

Municipality of Swakopmund

AGENDA

NO. 3

ORDINARY COUNCIL MEETING ON THURSDAY 26 OCTOBER 2023 AT 19:00



CONTACT US:

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11. **RECOMMENDATION OF THE MANAGEMENT COMMITTEE**

11.1 **MANAGEMENT COMMITTEE MEETING HELD ON 19 OCTOBER 2023**

ITEM NO	SUBJECT	REF NO	PAGE
11.1.31	Approval Of The Budget For The Fiscal Year 1 July 2023 To 30 June 2024	3/1/1/1/1; 3/1/1/2/1	3
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11.1.42	Invitation To The 13 th Trans Kalahari Corridor Management Committee (Tkcmc) Joint Law Enforcement Operation (Jleo) From 20-26 November 2023 Swakopmund Namibia	11/1/4/35	80
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11.1.31 **APPROVAL OF THE BUDGET FOR THE FISCAL YEAR 1 JULY 2023 TO 30 JUNE 2024**

(C/M 2023/10/26 - 3/1/1/1/1; 3/1/1/2/1)

Ordinary Management Committee Meeting of 19 October 2023, Addendum 8.18 page 236 refers.

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

Attached (**Annexure "A"**) hereto is the Ministerial approval for Council's Operational and Capital Budget for the 2023 / 2024 Financial Year.

Council's Budget was approved as submitted to the Ministry.

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

RECOMMENDED:

That the approval of the budget for the fiscal year 1 July 2023 to 30 June 2024 be noted.



Republic of Namibia

Ministry of Urban and Rural Development

Enquiries: Ms. M. Shipanga
Tel: (+264+61) 297-5223
Fax: (+264+61) 297-5088
E-mail: Monika.Shipanga@murd.gov.na

Government Office Park
Luther Street

Private Bag 13289
Windhoek, Namibia

Our Ref.: 14/1/1/S2
Your Ref.: 3/1/1/1/1/; 3/1/1/2/1

Mr A Benjamin
The Chief Executive Officer
Swakopmund Municipality
Private Bag 53
SWAKOPMUND

Dear Mr Benjamin

RE: APPROVAL OF THE BUDGET FOR THE FINANCIAL YEAR 1 JULY 2023 TO 30 JUNE 2024

In terms of Section 83 (1) and 84 (4) of the Local Authorities Act, 1992 (Act no. 23 of 1992) as amended the budget of the Municipality of Swakopmund for the fiscal year 1st July 2023 to 30th June 2024 estimated at N\$685,166,000.00 is approved, subject to the following conditions:

- 1) The Municipal Council is advised to comply with the directives of the Ministry contained in the budget Circular dated 31st March 2023 and to in future submit its budget on the prescribed date.
- 2) The Municipality is advised to restrict Personnel costs to 40% of the total Operating costs to be sustainable as per the guideline threshold from the Ministry.
- 3) The approved amount of the Capital budget is limited to N\$157,950,000.00 and the Municipal Council is advised not to incur expenditure or to only implement projects with secured or approved funding or where actual funding is received or guaranteed and internal funds are made available to avoid unnecessary litigation and public exposure resulting from non- payment of contracts where there is no secured funding.
- 4) Central Government through MURD (Vote 17) allocated an amount of N\$3,000.00 for the Construction of services infrastructure during the 2023/2024 financial year which is purely meant to first ensure that the project concerned are registered as a project that is authorized to receive funding under the current financial year. Such status will make it possible for the Ministry to allocate funds once opportunities for funding become available through savings from other none or slow performing projects during the course of the year.
- 5) The Municipal Council is advised to comply with Section 30 (1) (z) (ii) of the Local Authorities Act, 1992 as amended which requires the prior written approval of the Minister, in every particular case and

All official correspondence must be addressed to the Executive Director

11.1.32 **INVITATION FOR THE ERONGO BUSINESS AND TOURISM EXPO**
(C/M 2023/10/26 - 9/4/5)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 9.2 page 12 refers.

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

1. **Introduction**

Attached (Annexure A) is an invitation from the organiser of the Erongo Business and Tourism Expo, Ms Desiree Stevens. Council is invited to participate at the 15th Erongo Business and Tourism Expo planned for **25- 28 October 2023** in Walvis Bay.

2. **Background**

The year 2023 marks sixteen years of existence for the Erongo Business and Tourism Expo, positioning it as the region's leading trade & investment platform and premier networking event, connecting businesses locally and beyond. The exposition enjoys a two-year partnership with LSK Consulting and the Office of Governor - the Erongo Region and together is pleased to announce the 15th edition of the Erongo Business and Tourism EXPO under the theme: **"INNOVATE, INTEGRATE, INDUSTRIALIZE"** with a focus on encouraging regional and national economic players to shift from reliance on natural resources to increased investment in manufacturing processes to resuscitate and revitalize industries as well as create sustainable value chains for Namibia.

The annual Erongo Business and Tourism Expo platform, which will be hosted at the Walvis Bay Municipality Civic Center, allows businesses to converge and showcase products and services to potential customers, partners, and investors as well as network and build relationships. We have over the years hosted diverse groups of people from various industries, providing an opportunity for businesses to connect with potential customers, suppliers, and partners, which in most instances led to new business opportunities and partnerships that may not have been possible without attending the trade exposition.

In addition to the above-stated benefits, Erongo Business and Tourism Expo further positively impacts the local and regional economy as it attracts visitors from around Namibia and beyond, who spend money on hotels, restaurants, and other local businesses, and most importantly the creation of many temporary employment opportunities.

Council has entered into a tripartite agreement with Walvis Bay Municipality and the City of Windhoek, which includes and motivates for the exchange and participation of both Councils in

ventures of equal importance creating proper networking for both Councils.

This premier networking event provides a platform for businesses to exhibit their offerings, connect with potential clients, partners, and investors, all while contributing to the local and regional economy through increased visitors and temporary employment opportunities which is in line with Council's 3rd Pillar (Tourism and Investment Promotion) with the key components identified as follows:

1. *Tourism Promotion*
2. *Attract Investment*
3. *Blue Economy*

3. **Aim of the Erongo Business and Tourism Expo**

The aim of the 15th edition of the Erongo Business and Tourism Expo in 2023 is to foster innovation, integration, and industrialization, urging regional and national economic players to transition from natural resource reliance to manufacturing investments. The aim is also to strengthen the value chains for economic development for the Erongo Region and beyond. The 2023 Erongo Business and Tourism Expo experience will be complemented by a variety of activities and events to provide participants with additional networking platforms. These include the following industry-specific engagements:

(i) **Official Opening Ceremony - 25 October 2023**

This will be the main highlight of the exposition whereby Guests and Exhibitors will be welcomed to the event by a high-profile guest, upon invitation by the Governor of Erongo Region who serves as Patron of the Erongo Business and Tourism Expo. Ultimately, the official opening ceremony spotlights the Exposition show as an essential event contributing positively towards trade, investment, and tourism activities in Erongo and in Namibia.

(ii) **Business To Business Conference - 26 -27 October 2023**

*A platform for companies, buyers, decision-makers, investors, and other stakeholders in the Conferences and Exhibitions to network and share industry best practices. This year Erongo Business and Tourism Expo will host Mrs. Estelle Tjipuka, Founder of Emerge Coaching and Author of Best Seller *Breaking Barriers* to engage exhibiting entities on the *Breaking Barriers* narrative.*

It is with this background that it is proposed that the following municipal officials be granted permission to represent Council at the Opening Ceremony as well as the tourism and business exposition.

- *Public Relations Officer, Office of the Chief Executive Officer - Linda Mupupa*
- *Marketing & Communications Officer, Corporate Services - Aill Gebhardt*
- *Local Economic Development Officer, EDS, Rauna Shipunda*

The officials mentioned above will not only promote Swakopmund as a tourism and investment hub.

The officials will need to travel to and from Walvis Bay during the period of the expo, therefore permission should be granted to the officials to travel with the minibus **24- 29 October 2023**.

Special leave should be granted to the officials and a daily lunch tariff allowances as tabled below:

SUMMARY OF EXPENDITURE				
Name	Daily Lunch Tariff		Number Of Days	Total
<i>Ms L Mupupa</i>	<i>N\$400.00</i>	<i>x</i>	<i>4</i>	<i>N\$1 600.00</i>
<i>Ms Aili Gebhardt</i>	<i>N\$400.00</i>	<i>x</i>	<i>4</i>	<i>N\$1 600.00</i>
<i>Ms Rauna Shipunda</i>	<i>N\$400.00</i>	<i>x</i>	<i>4</i>	<i>N\$1 600.00</i>

It is proposed that Council purchases one stand (3x3 meter), Number 57, which is reserved, at the cost of **N\$6 000.00** (quotation is attached as **Annexure B**).

The layout map for the stands was also provided (**Annexure C**) and stand Number 57 was reserved for Council to exhibit. The exhibition will display brochures of Council's services such as the Library, Rest camp, Nursery, etc., sales of branded clothing and the promotion of Swakopmund.

The stand should be set up on **24 October 2023**, therefore the officials need to be released to travel to Walvis Bay. The exhibition will start as from 09H00 until 17h00 for the corporate stands but the SMEs and food stalls will close at 22H00.

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

RECOMMENDED:

- (a) That Council participates in the 15th Erongo Business and Tourism Expo scheduled to take place from 25 -28 October 2023 in Walvis Bay.
- (b) That Council purchases a 3x3 exhibition stand at the cost of N\$6 000.00, for exhibition.
- (c) That permission be granted to the following Municipal Officials to represent Council: at the Opening Ceremony and duration of the Expo:
 - *Public Relations Officer, Ms Linda Mupupa*
 - *Marketing & Communications Officer, Ms Aili Gebhardt*
 - *Local Economic Development Officer, Ms Rauna Shipunda*
- (d) That daily lunch tariffs for the officials be defrayed from the Conference and Expenses votes of the relevant departments and that special leave be granted during this period.
- (e) That it be noted that no overtime can be claimed while employees are on special leave.
- (f) That the minibus be availed to travel to and from Walvis Bay for the duration of the Expo.
- (g) That the funds for the refreshment expenses be defrayed from the Corporate Services Publicity Vote: 150515533000 where N\$141 191.30 is available.

ANNEXURE A



Enquiries: Desiree Stevens
T: + 264 81 285 2980
E: erongoexpo@africaonline.com.na

Date: 19 June 2023

PER - EMAIL

Dear Esteemed Exhibitor

INVITATION TO PARTICIPATE AT THE 15TH ERONGO BUSINESS AND TOURISM EXPO, PLANNED FOR 25-28 OCTOBER 2023 IN WALVIS BAY.

The above caption bears reference.

The year 2023 marks sixteen years of existence for the Erongo Business and Tourism Expo, positioning it as the region's leading trade & investment platform and premier networking event, connecting businesses locally and beyond. The Exposition enjoys a two-year partnership with LSK Consulting and the Office of the Erongo Governor and together is pleased to announce the 15th edition of the Erongo Business and Tourism EXPO under the theme: **INNOVATE, INTEGRATE, INDUSTRIALIZE** with a focus on encouraging regional and national economic players to shift from reliance on natural resources to increased investment in manufacturing processes to resuscitate and revitalize industries as well as create sustainable value chains for Namibia.

The annual Erongo Business and Tourism Expo platform, which will be hosted at the Walvis Bay Municipality Civic Center, allows businesses to converge and showcase products and services to potential customers, partners, and investors as well as network and build relationships. We have over the years hosted diverse groups of people from various industries, providing an opportunity for businesses to connect with potential customers, suppliers, and partners, which in most instances led to new business opportunities and partnerships that may not have been possible without attending the trade exposition.

In addition to the above-stated benefits, Erongo Business and Tourism Expo further positively impacts the local and regional economy as it attracts visitors from around Namibia and beyond, who spend money on hotels, restaurants, and other local businesses, and most importantly the creation of many temporary employment opportunities.

ANNEXURE B

Erongo Business and Tourism Expo • Registration Form • Page 2

STAND REQUEST		
Please select stand according to hall, stand number, size (m2) and rate. E.g.: 3 m x 3m = 9 m2 = N\$6 000.00 (VAT inclusive)		
STANDARD BOOKING	1. Namib Hall (Corporates): N\$6 000.00 per stall (VAT incl.)	
	Stand No.	Stand size
	2. Erongo Hall (Tourism): N\$6 000.00 per stall (VAT incl.)	
	Stand No.	Stand Size
	3. Sponsor's Marquee: N\$6 000.00 per stall (VAT incl.)	
	Stand No.	Stand Size
	Outdoor Open Area for exhibitions, demonstrations or food: 3x3m ² N\$2 750.00 (VAT incl.)	
	Stand No.	Stand Size
	Outdoor Open Areas for kids entertainment: N\$10 000.00 (Vat incl.) per minimum of 30m x 20m on lawn	
	Stand No.	Stand Size
Auto Show inside Lockable Sponsor's Marquee Tent: 18 x 19 m ² = N\$ 12500.00 (Incl. VAT); 17 x 17 m ² = N\$ 11500.00 (Incl. VAT) and 9 x 10 m ² = N\$10500.00 (Incl. VAT)		
Stand No.	Stand Size	
REQUIRE WHITE SHELL SCHEME	YES <input type="checkbox"/>	NO <input type="checkbox"/>
USING CUSTOM BUILT STAND	YES <input type="checkbox"/>	NO <input type="checkbox"/>
FASCIA NAME (How company name should appear on Fascia Board)		
OTHER REQUESTS		

ADDITIONAL REQUIREMENTS		
LIQUOR LICENSE IS REQUIRED TO SELL ALCOHOLIC BEVERAGES. THESE LICENSES ARE AVAILABLE FROM THE MAGISTRATES OFFICES.	YES	NO
DO YOU REQUIRE A MUNICIPAL HEALTH CERTIFICATE? NO ADDITIONAL CHARGE (Selling of food items and food tasting)	YES	NO
ELECTRICAL REQUIREMENTS (Please list ALL electrical equipment which will be used at your stand). Should you require 3 phase power, please indicate	YES	NO

IMPORTANT NOTES			
<ul style="list-style-type: none"> An invoice for participation will be forwarded to you for payment, in order to confirm your booking. Only on receipt of the payment, not later than 30 September 2023 will your booking be secured. 			
WE ACCEPT THE ENCLOSED TERMS AND CONDITIONS OF THE ERONGO BUSINESS AND TOURISM EXPO			
SIGNATURE		DATE	
PRINT NAME			
COMPANY STAMP			

BANKING DETAILS	
Account Name:	Erongo Business & Tourism Expo
Bank:	Bank Windhoek
Branch:	Windhoek
Account:	8026375754
Branch No:	483-871
CONTACT DETAILS	
Desire Stevens 081 - 285 2980 Fax2mail : 0886550809 erongoexpo@africaonline.com.na http://www.erongotradeexpo.com	

ANNEXURE C

[illegible]

11.1.33 **INVITATION TO NAMIBIA NATIONAL WORKSHOP - WATER SECURITY AND CLIMATE CHANGE, NAMIBIA**
(C/M 2023/10/26 - 11/2/5/3)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 9.3 page 19 refers.

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

1. Purpose

The purpose of the submission is to request approval from the Management Committee for the Chief Executive Officer and the General Manager: Engineering and Planning Services to attend a National workshop on Water security and Climate Change, Namibia.

2. Introduction

An invitation to participate in the Water Security and Climate Change Workshop was received from Messrs Namibia Water Corporation Ltd (NAMWATER). The workshop is scheduled for 9-10 October 2023 and will take place in Windhoek at the Windhoek Country Club Resort. Invitation letter attached under **Annexure A.**

3. Background

Namibia adopted the Integrated Water Resource Management (IWRM) as an essential mechanism for the development and sustainable utilisation of water resources through policy reforms. IWRM considers the various interactions of water users on the water resources and takes into account the effect of each water user on the other when water allocations and management decision are taken. The water sector in Namibia is faced with challenges of deteriorating water quality, deteriorating water infrastructure, lack of capacity building and investment in human resources, lack of implementation of the relevant water policies and legislation amongst others. Overcoming these challenges be the water sector can only be achieved through innovative and efficient water resources development and management by all stakeholders.

Based on the background above, Namwater considered it important to host a Water Security and Climate change Workshop with the theme, *Enhancing synergies and breaking down silos in water resources management for sustainable development in Namibia*. A concept note for the workshop is attached under **Annexure B.**

It is requested that the Chief Executive Officer and General Manager: Engineering and Planning Services to attend this two (2) day Workshop with the aim to be educated in measures to

implement and consider in the management of water resources for the town.

The cost associated for the Chief Executive Officer and General Manager: Engineering and Planning Services to attend the workshop, are as follows -

Chief Executive Officer	-	N\$9 900.00
General Manager: Engineering and Planning Services	-	N\$9 900.00

4. Conclusion

The Water Security and Climate Change Workshop is seen as an initiative that will bring together various stakeholders and experts to collaborate in the efforts to successfully implement the IWRM and to address the challenges faced in Namibia relating to water resources.

