note that -

- (a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

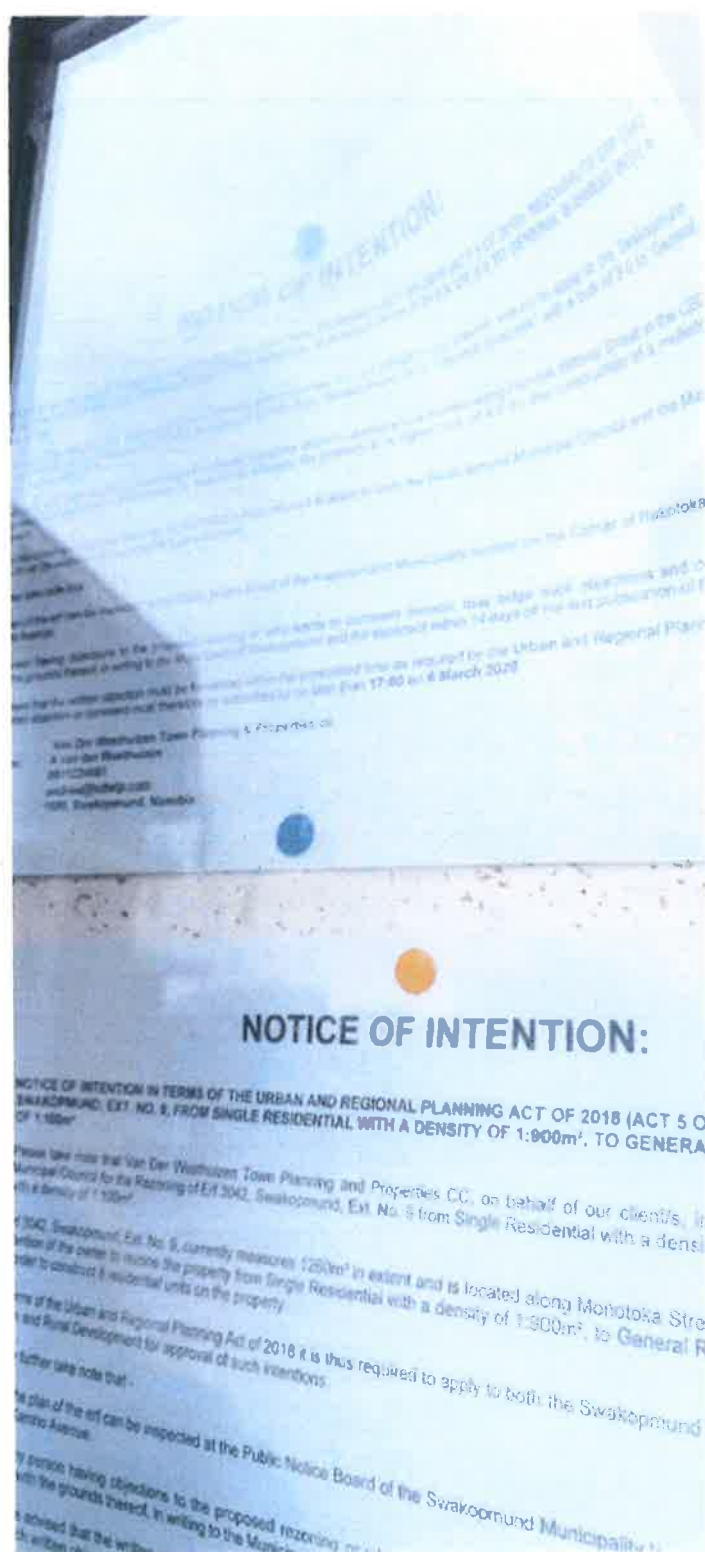
Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comments must therefore be submitted by no later than 17:00 on 6 March 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN







GOVERNMENT GAZETTE

OF THE

REPUBLIC OF NAMIBIA

NS17.80

WINDHOEK - 13 February 2026

No. 8848

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No. 109	Rezoning Erf 2503 (a portion of Consolidated Erf 1271), Windhoek	9
No. 110	Rezoning of Erf 3042, Swakopmund Extension 9	9
No. 110	Rezoning of Erf 3661 (a portion of Erf 313), Swakopmund	10
No. 112	Rezoning of Erf 3662 (a portion of Erf 313), Swakopmund	11

8848

Government Gazette 13 February 2026

11

Take note that –

- (a) The plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the corner of Rakotoka Street and Daniel Kamho Avenue.
- (b) Any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Swakopmund Municipality and the applicant within 14 days of the last publication of this notice.

Be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than 17h00 on 6 March 2026.

Applicant: Van Der Westhuizen Town Planning & Properties cc
 P.O. Box 1598, Swakopmund, Namibia
 Contact Person: A. van der Westhuizen
 Cell: 0811224661
 Email: andrew@vdtwp.com

No. 112

2026

REZONING OF ERF 3662 (A PORTION OF ERF NO. 313), SWAKOPMUND

Notice is hereby given in terms of the Urban and Regional Planning Act, 2018 that **Van Der Westhuizen Town Planning and Properties CC**, on behalf of the registered owner of Erf 3662 (a portion of Erf 313), Swakopmund, intends to apply to the Swakopmund Municipal Council and intends on applying to the Urban and Regional Planning Board for the following:

Rezoning of Erf 3662 (a portion of Erf 313), Swakopmund, from “general business” with a bulk of 2.0 to “general business” with a bulk of 4.0.

Erf 3662 (a portion of Erf No. 313), Swakopmund, currently measures 995m² in extent and is located along Hendrik Witbooi Street in the CBD of Swakopmund. It is the intention of the owner to rezone the property the property to a higher bulk of 4.0 for the construction of a multistoried development.

In terms of the Urban and Regional Planning Act, 2018 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

Take note that –

- (a) The plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the corner of Rakotoka Street and Daniel Kamho Avenue.
- (b) Any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Swakopmund Municipality and the applicant within 14 days of the last publication of this notice.

Be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act, 2018. Such written objection or comment must therefore be submitted by no later than 17h00 on 6 March 2026.

TOWN PLANNING & PROPERTIES

PERSONALITY
SWAKOPOLIS NAME

CONSENT FROM ADJOINING OWNERS / NEIGHBOURS FOR BUSINESS REGISTRATION
/ CONSENT USE / SUBDIVISION / CONSOLIDATION / REZONING AND OR
ENVIRONMENTAL CLEARANCE

I/We EEIL KAHN the owner of Erf No. 315

Street Address	<u>HENDRIK WITBOOI STREET, NO 25</u>
Postal Address	<u>PO BOX 1875, SWAKOPMUND</u>
Telephone No	<u>+264 81 348 1583</u>
Email Address	<u>elise@kahigroup.net</u>

am aware that an application for: REZONING OF ERF 3462 FROM
GENERAL BUSINESS WITH A BULK OF 2.0 TO GENERAL
BUSINESS WITH BULK OF 4.0

On Erf. 3462 by Messrs.

Is intended to be lodged be lodged at the Municipality of Swakopmund and our response is as follows:

☒ NO OBJECTION

if Signature of Owner

☐ OBJECTION

Signature of Owner

(Please mark whichever is applicable in the block)

Against the proposed application intended by the applicant:

(If you have any objection against the said intentions then please stipulate your reasons / remarks below)

Reasons / Remarks
<u>N/A</u>

SIGNATURE

FULL NAME

DATE

(Please attach certified copy of I.D. to this document for verification of signature)

11.1.12

REZONING OF ERF 3042 SWAKOPMUND EXTENSION 9 FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:900M² TO "GENERAL RESIDENTIAL" WITH A DENSITY OF 1:100M²

(C/M 2026/07/30 - E 3042)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **8.4** page **45** refers.

A.

This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is for the Council to consider the application for the rezoning of Erf 3042, Swakopmund Extension 9 from "*Single Residential*" with a density of 1:900m² to "*General Residential*" with a density of 1:100m² in terms of Section 105 (1) (a) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).

2. Introduction and Background

An application for rezoning of Erf 3042 Swakopmund Extension 9 from "*Single Residential*" with a density of 1:900m² to "*General Residential*" with a density of 1:100m² was received by the Town Planning Department from Van Der Westhuisen Town Planning and Properties on behalf of the registered owners, Mr Royal Otto and Mrs Jurietta Otto. The application is attached as **Annexure A**.

3. Ownership

Ownership of Erf 3042, Swakopmund Extension 9 is held in the Deed of Transfer No. T342/2006 and vests in Mr Royal Otto and Mrs Jurietta Otto. Proof of ownership has been attached together with the application. See **Annexure B**

4. Zoning, Locality and Size

Erf 3042, Swakopmund Extension 9 is zoned "*Single Residential*" with a density of 1:900m², as indicated on the figure below. The erf is situated in Monotoka Street and measures 1260m² in extent. The Erf is currently developed.

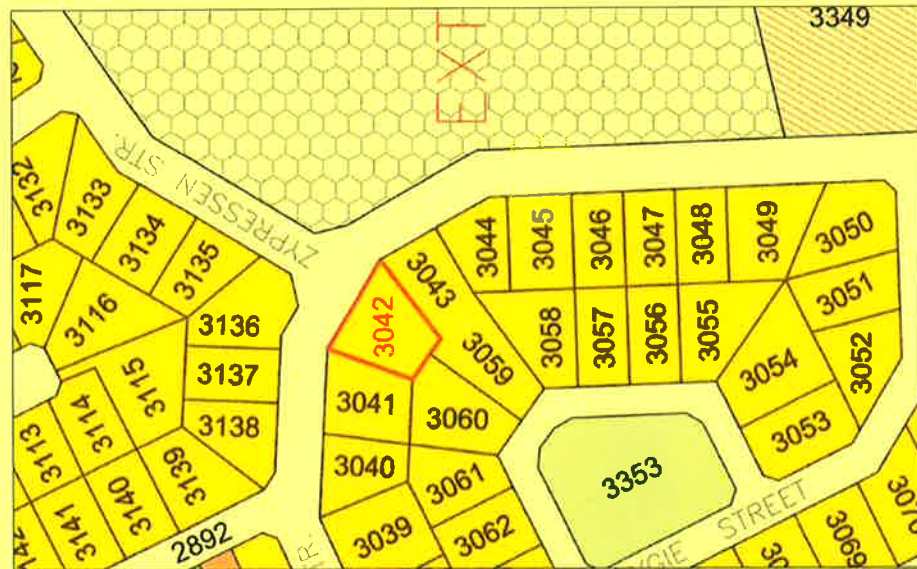


Figure 1: Locality Plan for Erf 3042, Swakopmund, Extension 9

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

Access to Erf 3042, Swakopmund, Extension 9 is obtained via Monotoka Street. Parking for the proposed development will be provided as stipulated by the Swakopmund Zoning Scheme. The Erf is already connected to the services network. However, all additional infrastructure resulting from the proposed development shall be the responsibility of the owner of the property.

6. **Advertisement**

The proposed rezoning was advertised on the 11th and 18th February 2026 in the Republikein and New Era Newspaper. A notice was also placed on site for public comments and neighbouring property owners were notified of the intent. A notice was published in the Government Gazette No. 8848 dated, 13th February 2026 under item No.110. The last date for objections was 6th March 2026, and no objections were received.

7. **Proposal**

The applicant proposes a development of eight dwelling units on the subject erf. The proposed density of one dwelling per 100m² will create a development potential of up to a maximum of 12 dwelling units on the erf. The surrounding properties of Erf 3042, Swakopmund Extension 9 comprise of a mix of zoning categories, including single residential, general residential, institutional, and general business. In this context, the proposed rezoning to "general residential", to accommodate a high-density (more intensity) development is considered appropriate, as the site is located within a transitional area among varying land uses.

Furthermore, Erf 3042, Swakopmund Extension 9 is larger than the average single residential erf within the vicinity, and the proposed density of 1 dwelling unit per 100m² would reasonably allow for the establishment of eight units without compromising spatial quality and will not result in over development. The scale of eight units is appropriate balancing density and liveability. The proposed development aligns with prevailing development trends in this part of Swakopmund, and a well-designed complex is expected to enhance and complement the character of the surrounding area.