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

RECOMMENDED:

- (a) That permission be granted for the Chief Executive Officer and General Manager: Engineering and Planning Services to participate in the Water Security and Climate Change Workshop, arranged by Messrs Namwater and to take place from 09-10 October 2023 in Windhoek.
 - (b) That subsistence and travel allowance be defrayed from the Conference and Expenses Votes of the relevant departments and that special leave be granted to the municipal officials during this period.
-

ANNEXURE A



Return
Address
Namibia Water Corporation Ltd
Private Bag 13389, Windhoek, Namibia

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

Our Reference
Direct Phone
Fax No
E-Mail Address
Date
ENV/RN/08-23
(+264-61) 71-2064
(+264-61) 71-2097
nandjungur@namwater.com.na
5 September 2023

Dear Mr. Benjamin

RE: INVITATION TO PARTICIPATE IN THE WATER SECURITY AND CLIMATE CHANGE WORKSHOP, 9-10 OCTOBER 2023

Namibia adopted the Integrated Water Resources Management (IWRM) as an essential mechanism for the development and sustainable utilization of water resources through policy reforms. IWRM considers the various interactions of water users on the water resources and takes into account the effect of each water user on the other when water allocations and management decisions are taken. This includes overall social and economic goals as well as the sustainability of ecosystems. The water sector in Namibia is faced with the challenges of deteriorating water quality, deteriorating water infrastructure, lack of capacity building and investment in human resources, lack of implementation of the relevant water policies and legislation amongst others. Overcoming these challenges by the water sector can only be achieved through innovative and efficient water resources development and management by all stakeholders.

Given the above background, the Namibia Water Corporation 'NamWater' in collaboration with various partners is hosting a Water Security and Climate Change workshop. The workshop will bring together stakeholders to critically assess progress made in water resource development and management for water security and climate change resilience.

The workshop will also serve as a knowledge exchange platform and explore mechanisms and strategies to improve water resource development and management-related issues. The workshop is planned for the 09th-10 October 2023 @ 08H00 – 17H00, at Windhoek Country Club Resort. The Agenda and Concept Note of the workshop is attached. Kindly nominate two (2) suitable representatives from your organization to participate in the workshop.

Please confirm your participation before the 20 September 2023 to Rachel Nandjungu at nandjungur@namwater.com.na or Debbie Benade at benaded@namwater.com.na.

I trust you will find the above in order, and your cooperation is highly valued.

Yours sincerely


Mr. A Nehemia
Chief Executive Officer

**National Workshop
Water Security and Climate Change, Namibia**

9-10 October 2023
Windhoek, Namibia

Theme: Enhancing synergies and breaking down silos in water resources management for sustainable development in Namibia

1. Background

Namibia is characterized by high climatic variability in the form of persistent droughts as well as unpredictable and variable rainfall patterns leading to increased scarcity of water. From a hydrological point of view, the country has a water deficit, with high solar radiation, low humidity, and high temperature leading to very high evaporation rates¹. Over most parts of the country, potential evaporation is at least five times greater than average rainfall. Coupled with climatic conditions, the country is facing increasing water demand to meet an increasing population for social and economic water requirements. The current water challenges are expected to be exacerbated by climate change.

The Namibian government adopted Integrated Water Resources Management (IWRM) as an essential mechanism for the development and sustainable utilization of water resources through policy reforms that started in the late 1990s. IWRM considers the various interactions of water users on the water resources and takes into account the effect of each water user on the other when water allocations and management decisions are taken. This includes overall social and economic goals as well as the sustainability of ecosystems.

The water sector in Namibia is faced with the challenges of deteriorating water quality, deteriorating water infrastructure, lack of capacity building and investment in human resources, lack of investment in water infrastructure, lack of implementation of the relevant water policies and legislation, implementation of affordable tariffs schemes and the social impacts of water and the willingness of users to pay. Overcoming these challenges by the water sector can only be achieved through innovative and efficient water resources development and management efforts by all stakeholders, including, Ministry of Agriculture, Water and Land Reform (MAWLR), NamWater, Regional and Local Authorities, other line Ministries such as Ministry of Environment, Forestry and Tourism (MEFT), National Planning Commission (NPC), Ministry of Finance (MoF) and Ministry of Urban and Rural Development (MURD), Ministry of Health and Social Services (MHSS), Ministry of Gender Equality, Poverty Eradication and Social Welfare (MGEPESW), academic institutions, NGOs, private sector and communities.

In November 2022, Namibia attended the 27th United Nations Framework Convention on Climate Change (UNFCCC) in Sharm El Sheikh, Egypt. Following this meeting, Namibia noted that the country is lagging behind in terms of stakeholder dialogues and engagement towards

¹ MEFT, 2021, Fourth Biennial Update Report (BUR4) to the United Nations Framework Convention on Climate Change

addressing water challenges faced by the sector, including climate change-related concerns. NamWater was therefore requested to lead the organization of a stakeholder dialogue on water security and climate change.

It is against this background that NamWater in collaboration with MAWLR, City of Windhoek, Namibia University of Science and Technology (NUST), MEFT and Windhoek Goreangab Operating Company (WINGOC) will convene a workshop on Water Security and Climate Change from 9 to 10 October 2023. The workshop will bring together stakeholders to critically assess progress made in water resource development and management for water security and climate change resilience. The workshop will also serve as a knowledge exchange platform and explore mechanisms and strategies to improve water resource development and management-related issues.

1. Objective of the workshop

The workshop aims to promote knowledge exchange and cooperation toward water security, building resilience to climate change, and fostering sustainable water management practices in Namibia. The workshop design is focused on attaining concrete results and making a meaningful contribution to the broader endeavour of tackling the intricate issues arising from the convergence of water security and climate change in Namibia.

Specific Objectives

The objectives of a national workshop are as follows:

1. To facilitate participants' comprehension of the potential impacts of climate change on water resources and the security of supply and underscores the significance of effectively tackling these concerns.
2. To promote knowledge exchange, best practices, research outcomes, and optimal approaches pertaining to water management, water security, and climate change.
3. To equip stakeholders in Namibia with relevant tools, and information to manage water resources effectively and efficiently.
4. To foster inter and intra-sectoral collaboration and promote coordinated actions aimed at addressing challenges related to water security and climate change in Namibia.

2. Themes/sessions

- i. Climate change and Water Governance
- ii. Water resources management in the frame of climate change
- iii. Water for society and economy
- iv. Water project financing: closing the gaps in infrastructure development
- v. Research, innovation, and capacity development

3. Expected outcomes

The overarching envisaged outcome of the national workshop is to make a meaningful contribution to the common endeavour of enhancing water security, adapting to climate change, and fostering a more resilient and sustainable future for all Namibians.

The following are a few conceivable anticipated results:

- i. Workshop participants will comprehend the intricate interplay between water security and climate change, encompassing the scientific underpinnings, ramifications, and prospective solutions.
- ii. The workshop discussions and presentations will contribute to the improved implementation and formulation of evidence-based policies, strategies, and action plans.
- iii. Strengthened collaboration amongst a wide range of stakeholders, thereby promoting continuous communication and cooperation between government agencies, academic institutions, non-governmental organisations, industries, and local communities.
- iv. Increased knowledge of available technologies, solutions, and tools, which have the potential to motivate participants to embrace and apply new methodologies in their professional endeavours.
- v. A roadmap with key milestones for strengthening water cooperation in Namibia's water sector in the scope of climate change.

4. Participation

The workshop will bring together representatives from:

- Relevant ministries
- State Owned Enterprises
- Local Authorities
- Academic institutions
- Civil society organisations
- Private sector and Industry
- Independent national and international experts.

5. Draft Program

Time	DAY 1
08h15 – 09h00	Registration
09h00 – 11h00	<p>Session 1: Official Opening Director of Ceremony: Ms. Ndiyakupi Nghituwamata, Executive Director (Minister of Agriculture, Water, and Land Reform (MAWLR))</p> <p>Session rapporteur: Ms. Rennie Munyayi, Acting Director: Sasscal Graduate Studies Programme -IWRM</p> <p>AU & National anthems (5 min)</p> <p>Welcoming Remarks: Hon. Laura McLeod-Katjirua- Governor Khomas Region (10 min)</p> <p>Introduction of the workshop and purpose: Mr. Abraham Nehemia-NamWater CEO (15 min)</p> <p>Overview: Climate Change Framework Namibia: Mr. Petrus Muteyauli Deputy Director: Multilateral Environmental Agreements - Ministry of Environment Forestry and Tourism (20 min)</p> <p>Performance: Artist on water (10 min)</p> <p>Remarks: Water Security and Climate Change: Mr. Oswald Chanda, Director: Water Development and Sanitation Department- African Development Bank (20 min)</p> <p>Keynote speaker: Hon. Carl Schlettwein, Minister - MAWLR (30 min)</p>
11h00 -11h30	Group photo and health break
11h30 – 13h00	<p>Session 2: Climate Change and Water Governance</p> <p><u>Session objective:</u> To stimulate dialogue toward accelerated water and climate policy implementation.</p> <p>Session Chair: Ms. Viviane Kinyaga, Project Coordinator, UNDP GEF-ORASECOM</p> <p>Session Rapporteur: Mr. Olavi Makuti, Environmental Management Officer, City of Windhoek</p>

	<p><u>Outline</u> Panel Presentations, 10 minutes each: Governance (policies, laws, institutions) and status of implementation</p> <ul style="list-style-type: none"> • Water Resources Management in Namibia: Ms. Maria Amakali, Director: Directorate of Resources Management -MAWLR • Water Supply and Sanitation in Namibia: Mr. Moses Mpareke, Acting Director: Directorate of Water Supply and Sanitation Coordination-MAWLR • Climate Change Policy and Strategies: Mr. Petrus Muteyauli, Deputy Director: Multilateral Environmental Agreements (MEFT) <p>Panel discussion: Guided by Session Chair (25 min) Q&A (5 mins)</p>
13h00 – 14h00	Lunch
14h00 – 15h30	<p>Session 3: Water Resources Management in the scope of Climate Change</p> <p><u>Session objective:</u> To promote an understanding of the state of water resources (availability, projected impacts of climate change, and water resources quality), related challenges, and opportunities</p> <p>Session Chair: Ms. Laura Ashipala- Section Scientist Process Control and Research-City of Windhoek Session Rapporteur: Ms. Berenice Ndaitwah, Process and Research Manager-Wingoc</p> <p><u>Outline</u> Panel Presentations, 10 minutes each:</p> <ul style="list-style-type: none"> • National water resources potential – Mr. Henry Mukendwa-NamWater • Climate change impacts on water resources: Prof. Dominic Mazvimavi Professor Emeritus: Institute for Water Studies - UWC • Status of water resources quality: Ms Cynthia Ortmann, Deputy Director, Water Environment Division- MAWLR • Water use efficiency and demand management: Mr. Sebastian Husselmann, Chief Engineer Bulk and Waste Water-CoW • Leveraging non-conventional water sources for water resilience: Dr. Thomas Honer, Namibia Country Manager -WINGOC <p>Panel discussion: Guided by Session Chair (25 min) Q&A (5 mins)</p>
15h30 – 15h45	Health Break
15h45 – 16h30	Group discussion: Challenges, opportunities & Recommendations on Sessions 2 and 3

	<p>Session Chair: Ms. Berenice Ndaitwah, Process and Research Manager-Wingoc</p> <p>Session Rapporteur: Ms. Eugenia Kaudinge, Hydrologist MAWLR</p> <p>Outline</p> <p>Presentations, 10 minutes each:</p> <ul style="list-style-type: none"> • Gap in water infrastructure planning the Namibian perspective -Dr. Godfrey Pazvakawambwa- NamWater • Innovative Financing Instruments for Water & Sanitation Infrastructure Development: Mr. Oswald Mulenga Chanda, Director: Water Development and Sanitation Department-AfDB • Africa Water Investment Program: Mr. Alex Simalabwi, Executive Secretary: Global Water Partnership Southern Africa and Africa Coordination Unit • Water and climate change financing: Mr. Benedict Libanda, Chief Executive Officer, Environment Investment Fund • Attracting Private Financing in Water & Sanitation Sector: Mr. Diego Rodriguez, Lead Water Economist-World Bank • Panel discussion: Guided by Session Chair (25 min) <p>Q&A (5 mins)</p>
12h30 – 13h30	Lunch
13h30 – 15h00	<p>Session 6: Research, innovation, and capacity development</p> <p><u>Session objective:</u></p> <p>To better understand the present and future human capital, research, and innovation needs and map a way forward to meeting those needs.</p> <p>Session Chair: Ms. Ndina Nashipili, Deputy Director Water Basin Management-MAWLR</p> <p>Session Rapporteur: Ms. Selma Kalili, Hydrologist-MAWLR</p> <p><u>Outline</u></p> <p>Presentations, 10 minutes each:</p> <ul style="list-style-type: none"> • Post graduate education and research - challenges and opportunities in the water & sanitation sector Ms. Rennie Munyayi, Acting Director: SGSP-IWRM • Training for Water Operator Professionals – Ms. Kadiva Hamutumwa-NamWater • Financing of research and Innovations in water & sanitation: Dr. Mamohloding Tlhagale, Head: International and Stakeholder Engagement-Water Research Commission • Local Funding Instruments in Support of Water & Sanitation Research and Innovations: Prof. A Peters, Chief Executive Officer-NCRST

	<ul style="list-style-type: none"> Resilience Solutions – K-water & GWP <p>Panel discussion: Guided by Session Chair (25 min) Q&A (5 mins)</p>
15h00 – 15h15	Health Break
15h15 – 16h00	<p>Group discussion: Challenges, opportunities & Recommendations on Sessions 4, 5 and 6</p> <ul style="list-style-type: none"> Group 1: Water for Society and Economy Group 2: Water project financing: closing the gaps in water infrastructure development, operation, and maintenance. Group 3: Research, innovation, and capacity development
16h00 – 16h30 (30 minutes)	Feedback to plenary
16h30 – 17h00	<p>Session 7: Closing session</p> <p>Director of ceremony: Ms M Amakali</p> <p>Session rapporteur: Esley Kandorozu, Hydrologist -NamWater</p> <p>Official closing: Mr. Abraham Nehemia- NamWater CEO</p> <p>Namibia and AU anthems</p>

11.1.34 **MURD NATIONAL STAKEHOLDERS' VALIDATION OF THE PROPOSED AMENDMENTS TO THE LOCAL AUTHORITIES ACT 1992**

(C/M 2023/10/26 - 11/2/5/3)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 9.4 page 29 refers.

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

Introduction

The submission seeks Council's approval for condonation for the Alternate Chairperson of the Management Committee and the Chief Executive Officer to attend a two-day workshop in Windhoek as from **19-20 September 2023**.

Background

The Ministry of Urban and Rural Development hosted a two-day validation workshop on the proposed amendments of the Local Authorities Act.

This workshop is a crucial opportunity for local authorities and will have a direct impact on our work as it offers valuable insights, strategies, and best practices that are directly applicable to the Council's mandate.

The Minister requested the Chairpersons of the Management Committee and the Chief Executive Officers to attend this meeting.

Conclusion

In light of this, the Alternate Chairperson of the Management Committee and the Chief Executive Officer attended the meetings for two days in Windhoek.

The following table stipulates the cost of travelling for the Alternate Chairperson and the Chief Executive Officer who attended the workshop.

SUMMARY OF EXPENDITURE					Amount
Item					
Membership Fees					N\$30,000.00
Item	Lunch Tariff (1x400,00)	Overnight Allowance (3x1000,00)	Accommodation (3x1000,00)	Transport cost (N\$5.00/km)	Total
Cllr Blasius Goraseb	N\$400.	N\$3 000.00	N\$3 000.00	3 500.00	N\$9 900.00
Chief Executive Officer	N\$400	N\$3 000.00	N\$3 000.00	3 500.00	N\$9 900.00
TOTAL EXPENDITURE ON SUBSISTANCE AND EVENT COSTS					N\$19,800.00

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

RECOMMENDED:

- (a) That the Management Committee condones the approval for the Alternate Chairperson of the Management Committee and the Chief Executive Officer attend the MURD National Stakeholders Validation Workshop.
- (b) That subsistence and traveling allowance at a total of N\$19 800.00 be defrayed from the Council's Conference Vote: 101015505500 where N\$186 600.00 is available.



Republic of Namibia

Ministry of Urban and Rural Development

Enquiries: Julian Titus / Frieda Andreas
Tel: (+264+61) 297-5198
Fax: (+264+61) 297-5305

Government Office Park
Luther Street

Private Bag 13289
Windhoek, Namibia

Our Ref.:
Your Ref.:

OFFICE OF THE MINISTER

TO: HON. REGIONAL GOVERNORS
HON. CHAIRPERSONS OF REGIONAL COUNCILS
HON. MAYORS AND CHAIRPERSONS OF LOCAL AUTHORITY COUNCILS
PRESIDENTS: ALAN AND NALAO

COPY: CHIEF REGIONAL OFFICERS – REGIONAL COUNCILS
CHIEF EXECUTIVE OFFICERS – LOCAL AUTHORITIES
CHIEF ADMINISTRATIVE OFFICER: ARC
CHIEF ADMINISTRATIVE OFFICERS: ALAN AND NALAO

SUBJECT: NATIONAL STAKEHOLDERS VALIDATION OF THE PROPOSED AMENDMENTS TO THE LOCAL AUTHORITIES ACT, 1992 (ACT NO. 23 OF 1992) AS AMENDED.

Pursuant to my circular dated 08 December 2022, I am pleased to inform you that the Ministry (MURD) will conduct the National Stakeholders Validation workshop to validate the proposed inputs from your regions as per my earlier request, on the draft amendments Bill of the Local Authorities Act, 1992 (Act No. 23 of 1992) as amended.

The validation workshop is scheduled to take place on Tuesday and Wednesday, 19 – 20 September 2023, 08:00 at the NamPower Convention Centre, Windhoek.

Taking into consideration that each region has already engaged their regional stakeholders, your Councils are expected and requested to only send a limited number of three (3) participants, preferably the Chairperson of Councils, Chairpersons of Management Committee and the Chief Executive Officer to this validation workshop.

Please accept, Honourable Chairpersons, the assurances of my highest consideration, and I look forward to your cooperation.

Yours sincerely,

ERASTUS UUTONI, MP
MINISTER

cc: Hon. Deputy, Minister, MURD

All official correspondence must be addressed to the Executive Director

11.1.35 **NAMIBIA NATIONAL MAYORS' FORUM: HANDOVER OF DONATIONS**

(C/M 2023/10/26 - 5/5/1)

Ordinary Management Committee Meeting of 19 October 2023, Addendum 9.5 page 31 refers.

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

Introduction

The submission seeks Council's approval for the Mayor to attend the Handover ceremony of medical supplies to the Katutura Intermediate Hospital on 17 October 2023.

Background

The National Mayors' Forum will be donating medical supplies to the Katutura Intermediate State Hospital on 17 October 2023 in Windhoek. The President of the National Mayors' Forum has requested Her Worship Cllr Dina Namubes and other members to accompany him to hand over these donations on behalf of the National Mayors Forum.

The primary purpose of this trip is to hand over a donation of medical supplies to the value of **N\$200,000.00** to the Katutura Intermediate Hospital in Windhoek. This donation has been organized as part of our ongoing efforts to support healthcare facilities in the region. The donation will benefit the hospital by providing essential resources and contributing to the well-being of patients and healthcare professionals. This initiative aligns with our commitment to corporate social responsibility and community engagement, and I believe that my presence at the donation handover will further strengthen our relationship with the hospital and demonstrate our dedication to the local community.

Conclusion

The following table stipulates the cost of travelling for the Mayor and the Traffic Officer to attend the handover ceremony:

SUMMARY OF EXPENDITURE					
<i>Item</i>	<i>Lunch Tariff (1x400,00)</i>	<i>Overnight Allowance (2x1000,00)</i>	<i>Accommodation (2x1000,00)</i>	<i>Transport Cost (N\$5.00/Km)</i>	<i>Total</i>
<i>Cllr. Dina Namubes</i>	<i>N\$400.00</i>	<i>N\$2 000.00</i>	<i>N\$2 000.00</i>	<i>-</i>	<i>N\$4400.00</i>
<i>Traffic Officer/Driver</i>	<i>N\$400.00</i>	<i>N\$2 000.00</i>	<i>N\$2 000.00</i>		<i>N\$4400.00</i>
TOTAL EXPENDITURE ON SUBSISTANCE AND EVENT COSTS					N\$8,800.00
TOTAL COSTS:					N\$8,800.00

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

RESOLVED: (For Condonation by Council)

- That Council condones the approval for the Mayor and the Traffic Officer / Driver to the Mayor to attend the Handover ceremony on 17 October 2023.
- That subsistence and traveling allowance at a total of N\$8,800.00 be defrayed from the Council's Functions and Entertainment Vote 101015513000 where N\$186600.00 is available.



Namibia National Mayors' Forum

The Presidents' Office

Private Bag 5017

Walvis Bay

Namibia

Tel: 064 201 3268

Fax: 064 200 804

Email: lcourtze@walvisbaycc.org.na

To: City of Windhoek
Municipality of Swakopmund
Municipality of Grootfontein
Municipality of Gobabis
Lüderitz Town Council
Rundu Town Council

Ref no. 12/1/2/1/17

12 September 2023

HANDOVER OF DONATION TO KATUTURA INTERMEDIATE HOSPITAL

Your Worships,

The above-noted subject matter has reference.

I am pleased to inform you that as per our meeting on 7 June 2023 at Gobabis, where it was agreed to donate N\$200,000.00 to the Katutura intermediate hospital we now have received feedback from the Ministry of Health and Social Services.

It was indicated that based on the amount we are able to donate they are currently in need of:

3 x suction Machines

2x infusion pumps with lines

Attached find the official communication from the Ministry. Based on this, my office will be in talks with the Ministry to order the items. I would like to find out who will be able to accompany me for the hand-over on **17 October 2023** in Windhoek.

Your attendance is imperative. Looking forward to hearing from you.

Yours truly,

Cllr Trevino Forbes

President of the Namibia National Mayors' Forum



11.1.36 **ARAF OFFICAL OPENING AND INVESTMENT SEMINAR 2023**
(C/M 2023/10/26 - 5/5/1)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 9.7 page 35 refers.

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

Introduction

The submission seeks Council's condonation for the attendance of the Deputy Mayor to at the official opening and investment seminar for the Amalgamated Rotational Annual Festival which took place from 27-30 September 2023.

Background

The Mayor was invited to attend the Official opening and investment seminar of the Amalgamated Rotational Annual Festival which is hosted by Omaruru, Karibib and Usakos Municipalities. This year, Omaruru is the host town the annual festival. This event holds significant promise for our city's economic development and presents an opportunity to network with key stakeholders. This is a prestigious gathering that brings together leaders from the government, private sector, and various industries to discuss investment opportunities, economic growth, and regional development. However, the Mayor could not attend and had delegated the Deputy Mayor to attend on behalf of Council. Attending this event will allow our Deputy Mayor to:

Represent Our City plays a vital role in the regional economy, and the Deputy Mayor's presence at this event will emphasize our commitment to economic development and collaboration. Participation in the investment seminar will provide insights into potential opportunities for attracting investments that can benefit our local businesses, infrastructure, and job creation. It will enable our Deputy Mayor to establish connections with influential stakeholders, including government officials, business leaders, and potential investors, which can be leveraged for future city projects.

The following table stipulates the cost of travelling for the Deputy Mayor to attend the event:

SUMMARY OF EXPENDITURE					
Item	Lunch Tarif (1x400,00)	Overnight Allowance (5x1000,00)	Accommodation (5x1000,00)	Transport cost (N\$5.00/km)	Total
Cllr. D Am-I Gabeb	N\$400.	N\$5000.00	N\$5000.00	-	N\$10,400.00
TOTAL EXPENDITURE ON SUBSISTANCE AND EVENT COSTS					N\$10,400.00
TOTAL COSTS:					N\$10,400.00

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

RESOLVED: (For Condonation by Council)

- (a) That Council condones the travelling and expenditure for the Deputy Mayor who attended the ARAF 2023.
- (b) That subsistence and traveling allowance at a total of N\$10 400.00 be defrayed from the Council's Conference Vote: 101015505500 where N\$5 0121.74 is available.

11.1.37 **SALE OF ERF 1338 (A PORTION OF ERF 503), TAMARISKIA TO ERONGO DEVELOPMENT FOUNDATION**
(C/M 2023/10/26 - T 610, T 503)

Ordinary Management Committee Meeting of 19 October 2023, Addendum 10.3 page 03 refers.

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

1. Introduction

The purpose of this submission is for Council to:

- ⇒ *take note of the pending sale of Erf 1338, Tamariskia for the development of a house of safety by Erongo Development Foundation (hereinafter referred as EDF); and to*
- ⇒ *grant EDF an extension of time to appoint and register the new trustees that will represent its trust to purchase Erf 1338, Tamariskia.*

On **19 September 2023** as per **Annexure "A"**, EDF confirmed their intention to proceed with the purchasing of Erf 1338, Tamariskia from Council considering that the statutory process for the subdivision of Erf 503, Tamariskia is finalized. EDF are currently in the process of appointing new trustees for the trust, therefore they are requesting Council avail time until the trustees are appointed and registered to be able to access and release the funds to pay for the erf price and outstanding statutory costs.

Erf 1338, Tamariskia is created from the subdivision of Erf 503, Tamariskia and zoned as "Institutional" to accommodate the house of safety. A map indicating the locality of the erf is attached under **Annexure "A"**.

2. Background

EDF is a non-profit organisation and is registered as a trust with the objectives of promoting and facilitating actions, programs and projects that will foster equitable and sustainable development in the Erongo region.

During 2011, EDF applied to purchase a portion of Erf 503, Tamariskia in order to relocate the house of safety as the existing building on Erf 610, Tamariskia was declared by the Ministry of Gender and Child Welfare not suitable to accommodate the vulnerable children and orphans due to its design and construction.

On **26 April 2012**, under item 11.1.4, Council approved the sale of a Portion of Erf 503, Tamariskia currently known as Erf 1338, Tamariskia measuring $\pm 2\,515\text{m}^2$ to EDF at a purchase price of N\$15 467.25 (being 50% of N\$ 12.30 i.e. N\$6.15/m²) plus N\$44 050.00 for statutory process. Council resolution is attached as **Annexure "B"**.

Erf 610, Tamariskia was transferred back to Council on **18 March 2021** as Council has a first right of refusal to repurchase the property in terms of the condition that was registered in the title deed. Council paid an amount of N\$ 2 890 000.00 (land value N\$ 506 000.00 + improvement N\$2 384 000.00) to EDF in respect of the erf. On **28**

October 2021, under item 11.1.7, Council amongst other approved to renovate the structures on Erf 610, Tamariskia formerly known as the Erongo House of Safety and converting it into an emergency shelter in order to reduce costs.

The sale of Erf 1338, Tamariskia to EDF was put on hold pending the finalization of the statutory process of subdivision and rezoning of the erf. Town Planning section has confirmed that the statutory process is finalized and the approved diagram is in place for transfer.

3. Current Situation

On **08 August 2023**, EDF was requested to confirm whether they still intend to purchase Erf 1338, Tamariskia and develop a house of safety seeing that the statutory process is finalized. EDF as per **Annexure "A"** has confirmed their intention to proceed with the purchase of the erf, however they request Council to afford them more time until the new trustees have been appointed and registered with the Master of the High Court.

Ms Helena Niimbala of EDF also confirmed that it is uncertain to when the appointment and registration of new trustees will be finalised as the process requires a long period considering that the matter is ongoing since 2022. She stated that the appointment of the trustees is being administered by the Erongo Regional Council. Without the trustees in place EDF will not be able to release the funds in respect of this transaction. It is therefore proposed that Council avails EDF more time to finalise the appointment of the trustees whereafter the sale process can proceed.

Council take note that once the trustees are appointed, the following process will follow:

- ① EDF expected to pay an advertisement fee ± N\$ 10 000.00
- ② publication of the sale as required in terms of section 63 of the Local Authorities Act, Act 23 of 1992, as amended.
- ③ With/ without objection received after publication, Council will apply to the Minister of Urban & Rural Development for permission to proceed with the sale.
- ④ Once the Minister approved the sale, a sale agreement will be signed and payment of the purchase price as well as transfer will follow.

It should be kept in mind that EDF will pay the following prior to the transfer of Erf 1338, Tamariskia:

- Purchase price N\$15 528.78 (being 50% of N\$12.30 i.e. N\$6.15/m² X 2 525m²)
- Remaining balance of the statutory cost of N\$14 050.00 (N\$44 050.00 - N\$30 000.00 deposit paid on 13 February 2014)

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

RECOMMENDED:

- (a) That Council takes note of the pending sale of Erf 1338 (a portion of Erf 503, Tamariskia) to Erongo Development Foundation for the development of a house of safety.
- (b) That Council allows Erongo Development Foundation time to finalize the appointment and registration of the trustees that will represent the Erongo Development Foundation Trust to purchase of Erf 1338, Tamariskia.



Tel: +264 61 402 391
 Fax: +264 61 402 394
 Wj@edf.org

P.O. Box 2742
 Swakopmund

Enquiries to: 06 15000
 Email: info@edf.org

The Chief Executive Officer
 Municipality of Swakopmund
 Attention: Ms Margaret Sheehama
 Property Officer / Corporate Services & Human Capital
msheehama@swkman.com.na
 P.O. Box 53
 Swakopmund

19 September 2023

Dear Ms. Sheehama

RE: T 503 & T 1338 - SALE OF ERF 1338, TAMARISKIA (A PORTION OF ERF 503, TAMARISKIA)

I acknowledge with thanks your letter dated 08 August 2023, regarding the sale of ERF 1338, Tamariskia.

The Erongo Development Foundation still intends to purchase the erf and build a new House of Safety as approved by Council.

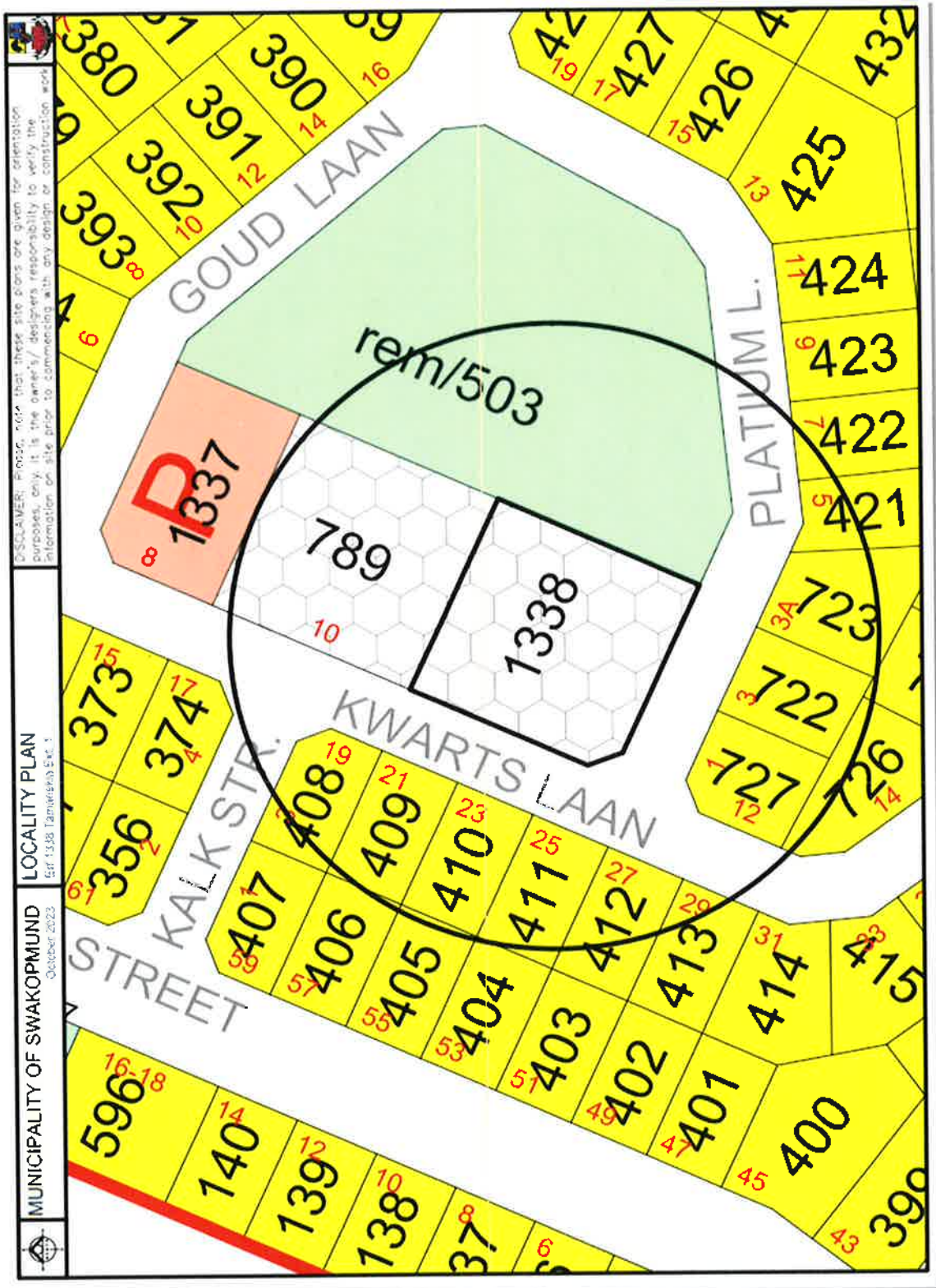
However, the EDF is currently in the process of appointing new trustees, whereafter the new members will be registered with the Master of the High Court. As a result, the EDF is currently not able to access funds to pay the outstanding balance of N\$ 14 050.00 and the N\$ 5 000.00 deposit.

We hereby respectfully request Council to avail the EDF time to get the new members registered, after which all outstanding balances will be settled. Your favourable consideration of the above request will be highly appreciated.

Please accept the assurance of this office's highest esteem.

Sincerely,

Neville Andre Tope
 Chairman, Erongo Development Foundation





MUNICIPALITY OF SWAKOPMUND

Ref No: T 503/A 3/1335

Enquiries: M Sheehama

1. 020 4514150
 2. 0905140141
 3. 055 566 6100
 4. 055 566 6100
 5. 055 566 6100
 6. 055 566 6100
 7. 055 566 6100
 8. 055 566 6100

08 August 2023

Messrs Erango Group (Pty) Ltd
 P.O. Box 2747
 SWAKOPMUND
 1100

055 566 6100

Subject: Tamariskia Erf 503

Dear Mayor

SALE OF ERF 1015 TAMARISKIA (A PORTION OF ERF 503, TAMARISKIA)

The Municipality of Swakopmund, hereinafter referred to as the Council, is pleased to advise you that on 07 August 2023 a resolution was passed:

On 26 April 2012 under the 1992 Local Authorities Act, the Council decided the sale of a portion of Erf 503, Tamariskia, to the Erango Development Foundation (EDF) subject to the following conditions:

(i) That the sale of a portion of Erf 503, Mondassa to Messrs Erango Development Foundation, be approved, and

(j) 50% of the cost of the installation of services subject to a first right of refusal to obtain the land should Messrs Erango Development Foundation wish to sell, at the market value of the improvements and the purchase price charged for Erango Development Foundation; and subject to the condition that should no building activities be commenced within 24 months from date of transfer, the erf reverts to Council and all moneys / fees paid by Messrs Erango Development Foundation be forfeited to Council, without any compensation to Messrs Erango Development Foundation for improvements made;

(k) that the purchase price for a portion of Erf 503, Tamariskia be N\$ 15 487,25 (being 50% of N\$12,30/m², i.e. N\$6,15m² x 2,513m²).