8. Evaluation

The character of the surrounding area is defined by a mix of residential, business and institutional land uses which makes the proposal compatible with the existing land use patterns and densities. The subject erf is of sufficient size for the proposed rezoning and development.

In terms of the Operative Swakopmund Zoning Scheme, the minimum prescribed erf size for residential buildings, townhouses, and institutional uses is 1000m². The proposed rezoning to “general residential” on an erf measuring 1260m² complies with these provisions. With the current densities of 1:250 being more prevalent in the surrounding area, the proposed rezoning of 1:100 on the subject erf is both contextually appropriate and spatially justified.

There is an increasing demand for residential accommodation within the area and the town in general, particularly for young professionals seeking affordable housing options. The proposed rezoning will contribute to a broader range of housing typologies, thereby addressing market demand and alleviating pressure on Council to continuously provide housing.

The proposal is aligned with the principles of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), which promotes efficient land use, urban densification, sustainable development, and spatial integration. The Act recognises that planning must remain flexible and responsive to changing socio-economic conditions and urban growth patterns. In this regard, the proposed rezoning constitutes a rational and appropriate response to the increasing demand for high-density housing in Swakopmund.

Additionally, the proposal is consistent with the Swakopmund Structure Plan 2020-2040 since it is in zone H2 which is existing residential areas revised with new infill, amenities and densification and this advocates for efficient land use and diversification of housing options. The location of the erf being within a mixed-use area, makes it well suited for densification and the character of the surrounding area allows the proposed general residential zoning to represent a logical transition between lower and higher-intensity land uses. The proposed development will therefore reinforce the existing urban fabric in the area.

The zoning “general residential” without the numerical value, i.e. either “general residential” 1 or 2 has been retained as per the application as well as the provisions of the Scheme in Course of Preparation, Swakopmund Zoning Scheme No. 71 which consolidates the “general residential” zoning, moving away from the numerical distinctions found in the Swakopmund Zoning Scheme No. 12.

9. Compensation

In terms of Sections 59(1) and Regulations 9 of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), the Swakopmund Municipal Council is mandated to enforce its zoning scheme and may recover betterment contributions arising from increased land value. In accordance with the Betterment Fee Policy of 2009, a levy of 20% is applicable for changes in land use rights from single residential to a higher density.

10. Conclusion

The proposed rezoning of Erf 3042 Swakopmund, Extension 9 from "single residential" with a density of 1:900m² to "general residential" with a density of 1:100m² can be supported as it does not have any significant negative or detrimental impacts on the existing character.

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

- (a) That the rezoning of Erf 3042, Swakopmund Extension 9 from "*Single Residential*" with a density of 1:900m² to "*General Residential*" with a density of 1:100m² be approved.
 - (b) That the applicant provides proof that the rezoning of Erf 3042, Swakopmund Extension 9 from "*Single Residential*" with a density of 1:900m² to "*General Residential*" with a density of 1:100m² has been approved by the Minister and promulgated before any submission of building plans to the Engineering, Urban Development and Environmental Management for approval.
 - (c) That the rezoning of Erf 3042 Swakopmund Extension 9 from "*Single Residential*" with a density of 1:900m² to "*General Residential*" with a density of 1:100m² is subject to a 20% compensation fee calculated according to the Betterment Fee Policy of 2009 and be paid by the applicant, before any submission of building plans to the Engineering, Urban Development and Environmental Management Department for approval.
 - (d) That no building plans inclusive of relaxation of building lines relaxation or aesthetics application be approved until proof of payment of the compensation fee has been received by Council.
 - (e) That all additional infrastructures that are to be required as a result of the proposed development be for the account of the applicant to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
 - (f) That all parking be provided on-site in line with the Swakopmund Zoning Scheme and no parking on street reserve; shall be tolerated.
 - (g) That access to the property as a result of the proposed development be controlled and provided to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management.
-

ANNEXURE A - APPLICATION FORM

22.03.07.3042

E 3042

32

*Official***TOWN PLANNING & PROPERTIES**

PO BOX 1598
SWAKOPMUND, NAMIBIA
+264 81 122 344
+264 81 122 345
and@swakopmund.na

Chief Executive Officer
Municipality of Swakopmund
PO Box 53
Swakopmund
Namibia



12 March 2026

Dear Sir,

APPLICATION FOR REZONING OF ERF 3042, SWAKOPMUND, EXT. NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900m², TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100m²

Application is herewith made, on behalf of the owner of Erf 3042, Swakopmund, Ext. No. 9, for the rezoning of Erf 3042, Swakopmund, Ext. No. 9, from Single Residential with a density of 1:1900m² to General Residential with a density of 1:100m² (**Annexure C**).

1. BACKGROUND

Erf 3042, is situated in an area with relatively large properties. In terms of the Swakopmund Town Planning Scheme No.12, even with a minimum size of 900m² may be rezoned to construct Townhouses. Erf 3042 is approximately 1260m² in extent and is seen as favourable for the intentions of our client.

2. LOCALITY AND ERF SIZE

Erf 3042, Swakopmund, Ext. No. 9, currently measures approximately 1260m² in extent and is located along Monotoka Street, Ext. No. 9, Swakopmund. (**Annexure A**). The erf is located in an area with mixed uses of residential and business nature.

3. OWNERSHIP

According to the Deed of Transfer Nr. T342/2006, ownership of Erf 3042, Swakopmund, Ext. No. 9, currently vests with Mr Daniel Royal Otto and Mrs Jurieta Otto who are Married in Community of Property. (**Annexure B1**). Power of Attorney from the owner/s is attached as **Annexure B2**. The exist no conditions within the Title Deed that prohibits the intended intention to rezone the property.

4. ACCESS TO THE PROPERTY

Access to the property is currently obtained from Monotoka Street. No change in access is envisaged and access is to remain the same. If and when any other needs in terms of access might arise such needs shall be communicated to the relevant authority for consideration.

5. TOPOGRAPHY

Due to the fact that the property is already partly developed and has been occupied for many years it is assumed that soil conditions are relative stable and suitable for further development. Since the property is partly developed and all surrounding properties are already developed it can be argued that the topography will play no role in the intentions. There exist no natural features that would prohibit the development of the remaining extent of the property according to the intentions of our client.

6. INFRASTRUCTURE

The area is already serviced with the basic services and the property is already connected to the service infrastructure. Any additional requirements that the owner might envisage shall be communicated the relevant institutions and will be for the account of the owner.

7. PARKING

As with all developments and land uses intended to be practiced on any site, the use of the site must comply with the provision of the Swakopmund Town Planning Scheme. As such, all parking requirements shall be calculated according to the provisions as contained within the Scheme the specific land use zone.

8. MOTIVATION FOR INTENTION

Erf 3042, Swakopmund Ext. No. 9, is located in an area that is prone to land use change, and also identified in the Swakopmund Structure Plan as an area for infill and densification.

In terms of the Scheme the minimum required size for a property to construct Town Houses or units is 900m². The size of the erf coupled with the already existing mixed uses found in the area makes the property attractive for such rezoning. The intentions of our client will not be out of line with the current existing surrounding situation and also not with the vision of the Swakopmund Structure Plan.

It is the intention of the client to construct 8 unit on the property of which some will act as holiday accommodation for the family as well as the letting of other units to the general public.

With the public participation process completed it was noted that no objections were received against the proposed intentions.

9. ADVERTISEMENTS

Advertisements for the proposed Rezoning of Erf 3042, Swakopmund, was placed in the Republikein and New Era on the 11th and 18th of February 2026 (Annexure D). Closing dates for objections was on the 6th of March 2026. Neighbouring properties have also been requested for their comments. Attached please find copies of letters to neighbours via email (Annexure E). Notice was also placed on the erf for public comments (Annexure F). Copy of advertisement placed in the in the Government Gazette (Annexure G).

10. RESPONSE FROM PUBLIC

Closing date for comment/objection to the proposed intentions were on the 6th of March 2026. By the closing of the objection period NO comments/objections were received, (Annexure H).

11. CONCLUSION

After careful consideration of the merits and the fact it is found that the intended rezoning is in line with both the Swakopmund Structure plan, identifying the area as a mixed-use area, and the Swakopmund Town Planning Scheme in terms of its provisions.

It became evident in the Public Participation Process that the neighbouring properties and the general public is in favour of the intended rezoning as no objection/comments were received.

With the ever-growing demand for housing such rezoning application actively address the shortfall to a certain extent and is seen as necessary for sustainable growth of the town of Swakopmund

There exists no reason why the intended rezoning cannot be supported as it is in line with the statutory documents that regulates land use and regulates growth in the town of Swakopmund.

Page 3 of 14

12. APPLICATION

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

- **APPLICATION FOR REZONING OF ERF 3042, SWAKOPMUND, EXTENSION NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900M² TO GENERAL REISIDENTIAL WITH A DENSITY OF 1:100M²**

It is trusted that Council will find the above application for the rezoning of Erf 3042, Swakopmund, Ext. No. 9, from Single Residential with a density of 1:900m² to General Residential with a density of 1:100m², in order.

Yours Faithfully,

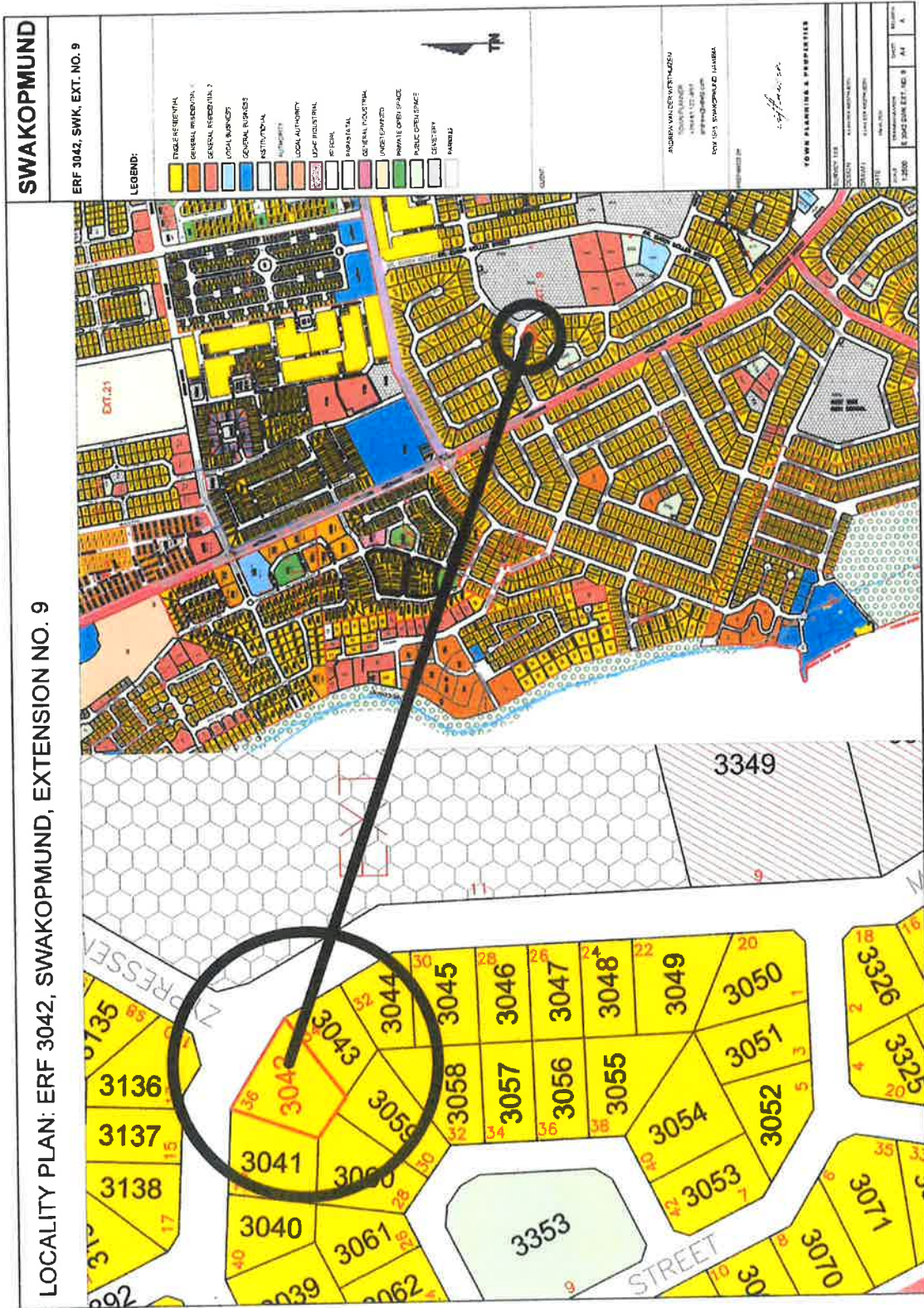


A R VAN DER WESTHUIZEN

LIST OF ANNEXURES

Annexure A:	Locality Plan
Annexure B1:	Title Deed
Annexure B2:	Power of Attorney
Annexure C:	Current & proposed Zoning
Annexure D:	Newspaper Notices
Annexure E:	Copies of Neighbours letters
Annexure F:	Site Notice
Annexure G:	Government Gazette Notice
Annexure H:	No Objection