(l) That Council attends to the following:

- Subdivision of the portion;
- Subsequent permanent closure thereof as a "Public Open Space", in terms of section 50 of the Local Authorities Act, Act 22 of 1992, as amended;
- Reverting to "Institutional" of the newly created erf;
- Compliance with section 27 (1) and (2) of the Environmental Management Act, 2007 (Act No 7 of 2007); and
- "Consent use" as a house of safety.

As per the request, please addressed to the Chief Executive Officer

- MPASI BANGKARA
GM CORPORATE SERVICES & HC



Municipal Council

Ordinary Council Meeting - 26 October 2023

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Municipal Council

Ordinary Council Meeting - 26 October 2023

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11.1.4

**APPLICATION BY MESSRS ERONGO DEVELOPMENT FOUNDATION
FOR AN ERF TO ESTABLISH A SHELTER**

(C/M 2012/04/26

-

T 503)

ANNEXURE "B"

RESOLVED:

- (a) That the sale of a portion of Erf 503, Mondesa to Messrs Erongo Development Foundation, be approved, at:
- (i) *50% of the cost of the installation of services subject to a first right of refusal to obtain the land should Messrs Erongo Development Foundation wish to sell; at the market value of the improvements and the purchase price charged for Erongo Development Foundation; and subject to the condition that should no building activities be commenced within 24 months from date of transfer, the erf reverts to Council and all moneys / fees paid by Messrs Erongo Development Foundation be forfeited to Council, without any compensation to Messrs Erongo Development Foundation for improvements made;*
 - (ii) *that the purchase price for a portion of Erf 503, Tamariskia be N\$15 467.25 (being 50% of N\$12.30/m²; i.e. N\$6.15/m² x 2 515m²).*
- (b) That Council attends to the following:
- (i) *Subdivision of the portion;*
 - (ii) *Subsequent permanent closure thereof as a "Public Open Space", in terms of section 50 of the Local Authorities Act, Act 23 of 1992, as amended;*
 - (iii) *Rezoning to "Institutional" of the newly created erf;*
 - (iv) *Compliance with section 27 (1) and (2) of the Environmental Management Act, 2007 (Act No 7 of 2007); and*
 - (v) *"Consent use" as a house of safety.*
- (c) That all costs of the transaction be for the applicant's account which include, but are not limited to, all statutory disciplines for the closure of a public open space, subdivision, rezoning, alienation and transfer of land.
- (d) That Messrs Erongo Development Foundation pays a deposit in the amount of N\$ 30 000.00 prior to Council attending to the statutory procedures set-out in (b) above and that Messrs Erongo Foundation will be required to pay for any shortfall and will be refunded should a balance remain.

11.1.38 **OBJECTION RECEIVED FROM MINISTRY OF WORKS AND
TRANSPORT AGAINST THE SALE OF WOERMANN HAUS**
(C/M 2023/10/26 - E 1308, E 1023)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum **10.4** page **13** refers.

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

1. Introduction

The purpose of this submission is to inform Council of the objection received from the Ministry of Works, Transport & Communication against the sale of Erf 1308 and not considering the waiving of the restriction registered in the title of the erf.

The Ministry states that the purpose of the donation was to market Namibian information through the library to the world to attract visitors and investors according to literature found in the library. The letter dated **17 August 2023** received from the said Ministry is attached as **Annexure "A"**. The Directorate Education is leasing the following rooms for library purposes:

↳ Rooms D 01, 02, 08, 45, 21, 23, 26, 065, 066, 067, & 068

In terms of a letter dated **17 March 1981**, Council was informed that the facility be lease to Directorate Education (previously known as Administration for Whites **Annexure "B"**). At the time of the donation of the premises to Council (1975) a directive was issued stating that the premises be leased to the Government for the purposes of having a public library.

2. Background

Council resolved to sell the Woermann Haus building by closed bid sale, however Council's records indicates that the Government donated Erf 1308, Swakopmund to Council in terms of Government Grant T 1304/1975 with a condition that the premises must only be used as public library. The restriction is quoted below for ease of reference:

" Die geboue opgerig op die erf mag slegs vir 'n
openbare biblioteek en aanverwante doeleindes ge-
bruik word."

MET VOLLE MAG EN GESAG om voortaan in ewigduurende besit daar-
van te wees.

On **04 April 2023** under item 11.1.18 Council approved the sale of the Woermann Haus which decision is quoted below for ease of reference:

"(a) That an application be submitted to the Ministry of Works, Transport & Communication requesting the waiver of the use restriction registered in Government Grant 1304/1975 in terms whereof the buildings on Erf 1308, Swakopmund must be exclusively used as public library auxiliary use.

- (b) *That the application for the waiving of the restrictive condition be based thereon that the property is not used to its full potential as a public library, that the monthly rental income does not justify maintenance expenses and sale for commercial purposes will stimulate the local economy and create employment.*
- (c) *That due to the high costs (upset price of N\$17 900 000.00) for the sale of Erf 1308, Swakopmund, approval be sought from the Ministry of Urban & Rural Development to proceed with the closed bid sale of Erf 1308, Swakopmund in terms of Council's decisions listed below; and the name of the successful purchaser be forwarded to the Ministry of Urban & Rural Development after the public closed bid sale:*
 - (i) 30 June under item 11.1.3
 - (ii) 24 November 2022 under item 11.1.39
- (d) *That point (j) (v) of Council's decision be amended as per point (c) above:*
- (j) *That the following standard conditions of sale be applicable:*
- (v) *That proposals be invited in terms of section 63 of the Local Authorities Act, whereafter Council applies for approval from the Ministry of Urban and Rural Development in terms of section 30 (1) (t) to proceed with the transaction.*
- (e) *That the sale of Erf 1308, Swakopmund be commenced with once approvals in points (a) and (b) above are obtained as the purchaser might incur costs for the sale and approvals might not be favorable.*
- (f) *That the Directorate of Education, Arts and Culture; Division: Adult Education and Lifelong Learning be issued with a notice to vacate the premises once approval is granted to waive the restrictive title condition."*

In terms of the above decision, Council requested permission from Ministry of Works, Transport and Communication to waive the restriction registered against the title deed of Erf 1308, Swakopmund to be able to sell the Woermann Haus premises.

3. Discussion

- 3.1 The Ministry states that the purpose of the donation was to market Namibian information through the library to the world to attract visitors and investors according to literature found in the library.

In this regard, the majority of the rooms are being rented by the Directorate Education as a library and reading room mainly for school children to do research and homework. The lease term lapses **31 December 2026**. Council is not aware of the mandate and purpose of the Directorate Education for the management of the public library, neither whether the mandate includes tourism promotion.

- 3.2 Since Council's initial intention to sell the Woermann Haus premises, only a few existing lease agreements were renewed and no invitations for proposals for the allocation of the vacant rooms were published.

- 3.3 The Executive Director of the Ministry of Works and Transport further advises that if Council is planning to sell the premises, the property should be returned to the Ministry of Works, Transport & Communication so that it can be reallocated to other institutions who are able to maintain it.

- 3.4 Since 1975 at which time the donation was made, the world and human behaviour has changed significantly with the establishment of the World Wide Web. Tourists hardly visit libraries to obtain information regarding a country they intend to visit. Most, if not all research about a country is done online.

Since the donation, vacant rooms in the Woermann Haus were leased to community / non-profit ventures, although there is no record on files of a directive that apart from using the building as a library that the facilities should be used for tourism.

- 3.5 The location of the library is at one of the furthest possible sites away from where most of its users are located. Town Planning rules dictate that community amenities should be within easy walking distance from its users.

Access to the library is also cumbersome so even the users in the area are reluctant to use it. The content of the library is dated and limited. There is very little opportunity for expansion. The facility is better suited to tourism activities which will attract for more people to the building.

- 3.5 Prior to receipt of the letter dated **17 August 2023**, an email date, **07 June 2023 (Annexure "C")** was received from Ms Ellah Hilokwah from the Ministry of Works, Transport & Communication in which she requested alternative options for a library in the centre town of Swakopmund. A memo dated **04 August 2023** was issued to the Health Services & Solid Waste Department to provide a list of all public libraries in Swakopmund in order to substantiate the waiving of the restrictive condition, but no feedback was received.

- 3.5 A possible alternative site for the construction of a library by Council in exchange for the waiving of the restrictive condition is a portion of the parking area (Remainder of Erf 1023, Swakopmund) adjacent to the previous "Little Foot Nursery" location in the vicinity of Fruit & Veg. With reference to the unused parking area, on **29 March 2012** under item **11.16** Council passed the following resolution:

- (a) *That Messrs Stacks Property Thirty Seven CC be informed that their application to acquire the street portion situated on the corner of Theo-Ben Gurirab and Moses //Garoeb Streets is turned down; but be advised to participate by submitting a bid once the sale of the portion is advertised.*
- (b) *That Messrs Stacks Property Thirty Seven CC be informed to ensure that their development plans for the erven belonging to Messrs TransNamib Holdings provide sufficient parking as required in terms of the Town Planning Amendment Scheme.*
- (c) *That the street portion situated on the corner of Theo-Ben Gurirab and Moses //Garoeb Streets be rezoned.*

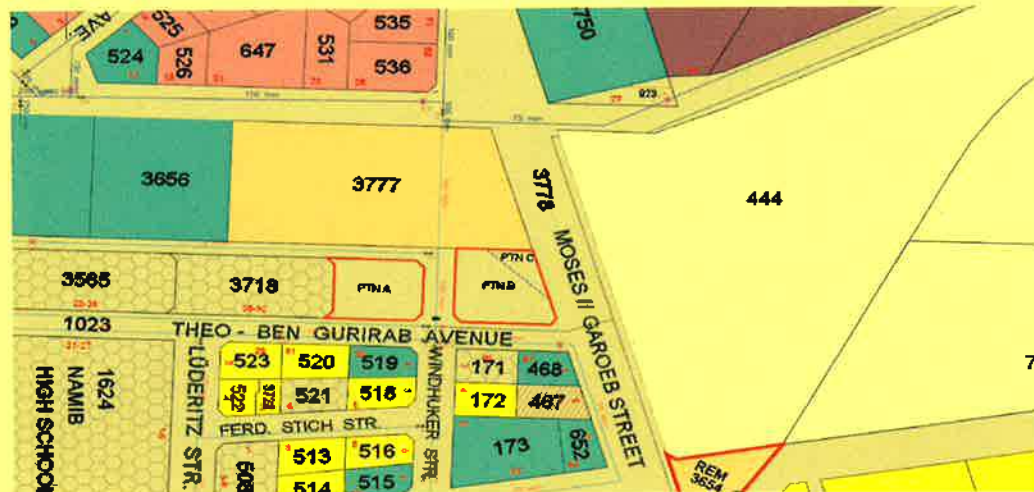
On **28 July 2022**, under item 11.1.8 Council approved the subdivision of the portion of land known as Remainder of Erf 1023, Swakopmund as follows:

- (a) *That the Remainder of Erf 1023, Swakopmund (Street) be subdivided into Portion A, B and Remainder.*
- (b) *That Erf 3778, Swakopmund (Street) be subdivided into Portion C and Remainder.*
- (c) *That Portion A and B of the Remainder of Erf 1023, Swakopmund be permanently Closed as "Street" in terms of Section 50 of the Local Authorities Act.*
- (d) *That Portion C of Erf 3778, Swakopmund be permanently Closed as "Street" in terms of Section 50 of the Local Authorities Act.*
- (e) *That the permanent closure and rezoning of Portion A, B and C from "Street" to "general business" be subject to an Environmental Impact Assessment in*

accordance with the provision of the Environmental Management Act, Act 7 of 2007.

- (f) That Portion B and C be consolidated into Erf X.
- (g) That Portion A and Erf X be rezoned from "Street" to "General Business" with a bulk of 2.
- (h) The costs involved be defrayed from Vote Number 500031014300 where an amount of N\$1 339 361.11, is available.

Location of the subject street portion:



4. **Proposal**

- 4.1 As per letter received from the Executive Director of the Ministry of Works and Transport, it appears the Ministry does not want to waive the restrictive condition and that should the property must be retransferred to the said Ministry.

Government Grant T 1304/1975 does not stipulate that ownership of the property be transferred to the Government should Council cease to use the property as library.

- 4.2 Engineering and Planning Services is also unable to finalize the rezoning of the property due to the restrictive condition.
- 4.3 It is therefore required that Council again considers the future of the Woermann Haus on Erf 1308, Swakopmund:

4.3.1 To enter into discussions with the Ministry of Works and Transport in order to waive the restriction and house the Directorate Education in another Government facility;

4.3.2 If the above discussions fail, Council considers whether to:

- (i) offer a portion of the unused parking located on the corner of Theo-Ben Gurirab and Moses //Garoeb Streets (Remainder of Erf 1023, Swakopmund) for the construction of an alternative public library facility which is close to the schools and easy to access, in exchange for waiving the restrictive condition registered against Erf 1308, Swakopmund;
- (ii) agree to the transfer of the property to the Ministry in which case costs of maintenance compared to potential income have to be considered by Council;

OR

- (iii) repeal its decisions to rezone and sell the Woermann Haus and consider the future lease to the Directorate Education after lapsing of the current lease

period on 31 December 2026; and as resolved by Council on 28 November 2019 under item 11.1.27 for the Martin Luther historical site, the Economic Development Officer be authorized to liaise with tourist institutions to propose ventures suitable for tourist promotion. That these activities include a public library as regulated in terms of the Government Grant T 1304/1975.

4.4 Interim Arrangements

From the above it is evident that the alienation of the Woermann Haus might take some time to conclude, if the required approvals are even granted at all.

On **30 September 2021**, under item 11.1.7 Council passed the following resolution to sell the Woermann Haus and not allocate vacant rooms for occupation:

"(e) That the Council resolution passed on 29 May 2008 under item 11.1.2 be repealed and that Council invites proposals from the public for the purchase of the entire Woermann Haus building."

The above resolution repeals Council's decision of **29 May 2008**, item 11.1.2 in terms whereof the vacant rooms were advertised for proposals (quoted below for ease of reference):

"That the lease of the Reading Room and all rooms that become vacant in the Woermann Haus Complex in future be advertised, inviting interested parties to indicate the purpose of use in order for Council to do the allocation thereof accordingly."

The purpose of the above resolution was that Council do not consider any lease proposals pending the proposed sale of the property. The sale of the property is on hold pending a final decision by Council and discussions with the Ministry of Works & Transport.

It is proposed that Council in the meantime consider to again call for proposals from community related activities for allocation of the vacant room, thereby generating rent in the interim.

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

RECOMMENDED:

- (a) **That Council takes note of the objection received from the Ministry of Works and Transport dated 18 August 2023 against the sale of Erf 1308, Swakopmund and that Council has to consider the future of the Woermann Haus on Erf 1308, Swakopmund:**
 - (i) *To enter into discussions with the Ministry of Works and Transport in order to waive the restriction and house the Directorate Education in another Government facility;*
 - (ii) *If the above discussions fail, Council considers whether to:*
 1. *offer a portion of the unused parking located on the corner of Theo-Ben Gurirab and Moses //Garoeb Streets (Remainder of Erf 1023, Swakopmund) for the construction of an alternative public library facility which is close to the schools and easy to access, in exchange for waiving the restrictive condition registered against Erf 1308, Swakopmund;*

2. **agree to the transfer of the property to the Ministry in which case costs of maintenance compared to potential income have to be considered by Council;**

OR

3. **repeal its decisions to rezone and sell the Woermann Haus and consider the future lease to the Directorate Education after lapsing of the current lease period on 31 December 2026; and as resolved by Council on 28 November 2019 under item 11.1.27 for the Martin Luther historical site, the Economic Development Officer be authorized to liaise with tourist institutions to propose ventures suitable for tourist promotion. That these activities include a public library as regulated in terms of the Government Grant T 1304/1975.**
- (b) **That for the interim pending the sale of the Woermann Haus, a notice be advertised inviting interested parties with community-based initiatives to submit proposals for the allocation of lease of the vacant rooms for short lease periods, subject to 3 months' notice of cancellation.**
 - (c) **That Council resubmit another request to the Ministry of Works and transport to waive the restriction with a strong motivation.**
-

ANNEXURE "A"



REPUBLIC OF NAMIBIA

MINISTRY OF WORKS AND TRANSPORT

Enquiries: Mr. B. J. Ambeles
Tel: (064) 208 8512
Fax: (064) 208 8529
Telegon: NAMTRANS

Private Bag 13341
6719 Bell Street, Scorpion Circle
Windhoek, Namibia

Our Ref:

Your Ref:

The Mayor
Her Worship Dina Hamubets
Swakopmund Municipality
P O Box 53
SWAKOPMUND

Attn: Mr. A Benjamin

RE: SALE WOERMANN HAUS: APPLICATION TO WAIVE A RESTRICTION REGISTERED AGAINST THE TITLE DEED OF ERF 1308 SWAKOPMUND T1304/1975

The Ministry of Works and Transport (MWT) hereby acknowledge your letter dated 01 June 2023.

Kindly be informed that the purpose of the donation was for your Institution (Swakopmund Municipality) to market the Namibian information through the mentioned library to the world as, you are at the centre of Tourism destiny and to attract the visitors and investors according to literature found in the library.

However, be informed that the MWT has an objection for the selling of the said property and be advised to return it back so that this office can relocate it to other institutions who will be able to run it perfectly and your office could be released from maintaining the property.

It is trusted that you find this in order.

Yours sincerely,

Esther N. Kaapan-Ba
EXECUTIVE DIRECTOR

AP: 0431/Letters/2023/Woermann Haus T1304-1975



ANNEXURE "B"

VERV. NR. K 12/3/3/14
 REF. NO.
 NAME: M Maree
 ENDORSE:
 TELEPHONE NR. 29251 x 098
 TELEPHONE NO.
 TELEGRAM ADDRESS: BLANKSEK
 TELEGRAM ADDRESS



ADMINISTRASIE VIR BLANKES
 ADMINISTRATION FOR WHITES

Kantoor van die
 Office of the

SEKRETARIS: ADMINISTRASIE
 VIR BLANKES
 PRIVAATSTRAAT 13486
 WINDHOKK
 9000

KW-83-17

Die Stadsklerk
 Munisipaliteit van Swakopmund
 Posbus 53
 SWAKOPMUND
 9000

Meneer

OORNAME VAN OPENBAARE BIBLIOTHEKE

1. Na aanleiding van probleme ondervind in die subseksie van openbare biblioteke en sekere besluite van die Munisipale Vereniging in verband daarmee, is die grondslag waarop biblioteek-fasiliteite beskikbaar gestel word, in ooreweging geneem en het die Uitvoerende Komitee van die Blankes op 17 Februarie 1984 besluit dat -

- (i) die Administrasie vir Blankes vanaf 1 Julie 1984, indien moontlik, volle verantwoordelikheid vir die Openbare Biblioteekdiens aanvaar en vir sy rekening bedryf;
- (ii) die leningskuld, ten opsigte van openbare biblioteek-fasiliteite deur plaaslike besture op die datum van oornome van biblioteke aan die Administrasie vir Blankes verskuldig, afgeaakryf word;
- (iii) die plaaslike besture wat deur (ii) garsak word genader word vir die moontlike gratis oordrag, waar moontlik, van die biblioteekgeboue en toerusting waarvoor lenings toegestaan is, en die persele waarop dit geleë is, aan die Administrasie vir Blankes;

2/....

- (iv) waar plaaslike besture nie vir (iii) te vinde is nie, oordrag van geboue en personele nie prakties moontlik is nie of ander ooreenkomste nie bereik kan word nie, leenings- rentevrye lenings ooreenkomste word in gewone lenings teen 3,5% rente per jaar, in welke geval die geboue en personele op die voordeligste basis van geldende plaaslike besture gehuur moet word;
- (v) waar plaaslike besture nie deur (ii) geskik word nie, hulle insgelikse geskik word vir die moontlike gratis oordrag van geboue, toerusting en personele, andersins vir die beskikbaarstelling daarvan op die voordeligste basis;
- (vi) waar toepaslik en loonend, die boeke wat die skandale van plaaslike besture is, voorgestaan word.

2. Die Administrasie is daarvan oortuig dat hierdie besluite 'n redelike bedeling inhoud. As 'n Raad dit so waardeer sal dit waardeur word as volle besonderhede van die basis waarop die biblioteeklokaal(e) in die Voermann-buile beskikbaar gestel en die toerusting en boeke wat oorgesien moet word, van my voorgestel kan word. *550, 4 de 4 de 4 de*

3. Die Uitvoerende Komitee het verder besluit dat die Sentrale Personeelinstelling geskik word om voorsiening te maak waar onder diensende personeel aan openbare biblioteke deur die Administrasie vir Blankes voorgestel kan word. Dit sal waardeur word as 'n besonderse die besonderse in die aandrang van verliging, ten opsigte van elke persoon in diens in die biblioteek kan verstrekk.

4. Die Administrasie beoog om wel op 1 Julie 1987 openbare biblioteke oor te neem. Aangesien 'n negatiewe aspek: daar- aan verbode voor daardie datum oorgehande moet word, sal 'n spoedige antwoord van 'n waardeur word.

Die wse

SEKRETARIS: ADMINISTRASIE VAN BLANKES

Springend se kommande
 a.o.b.: 1) *Stadsblowerie*,
 2) *Stadsblowerie*,
 3) *Asat - K.R.*

6/01/17

ANNEXURE "C"

Emilia Nakale

From: Stephny Bruwer
Sent: Friday, 18 August 2023 09:46
To: Mpasí Haingura; Andre Plaatjie; Annalize Swart; Immaculata Ortner; Emilia Nakale
Subject: FW: Sale of Woermann Haus
Attachments: doc03737120230818092140.pdf

Good Morning

In a previous email Ms Ellah Hinkwah of the same Ministry requested alternative options for a library in centre town (this was an informal e-mail and not an official letter).
 A memo in this regard was issued to the Health Services & Solid Waste Management Department to provide a list from the business registry of libraries in town.

Ms E Nakale will submit the letter from the Ministry to the Management to decide whether to repeal the sale of the Woermann House to maintain it as a library.

Kind regards

Stephny Bruwer | Corporate Officer: Property | Corporate Services & Human Capital | +264 64 410 4212

From: Annalize Swart <aswart@swkmun.com.na>
Sent: Friday, August 18, 2023 9:42 AM
To: Mpasí Haingura <mhaingura@swkmun.com.na>
Cc: Immaculata Ortner <iortner@swkmun.com.na>; Stephny Bruwer <sbruwer@swkmun.com.na>
Subject: Fwd: Sale of Woermann Haus

GM:CS, kindly find communication for your kind attention and action

Get [Outlook for Android](#)

Annalize Swart | Executive Assistant to the Chief Executive Officer | Chief Executive Office | +264 64 410 4100

From: forever me <deweep07@gmail.com>
Sent: Friday, August 18, 2023 9:04:21 AM
To: Annalize Swart <aswart@swkmun.com.na>
Subject: Sale of Woermann Haus

Good day Mr Benjamin

Herewith kindly receive the response on your letter dated 01 June 2023, from Ministry of Works and Transport on the above subject matter.

You can contact Ms Ester Akubets on 0811403603 on whose behalf I am sending this email.

Kind Regards

Stephny Bruwer | Corporate Officer: Property | Corporate Services & Human Capital | +254 64 410 4212

From: Stephny Bruwer <sbruwer@swkmun.com.na>

Sent: Wednesday, June 21, 2023 7:14 AM

To: Andre Platje <aplatje@swkmun.com.na>; Mpasí Haingura <mhaingura@swkmun.com.na>

Cc: Alfeus Benjamin <abenjamin@swkmun.com.na>; Vilho Kaulinge <ykaulinge@swkmun.com.na>; Sabina Kathena <skathena@swkmun.com.na>

Subject: FW: Sale of the Woermann Haus building

Good Morning

The reply from the Ministry of Works, Transport & Communication.
Council does not own any property in the CBD which can be used by Ministry of Education as public library as substitute.
The Swakopmund Scientific Society close to Shoprite I understand to be a research library.
The library at the Multi-Purpose Centre?
Should we meet with the Ministry of Education regarding the optimal utilisation of the Woermann Library? Number of government employees who will be affected.

Kind regards

Stephny Bruwer | Corporate Officer: Property | Corporate Services & Human Capital | +264 64 410 4212

From: Ellah Hilokwah <Ellah.Hilokwah@mwt.gov.na>

Sent: Wednesday, June 7, 2023 8:53 PM

To: Emilia Nakale <enakale@swkmun.com.na>

Cc: haimbondieh40@gmail.com; Stephny Bruwer <sbruwer@swkmun.com.na>

Subject: Re: Sale of the Woermann Haus building

Good evening Emilia

Kindly take note that the Ministry needs to know if the Municipality has another Public library in town because the purpose of donation was to ensure public has library.

Kindest Regards!

Ellah

Emilia Nakale

From: Stephny Bruwer
Sent: Friday, 08 September 2023 11:51
To: Andre Plasjje
Cc: Emilia Nakale; Annalize Swart
Subject: Woermann Haus - Review of File since 1975

Good Morning Sir

We reviewed the files since 1975 until 2001 and could not trace a directive that apart from using the building as a library, that the facilities should be used for tourism.
Part of the donation was the lease to the Government for the Library.

Since 1975 the rooms were mostly let for community related / non-profit ventures.

On 27 April 2000 Council resolved that apart from an annual increase, the Town Secretary and Town Engineer investigate the possibility of leasing the vacant rooms to private businesses in order to contribute to the maintenance costs, as well as the viability of making the Woermann House accessible to tourists after hours.

Emilia will now proceed with the review from 2001 to date.

Kind regards

Stephny Bruwer | Corporate Officer: Property | Corporate Services & Human Capital | +264 64 410 4212

GOEWERMENTSGRONDBRIEF

NR.

T 1304 /1975

AFDELING PLAASLIKE BESTUUR

VERWYSING: P. 30/38

GOEWERMENTSGRONDBRIEF NR.

T 1304 /19 75

NADEMAAL sekere erf 1308 (n gedeelte van Gedeelte A van erf 256, Swakopmund Dorp, geleë in die Munisipaliteit van Swakopmund, Registrasie Afdeling "G", in die Gebied Suidwes-Afrika kragtens die "Crown Land Disposal Ordinance" 1903 (Transvaal) soos gewysig deur die "Crown Land Disposal Amendment Ordinance" 1906 (Transvaal), en toegepas op die Gebied van Suidwes-Afrika deur die "Crown Land Disposal Proclamation" 1920 (Nr. 13 van 1920), en die "Crown Land Disposal Amendment Proclamation" 1920 (Nr. 54 van 1920), geskenk is op 11 Maart 1970 aan die

MUNISIPALITEIT VAN SWAKOPMUND

EN NADEMAAL die skenking aanvaar is op 5 Junie 1975

SO GETUIG /.....

-2-

SO GETUIG HIERDIE AKTE dat behoudens die regte van die Goewerment, die Administrateur van Suidwes-Afrika hiermee toeken, afstaan en transporteer aan die voornoemde

MUNISIPALITEIT VAN SWAKOPMUND

sy Opvolgers in Titel of Regsvakkrygendes

SEKERE Erf 1308 (n gedeelte van Gedeelte A van erf 256), Swakopmund Dorp;

GELEG in die Munisipaliteit van Swakopmund, Registrasie Afdeling "G";

GEHOU kragtens Akte van Transport Nr. 247/1924 geregistreer op 18 Junie 1924 ten gunste van die Goewerment van die Gebied van Suidwes-Afrika;

GROOT Drie, Drie, Ses, Sewe (3367) vierkante meter soos voorgestel en omskryf op Kaart Nr. A.657/1974 hieraan geheg.

ONDERHEWIG aan die volgende voorwaarde opgelê deur die Administrateur van die Gebied van Suidwes-Afrika kragtens die "Crown Land Disposal Ordinance" 1903 (Transvaal) soos gewysig deur die "Crown Land Disposal Amendment Ordinance" 1906 (Transvaal), en toegepas op die Gebied van Suidwes-Afrika deur die "Crown Land Disposal Proclamation" 1920 (Nr. 13 van 1920), en die "Crown Land Disposal Amendment Proclamation" 1920 (Nr. 54 van 1920), ten gunste van die Administrateur naamlik -

" Die geboue opgerig op die erf mag slegs vir 'n openbare biblioteek en aanverwante doeleindes gebruik word."

MET VOLLE MAG EN GESAG om voortaan in ewigdurende besit daarvan te wees.

ALDUS GEDOEN EN GETEKEN TE WINDHOEK op die 23^{de} dag van

.....1975/...

-3-

..... 1975, behoorlik daartoe gemagtig deur
 die "Crown Land Disposal Proclamations" nrs. 13 en 54 van
 1920.

.....
 ADMINISTRATIEWE BEHEERBEAMPTTE.

GEREGISTREER in die Register van Swakopmund,
 Erweboek: Folio
 op die dag van in die jaar
 van Onse Heer eenduisend negenhonderd vyf-en-sewentig
 (1975).

.....
 REGISTRATEUR VAN AKTES.

GOEDGEKEUR			Nr. A.657/74			
LANDMETER-GENERAAL						
SYE Meters	Rigtingshoeks	KOORDINATE Stelsel 22/15			BEN	
ab	59,93	261.37.20	a	+48840,74	+75226,35	256a
bc	56,19	351.35.50	b	+48781,45	+75217,62	256b
cd	59,96	81.39.20	c	+48773,24	+75273,21	1308c
da	56,16	171.37.40	d	+48832,56	+75281,91	1308d
Aanduidings-Gegewens:			c'	+48773,32	+75273,22	1308c ind.
cc'	0,08	81.39.20	Δ	+48805,09	+75238,81	Swakopmund
			Δ	+48843,81	+74891,08	Lighthouse

BESKRYWING VAN BAKENS:
a : 15mm ysterpen
b : 20mm ysterpen
c : nie gemerk nie
d, c' : 15mm ysterpen in sement

Swakopmund: Pypbaken op toring
Lighthouse: Vuurtoring

INLASSING
nie volgens skaal nie

Erf Nr. 257

Swakopmund

Restant van Ged. A van Erf Nr. 256

SKAAL 1:1000

Die figuur a-b-c-d
stel voor 3367 vkm

Erf Nr. 1308 ('n Ged. van Ged. A van Erf Nr. 256)

geleë in die dorp Swakopmund, Munisipaliteit Swakopmund; Reg.-afd. "O",

Opgemets tussen Augustus 1970 en November 1974 deur my

G. Reuter
Landmeter

Hierdie kaart is geheg aan	Die oorspronklike kaart is	M.S. Nr. E. 157/74
T 1304 Nr. 1/1975	Nr. A 268/24	Alg. Plan Nr.
gedoteer 1-7-1975	Transport/ Grondboek	Notasplan 22, 21.
	Nr. 247/24	Lêer Nr. SW. 51
		Breed
		Leng.

Certified that the provisions of the Municipal Ordinance (No. 13 of 1963) the Township Ordinance (No. 11 of 1963) and any regulations or other laws relating to the subdivision of land within the Municipal Area of SWAKOPMUND have been complied with, and that the approval by the Council for the subdivision has been obtained.

TOWN CLERK.



*Mr. H. de Vries*A A N N A M E S E R T I F I K A A T

ONS, die ondergetekendes,

HERMANN MARTIN GEORG DEETLEFS
.....
BURGEMEESTER.WESSEL MATHYS VAN NIEKERK
.....
STADSKLERK.

in ons hoedanigheid as Burgemeester en Stadsklerk aanvaar
hierby namens die Raad van die Munisipaliteit van Swakopmund
die skenking deur die Goewerment van die Gebied van Suidwes-
Afrika op 11 Maart 1970 van

SEKERE erf 1308 (n gedeelte van Gedeelte A van erf
256);

GELE in die Munisipaliteit van Swakopmund, Regis-
trasie Afdeling "G";

GEHOU deur die Goewerment van die Gebied van Suidwes-
Afrika kragtens Akte van Transport No. 247/1924,
geregistreer op 18 Junie 1924;

GROOT Drie, Drie, Ses, Sewe (3367) vierkante meter
soos voorgestel en omskryf op Kaart Nr. A.657/74
goedgekeur deur die Landmeter-generaal, Windhoek;

ONDERHEWIG aan die volgende voorwaarde opgelê deur die
Administrateur van die Gebied van Suidwes-Afrika kragtens
die Crown Land Disposal Ordinance" 1903 (Transvaal) soos ge-
wysig deur die "Crown Land Disposal Amendment Ordinance"
1906 (Transvaal), en toegepas op die Gebied van Suidwes-Afrika
deur die "Crown Land Disposal Proclamation" 1920 (Nr. 13 van
1920), en die "Crown Land Disposal Amendment Proclamation"
1920 (Nr. 54 van 1920) ten gunste van die Administrateur,
naamlik

Die geboue/....

-2-

Die geboue opgerig op die erf mag slegs vir 'n
openbare biblioteek en aanverwante doeleindes ge-
bruik word.

GETEKEN TE
dag van ...



op hierdie die
1975.


BURGEMEESTER.


STADSKLERK.

11.1.39 **REQUEST FOR SPONSORSHIP OF A VENUE TO HOST THE
SWAKOPMUND FASHION WEEK 2023**
(C/M 2023/10/26 - 14/2/3/3/1)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 10.5 page 32 refers.

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

1. Introduction

Attached is a letter from Christ Lao, founder of the Swakopmund Fashion Week, requesting sponsorship from the Municipality of Swakopmund for a **venue** to host the Swakopmund Fashion Week 2023, a 2-day event scheduled to take place from **1-2 December 2023**.

2. Background

Swakopmund Fashion Week is a prestigious fashion event that was found in 2018 to celebrate creativity, empower individuals, and foster economic growth within the clothing production industry. Over the years, significant strides have been made in promoting local and international designers, providing opportunities for emerging talents, and showcasing the rich cultural diversity within the community.

Swakopmund Fashion Week's vision is to establish a leading fashion platform that empowers designers, models, and entrepreneurs, while fostering cross-cultural exchange within the fashion industry. The mission of the Swakopmund Fashion Week is to create a transformative experience that promotes sustainable fashion, innovation, and empowerment, benefiting both the fashion community and the broader society.

3. Sponsorship

The applicant requests for sponsorship from the Municipality of Swakopmund to host Swakopmund Fashion Week at the Multipurpose Centre Hall. The 2-day event will feature local and international designers showcasing their unique collections under the theme, "*Fashion that empowers*". The event will also include insightful panel, discussions, workshops, and networking opportunities to enhance knowledge sharing and skills development.

Furthermore, through this proposal the Municipality of Swakopmund will receive extensive media coverage through press release, interviews, and media partnerships. The representatives from the Municipality of Swakopmund will as well receive VIP access to all event activities, including exclusive access to the backstage and designer showcases. Moreover, the Municipality of Swakopmund's sponsorship will be officially

recognized during the event's opening and closing ceremonies, with a special acknowledgement from stage.

4. Discussion

Considering this proposal, it is worth noting that the proposal of this nature promotes creativity and encourages emerging designers to showcase their talents. EDS supports such initiative to maintain and instil a sense of responsibility among our local entrepreneurs, however, the proposal is not supported because the rental fee is fairly reasonable and affordable and can be covered by the money collected at the entrance i.e. N\$50.00 per person.

It should also be noted that hosting such an event at the Multipurpose Centre costs N\$1 850.00 (VAT inclusive) whereas the organiser plans to charge N\$50.00 per person at the entrance.