Annexure A



Annexure B1

14 FEB 2006

BANK WINDHOEK LTD
 HEREWITH Schun Dixon
Credit Guarantee
 STATE THAT THE SIGNATURE OF THE ORIGINAL
 DOCUMENTS HAVE BEEN VERIFIED TO
 BE A TRUE AND CORRECT COPY
[Signature] 9-1-2012

DEED OF TRANSFER T 42 /2004

ENGLING, STRITTER & PARTNERS

Attorneys, Notaries and Conveyancers
 P.O. Box 43
 12 Love Street
 WINDHOEK

Prepared by me

lind
CONVEYANCER
SCRIBA C-H



21 FEB 2009 (No. 1011) 1011

MORTGAGED (No. 1011) 1011

for additional amount not exceeding

DEEDS OFFICE, WINDHOEK.

REGISTRAR OF DEEDS.

lind

04 DEC 2009 (No. 1011) 1011

MORTGAGED (No. 1011) 1011

for additional amount not exceeding

DEEDS OFFICE, WINDHOEK.

REGISTRAR OF DEEDS.

lind

T 42 2006

DEED OF TRANSFER

BE IT HEREBY MADE KNOWN:

THAT CARL HEINZ SCRIBA

CLIFFORD BEZUIDENHOUT

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

CHENG-CHUNG HUANG

Born on 26 January 1953

Married to HSIEN-WEI CHEN which marriage is governed by the laws of China

dated the 16th day of JANUARY 2006 and signed at WINDHOEK, Swakopmund and

on 10th day of January 2006, signed at
Taipei City, Taiwan.

lind

AND the said appearer declared that his said Principal had truly and lawfully sold on 12 DECEMBER 2005

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

DANIEL ROYAL OTTO

Born on 21 November 1961

and

JURIETTA OTTO

Born on 6 April 1961

Married in community of property to each other

Their Heirs, Executors, Administrators or Assigns,

CERTAIN	ERF NO 3042 SWAKOPMUND (EXTENSION NO 9)
SITUATE	IN THE MUNICIPALITY OF SWAKOPMUND REGISTRATION DIVISION "G" ERONGO REGION
EXTENT	1260 (One Two Six Nil) SQUARE METRES
FIRST	transferred and still held by Deed of Transfer No T 80/1998 with General Plan No A.160/1983 relating thereto
SUBJECT	to the following conditions imposed in terms of Proclamation AG 9/1984 and created in the said Deed of Transfer No T 80/1998, namely:

IN FAVOUR OF THE LOCAL AUTHORITY

The erf shall only be used or occupied : -

- a) for purposes which are in accordance with;
- b) subject to the provisions of;

the Swakopmund Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954).

4

WHEREFORE the appearer, renouncing all the rights and title which the TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge him to be entirely dispossessed of, and disentitled to the same and that, by virtue of these presents, the said TRANSFEREE, Their heirs, Executors, Administrators, or Assigns, now is and henceforth shall be entitled thereto conformably to local custom, the State, however, reserving its rights; and finally, acknowledging that the purchase price is the sum of N\$620 000,00.

21 FEB 2006

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


SIGNATURE OF APPEARER



L

4.18.01
6-0/0099
PART 1

REPUBLIC OF NAMIBIA
MINISTRY OF FINANCE
Inland Revenue
TRANSFER DUTY - FORM B
DECLARATION BY PURCHASER

TRANSFEROR (Seller) **CHENG-CHUNG HUANG**

TRANSFeree (Buyer) **DANIEL ROYAL OTTO and JURIETTA OTTO**

DESCRIPTION OF PROPERTY

Plot No. 3042 SWAKOPMUND, Extension No. 9

in the Municipality of SWAKOPMUND
Registration Division "G", ERONGO REGION

MEASURING 1250 (One Two Six Nil) Square Metres

Base Price at **N\$620 000.00** Accepted for Stamp Duty purposes

Date of transaction **12 DECEMBER 2005** Consideration **N\$620 000.00**

TRANSFER DUTY PAID BY **KINGHORN ASSOCIATES**
Address: **P.O. BOX 1455**
SWAKOPMUND

FOR OFFICIAL USE

Transfer duty paid or **N\$** Being

Under which duty is paid

Stamp defacing stamp of
office of issue

Receiver of Revenue

CASH REGISTER RECEIPT

REPUBLIC OF NAMIBIA
NATIONAL IDENTITY CARD

611121 0012 1

OTTO
DANIEL ROYAL

1961-11-21
TSUMEB
MALE 1,85
2006-04-11
E45470

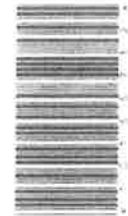
CITIZEN
BROWN

61112100121



I CERTIFY THAT I HAVE SUBMITTED THE ORIGINAL DOCUMENT OF WHICH THIS IS A COPY AND THAT:
1. THE ORIGINAL DOCUMENT SHOWS NO SIGN OF UNAUTHORISED ERASURE OR ALTERATION AND
2. THIS COPY IS A COMPLETE AND ACCURATE COPY OF THE ORIGINAL DOCUMENT.
FOR FIRST NATIONAL BANK OF NAMIBIA LTD.
GROOTFONTEIN

SIGNED



Annexure B2

SPECIAL POWER OF ATTORNEY



 NAME: DANIEL ROYAL OTTO
 NAME: JURIETTA OTTO
 16/03/26 16/03/26

I/We, the undersigned,

DANIEL ROYAL OTTO (ID: 611121 0012 1)

AND

JURIETTA OTTO (ID: 610404 0091 3)

MARRIED IN COMMUNITY OF PROPERTY

In my/our capacity as:

THE REGISTERED OWNERS ERF 3042, SWAKOPMUND, EXTENSION NO. 9

do hereby nominate, constitute and appoint,

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

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

- > **REZONING OF ERF 3042, SWAKOPMUND, EXTENSION NO. 9 FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:900M² TO "GENERAL RESIDENTIAL" WITH A DENSITY OF 1:100M².**

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 grootfontein this 16 day of March 2026

In the presence of the undersigned witnesses.

WITNESSES:

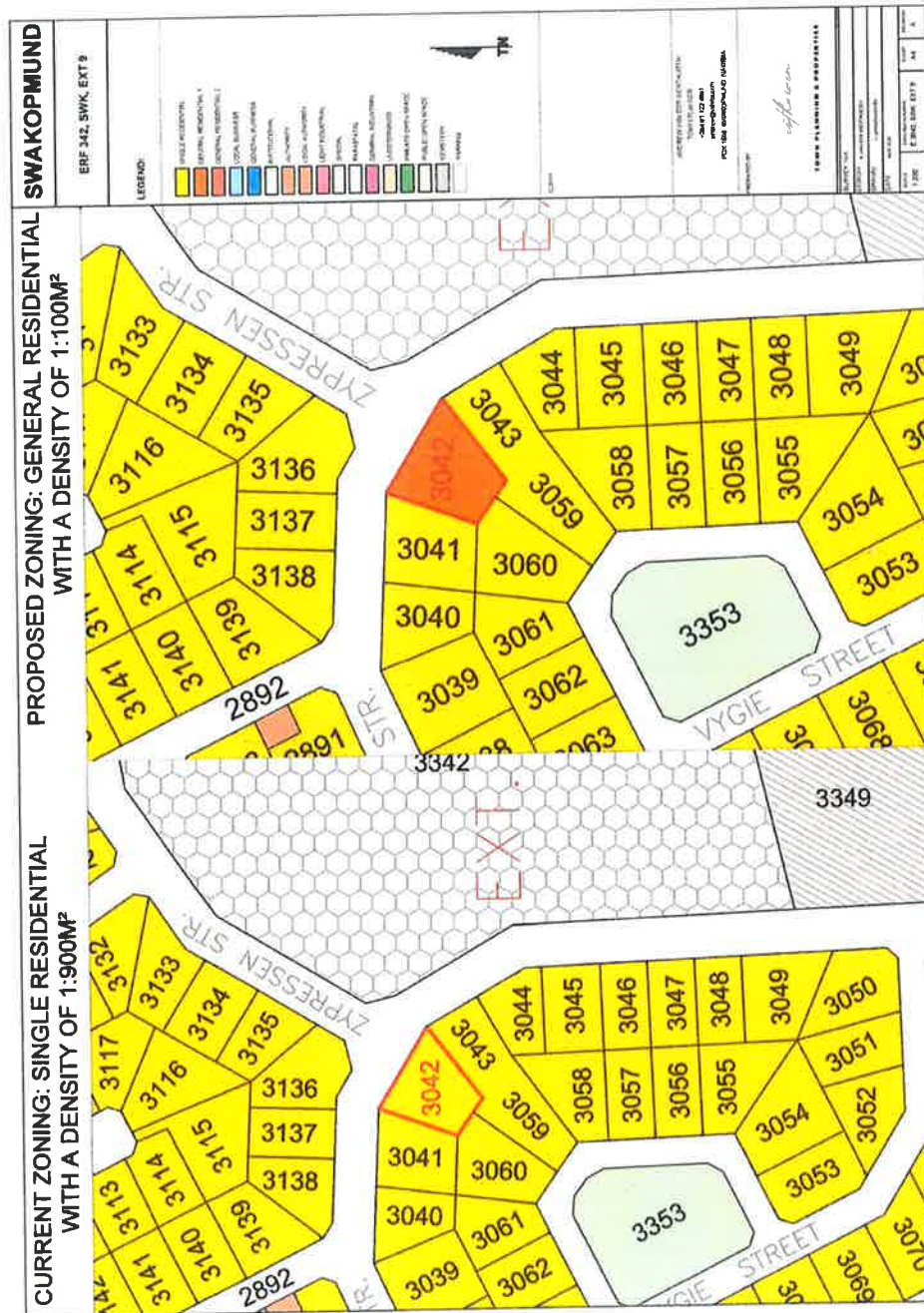
1. 


DANIEL ROYAL OTTO

2. 


JURIETTA OTTO

Annexure C



Annexure D

Annexure E

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
T: +264 9 122 1951
F: +264 9 122 1950
www.van-der-westhuizen.com

ERF 3041, SWK, EXT NO. 9
KO VAN DER WALT
P O BOX 4379
SWAKOPMUND, VINETA
13003

11 January 2026

Dear Sir / Madam,

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 5 OF 2018): REZONING OF ERF 3042, SWAKOPMUND, EXT. NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900m², TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100m²

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of our client/s, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 3042, Swakopmund, Ext. No. 9 from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m².

Erf 3042, Swakopmund, Ext. No. 9, currently measures 1260m² in extent and is located along Monotoka Street, Ext. No. 9, Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

Please further take note that -

(a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.