RECOMMENDED:

During the discussion of this meeting the Chairperson proposed that the youth Development Officer liaise with the organizers and offer assistance and/or collaboration for the event so that the event is hosted successfully.

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

RECOMMENDED:

- (a) That the request to host a Swakopmund Fashion Week from 1-2 December 2023 at the at the Multipurpose Centre free of charge not be approved.**
 - (b) That the applicant be advised to contact the Sport and Recreation Office to make necessary bookings and payment arrangements for Germina Shitaleni Hall.**
 - (c) That the General Manager: Economic and Development Services liaise with the organisers of the event to assist or collaborate with them to ensure a successful event.**
-

insightful panel discussions, workshops, and networking opportunities to enhance knowledge sharing and skills development.

Sponsorship Benefits to Swakopmund Municipality: As our esteemed venue sponsor, the Swakopmund Municipality will benefit from significant brand exposure and recognition throughout the event. We are committed to showcasing the municipality's support through various promotional materials, including event posters, banners, social media posts, and our official website. Your logo will be prominently displayed during all event activities, acknowledging the municipality as our valued partner and host.

1. Additionally, the Swakopmund Municipality will receive extensive media coverage through press releases, interviews, and media partnerships.
2. **VIP Access:** As a valued sponsor, Swakopmund municipality representatives will receive VIP access to all event activities, including exclusive access to the backstage and designer showcases.
3. **Official Recognition:** Swakopmund municipality's sponsorship will be officially recognized during the event's opening and closing ceremonies, with a special acknowledgment from the stage.

Moreover, as our venue sponsor, the Swakopmund Municipality will play a pivotal role in creating a memorable and transformative experience for all attendees. Your support will contribute to the success of Swakopmund Fashion Week 2023 and showcase the Municipality's dedication to supporting creative initiatives that have a positive impact on our community.

Thank you for considering our request. We look forward to the possibility of working closely with the Swakopmund Municipality as our esteemed venue sponsor for Swakopmund Fashion Week 2023.

Sincerely,

Christ Lao

Founder, Swakopmund Fashion Week

+264 81 8221 207

Annalize Swart

From: Annalize Swart
Sent: Tuesday, July 25, 2023 10:14 AM
To: christ lao; Alfeus Benjamin
Cc: Claus W. Goldbeck
Subject: RE: Request for Sponsorship of Venue for Swakopmund Fashion Week 2023

Dear Swakopmund Fashion Week Team

We hereby acknowledge receipt of your correspondence. Your correspondence will be recorded and forwarded to the respective department/section who shall proceed with the inquiry/request/application in terms of the Council's administrative procedures and legislations related to your correspondence. You will be informed regarding the progress and procedure after assessment and or a decision has been taken.

Having in mind complexity of internal administrative procedures and legislation, you shall receive written response.

Sincerely,



ANNALIZE SWART
 Executive Assistant to the Chief Executive Officer
 Audit & Risk Committee | Filming | Events | Aesthetics
 Municipality Swakopmund

cnr Rakoloka Street & Daniel Kamho Avenue | Swakopmund
 Office: +264 64 410 4100 | Fax/Email: +264 64 410 4120 | Email: aswart@swkmun.com.na | Mobile
 www.swkmun.com.na
 Thank you for considering the environmental impact of printing emails

From: christ lao <swakopmundfashionweek@gmail.com>
Sent: Tuesday, July 25, 2023 8:55 AM
To: Alfeus Benjamin <abenjamin@swkmun.com.na>
Cc: Annalize Swart <aswart@swkmun.com.na>; Claus W. Goldbeck <cgoldbeck@swkmun.com.na>
Subject: Request for Sponsorship of Venue for Swakopmund Fashion Week 2023

Greetings Mr. Benjamin

I hope this finds you well. I kindly ask you to acknowledge receipt of our request and consider supporting our event.
 Please find attached our collaboration request letter.

Thank you for your consideration and we look forward to hearing from you soon.

Warm regards
 Swakopmund fashion week team

Annalize Swart

From: Annalize Swart
Sent: Tuesday, July 25, 2023 10:15 AM
To: Vilho Kaulinge
Cc: Michelle Uwites; Ashley Haufiku
Subject: FW: Request for Sponsorship of Venue for Swakopmund Fashion Week 2023
Attachments: Swakopmund municipality.pdf

GM/EDS

1. Correspondence for your kind attention, action, and response.
2. Correspondence acknowledged
3. Correspondence recorded.

Annalize Swart | Executive Assistant to the Chief Executive Officer | Chief Executive Office | +264 64 410 4100

From: christ lao <swakopmundfashionweek@gmail.com>
Sent: Tuesday, July 25, 2023 8:55 AM
To: Alfeus Benjamin <abenjamin@swkmun.com.na>
Cc: Annalize Swart <aswart@swkmun.com.na>; Claus W. Goldbeck <cgoldbeck@swkmun.com.na>
Subject: Request for Sponsorship of Venue for Swakopmund Fashion Week 2023

Greetings Mr. Benjamin

I hope this finds you well. I kindly ask you to acknowledge receipt of our request and consider supporting our event. Please find attached our collaboration request letter.

Thank you for your consideration and we look forward to hearing from you soon.

Warm regards
Swakopmund fashion week team

11.1.40 **WARD CLEANING SERVICES**
(C/M 2023/10/26 - 17/6/2)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 10.6 page 38 refers.

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

Background

The wheelie bin system was introduced to allow every household in Swakopmund to be provided with a wheelie bin to contain waste on site instead of dumping it in a communal dumping area (Cement Blocks). Corner and pole refuse bins were introduced to create a storage facility for waste generated by pedestrians. Skip containers were introduced and placed on open spaces where illegal dumping was taking place.

On the other hand, Council also employs street cleaners who are responsible for cleaning sidewalks and open spaces by picking up windblown litter and illegally dumped household refuse. It was found that building rubble and other yard refuse such as stones, bricks and scrap materials are often dumped illegally on open spaces. Council employs seven (7) teams each consisting of 6 members to collect refuse in wheelie bins in households around town and 32 street cleaners to pick up litter in the streets in all suburbs around town.

However, despite the efforts it is evident that the less affluent residential areas are more prone to environmental pollution than the more affluent areas. The role that residents/community members play in the reigning conditions in the respective residential areas is often determined by the attitude of the residents towards waste handling practices. While some strive to keep their premises and adjacent areas in a clean and tidy condition others are totally ignorant towards keeping their immediate areas in a clean and hygienic condition. Clean-up operations seem to be futile as residents in the affected areas continue to illegally dump refuse and the culprits prove to be very difficult to identify. Neighbours and residents who witness the illegal dumping often elect not to report the guilty parties.

Based on the above the Ward Cleaning Services was introduced, and the project has proven to be very successful in keeping areas prone to pollution, in a clean and neat condition.

THE PROJECT:

The Ward Cleaning Project was initiated in April 2015 with the purpose of cleaning illegal waste dumped on open spaces in town. The ward cleaning groups consist of 4 members including the group leader (business owner) and they are responsible for:

- *To perform cleaning duties within a demarcated Ward.*
- *The Ward must be maintained in a clean and tidy condition daily.*

- Collect refuse around skip containers and deposit refuse in the skip containers.
- Clean open areas from litter and deposit into skips
- To inform the office of the Section Head Cleansing Section of habitual offenders.
- Advise when the skips are full and ready for collection.

Council's responsibility is to provide protective clothing and equipment to enable the groups to perform these duties for the period of the contract. Council will also be responsible for the emptying of full skips. This service is provided to Council at a rate of N\$12,000.00 per group per month.

The **attached** letter was received from the Affirmative Repositioning Movement (ARM) in the Erongo Region on behalf of the Ward Cleaners requesting the following:

- *Contract length: Extend the contract length from 12 months to at least 5 years. From contracts issued by the Municipality over the past years, it is evident that this is not a temporary situation and therefore requires permanent solutions and permanent employment.*
- *Job Security: Most of these workers are unskilled and semi-skilled young residents, mostly single parents. Most live in our informal settlements such as DRC which is already facing many challenges and should be of great concern to your office. We request that the same people should be retained by a form of a clause in your agreements with new contractors. With unemployment so high in our country, we cannot be sending young people back into the streets.*
- *Financial Stability: A 12-month contract comes with many financial challenges to the workers who already receive low wages. These workers are limited from seeking assistance from financial institutions due to their contracts only being 12 months. Those who manage to get help, face an aftermath of financial problems at the end of their contract which was the only source of income.*
- *Employment benefits: Employees should be afforded minimum employment benefits such as pension and medical aid. This cannot be achieved by offering them short term contracts.*
- *The Municipality already provides cleaning equipment to contract companies. However, the salaries paid to workers are below minimum for most, allowing owners to pocket maximum profit at the expenses of workers.*

The project was originally introduced as a Corporate Social Responsibility Project that catered for unemployed residents of Swakopmund, and to remain with this status, Council had to get exemption from the Procurement Unit. An application in this regard was finally approved in March 2021 (NCS/RFQ/SM-035/2021). The Ward Cleaning Project's aim is to provide additional cleansing services to remove illegally dumped waste in residential areas and open spaces, but also gives the opportunity to upcoming small business entrepreneurs in the economy.

More than 500 unemployed Swakopmund citizens have benefited from this project since it began in 2015. A total of 20 small contractors were enlisted to clean the town's open areas under a 12-month contract for each cycle. After the initial application, the majority of the group status has changed. Some members of the group have left the area or found work, while others have begun to submit bids for better projects. It should be mentioned that small contractors are given the chance to compete for other municipal services including maintenance of public parks and roads, cleaning, etc. after gaining

experience from the Ward Cleaning Project.

The socioeconomic realities in our community are highlighted by the concerns raised by ARM above, but it should be noted that the Ward Cleaning Project is one of the Council's outsourced services, along with office cleaning and the upkeep of roads, parks, and gardens, etc., and is carried out in accordance with the public procurement process. (Project for Ward Cleaning, NCS/RFQ/SM-035/2021). More than 600 bids have already been received for 2021 and randomly placed on a waiting list.

Council lacks the resources to generate long-term jobs. Permanent employment requires raising tariffs to raise money from locals, which is currently not feasible.

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

RECOMMENDED:

- (a) That Council takes note of the concerns raised by Affirmative Repositioning Movement, Erongo Region.
 - (b) That the Ward Cleaning Project contract period of 12 months be maintained to give the opportunity to upcoming small business in Swakopmund.
-



AFFIRMATIVE REPOSITIONING (AR)

Erongo Region

+264 81 233 2605

erongoar@gmail.com

www.ar.org.na

P. O Box 243 Walvis Bay



17 September 2023

Att: Chief Executive Officer
Municipality of Swakopmund
Corner of Rakutoka & Daniel Kameho Street

Dear Mr Benjamin

Re: Municipality Contract Ward Cleaners

1. The Affirmative Repositioning Movement appreciate your office prompt response to our request for a meeting held on 8th September 2023 to address the plights affecting Ward cleaners contracted by different contractors to render cleaning services to the Municipality of Swakopmund.

2. This meeting agreed to provide your office with possible solutions to challenges affecting ward cleaners and we hereby submit such.

2.1 Contract length: Extend the contract length from 12 months to at least 5 years. From contracts issued by the municipality over the past years, it is evident that this is not a temporary situation and therefore require permanent solutions and permanent employment.

2.2 Job Security: Most of these workers are unskilled and semi-skilled young residents, mostly single parents. Most live in in our informal settlements such as DRC which is already facing many challenges which should be of great concern to your office. We request that the same people should be retained by a form of a clause in your agreements with new contractors. With unemployment so high in our country, we cannot be sending young people back into the streets.

2.3 Financial Stability: A 12-month contract comes with many financial challenges to the workers who already receive low wages. These workers are limited from seeking assistance from financial institutions due to their 12 months. Those who manage to get help, faces an aftermath of financial problems at the end of their contract which was the only source of income.

2.4 Employment benefits: Employees should be afforded minimum employment benefits such as pension and medical aid. This cannot be achieved by offering them short term contracts.

3. The municipality already provide cleaning equipment to contract companies. However, the salaries paid to workers are below minimum for most. Allowing owners to pocket maximum profit at the expenses of workers.

4. Thanking you in advance in addressing the above.

Revolutionary regards.

Valtens Ntinda - Labour Desk – AR Swakopmund

11.1.41 **SUBDIVISION OF THE REMAINDER OF ERF 2747 SWAKOPMUND PROPER INTO PORTION A AND REMAINDER SUBSEQUENT REZONING OF PORTION A FROM SPECIAL TO PARASTATAL AND REGISTRATION OF A 15M WIDE RIGHT OF WAY SERVITUDE OVER THE ERF REMAINDER 2747**
(C/M 2023/10/26 - E 2747)

Ordinary Management Committee Meeting of 19 October 2023, Addendum 10.7 page 41 refers.

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

1. Purpose

The purpose of this submission is for Council to consider the subdivision of the Remainder of Erf 2747, Swakopmund Proper into Portion A and Remainder and subsequent rezoning of Portion A from "Special" to "Parastatal".

2. Introduction and Background

An application was received by the Engineering and Planning Services Department, from van der Westhuizen Town Planning and Properties, applying for the subdivision of the Remainder of Erf 2747, Swakopmund Proper into Portion A and Remainder and subsequent rezoning of Portion A from special to parastatal. The application is attached as **Annexure A**.

This is a second subdivision of similar nature on the same property. There are two electrical substations on the Remainder Erf 2747, Swakopmund Proper, namely, Bungalows and Swakop substations. The subdivision application for the Swakop substation served before Council at its July 2023 meeting. This submission is for the Bungalows substation.

3. Zoning, Size and Locality

The Remainder of Erf 2747, Swakopmund Proper is located at the corner of Swakop Street and Nathanael Maxuillili Street. It measures 123 928m², in extent. The proposed Portion A would measure approximately 131.82m². The erf is zoned "Special" and accommodates the Municipal Bungalows and electrical substations.



Figure 1: Erf/RE 2747 Swakopmund locality plan

4. Ownership

The Remainder of Erf 2747, Swakopmund Proper is registered in the name of Council of the Municipality of Swakopmund as contained in the Deed of Transfer Number 1050/1985.

5. Access, municipal services

Access to the Remainder of Erf 2747, Swakopmund Proper is obtained from the existing internal service road, however, access to Portion A (substation) will be obtained via a 15m right of way servitude. The area is already fully serviced. However, the newly created erf will not require connection to any municipal services due to the nature of its use, being an electrical substation.

6. Notice and Neighbour's Consent

The subdivision and rezoning of the Remainder of Erf 2747, Swakopmund Proper was published in the New Era and Republikein on the 21st and 28th of June 2023. No neighbouring properties as the subdivision takes place within the property which is very big. In addition, a notice was displayed on site and another notice was placed in the Government Gazette Number 8122 on the 30 June 2023. The closing date for objections was 14th July 2023 and no objections were received.

7. Proposal

The Remainder of Erf 2747, Swakopmund Proper will be subdivided into Portion A and Remainder. The subdivided Portion A is to be rezoned from "Special" to "Parastatal". Portion A accommodates the existing electrical substation, and it will be transferred from Council to Erongo Regional Electrical Distributors.

The proposed subdivision will have the following effect:

Erf numbers	Proposed Sizes in m²	Zoning
<i>Portion A</i>	<i>131.82</i>	<i>Parastatal</i>
<i>Remainder Erf 2747</i>	<i>123 796.9</i>	<i>Special</i>
Total for Erf 2747	123 928.8	Special

A 15m wide Right of Way Servitude needs to be registered of the Remainder of Erf 2747 to provide secured access to the substation, even in the event when the property change hands.

8. Evaluation

Council and Erongo RED entered into agreement which allows Erongo RED to transfer all the substations listed in the agreement into their name. Therefore, the subdivision of the Remainder of Erf 2747, Swakopmund Proper aims to create a standalone erf for the electrical substation. Once the statutory procedures are finalized, Portion A will be transferred and will be registered into the name of Erongo Red, whilst the remainder retains Council's ownership.

The proposed development does not have any negative impact on the neighbourhood. Instead, it enhances the electricity supply in the area.

9. Conclusion

The proposed subdivision and rezoning of a portion of the Remainder of Erf 2747, Swakopmund Proper is not foreseen to have any adverse impacts on the area, the application can therefore be supported.

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

RECOMMENDED:

- (a) That the subdivision of the Remainder of Erf 2747, Swakopmund Proper into Portion A and Remainder be approved.**
 - (b) That a 15m right of way servitude be registered over the Erf Remainder 2747 in favour of Portion A.**
 - (c) That the rezoning of Portion A from "Special" to "Parastatal" be approved.**
 - (d) That the applicant provides proof that the rezoning has been approved by the Minister and promulgated before submission of any business registration and/or building plans to the Engineering and Planning Services Department for approval.**
 - (e) That the title deed conditions registered against Erf 2747, Swakopmund Proper be retained for the Remainder of Erf 2747, Swakopmund Proper, as follows:**
 - (i) *The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Swakopmund zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);***
 - (f) That upon completion of all the statutory procedures, the newly created erf be leased to Erongo Regional Electricity Distributor.**
-



TOWN PLANNING & PROPERTIES

ANNEXURE A- APPLICATION

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

Chief Executive Officer
Municipality of Swakopmund
PO Box 53
Swakopmund
Namibia

3 August 2023

Dear Sir,

REVISION: APPLICATION FOR THE SUBDIVISION OF ERF 2747, SWAKOPMUND, INTO PORTION "A" AND REMAINDER; THE REGISTRATION OF A 15M WIDE RIGHT OF WAY SERVITUDE OVER THE REM/ERF 2747, SWAKOPMUND, IN FAVOUR OF PROPOSED PORTION A; AND THE SUBSEQUENT REZONING OF PROPOSED PORTION "A" FROM SPECIAL TO PARASTATAL

Van der Westhuizen Town Planning & Properties cc has been appointed by our client, the owner of Erf 2747, Swakopmund, to undertake all necessary statutory steps for the:

- **SUBDIVISION OF ERF 2747, SWAKOPMUND, INTO PORTION "A" AND REMAINDER;**
- **REGISTRATION OF A 15 M WIDE RIGHT OF WAY SERVITUDE OVER THE REM/ERF 2747, SWAKOPMUND, IN FAVOUR OF PROPOSED PORTION A; AND**
- **REZONING OF PROPOSED PORTION A FROM SPECIAL TO PARASTATAL**

Application is herewith made in terms of Section 105 (1) of the Urban and Regional Planning Act of 2018 to the Municipality of Swakopmund for statutory approval of the processes indicated above.