(b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than **17:00 on 6 March 2026**.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
PHONE: 06-123 1234
FAX: 06-123 1234
WWW.VAN-DE-WESTHUIZEN.CO.NA

ERF 3043, SWK, EXT NO. 9
MM GILHAM
P O BOX 2258
SWAKOPMUND
13001

11 January 2026

Dear Sir / Madam,

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 5 OF 2018): REZONING OF ERF 3042, SWAKOPMUND, EXT. NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900m², TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100m²

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of our client/s, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 3042, Swakopmund, Ext. No. 9 from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m².

Erf 3042, Swakopmund, Ext. No. 9, currently measures 1260m² in extent and is located along Monotoka Street, Ext. No. 9, Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

Please further take note that -

- (a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than **17:00 on 6 March 2026**.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND - NAMIBIA
+264 8 122 44 50
+264 8 122 44 51
+264 8 122 44 52

ERF 3059, SWK, EXT NO. 9
JJ DU BUISSON
P O BOX 11738
WINDHOEK
10005

11 January 2026

Dear Sir / Madam,

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 5 OF 2018): REZONING OF ERF 3042, SWAKOPMUND, EXT. NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900m², TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100m²

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Please further take note that -

(a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.

(b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than **17:00 on 6 March 2026**.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND - NAMIBIA
+264 91 122 185
+264 91 122 186
+264 91 122 187

ERF 3060, SWK, EXT NO. 9
JPH THORBURN
P O BOX 30455
WINDHOEK
10005

11 January 2026

Dear Sir / Madam,

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 5 OF 2018): REZONING OF ERF 3042, SWAKOPMUND, EXT. NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900m², TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100m²

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Erf 3042, Swakopmund, Ext. No. 9, currently measures 1260m² in extent and is located along Monotoka Street, Ext. No. 9, Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

Please further take note that -

(a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.

(b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than 17:00 on 6 March 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
TEL: 06-1 122 111
FAX: 06-1 122 111
WWW.SWAKOPMUND.NA

ERF 3136, SWK, EXT NO. 9
FCE GREGORY
P O BOX 8550
SWAKOPMUND
13001

11 January 2026

Dear Sir / Madam,

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 5 OF 2018): REZONING OF ERF 3042, SWAKOPMUND, EXT. NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900m², TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100m²

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Erf 3042, Swakopmund, Ext. No. 9, currently measures 1260m² in extent and is located along Monotoka Street, Ext. No. 9, Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

Please further take note that -

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- (b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than **17:00 on 6 March 2026**.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
SWAKOPMUND, NAMIBIA
Tel: +264 91 122 881
Fax: +264 91 122 881
Email: info@van-der-westhuizen.com

ERF 3137, SWK, EXT NO. 9
M GROBBELAAR
P O BOX 4379
SWAKOPMUND, VINETA
13003

11 January 2026

Dear Sir / Madam,

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 5 OF 2018): REZONING OF ERF 3042, SWAKOPMUND, EXT. NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900m², TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100m²

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of our client/s, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 3042, Swakopmund, Ext. No. 9 from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m².

Erf 3042, Swakopmund, Ext. No. 9, currently measures 1260m² in extent and is located along Monotoka Street, Ext. No. 9, Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

Please further take note that -

(a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.

(b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than **17:00 on 6 March 2026**.

Yours Faithfully,



A R VAN DER WESTHUIZEN

TOWN PLANNING & PROPERTIES

PO BOX 1598
 SWAKOPMUND - NAMIBIA
 +264 91 123 1001
 +264 91 123 1002
 0810 100 1000

ERF 3342, SWK, EXT NO. 9
 BIRDSVIEW BODY CORPORATE
 P O BOX 4257
 SWAKOPMUND, VINETA
 13003

11 January 2026

Dear Sir / Madam,

NOTICE OF INTENTION IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT OF 2018 (ACT 5 OF 2018): REZONING OF ERF 3042, SWAKOPMUND, EXT. NO. 9, FROM SINGLE RESIDENTIAL WITH A DENSITY OF 1:900m², TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100m²

Please take note that Van Der Westhuizen Town Planning and Properties CC, on behalf of our client/s, intends to apply to the Swakopmund Municipal Council for the Rezoning of Erf 3042, Swakopmund, Ext. No. 9 from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m².

Erf 3042, Swakopmund, Ext. No. 9, currently measures 1260m² in extent and is located along Monotoka Street, Ext. No. 9, Swakopmund. It is the intention of the owner to rezone the property from Single Residential with a density of 1:900m², to General Residential with a density of 1:100m², in order to construct 8 residential units on the property.

Please further take note that -

- (a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the Corner of Rakotoka Street & Daniel Kamho Avenue.
- (b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Municipality of Swakopmund and the applicant within 14 days of the last publication of this notice.

Please be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act of 2018. Such written objection or comment must therefore be submitted by no later than 17:00 on 6 March 2026.

Yours Faithfully,



A R VAN DER WESTHUIZEN

Annexure F

[illegible]

NOTICE OF INTENTION TO TAKE OF THE LAND AND MINING PLANNING ACT OF 1976
CONSIDERING THE FACTS OF THE CASE AND THE NEEDS OF THE PEOPLE OF THE STATE OF CALIFORNIA
IT IS THE ORDER OF THE COURT THAT THE LAND AND MINING PLANNING ACT OF 1976 BE APPLIED TO THE LAND AND MINING PLANNING ACT OF 1976.

There are two ways that you can determine how many additional pages you need to print. First, you can use the "Print Range" button on the "Print" menu. This will allow you to print a specific range of pages. Second, you can use the "Print Range" button on the "Print" menu. This will allow you to print a specific range of pages.

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Page 1 of 1

10. In the event of a fire involving the Public Area, State of the University shall be responsible for the fire damage to the building and its contents, and shall be responsible for the fire damage to the building and its contents.

20. Any person having knowledge of the proposed meeting or who is acting in connection therewith is prohibited from disclosing the information to any other person, except as may be required by the SEC or the Department of Justice, or as may be required by the SEC or the Department of Justice, or as may be required by the SEC or the Department of Justice.

Application:
Contact Person:
Cell:
Email:
P.O. Box:

Van Der Horsthoek Estate Planning & Properties CC
A van der Wepelaar
0873251611
annew@vwp.co.za
1045, Sandvleiweg, Benoni





Annexure G



GOVERNMENT GAZETTE

OF THE

REPUBLIC OF NAMIBIA

N\$17.80

WINDHOEK - 13 February 2026

No. 8848

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8848

Government Gazette 13 February 2026

9

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 Windhoek Municipality and with the applicant (Nghivvelwa Planning Consultants) in writing within 14 days of the last publication of this notice.

The last date for any objections is 6 March 2026.

Applicant: Nghivvelwa Planning Consultants
P.O. Box 40900, Ausspannplatz
Email: planning@nghivvelwa.com.na
Cell: 081 412735

No. 109

2026

REZONING OF ERF 2503 (A PORTION OF CONSOLIDATED ERF 1271), WINDHOEK

Nghivvelwa Planning Consultants (Town and Regional Planners) on behalf of the owners of Erf 2503, Hosea Kutako Drive, Windhoek has applied to the Windhoek Municipal Council and intends applying to the Urban and Regional Planning Board for:

Rezoning of Erf 2503 (a portion of Consolidated Erf 1271), Hosea Kutako Drive, Windhoek from "residential" with a density of 1:900 to "office" with a bulk of 0.75.

Erf 2503 is located in Hosea Kutako Drive, and currently measure $\pm 1570\text{m}^2$ in extent. The erf is currently zoned for "residential" purposes. The intention of the owner to rezone the erf from "residential" with a density of 1:900 to "office" with a bulk of 0.75 in terms of Table B of the Windhoek Zoning Scheme is to allow for the construction of an office complex on the rezoned property.

Should this application be successful, the number of vehicles for which parking must be provided on-site will be in accordance with the Windhoek Zoning Scheme.

The locality plans of the erf lie for inspection on the Town Planning Notice Board of the Windhoek Municipality: Customer Care Centre, Main Municipal Offices, Rev. Michael Scott Street, Windhoek and the Applicant: Office No. 3, 64, Jenner Street, Windhoek West.

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 Windhoek Municipality and with the applicant (Nghivvelwa Planning Consultants) in writing within 14 days of the last publication of this notice.

The last date for any objections is 6 March 2026.

Applicant: Nghivvelwa Planning Consultants
P.O. Box 40900, Ausspannplatz
Email: planning@nghivvelwa.com.na
Cell: 081 41 273 5

No. 110

2026

REZONING OF ERF 3042, SWAKOPMUND EXTENSION 9

Notice is hereby given in terms of the Urban and Regional Planning Act, 2018 that **Van Der Westhuizen Town Planning and Properties cc**, on behalf of the registered owner of Erf 3042, Swakopmund Extension 9, intends to apply to the Swakopmund Municipal Council and intends on applying to the Urban and Regional Planning Board for the following:

Rezoning of Erf 3042, Swakopmund Extension 9, from “single residential” with a density of 1:900, to “general residential” with a density of 1:100.

Erf 3042, Swakopmund Extension 9, currently measures 1260m² in extent and is located along Monotoka Street, Swakopmund Extension 9. It is the intention of the owner to rezone the property from “single residential” with a density of 1:900, to “general residential” with a density of 1:100, in order to construct 8 residential units on the property.

In terms of the Urban and Regional Planning Act, 2018 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

Take note that –

- (a) The plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the corner of Rakoloka Street and Daniel Kamho Avenue.
- (b) Any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Swakopmund Municipality and the applicant within 14 days of the last publication of this notice.

Be advised that the written objection must be forwarded within the prescribed time as required by the Urban and Regional Planning Act, 2018. Such written objection or comment must therefore be submitted by no later than 17h00 on 6 March 2026.

Applicant: Van Der Westhuizen Town Planning and Properties cc
P.O. Box 1598, Swakopmund
Contact Person: A. van der Westhuizen
Cell: 0811224661
Email: andrew@vdwtp.com

No. 111

2026

REZONING OF ERF 3661 (A PORTION OF ERF NO. 313), SWAKOPMUND

Notice is hereby given in terms of the Urban and Regional Planning Act, 2018 that Van Der Westhuizen Town Planning and Properties CC, on behalf of the registered owner of Erf 3661 (a portion of Erf 313), Swakopmund, intends to apply to the Swakopmund Municipal Council and intends on applying to the Urban and Regional Planning Board for the following:

Rezoning of Erf 3661 (a portion of Erf 313), Swakopmund, from “general business” with a bulk of 2.0 to “general business” with a bulk of 4.0.

Erf 3661 (a portion of Erf 313), Swakopmund, currently measures 1005m² in extent and is located along Hendrik Witbooi Street in the CBD of Swakopmund. It is the intention of the owner to rezone the property the property to a higher bulk of 4.0 for the construction of a multistoried development.

In terms of the Urban and Regional Planning Act, 2018 it is thus required to apply to both the Swakopmund Municipal Council and the Ministry of Urban and Rural Development for approval of such intentions.

Annexure H

TOWN PLANNING & PROPERTIES

PO BOX 1508
SWAKOPMUND - NAMIBIA**CONSENT FROM ADJOINING OWNERS / NEIGHBOURS FOR BUSINESS REGISTRATION
/ CONSENT USE / SUBDIVISION / CONSOLIDATION / REZONING AND OR
ENVIRONMENTAL CLEARANCE**I/We, J.J. DUBUISSON the owner of Erf No. 0000 3059
ext no. 9

Street Address	<u>Vygiestr 30 Swakopmund.</u>
Postal Address	<u>P.O. Box 11738 Windhoek.</u>
Telephone No	<u>081 1271020</u>
Email Address	<u>dubmotor@iway.na</u>

am aware that an application for: Rezoning of erf 3042 Ext no 9 Swakopmund
from Single Residential with a density of 1:900m² to General Residential
with a density of 1:100m² in order to construct 8 residential units on
 On Erf. 3042 by Messrs. A.R. vander Westhuizen town planning + properties
 Is intended to be lodged at the Municipality of Swakopmund and our response is as follows:

☒ NO OBJECTIONJ.J. Dubuisson
Signature of Owner☐ OBJECTION

Signature of Owner

(Please mark whichever is applicable in the block)

Against the proposed application intended by the applicant:

(If you have any objection against the said intentions then please stipulate your reasons / remarks below)

Reasons / Remarks

J.J. Dubuisson
SIGNATUREJacobus Johannes
FULL NAME12 March 2026
DATE

(Please attach certified copy of I.D. to this document for verification of signature)

REPUBLIC OF NAMIBIA
NATIONAL IDENTITY CARD

600420 0057 2

DU BUISSON
JACOBUS JOHANNES

Du Buisson




1960-04-20
WALVISBAY
MALE 1.70
2000-07-21
F32910

CITIZEN
GREEN




60042000572

J. Du Buisson

REPUBLIC OF NAMIBIA
NATIONAL IDENTITY CARD

600420 0057 2

DU BUISSON
JACOBUS JOHANNES





1960-04-20
WALVISBAY
MALE 1,70
2000-07-21
F32910

CITIZEN
GREEN




60042000572

J. du Buisson

11.1.13 **SUBDIVISION OF PORTION 34 OF FARM 163 SWAKOPMUND INTO PORTIONS A, B AND REMAINDER**
(C/M 2026/07/30 - PTN 34/F163)

Ordinary Management Committee Meeting of 16 July 2026, Addendum **8.5** page **91** refers.