1. BACKGROUND

The Municipality of Swakopmund and Erongo Red Electrical Distributors entered into an agreement which will allow Erongo Red to transfer all substation into their name. Due to the complexity of historical events it is in most cases necessary to subdivide both Municipal owned and privately owned properties in order to create a separate property for the substations. Only once the properties have been subdivided and rezoned can the transfer of the substations be affected.

2. LOCALITY AND SIZE

Erf 2747, is located along Swakop Street in the most southern area of Swakopmund, also known as Swakopmund Bungalows (**Annexure A**). As previously indicated, the property is being used by the Swakopmund Municipality for the purpose of its Bungalows. It is situated in an area of

mixed land uses. Erf 2747, Swakopmund, currently measures approximately 12, 3984ha in extent. The proposed Portion "A" to be created will measure approximately 131.82m².

It should however be noted that a separate Subdivision and Rezoning application (Swakop Substation) for Erf 2747 was recently approved by Council at the July 2023 meeting (Swakop Substation). The size and of the property has subsequently been reduced to 123 928.8m².

3. OWNERSHIP

The property is registered in the name of Municipality of Swakopmund as indicated on Government Grant No. 1050/1985 (**Annexure B**). Power of Attorney's for the proposed intentions were also given by the owners and is attached as "**Annexure C**" (**Absent, Council is Owner**).

4. INTENTION OF THE CLIENT FOR PROPOSED SUBDIVISION AND REZONING

It is the intention of the owners to Subdivide Erf 2747, Swakopmund, into Portion "A" and the Remainder in order to create two (2) individual erven (**Annexure D1**). Portion A will be 131.82m² in extent and the Rem/2747 will be 123 796.98 m². Portion A will be rezoned from "Special" (**Annexure D2**) to "Parastatal" (**Annexure D3**), in order to accommodate an existing electrical substation. Portion A will, after the statutory processes have been completed, be transferred into the name of Erongo Red Electrical Distributors. The Remainder of Erf 2747 will remain with the Municipality of Swakopmund and be subject to further development at a later stage.

A Right of Way servitude needs to be registered of the Remainder of Erf 2747 in order to provide access to the property.

According to the Government Grant (**Annexure B**) Erf 2747 measures 123 984 m² in extent and is suitable for the intended subdivision due the current size of the property and the intentions.

Proposed Portions	Portion Sizes In m ²
Portion A	131.82 m ²
Remainder of Erf 2747	123 796.98 m ²
Total	123 928.8 m²

5. TOPOGRAPHY 123 928.8

Erf is 2747 relatively flat with no gradient visible on the property. The Erf is currently being used for the purpose of the Swakopmund Bungalows. There is a considerable amount of vegetation visible on the property used to beautify the area. Various types of introduced flowers and trees. Numerous bungalows are present on the site that are being used for accommodation purposes. There are no physical factors that will prohibit the proposed subdivision of the property as per the subdivision plan attached hereto as **Annexure D1**.

6. ACCESS AND SERVICES

Access to the newly proposed Portion A shall be obtained from the existing internal road network being Swakop Street. Also important in terms of Access is the need to provide access to the substation over Erf 2747. For this we suggested, taking into consideration the current situation of the property, a 15m wide Right of Way Servitude to provide access from the main entrance as depicted on the Subdivision Plan. This will ensure that the proposed Portion A will have access. We have gone to site and physically measured the distance of informal roads, buildings around the substation and the internal road network. We have taken into consideration all palm trees and vegetation in the center of the roads and followed the natural roads. The newly created property will not require connection to any Municipal services due to the nature of its use being and electrical substation. Any further needs that might be required in terms of access and services shall be communicated between all parties and be dealt with accordingly.

7. PUBLIC PARTICIPATION

Advertisements for the subdivision and rezoning of Erf 2747, Swakopmund, was placed in the New Era and the Namibian on 21 & 28 June 2023 (**Annexure E**). No neighbouring properties as the subdivision takes place within the Erf 2747, Swakopmund. Notice was also placed on the erf for public comments (**Annexure F**). Copy of advertisement placed in the in the Government Gazette (**Annexure G**). Closing dates for objections was on the 12 July 2023 for newspaper adverts and 14 July 2023 for Government Gazette.

8. NEIGHBOURS AND PUBLIC COMMENTS

No response was received from the neighbours and the Public. Confirmation received from the Municipality that no objections were submitted is attached as **Annexure H**.

9. CONDITIONS TO BE REGISTERED

CONDITIONS TO BE REGISTERED AGAINST THE REMAINDER OF ERF 2747, SWAKOPMUND

1. That the current condition registered against the Rem/2747 be retained.
2. The registration of a 15m wide right of way servitude over the Remainder of Erf 2747, Swakopmund, in favour of proposed Portion A.

CONDITIONS TO BE REGISTERED AGAINST NEWLY CREATED PORTION A

IN FAVOUR OF THE LOCAL AUTHORITY

1. The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018).
2. That a 15m wide Right of Way Servitude be registered over the Remainder of Erf 2747 in favour of proposed Portion A, in order to gain access.

10. APPLICATION

On behalf of our client, Municipality of Swakopmund, we herewith formally apply to Council for approval of the:

- **SUBDIVISION OF ERF 2747, SWAKOPMUND, INTO PORTION "A" AND REMAINDER;**
- **REGISTRATION OF A 15 M WIDE RIGHT OF WAY SERVITUDE OVER THE REM/ERF 2747, SWAKOPMUND, IN FAVOUR OF PROPOSED PORTION A; AND**
- **REZONING OF PROPOSED PORTION A FROM SPECIAL TO PARASTATAL**

It is trusted that you find the above application in order and should any uncertainties arise, please do not hesitate to contact us at the details provided.

Yours Faithfully,



A R VAN DER WESTHUIZEN

105 - 04 - 1 8

Verwysingsnommer: K/16585/2

T 1050. /19 85

GOEWERRENTSGRONDBRIEF

DEPARTEMENT: BURGERSAKE EN MANNEKRAG

1990-09-26

GETRANSPOORTEER AANSWA GEKESMAG STIGTING
TRANSFERRED TO.....

No. 13388 McRemalinder

1990-09-26

Registrar

14 JUL 2000

ACTING Registrar

13388

McRemalinder

TRANSFERRED TO: The Trustees for the Time Being of the Swakopmund Development Trust

14 JUL 2000

Registrar

VERWYSING NR: K/16585/2

GOEWERNENTSGRONDBRIEF NR

T 1050 1985

MADEMAAL (1) Sekere Gedeelte 20 (n gedeelte van Gedeelte 16) van die plaas Swakopmund Dorp- en Dorpsgronde Nr 41; (2) Sekere Erf Nr 2747; (3) Sekere Erf Nr 1349; (4) Sekere Erf Nr 1313 (Straat), en (5) Sekere Erf Nr 1316 (Straat), Swakopmund Dorp, geleë in die Munisipaliteit van Swakopmund, Registrasie-Afdeling "G", in die Gebied van Suidwes-Afrika, tensiens die "Crown Land Disposal Ordinance" 1903 (Transvaal), soos gewys deur die "Crown Land Disposal Amendment Ordinance" 1906 (Transvaal), en voorgepas op die Gebied van Suidwes-Afrika deur die "Crown Land Disposal Proclamation" 1920 (Nr 13 van 1920) en die "Crown Land Disposal Amendment Proclamation" 1920 (Nr 54 van 1920), naamgelees met Proklamasie Nr 13 van 1977 en Wet Nr 4 van 1979 op 1 Maart 1985 verkoop is aan die

MUNISIPALITEIT VAN SWAKOPMUND

vir die som van Rupee Eenhondert-en-Sestigduisend Vierhonderd Vyf-en-Negentig (R1 065 495,14).

SO GETUIG / ...

-2-

SO GETUIG hierdie Akte dat, behoudens die regte van die Goewerment, die Administrateur-generaal vir die Gebied van Suidwes-Afrika, of sy gevolmagtigde hiermee toeken, afstaan en transporteer aan die voornoemde

MUNISIPALITEIT VAN SWAKOPMUND

sy Opvolgers-in-Titel of Regeverkrygendes.

1. SEKERE Gedeelte 20 (n gedeelte van Gedeelte 16) van die plaas Swakopmund Dorp- en Dorpgronde Nr 41,

GELEK in die Munisipaliteit van SWAKOPMUND,

REGISTRASIE-AFDELING "G", SUIDWES-AFRIKA,

GROOT 98,3742 (Drie Agt Komma Drie Sewe Vier Twee) hektar, soos aangedui op Kaart Nr A 108/73, eerste oorgedra by en gehou kragtens Akte van Transport Nr T 235/1974;

2. SEKERE Erf Nr 2747, SWAKOPMUND DORP,

GELEK in die Munisipaliteit van SWAKOPMUND,

REGISTRASIE-AFDELING "G", SUIDWES-AFRIKA,

GROOT 12,3984 (Een Twee Komma Drie Nege Agt Vier) hektar, soos aangedui op Kaart Nr A 416/77, eerste geregistreer by Sertifikaat van Verenigde Titel Nr T 146/1978 en gehou kragtens Akte van Transport Nr T 148/1978;

3. SEKERE Erf Nr 1349, SWAKOPMUND DORP,

GELEK in die Munisipaliteit van SWAKOPMUND,

REGISTRASIE-AFDELING "G", SUIDWES-AFRIKA,

GROOT 2712 (Twee Sowe Een Twee) vierkant meter, soos aangedui op Kaart Nr A 583/75, eerste geregistreer by Sertifikaat van Verenigde Titel Nr T 471/1976 en gehou kragtens Akte van Transport Nr T 315/1977;

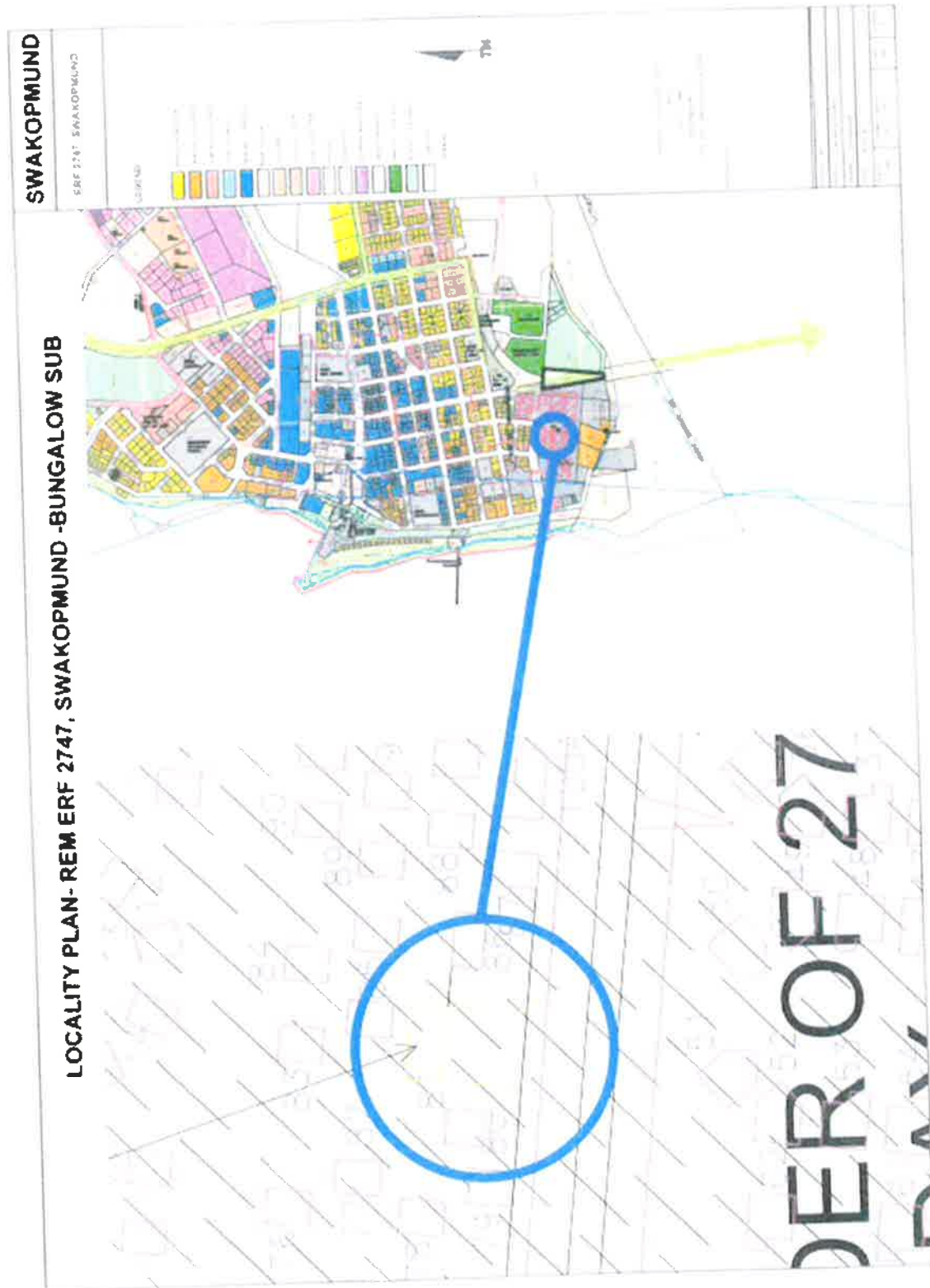
4. SEKERE Erf Nr 1313 (Straat), SWAKOPMUND DORP,

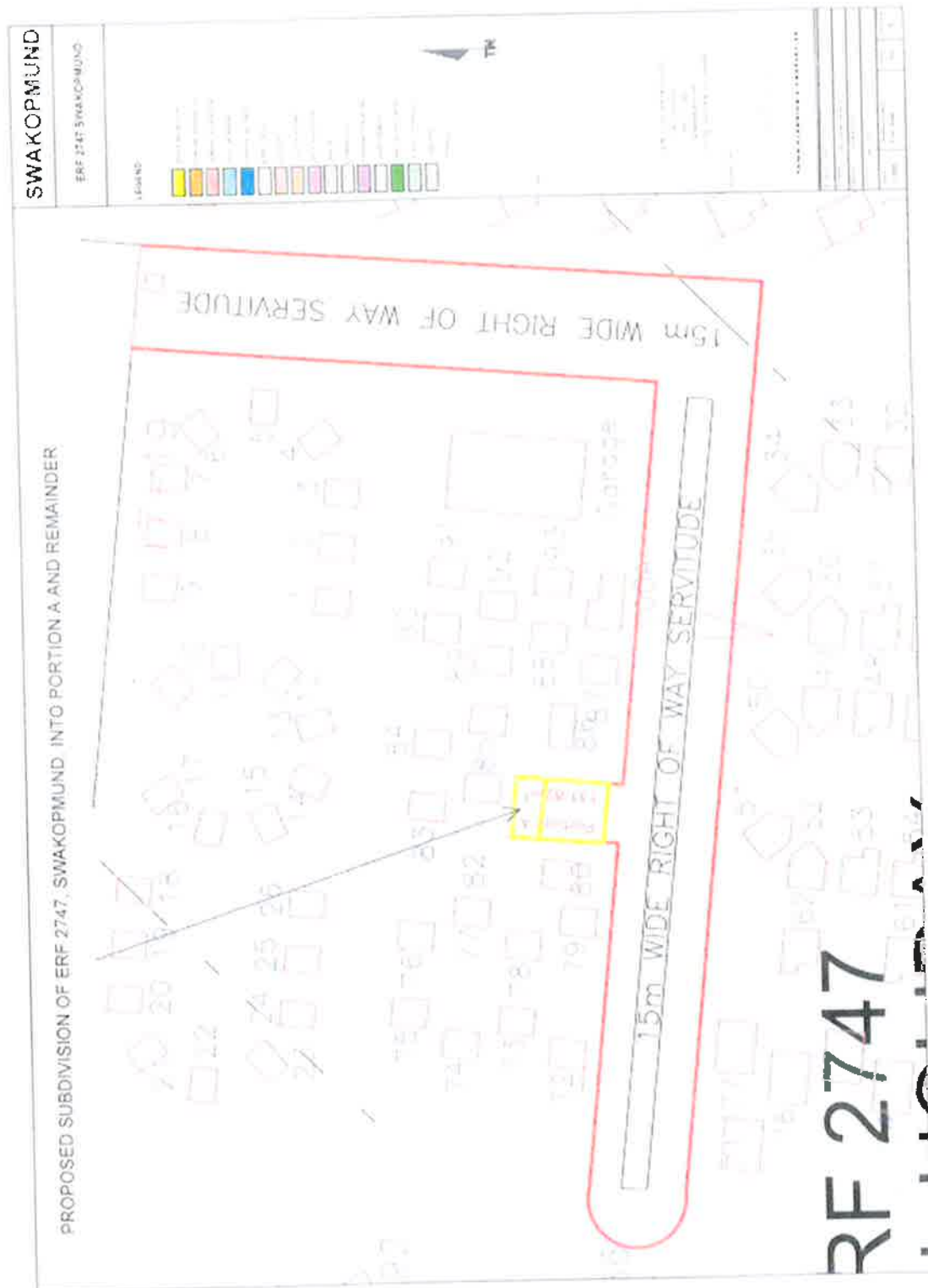
GELEK in die Munisipaliteit van SWAKOPMUND,

REGISTRASIE-AFDELING "G", SUIDWES-AFRIKA,

GROOT 575 (Vyf Sewe Vyf) vierkant meter, soos aangedui op Kaart Nr A 108/73, eerste geregistreer by en gehou kragtens Sertifikaat van Verenigde Titel Nr T 146/1978 en gehou kragtens Akte van Transport Nr T 148/1978;

5. SEKERE / ...







**SUBDIVISION OF ERF 2747, SWAKOPMUND,
INTO PROPOSED PORTION A AND REMAINDER**

Notice is hereby given in terms of the Urban and Regional Planning Act, 2018 that **Van Der Westhuizen Town Planning & Properties CC**, on behalf of the registered owner of Erf 2747, Swakopmund, intends to apply to the Swakopmund Municipal Council and intends on applying to the Urban and Regional Planning Board (URPB) for the following:

- **Subdivision of Erf 2747, Swakopmund, into Portion A and Remainder and the subsequent Rezoning of proposed Portion A, from Special to Parastatal; and**
- **Registration of 15m wide right of way servitude over the Rem/2747 in favour of Portion A.**

Erf 2747, Swakopmund, currently measures 12,3984ha in extent and is located along Swakop Street. The property is currently being utilised for the purpose of the Swakopmund Municipal Bungalows and accommodates an Erongo Red Substation (Bungalows Sub). It is the intention to subdivide the property and use the newly created Portion A (131.82m²) for an electrical substation. It is thus required and necessary to formally apply to the Local Authority and the Ministry of Urban and Rural Development for the proposed rezoning of the property.