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

1. Purpose

The purpose of this submission is for Council to consider an application for the subdivision of Portion 34 of Farm 163, Swakopmund into Portions A, B and Remainder in terms of Section 97 (1) (e) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).

2. Introduction and Background

An application to subdivide Portion 34 of Farm 163 Swakopmund into Portions A, B and Remainder was received by the Town Planning Department from Stewart Planning Town and Regional Planners, applying on behalf of the registered owner, Karsten Rohloff. The application is attached as **Annexure A**.

3. Ownership

Ownership of Portion 34 of Farm 163, Swakopmund is held in the Deed of Transfer T 6116/1998 and vests in Karsten Rohloff. Proof of ownership has been attached together with the application.

4. Zoning, Locality and Size

Portion 34 of Farm 163, Swakopmund is zoned "Agriculture" as indicated in Figure 1 below. The portion is situated within the Smallholdings, also well known as Swakop River Plots. It measures 234 961m² (23.4961Ha) hectares in extent. There are three dwellings, staff quarters and associated buildings on the premises.

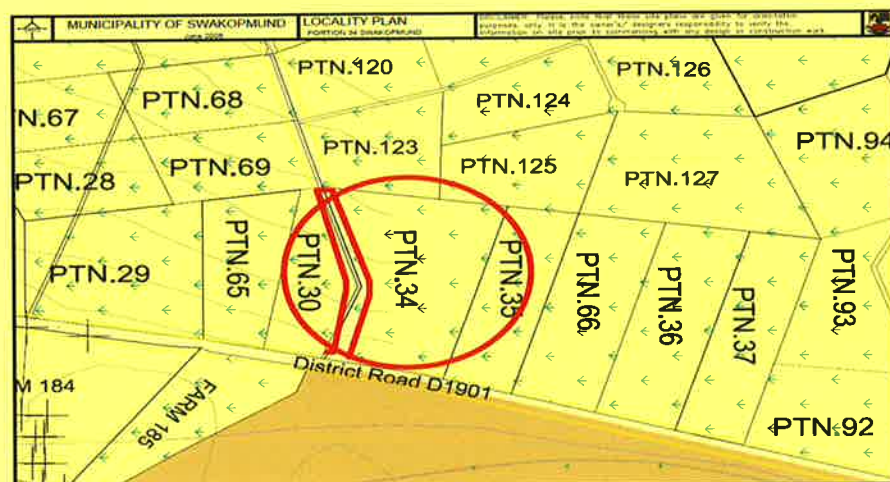


Figure 1: Portion 34, Smallholdings locality and zoning

5. Access and municipal services

Access to Portion 34 is obtained from the district road D1901. The property is connected to the municipal waterline. Additionally, sewerage is dealt with by means of septic tank system as is the norm in the area.

The property is already connected to the existing municipal service networks, in terms of water, and the existing municipal services will be maintained. Sewerage is dealt with by means of septic tank system as is the norm in the area. Any further extension or upgrading of services due to this subdivision, should be done to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management, at the cost of the applicant (landowner).

The impact of septic tanks on the environment, should more plots be subdivided, must be anticipated and accounted for. It is therefore suggested that the General Manager: Engineering, Urban Development and Environmental Management undertake an audit of septic tanks in the area, assess and come up with mitigation measures in anticipation of more future subdivisions.

6. Public Consultation

In terms of the Urban and Regional Planning Regulations Section 10 (4) for subdivision, only the affected neighbouring property owners must be notified. No publication of notices in newspapers and government gazette is required. The neighbouring property owners were consulted via emails, and one was notified via a registered mail. Both consultations were done on the 23 April 2026.

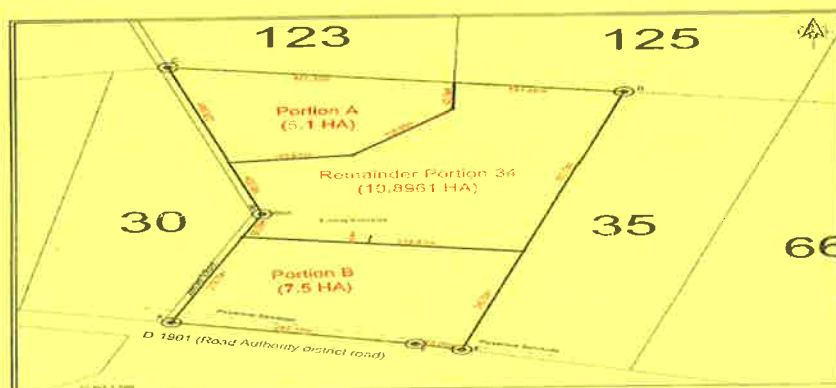
The closing date for objections/comments was Monday, 18th May 2026. No objections were received.

7. Proposal

The owners intend to subdivide Portion 34 into Portions A, B and Remainder in order to sell the two portions on the open market.

The table below illustrates the subdivision proposal:

Erf Number	Size in hectares	Zoning
Portion A	5.1 Ha	Agriculture
Portion B	7.5 Ha	Agriculture
Remainder PTN 34	10.8961 Ha	Agriculture
Total	23,4961 Ha	



8. Evaluation

The portion currently has one dwelling unit with associated staff quarters, built on it. In terms of the Swakopmund Structure Plan 2020-2040, Portion 34 falls within the zone B, which is for Urban Agriculture, allowing subdivision of land parcel up to a minimum size of 5Ha in extent. Which means that smallholdings within this area should not be smaller than 5 hectares.

In terms of Section 7.1.2 (a) of the Swakopmund Structure Plan 2020-2040, the urban agriculture zone B, can be utilized for market gardens, poultry or pig farms, feedlots, hydroponic and ornamental gardens, horticulture, mariculture/aquaculture or similar uses. In residential areas, small scale urban agriculture can also be practiced encouraging backyard or even rooftop gardening.



Figure 2: Zone B- Urban Agriculture (5Ha)

The proposed subdivision fully complies with the provisions of both the Swakopmund Zoning Scheme and the Swakopmund Structure Plan 2020 - 2040 and does not introduce land uses incompatible with the existing environment. The previous municipal policy requirement of a minimum 10-hectare portion size has been superseded by the provisions of the Structure Plan 2020-2024; and the proposed development is deemed policy-compliant. The proposed development also complies with the Municipal Property Policy, including payment of the 7.5% endowment fee levy.

9. Proposed Future Usage

Although the portions are zoned "Agriculture" according to the submission, the likely and motivated future usage is residential. There are no objections to this usage.

There are two concerns:

(a) Intensity of development

Under the zoning "Agriculture" for a bona fide agricultural use "Dwelling house, Quarters for Farm Labourer" are primary rights. There is no restriction on the size of buildings or the extent of the quarters for farm labourers.

Premises used for residential purposes are usually assigned a density zone. Without unnecessarily restricting the proposed new usage, it is suggested that a density should be assigned to the new portions that does not already accommodate staff quarters and the agricultural activities (chicken farm & horticultural gardens).

Alternatives that are designed for such circumstances are:

1: 20,000	One dwelling house or dwelling unit per 20,000m ²
1: 50,000	One dwelling house or dwelling unit per 50,000m ²
1: Land Parcel	One dwelling house or dwelling unit per land parcel

(b) Access

The unsubdivided Portion 34 takes access from the District Road 1901 supplied and maintained by the Roads Authority. Two of the new portions take access from an un-proclaimed road maintained by the Municipality.

This type of subdivision is likely to become more common now that the Urban Structure Plan permits these changes. Additional accesses will mean additional usage of these gravel roads. Maintenance costs will rise and there will be a growing demand for better constructed roads. There is no provision yet for such investment and it is questionable that the Municipality be solely responsible for this investment and not the property developers who will be the beneficiaries. The endowment fee of 7.5% of the land value which Council can charge, will support upgrading of water connections but will have a minimal impact on road maintenance and construction costs. It is suggested that either:

- (i) *A fund for road maintenance and construction should be created for Farm 163, Swakopmund and that a pro-rata share of future road maintenance and construction costs should be paid by the developer into this fund, or*
- (ii) *An extension of the access road to the two portions not abutting on to District Road 1901 should be constructed to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management, at the cost of the applicant (landowner).*

Title Deeds Conditions

That the following conditions should be registered against the title of the newly created Portions A, B and Remainder of Portion 34 of Farm No. 163, Swakopmund:

- (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 Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).*

- (b) *The building value of the main building, including the outbuildings, to be erected on the erf, must be at least four times the prevailing valuation of the erf.*

10. Conclusion

The proposed subdivision of Portion 34 of Farm 163, Swakopmund into Portion A and Remainder is in line with the Swakopmund Structure Plan 2020-2040, and it is not foreseen to have any significant negative impacts on the area provided that the conditions relating to density and access are accepted by the applicant. It can therefore be supported.

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

RECOMMENDED:

- (a) **That the subdivision of Portion 34 of Farm 163, into Portions A, B and Remainder be approved as per the table below:**

Portion Number	Size in Ha	Zoning
Portion A	5.1 ha	Agriculture
Portion B	7.5 ha	Agriculture
Rem/PTN 34	10.8961 ha	Agriculture
Total	23.4961ha	

- (b) **That the area of all proposed Portions A, B and Remainder of Portion 34 be not less than 5 Ha in extent as per stipulations of Zone B - Urban Agriculture of the Swakopmund Structure plan 2020-2024.**
- (c) **That a density of one dwelling house or dwelling unit per 20,000m² be assigned to the new portions that do not already accommodate staff quarters and the agricultural activities (chicken farm & horticultural gardens).**
- (d) **That the conditions registered against Portion 34 of Farm 163 Swakopmund be cancelled and the following conditions be registered against Portions A, B and the Remainder of Portion 34, in favour of the Local Authority:**
- (i) *That the portion shall be used or occupied for the purposes which are in accordance with, and the use or occupation of the portion shall at all times be subject to, the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).*
- (ii) *The building value of the main building, excluding the outbuilding to be erected on the portion shall be at least four times the municipal valuation of the portion.*
- (e) **That the applicant obtains a Portion Number from the Surveyor General before certification of the subdivisional plans by the Council's Town Planner.**
- (f) **That upon presentation of portion numbers obtain from the Office of the Surveyor General by the applicant to the Town Planning Department, the Town Planner issue the subdivision certificate and certify the subdivision plan.**

- (g) That Portion A and B be subject to a compensation fee in respect of an endowment fee of 7.5% of the land value (market values as determined by Council valuer).
 - (h) That no building plans be approved until proof of payment of the compensation fee for the newly created portions has been received by Council.
 - (i) That the applicant provides proof that the subdivision of Portion 34 of Farm No. 163, Swakopmund into Portions A, B and Remainder has been surveyed and approved by the Surveyor General and registered by the Deeds Registrar before submission of any development proposal (building plans and/or building line relaxations) for Council approval.
 - (j) That a fund for road maintenance and construction be created for Farm 163, Swakopmund and that a pro-rata share of future road maintenance and construction costs be paid by the developer into this fund, or an extension of the access road to the two portions not abutting on to District Road 1901 be constructed to the satisfaction of the General Manager: Engineering, Urban Development and Environmental Management, at the cost of the applicant (landowner).
 - (k) That the pro-rata contribution for maintenance and construction be paid before registration and transfer of the new portions or the construction of the extension to the two not abutting on to District Road 1901 be completed before registration and transfer of the new portions.
 - (l) That the cost of upgrading and all additional infrastructure leading to and required at the portions as a result of the proposed subdivision and subsequent development of land parcels be for the account of the applicant and in accordance with the specifications of the General Manager: Engineering Urban Development and Environmental Management.
 - (m) That the General Manager: Engineering, Urban Development and Environmental Management undertake an audit of septic tanks on the Swakopmund smallholdings, assess their impact on environment and determine mitigation measures in anticipation of future subdivisions.
-

ANNEXURE A - APPLICATION

6



22-03-01 Ptn 34/Form 143

COPY



FORM A: CHECKLIST

LAND PARCEL NO. Portion 34 of Farm 163 (Small Holdings)

This checklist should appear as the top page of any application

TOWN PLANNING APPLICATIONS SUBMITTED FOR CONSIDERATION BY THE SWAKOPMUND MUNICIPAL COUNCIL

NO.	DOCUMENT DESCRIPTION	ITEM NUMBER	ATTACHED (YES / NO OR N/A)
1.	Application by the consultant or land parcel owner	Attached as Annexure A	YES
2.	Site details a. Locality and detailed sketch plan (illustration of the whole Swakopmund Municipal boundary in relation to the concerned site) b. Land parcel number(s) allocation by the Office of the Surveyor General:	Attached as Annexure B & -	YES
3.	Conditions to be registered (if applicable)	Attached as Annexure C	YES
4.	Special power of attorney, including revenue stamps with relevant initials	Attached as Annexure D	YES
5.	Closure or environmental clearance certificate (if applicable)	-	N/A
6.	Previous Board approval (URPB)	-	N/A
7.	Roads Authority approval together with the sketch plan indicating access point (s)	-	N/A
8.	Legal entity ownership a. Copy of the Founding Statement (cc1/2) (if registered in the name of a Close Corporation). b. Copy of the Company Resolution (if registered in the name of a Company)	- -	N/A
9.	Copy of the Title Deed or Certificate of Registered Title	Annexure E	YES
10.	Conditions of establishment attached to all copies	-	N/A

Instruction: Support document and information must be attached to the application in the order as appears on the checklist

Note: Any relevant additional document not listed on the checklist should be attached after item number 10. Four (4) original colour and an electronic version of the application should be submitted at the same time. Township establishment applications must be submitted with three (3) A0 colour layout plans and an even listing





STEWART PLANNING

TOWN & REGIONAL PLANNERS

First Floor 122 on Main
122 Sam Nujoma Avenue
Walvis Bay

P.O. Box 2095
Tel: (064) 280 770
Email: main@sp.com.na

Our reference: Ptn34

27 March 2026

PORTION 34 OF THE FARM NO.163 (PLOT 34 SWAKOPMUND)

SUBDIVISION OF PORTION 34 OF FARM 163 INTO PORTION A, B AND REMAINDER.

Submission to:

Chief Executive Officer
Municipality of Swakopmund
P.O. Box 53
Swakopmund
13001



Prepared for:

Karsten Rohloff
P.O. Box 2117
Swakopmund
13001

Prepared by:

Stewart Planning
First Floor 122 on Main
122 Sam Nujoma Avenue
PO Box 2095
Walvis Bay
13013



STEWART PLANNING
TOWN & REGIONAL PLANNERS



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Attachments

- Annexure B: Locality and detailed sketch plans
- Annexure C: Conditions to be registered
- Annexure D: Special Power of Attorney
- Annexure E: Copy of Deed of Transfer No. T6116/1998

1. Introduction

This application is made in terms of **Section 97 (1)(e)** of the Urban and Regional Planning Act, 2008 (Act No.5 of 2018) for statutory approval on behalf of Karsten Rohloff for the subdivision of Portion 34 of Farm 163 (the site) into Portion A, B and Remainder.

2. Development Proposal

It is the intention of our client to subdivide the site into Portion A, B and Remainder.

The newly created Portion A and B will measure (±5.1ha and ±7.5ha) in extent, respectively while the Remainder will measure ±10.8ha in extent.

Further, it is the intention of our client to alienate or sell the 2 smaller portions with the same development parameters as per the current zoning.

No further consolidations or rezonings are intended for the future.

2.1. Existing Buildings and Land Use

Private Residence

The private residence consists of a dwelling house occupied by the owner of Plot 34. The dwelling house consists of 2 garages.

Staff Quarters

The staff quarters consist of bedroom rooms and ancillary facilities such as bathrooms and garages. There are currently a total of 5 bedrooms and 3 garages available for the staff.

Agricultural Building

The agricultural building is part and ancillary to the private residence. It consists of animal pens which currently contain chickens.

2.2. Proposed Buildings and Land Use on the newly to be created Portion A and B

As alluded to earlier the newly created portions will be sold on the open market as Agricultural units for the development of agricultural buildings and related land-uses.

K. AGRICULTURE

1. Colour Notation: **Green Outline**
 Primary Uses: Agricultural Building
 Consent Uses: Tourist Facilities, Dwelling Houses, Farm Stall, Place of Instruction, Place of Public Worship, Shop, Tourist Establishment, Private Open Space.

2. Land Use Restrictions

2.1 Number and Type of Buildings

- (a) In this zone, except with the consent of the Council, only one residential dwelling, together with such buildings which are normally used in connection with agriculture, may be erected on each farm portion or agricultural holding.

3. Site Description

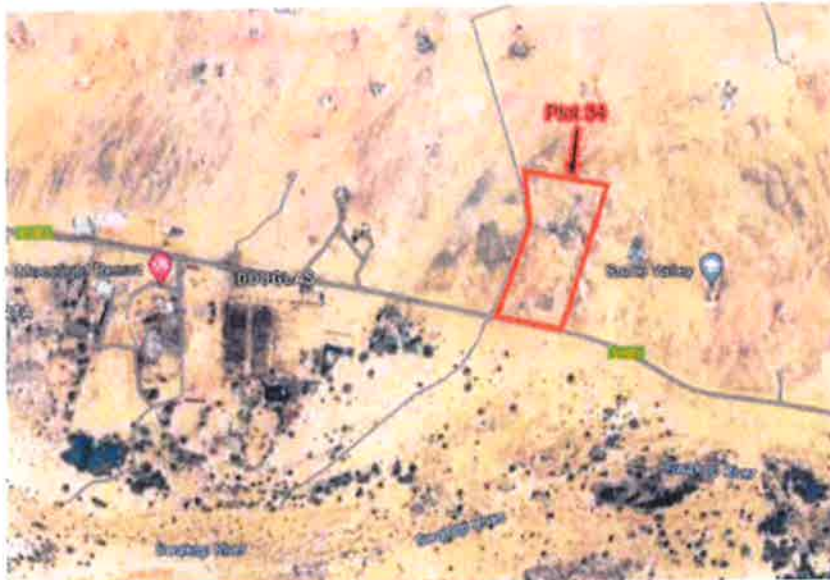
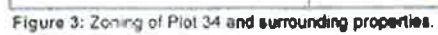
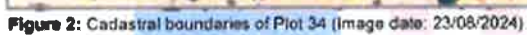


Figure 1: Locality of Plot 34 and surrounding Swakop River Plots (image date: 05/08/2025).

Table 1 provides a description of the plot in terms of its size, street address, zoning and land use followed by site photos of the property.

Table 1: Property description.

Registered Name	Portion 34 of the Farm No.163
Region	In the Municipality of Swakopmund Registration Division "G" Erongo Region
Size	234,961.00 m ² (or 23.4961 hectares)
Street Address	Plot 34, Swakopmund River Plots Junction 3 Road
Location	See Locality Plan (see Annexure C). GPS Co-ordinates: 22°53'54.92"S 14°57'37.43"E
Current Zoning	Agriculture
Density	Not specified
Bulk Factor	Not specified
Land Use	See Figure 2 & 3 on page 5.
Local Authority	Swakopmund Municipality



4. Site Photos

The plot was inspected, and the following photos were taken of existing buildings and non-permanent structures.

These pictures depict the newly to be created Portion A. Most importantly this area falls within Zone Q2 which is an Activity Node.



Figure 4 & 5: Photos showing the rocky outcrop on the local road leading towards the site.

The water course depicted in this photo is a natural boundary marker between the newly to be created Portions A and B.



Figure 6 & 7: Photos from the D1901 which depicts a water course running through the site.



Figure 8 & 9 Photos showing the staff quarters on the left and main building on the right (farmhouse)



Figure 10 & 11 Photos showing Agricultural building on the left and a chicken shed on the right



Figure 12 & 13 Photos showing chicken farm and a horticulture/hydroponic garden

5. Ownership & Conditions of Title

In terms of Deed of Transfer No. T6116/1998, the registered owner of Portion 34 of the Farm No. 163 is Karsten Rohloff (see *Annexure E*).

Stewart Planning has permission to act on behalf of the registered owner for the proposed subdivision by way of a signed Special Power of Attorney (see *Annexure D*).

6. Proposed Subdivision

The intention is to subdivide Portion 34 of Farm 163 into Portion A, B and Remainder as proposed in Table 2 and Figure 14 (subdivision plan) below. The Subdivision Plan is also attached as *Annexure B*. Conditions to be Registered is attached as *Annexure C*.

Table 2: Proposed Subdivision Schedule.

ERF NO	CURRENT ZONING	AREA
Portion 34 of Farm 163	Agriculture (5ha)	23,4ha
Portion A	Agriculture (5ha)	5.1ha
Portion B	Agriculture (5ha)	7.5ha
Remainder	Agriculture (5ha)	10.8ha

The subdivision is achievable due to the following reasons:

- The newly to be created Portion A, B and Remainder will share the same zoning
- Regular linear boundaries.
- Suitable Access to newly created portions.

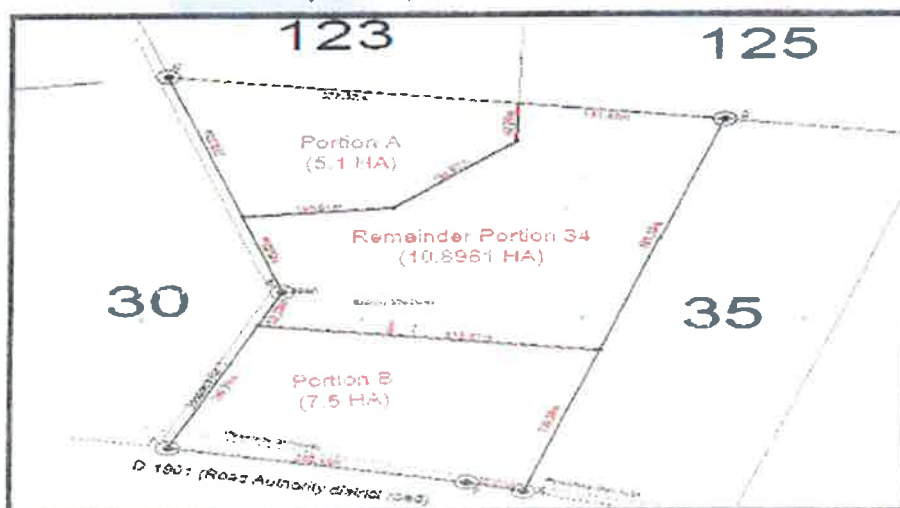


Figure 14 Subdivision Plan

7. Need and Desirability

It is the intention of the owner to create two new portions for separate sale on the open market, hence the need for the subdivision. Despite the current poor economic conditions there is still a strong market demand for Agricultural plots in Swakopmund, hence the proposed subdivision will help meet that market demand.

The small-holdings or Swakopmund river plots although the main land use is agricultural, many people prefer the peace and serenity in this area and want to reside here without necessarily engaging in farming activities.

The site, like with many small holdings plots experiences harsh climate coupled with rocky outcrops (as can be seen in Figures 4,5, 6 & 7) and poor soil conditions reduces the land potential for farming or agricultural use. The scenic view of the Swakop river and moon landscape has made certain plots desirable to be used for many other purposes except for agriculture.

Due to the existing vacant site where the proposed new portions will be created, it is considered that the proposed subdivision is achievable. The applicant is alive to the fact that development on the newly to be created portions will be a challenge due to the enormous rock outcrop. However, technological advancements have made construction in similar environments possible.

The proposed subdivision is regarded as being ideally suited for this area and would not have a negative impact on the urban and environmental structure of this area.

The subdivision will attract investment and development which will create work in the local construction industry and stimulate the sale of building materials from retail outlets. This will have a direct and indirect positive impact on economic growth and employment creation which are much needed considering the current poor economic conditions.

Furthermore, the Council will benefit from the subdivision through the payment of the endowment fee.

In summary, the proposed subdivision will have a positive impact on the owner, the community, and the Council and is considered needed and desirable in the current market.

7.1. Impacts on General Amenity

The rural aesthetic and low residential density are an amenity attached to the river plots. The subdivision will not change this character and result in a loss of this amenity as the zoning will remain agriculture for agricultural and related activities.

7.2. Traffic and Parking Impacts

Plot 34 has one entrance which is from Junction 3 gravel road that take access from the D1901 Road. In addition, the D1901 gravel road is well maintained by the Roads Authority and maintenance expenses are not expected from the Local Authority.

The potential increase in traffic moving between Swakopmund and the newly to be created plots is not expected to create a traffic hazard or negatively affect other property owners. The road is wide enough to accommodate additional traffic volumes.

There is sufficient space on the newly to be created portions for on-site parking, therefore, no parking will occur off-site or within the road reserve.

7.3. Service Impacts

The future developments on the newly to be created plots will increase the load on services such as water consumption, sewerage, refuse removal, and electricity. The owners will make suitable arrangements for the provision and installation of additional on-site services to the satisfaction of the Local Authority and Erongo RED.

8. Compliance with Policy and Legislation

Several statutory documents and policies are applicable when it comes to the proposed subdivision. This section provides an overview of these statutory/policy provisions.

8.1. Swakopmund Zoning Scheme

The Swakopmund Zoning Scheme sets out the zoning and permitted development parameters for agricultural plots in Swakopmund. The site is zoned Agriculture and most importantly, the newly to be created Portion A and B will retain the same zoning.

Other development parameters such as the building lines will be adhered to through the subdivision.

2.2 Building Lines

- (3) No building may be erected nearer than:
 - (i) 10 metres from any street, including a Right of Way
 - (ii) 15 metres from any other boundary

Therefore, the proposed subdivision by retaining the current zoning is fully in accordance with the Swakopmund Zoning Scheme.

8.2. Swakopmund Urban Structure Plan

The Swakopmund Structure Plan 2020-2040 prohibits the site (and all other agricultural holding plots situated in zone B) to be subdivided into portions less/smaller than 5 ha.

The site is to be subdivided into 3 portions (Portion A ± 5.1 ha, Portion B ± 7.5 ha and Remainder Portion 34 ± 10.8 ha). Therefore, the subdivision is in compliance with the Swakopmund Structure Plan 2020-2040 which expressly states that the smallholdings within this area should not be smaller than 5 hectares.

Furthermore, a part of Portion 34 is situated within the activity node zone Q2 as depicted in figure 15 on the next page.

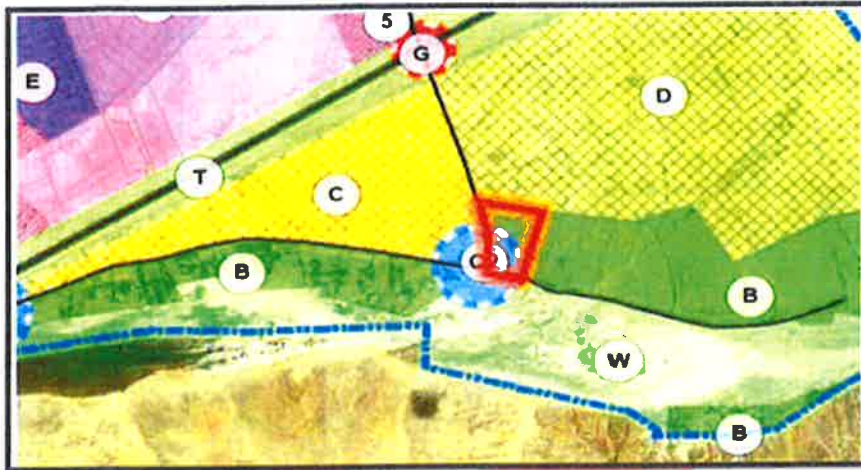


Figure 15 Image depicting the strategic location of the site according to the Swakopmund Structure Plan

Lastly, taking the strategic location of the site in zone B into consideration, it is our considered view that this subdivision proposal is fully supported in terms of the Swakopmund Urban Structure Plan.

8.3. Title Deed Conditions

There are no title deed conditions that restrict or prevent the proposed subdivision.

8.4. ALAN Panhandle Guidelines

No panhandle portions are proposed: consequently, not relevant for this subdivision.

8.5. MURD Town Planning Standards and Urban Design Guidelines

The proposed subdivision creates erven or land portions much larger than the traditional Namibian minimum residential erf size requirements of $\geq 300\text{m}^2$ and meets all the general criteria of the above-mentioned town planning standards and urban design guidelines.

Therefore, the proposed subdivision is in accordance with Ministerial Town Planning Standards and Urban Design Guidelines.

8.6. Endowment Fees

A once-off 7.5% endowment fee should be charged to assist the Swakopmund Council to upgrade and/or maintain its overall bulk infrastructure.

8.7. Public Consultation

The application will be advertised as per the provisions of *section 99 and Regulation 10* of the Urban and Regional Planning Act.

9. Summary

The following provides a summary of the application:

- The owner of Portion 34 of Farm No. 163 (or Plot 34) has appointed Stewart Planning to apply for the subdivision of the site into 3 Portions (Portion A, B and Remainder).
- No further consolidations or rezonings are intended in the future.
- It is the intention of the owner to create 2 new portions and sell each one separately on the market hence the need for the subdivision.
- The site is fully situated in zone B and partly in zone Q2.
- The newly created Portion A and B are large enough (5,1ha) and (7,5ha), respectively and will retain the same zoning as the Remainder (10,8ha) therefore, the subdivision is fully in accordance with the Swakopmund Zoning Scheme and more importantly the Swakopmund Structure Plan 2020-2040.
- The proposed subdivision is also fully in accordance with the Ministerial Town Planning Standards and Urban Design Guidelines.
- There are no restrictive title deed conditions which prohibit the subdivision.
- Safe and suitable access to each portion can be achieved and the existing road network can accommodate additional traffic.
- The increase in pressure on bulk services is compensated for with the payment of the endowment fee.
- The owner will make suitable arrangements for the provision of new essential service connections to each portion.
- No objections to the application are foreseen to arise from the adjoining neighbours as they have been informed of this application and intentions of the owner.

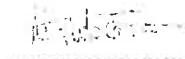
Due to the above reasons, the Council can favourably consider the subdivision application.

10. Recommendation

It is recommended to support the following application for statutory approval for the subdivision of Portion 34 of Farm 163 into three (3) portions: Portion A, B and Remainder, in terms of **Section 97 (1) (e)** of the Urban and Regional Planning Act, 2008 (Act No.5 of 2018).

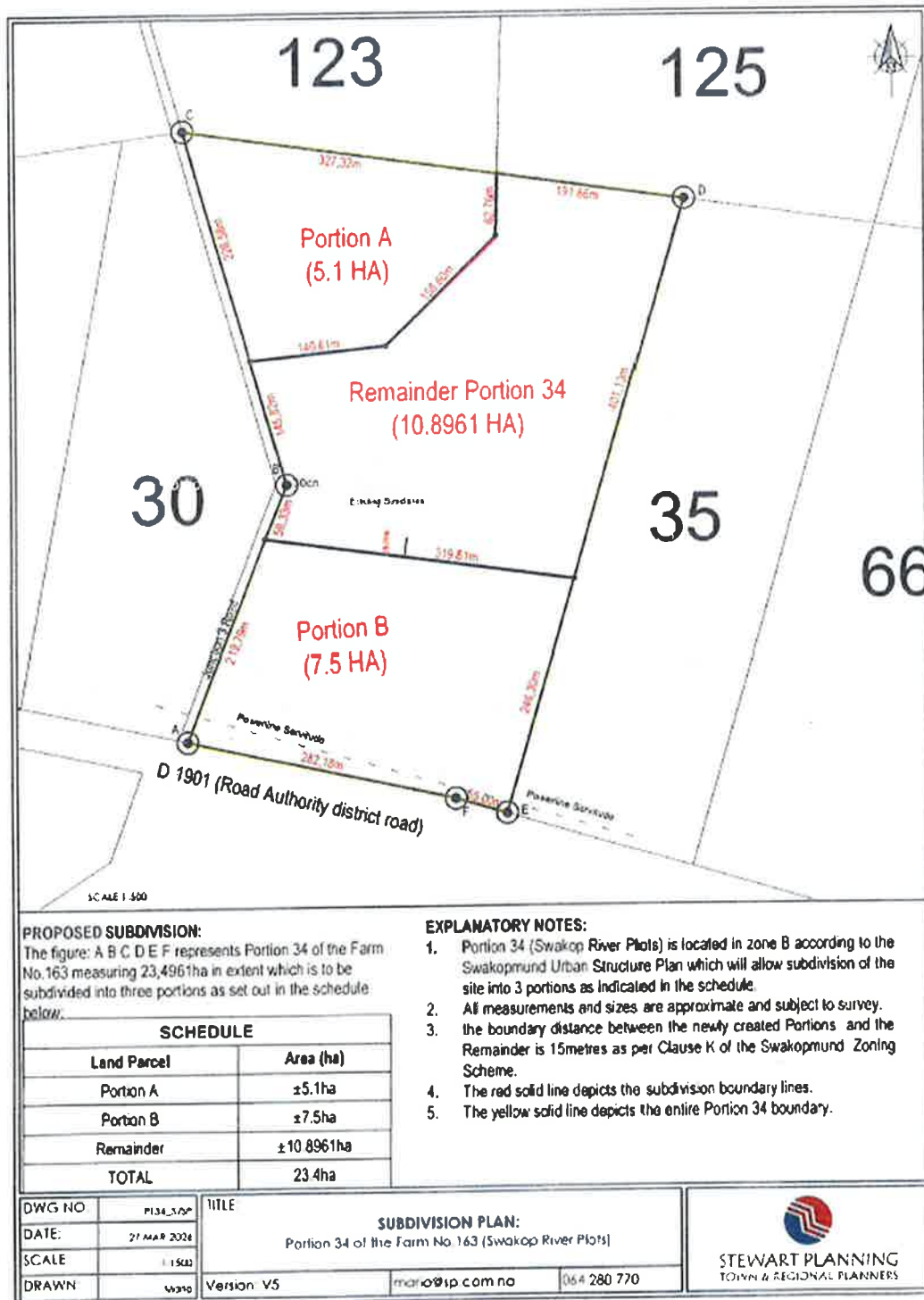
I trust the above recommendation and subdivision application meets your favourable approval. Please do not hesitate to contact me should you need additional information.

Yours faithfully,



Mario Mberira
Town Planning Officer







SPECIAL POWER OF ATTORNEY

I, the undersigned,

KARSTEN ROHLOFF

in my capacity as the registered owner of

PORTION 34 OF THE FARM 163

do hereby nominate, constitute and appoint

**STEWART PLANNING – TOWN AND REGIONAL PLANNERS
P O BOX 2095, WALVIS BAY, NAMIBIA**

with the power of substitution, to be my lawful Attorney and Agent in my name, place and stead, to make the necessary application to the Municipal Council of Swakopmund and/or the Urban and Regional Planning Board for

**SUBDIVISION OF PORTION 34 OF THE FARM 163 INTO THREE (3) NEW PORTIONS
(PORTION A, PORTION B AND REMAINDER PORTION 34 OF THE FARM 163)**

at the cost of the applicant and generally for effecting the purpose aforesaid, to do or to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes as we might or could do if personally present and acting herein – hereby ratifying, allowing and confirming and promising and agreeing to ratify, allow and confirm all and whatsoever my said Attorney and Agent shall lawfully do or cause to be done, by virtue of these presents.

thus, signed at Walvis Bay,

on this 17th day of June 2025, in the presence of the undersigned witnesses:


KARSTEN ROHLOFF

Witness 1

Name: SELICIA HERITZ

Signature: 

Witness 2

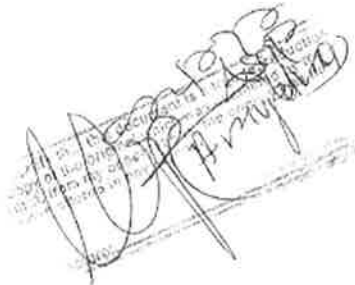
Name: GERLINDE HAUSES

Signature: 

Prepared by me


 CONVEYANCER

VAN DEN BERG, L.T.



DEED OF TRANSFER 1 6116 /1998

BE IT HEREBY MADE KNOWN:

THAT

~~LIANA-THERESA VAN DEN BERG~~
Liana-Theresa van den Berg

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

LOURENS IGNATIUS CAMPHER

Born on 10 March 1927

unmarried

dated the 27th day of OCTOBER 1998 and signed at SWAKOPMUND


and the said Appearer declared that her said Principal truly and legally sold on the 21st day of SEPTEMBER 1998

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

KARSTEN ROHLOFF
Born on 22 December 1961
unmarried

His Heirs, Executors, Administrators or Assigns

CERTAIN	Portion 34 of the Farm No 163
SITUATE	in the Municipality of SWAKOPMUND Registration Division "G"
MEASURING	23,4961 (two three comma four nine six one) Hectares
FIRST	transferred and still held by Deed of Transfer No T. 175/96 with Diagram No A 338/1994 relating thereto
SUBJECT	to the following condition imposed in terms of Section 21 of the Townships and Division of Land Ordinance, No 11 of 1963 created in the said Deed of Transfer No T. 175/1996, namely :-

IN FAVOUR OF THE LOCAL AUTHORITY

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

[Handwritten signature: W. G. R. Rohloff]
[Handwritten signature: J. B. ...]

AND FURTHER
SUBJECT TO

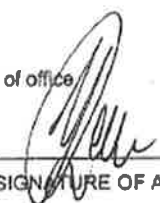
a servitude in favour of **NAMIBIAN POWER CORPORATION
(PROPRIETARY) LIMITED**, Company No: F 2051
(hereinafter called "NAMPOWER") created by Notarial Deed
No. K203/1996S and subject to the conditions with ancillary
rights.



- 4 -

WHEREFORE the Appearer renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same; and that by virtue of these presents the said TRANSFEREE his heirs, executors, administrators or assigns, now is and henceforth shall be entitled thereto, comfortably to local custom, the State, however, reserving its rights, and finally acknowledging that the purchase price of the hereinmentioned property is the sum of N\$80 000.00.

SIGNED at WINDHOEK, on 11 DEC 1998
together with the appearer, and confirmed with my seal of office


SIGNATURE OF APPEARER

In my presence


REGISTRAR OF DEEDS




STEWART PLANNING

TOWN & REGIONAL PLANNERS

First Floor 122 on Main
122 Sam Nujoma Avenue
Walvis Bay

www.sp.com.na
Tel: (064) 280 770
Email: marlo@sp.com.na

Our reference: Ptn34
Chief Executive Officer
Swakopmund Municipality
PO Box 53
Swakopmund
13001

20 May 2026

RE: PROOF OF GIVING NOTICE: PORTION 34 OF FARM NO.163 (PLOT 34 SWAKOPMUND).
• **SUBDIVISION INTO THREE PORTIONS: PORTION A, B AND REMAINDER.**

Dear Sir,

Reference is made to the above-mentioned application. The public was notified of the application in terms of Section 99 of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) and regulation 10 of the Urban and Regional Planning Act Regulations. The table below summarizes how the application was advertised in terms of the Urban and Regional Planning Act and the Swakopmund Zoning Scheme.

Table 1: Compliance with the prescribed notification process for consolidation as set out in the Urban and Regional Planning Act and Regulations.

Prescribed Notification process	Compliance
Give notice letters to surrounding landowners.	6x neighboring landowners were identified by email on Thursday, 23 April 2026 as shown on the Identified neighboring landowners' map. 1x neighboring landowner was notified by registered mail on Thursday, 23 April 2026

- 6x neighboring landowners were notified by email and proof is attached as **Annexure A1**.
- The proof of delivery receipt of email is attached as **Annexure B1**.
- The proof that the email was read is attached as **Annexure C1**.
- 1x neighboring landowner was notified by registered mail (see **Annexure D1**).

The immediate and surrounding neighbours to Plot 34 have been notified as indicated in Figure 1 below:

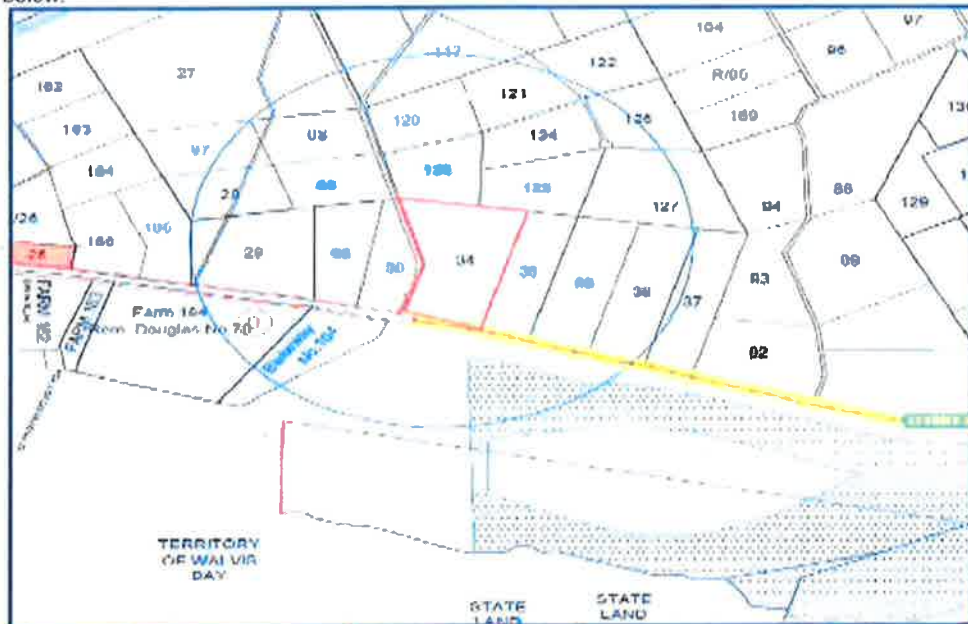


Figure 1: Properties (in blue) have been notified.

Attachments

- Annexure A1: Email correspondence
- Annexure B1: Proof of email delivery
- Annexure C1: Proof of read receipt
- Annexure D1: Copy of registered mail

Yours sincerely,

Mario Mberira
Town Planning Officer



Tel: +264 64 280 773 | Email: mario@sp.com.na

Mario

From: Mario
Sent: Thursday, April 23, 2026 9:38 AM
To: 'Willie Venter'; 'Linda Crafford'; kpraettig@aol.com; 'accounts1@hefergroup.com'; 'plot65swakop@gmail.com'; 'carolyn.petrick@gmail.com'; 'martin.hauser@hauser.swiss'
Subject: PORTION 34 OF FARM 163/SUBDIVISION INTO PORTION A, B AND REMAINDER (SWAKOP PLOTS)
Attachments: Portion 34_Subdivision_BID document.pdf; 1. Ptn34_Notice to Neighbours.pdf; Ptn34_Locality Plan.V3.pdf; Portion 34_Subdivision Plan.v5-Subdivision.V1.pdf

Dear Sir/Madam,

I trust this message finds you well.

We, at Stewart Planning – Town and Regional Planners, are currently in the process of applying to the Swakopmund Municipality and/or the Urban and Regional Planning Board for the following:

- **SUBDIVISION OF PORTION 34 OF FARM 163 INTO PORTION A, B AND REMAINDER.**

As part of the statutory process, adjacent/adjoining property owners are required to be notified and afforded the opportunity to make representations, comments, and/or objections, should they wish to do so.

Therefore, we hereby notify you of the above-mentioned application.

Kindly find attached the following for your reference:

- Bid document
- Neighbour's notice letter and Objection form
- Locality and subdivision plan

For information and contextual purposes, a similar application was submitted during 2025 to the Municipality of Swakopmund (the Council), which you were duly notified through registered mail. However, and after due consideration the Council turned down the application as it was not in line with the minimum size as per the Swakopmund Structure Plan 2020-2040 (see attached extract). Consequently, we have amended our application to be in line or comply with the provisions of the Swakopmund Structure Plan 2020-2040.

Should you have any representations, comments, and/or objections, kindly send me an email, or alternatively complete the objection form and return it to me at your earliest convenience. **Please note that the deadline for submitting any comments or objections is 17:00 on Monday, 18 May 2026.** Should you have any questions or require further clarity, please do not hesitate to contact me.

Best regards,

Mario Mberira

Town Planning Officer



STEWART PLANNING

TOWN & REGIONAL PLANNERS

First Floor 122 on Main
122 Sam Nujoma Avenue
Walvis Bay

P.O. Box 2095
Tel: (064) 280 770
Email: mario@sp.com.na

Reference: Ptn34

23 April 2026

NOTICE TO NEIGHBOURING OWNER(S): APPLICATION FOR THE SUBDIVISION OF PORTION 34 OF THE FARM 163 INTO THREE PORTIONS (PORTIONS A, B AND REMAINDER PORTION 34 OF THE FARM 163)

Take note that Stewart Planning – Town & Regional Planners intends to apply, on behalf of the registered owner of Portion 34 of the Farm No. 163 (Plot 34), to the Swakopmund Municipality and/or Urban and Regional Planning Board for the following:

- [1] The application is for the subdivision of the subject site into 3 portions. The owner intends to alienate/sell the newly to be created Portion A (±5.1ha) and B (±7.5ha) and retain the Remainder (±10.9861ha) Portion 34 of the Farm No. 163.

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

Take note that –

- a) the pre-bid application can be requested from Stewart Planning Town & Regional Planners from mario@sp.com.na;
- b) potential interested and affected parties are invited to register with Stewart Planning, and any person having comments or objections to the proposed application, may in writing lodge such objections and comments, together with the grounds thereof, with the Chief Executive Officer of the Swakopmund Municipality and with Stewart Planning within fourteen (14) days of the last publication of this notice;
- c) registration and written comments and/or objections must be submitted before or on 17:00 Monday, 18 May 2026 to the addresses provided below.

If you have any questions regarding the proposed subdivision, then please do not hesitate to contact our office.

Yours sincerely,

Mario Mberira
Registered Town & Regional Planner in Training (NCTRP)



Tel: +264 64 280 773 | Email: mario@sp.com.na

Applicant:
Stewart Planning
Town & Regional Planners
PO Box 2095 Walvis Bay
064 280 773 or mario@sp.com.na

Local Authority:
Chief Executive Officer
Municipality of Swakopmund
PO Box 53 Swakopmund
13001

LIST OF REGISTERED ITEMS POSTED

STEWART TOWN PLANNING cc
P O BOX 2085
WALVIS BAY



by

Sender's
Reference No

Addressee's Name and Address

Registration
No

Portion 30

Rechter Nt & GAD

1

PO Box 345

Swk

Swakopmund



BA 001 339 481 NA

State post 13002

Number of Items Received by

No compensation will be considered unless enquiry regarding this postal article is made

Date stamp