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 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 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 14 July 2023**.

Applicant: Van Der Westhuizen Town Planning & Properties cc
Contact Person: A. van der Westhuizen
P.O. Box 1598, Swakopmund, Namibia
Cell: 081-122 4661
Email: andrew@vdtwp.com

11.1.42 **INVITATION TO THE 13TH TRANS KALAHARI CORRIDOR
MANAGEMENT COMMITTEE (TKCMC) JOINT LAW
ENFORCEMENT OPERATION (JLEO) FROM 20-26 NOVEMBER
2023 SWAKOPMUND NAMIBIA**
(C/M 2023/10/26 - 11/1/4/35)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 10.8 page 55 refers.

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

1. Introduction

An invitation letter dated **02 October 2023** was received from the Ministry of Works and Transport, Executive Director Ms. Ester Kaapanda to attend the 13th (TKCMC) Trans Kalahari Corridor Joint Law Enforcement Operation from 20 -23 November in Swakopmund. **(Letter attached as Annexure "A")** The operation will form part of the activities to promote road safety in the SADC Region along the Trans Kalahari Corridor.

2. Background

The Trans Kalahari Corridor (TKC) is a triple trans-boundary Corridor Management Institution that was established with the political and economic vision to pursue or contribute towards deeper regional integration programs SADC, SACU, and NEPAD.

The Trans Kalahari Corridor is shared by three sister states such as namely Botswana, Namibia, and South Africa and these three states entered the TKC MOU whereby they agreed to conduct at least one Joint Law Enforcement and Road Safety Intervention in each member state annually.

In pursuance of Article 2.2 and 4.2 of the TKCMC MOU the TKCMC will conducting its 13th Joint Law Enforcement Operation in Swakopmund from the 20th -26th November 2023. This will bring together law enforcement officers from the said countries where amongst other, to share challenges, best practice, and create common understanding among law enforcement officers along the Trans Kalahari Corridor.

The last operation took place in Jwaneng, Botswana, and this time it is in Swakopmund to host the event and since Swakopmund is located along the Trans Kalahari corridor which is a key stakeholder in this operation. The Joint Law Enforcement will be held in Swakopmund from 20-26 November 2023 this year.

The main objectives of the Joint Law Enforcement Operation amongst other things are as follows:

- To promote compliance to legal framework on Trans Kalahari Corridor (TKC).
- To increase law enforcement visibility on the corridor.
- To promote safety and security along the corridor.
- To enforce law and regulations intended to improve traffic safety and those related to transport.
- To enforce laws related to transport, including weight limits and transportation of hazardous materials rules.
- Preservation of our road infrastructure, and to ensure that cross border clearance procedures are disseminated transnationally.

3. The following is the schedule of activities:

- 20 November 2023: Arrival of Delegates (Botswana and South Africa)
- 21 November 2023: Official Opening and Briefing Session
- 22-24 November 2023: JLEO Operation at the Roadblock site on the B2 main road
- 25 November 2023: De-Briefing Session and Networking Event
- 26 November 2023: TKCMC 20th Anniversary Celebration
- 27 November 2023: Departure the Delegates

4. Discussion

As a key stakeholder it is requested that Council nominate officials to form part of the Namibian delegation to attend the said envisaged operation in Swakopmund. It is therefore proposed that the Manager: Emergency Law Enforcement, Mr. Melvin Cloete be nominated to form part of the Namibian Delegation. Furthermore, the fact that the JLEO is in Swakopmund, all Traffic Officials take part at the roadblock site when required.

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

RECOMMENDED:

- (a) That Council grants permission to the Manager: Emergency Law Enforcement, Mr M Cloete to form part of the Namibian Delegation in the 13th TKCMC Joint Law Enforcement Operation from 20-27 November 2023 in Swakopmund.
 - (b) That the Traffic Officers join the TKCMC Joint Law Enforcement Operation from 21-26 November 2023 in Swakopmund at the roadblock site randomly.
-



REPUBLIC OF NAMIBIA

MINISTRY OF WORKS AND TRANSPORT

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Private Bag 13341, Ausspannplatz
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 Windhoek, Namibia

T 6/1/1

Our Ref:
 Enquiries : Alexia Kaljuongue
 Tel : +264 61 2088 151/ +264 81 287 8912
 Email : alexia.kaljuongue@gmail.com

Your Ref:

To: Executive Directors	Ministry of Agriculture, Water and Land Reform Ministry of Environment, Forestry and Tourism Ministry of International Relations and Cooperation Ministry of Health and Social Services Ministry of Home Affairs, Immigration, Safety and Security
Inspector General	Namibian Police Force
Executive Secretary	National Road Safety Council
Chairperson	Private Sector Road Safety Forum
Chief Executive Officers	Motor Vehicle Accident Fund Namibia Revenue Agency Roads Authority Road Fund Administration Walvis Bay Corridor Group City of Windhoek Municipality of Swakopmund Municipality of Walvis Bay Automobile Association of Namibia

Dear Colleagues

RE: INVITATION TO THE 13TH TRANS KALAHARI CORRIDOR MANAGEMENT COMMITTEE (TKCMC) JOINT LAW ENFORCEMENT OPERATION (JLEO) FROM THE 20TH TO THE 26TH NOVEMBER 2023, SWAKOPMUND, NAMIBIA

Reference is made to the above-mentioned subject.

In Pursuance of Article 2.2 and 4.2 of the TKCMC MOU, the TKCMC will be conducting its 13th Joint Law Enforcement Operation in Swakopmund from the 20th to the 26th November 2023. This will form part of the activities to promote road safety during the festive season.



The operation is aimed to;

- Promote compliance to legal framework on TKC
- Increase law enforcement visibility on the corridor
- Promote safety and security
- Enforce laws and regulations intended to improve traffic safety and those related to transport , and
- Enforce laws related to transport, including vehicle weight limits and transportation of hazardous materials rules


The following is the schedule of activities;

- | | | |
|-----------------------|---|--|
| • 20 November 2023 | : | Arrival of Delegates |
| • 21 November 2023 | : | Official Opening Event and Briefing Session |
| • 22-24 November 2023 | : | JLEO Operation |
| • 25 November 2023 | : | De-Briefing Session and Networking Event |
| • 26 November 2023 | : | TKCMC 20 th Anniversary Celebration |
| • 27 November 2023 | : | Departures of Delegation |

It is against this background that you are kindly requested as a key stakeholder to nominate official(s) to form part of the Namibian delegation to attend the said envisaged operation. Please confirm the name(s) of your official(s) who will be participating in the said operation to Ms. Alexia Katjiuongua via email: alexiasackie@gmail.com or tel. no +264 61 2088151 on or before 20th October 2023 for logistical arrangement.

Kindly accept the assurance of our highest esteem.

Yours sincerely

 02.10.2023

Esther N. Kaapanda
EXECUTIVE DIRECTOR



11.1.43 **RESUBMISSION: SUBDIVISION OF PORTION 167 (A PORTION OF PORTION 26) OF FARM 163 SMALLHOLDINGS INTO PORTION A AND REMAINDER**
(C/M 2023/10/26 - PTN 167)

Ordinary Management Committee Meeting of 19 October 2023, Addendum 10.9 page 59 refers.

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

1. Purpose

The purpose of this submission is for Council to reconsider the application for the subdivision of Portion 167 (a portion of Portion 26) of Farm 163, Smallholdings into portion A and the Remainder.

2. Introduction and Background

An application was received by the Engineering and Planning Services Department from Stubenrauch Planning Consultants, applying on behalf of the owners of Portion 167, Smallholdings for the subdivision of Portion 167 Smallholdings into Portion A and Remainder. The application is attached as **Annexure A**.

This application served before the Management Committee at its meeting held on the **11th May 2023**, under item 8.9 and it was resolved "*that this item be withdrawn from the agenda.*" No further explanation was given, thus the application is herewith resubmitted for Council's reconsideration.

That this item be withdrawn from the Agenda

3. Zoning, Size and Locality

Portion 167 Smallholdings is zoned for agricultural purposes and measures 10. 1910 hectares in extent. It is within the area well known as Swakop River Plots, alongside the B2 Road to Windhoek. The portion currently has two dwelling units built on it. A locality map depicting the area has been inserted below as figure 1.

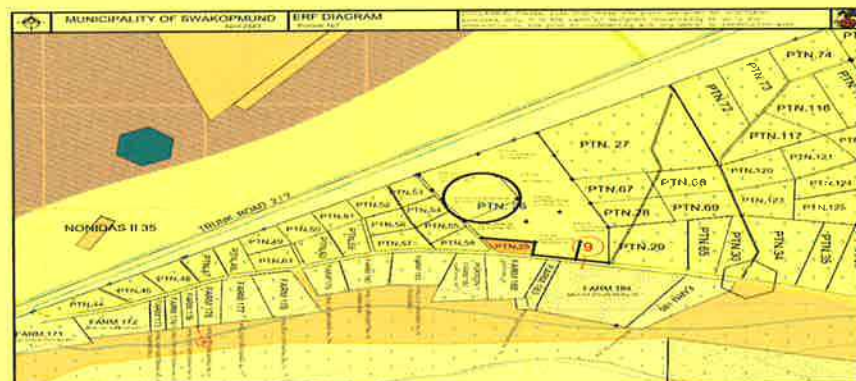


Figure 1: Locality plan

4. Ownership

The ownership of Portion 167, Smallholdings vests in Majero Investments cc with the registration number CC/2012/8356. This ownership is contained in the Title Deed Number T 6414/2012. **Annexure B.**

5. Access, municipal services

Access to Portion 167, Smallholdings is obtained via a 10 metre Right of Way Servitude that runs through the north eastern to south western boundaries of the property. The same access would be maintained for the newly created portions.

The existing municipal services will be maintained. The water points will be connected to the existing point. Should there be a need to upgrade the services due to this subdivision, the upgrade will be for the account of the property owner.

6. Advertisement

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 five surrounding neighbours were consulted in writing, to give them the opportunity to view the intended development and allow them to comment or object against the proposed development. The closing date for the neighbours to return their completed forms was the 27th of March 2023 and no objections received. The neighbour consultation is attached as **Annexure C.**

7. Proposal

It is the intention of the owners of Portion 167 (a portion of Portion 26) of Farm 163 to subdivide the portion into Portion A and the Remainder in order to sell the newly created portion.

7.1 Subdivision

The proposed subdivision of Portion 167, Smallholdings will yield portions as outlined below:

Portion Number	Size in (Ha)	Zoning
Portion A	5.0030	Agricultural
Rem/167	5.1880	Agricultural
Total	10.1910	

Table 1: Proposed subdivision

8. Evaluation

Portion 167 currently has two dwelling units constructed on it with approved building plans. In terms of the Swakopmund Structure Plan 2020-2040, Portion 167 falls within the zone C, which is Residential Estates and Tourism with a maximum size of 3.5 Ha. It should be noted that the proposed subdivision is in line with the approved Swakopmund Structure Plan 2020-2040 as each portion would measure 5 hectares.

8.1 Council Property Policy

Section 12 of the Property Policy stipulates that:

- (a) *Smallholdings may be subdivided into portions with a minimum size of not smaller than 10ha.*

- (b) Owners who wish to subdivide their smallholding shall provide services to the subdivided portions according to the specification of the Engineering Services Department.
- (c) The smallholding owners are specifically prohibited from developing housing schemes on the plots.
- (d) The portions created by such subdivisions shall only be used for purposes as stipulated in the Town Planning Amendment Scheme Regulations; 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

The Property Policy needs to be reviewed so that the two documents can speak one language.

9. Conclusion

The proposed subdivision of Portion 167, Smallholdings is in line with the Swakopmund Structure Plan 2020-2040 and does not have any negative impact on the character of the surrounding area. Thus, it can be supported.

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

RECOMMENDED:

- (a) That application to subdivide Portion 167 (a portion of Portion 26) of Farm 163 Smallholdings into Portions A and Remainder be approved.
 - (b) That the subdivision of Portion 167 (a portion of Portion 26) of Farm 163 Smallholdings be subject to a 7.5% endowment fee in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018) as well as the Municipality of Swakopmund Property Policy.
 - (c) That the upgrade of municipal services be for the account of the applicant, and it must be designed to the satisfaction of the General Manager: Engineering and Planning Services.
 - (d) That the following conditions be registered against the newly created portions:
 - (i) *That the Erf shall be used or occupied for the purposes which are in accordance with, and the use or occupation of the Erf shall at all times be subject to, the provisions of the Swakopmund Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018),*
 - (ii) *The building value of the main building, excluding the outbuilding to be erected on the Erf shall be at least four times the municipal valuation of the Erf.*
 - (e) That no building plans shall be approved until proof of payment of the endowment fee and completion of services for the newly created portion has been received by Council.
 - (f) That the Corporate Services and Human Capital Department embark upon the review of the Council's Property Policy.
-

ANNEXURE A

Stubenrauch
Planning Consultants TOWN AND REGIONAL PLANNERS

Reg. No. 95/00009 Tel: +264 61 251189
Field Str. 45 +264 61 252490
PO Box 41404 Fax: +264 61 252157
Windhoek gunther@spc.com.na
Namibia www.spc.com.na



Our Ref: W/22041
Enquiries: G. Stubenrauch/ V. Halutale

26 September 2022

The Chief Executive Officer
Swakopmund Municipality
PO Box 53
Swakopmund

Dear Mr A Benjamin

SUBDIVISION OF PORTION 167 (A PORTION OF PORTION 26) OF FARM NO. 163 INTO PORTION A AND THE REMAINDER

1. THE APPLICATION

Stubenrauch Planning Consultants cc has been appointed by the owners of Portion 167 (a portion of Portion 26) of Farm No. 163 in the Swakopmund area, to apply to the Swakopmund Municipality for the subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder.

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

This application complies with Section 7.1.2 (a) of the Swakopmund Structure Plan (2020 - 2040). This structure plan was approved by the Urban and Regional Planning Board and published in the Government Gazette 01 August 2022 by the Honourable Minister of Urban and Rural Development in terms of Section 36 (2)(b) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) (kindly see the attached gazette)

Kindly take note that a formal Council Resolution approving the proposed subdivision as set out above should only be taken once the procedures set out in Paragraph 7 of this application have been completed.

2. ERF INFORMATION

2.1 Locality

As depicted in Figure 1 below, Portion 167 (a Portion of Portion 26) of Farm No. 163 is located within the Swakopmund smallholdings area, close to the B2 road to Usakos.



Figure 1: Locality of Portion 167 (a Portion of Portion 26) of Farm No. 163

2.2 Ownership

As per the attached Title Deed no T 6414/2012, ownership of Portion 167 (a portion of Portion 26) of Farm No. 163 vests with Majero Investments cc (Registration No. CC/2012/8356)

2.3 Size

Portion 167 (a Portion of Portion 26) of Farm No. 163 measures 10.1910 Ha in extent

2.4 Zoning

According to the Swakopmund Zoning Scheme, Portion 167 (a Portion of Portion 26) of Farm No. 163 is zoned for 'Agricultural' purposes. The Swakopmund Zoning Scheme has no density allocated to the subject portion, as such, no rezoning is required in this application, it should however be noted that the Swakopmund Structure Plan (2020 - 2040) indicates that portions of land located in the Agricultural Estates Zone (which includes Portion 167), should not be less than 10 Ha in size (kindly see Paragraph 3 of this application).

2.5 Status Quo

As depicted in Figure 2 below, Portion 167 (a Portion of Portion 26) of Farm No. 163, the portion currently has 2 dwelling units built on it. The structures were constructed in line with building plans that were approved by the Swakopmund Municipality, and this application has the intention of separating these residences onto separate erven.

As indicated by the contours on the attached maps, the site is characterized by a very flat topography

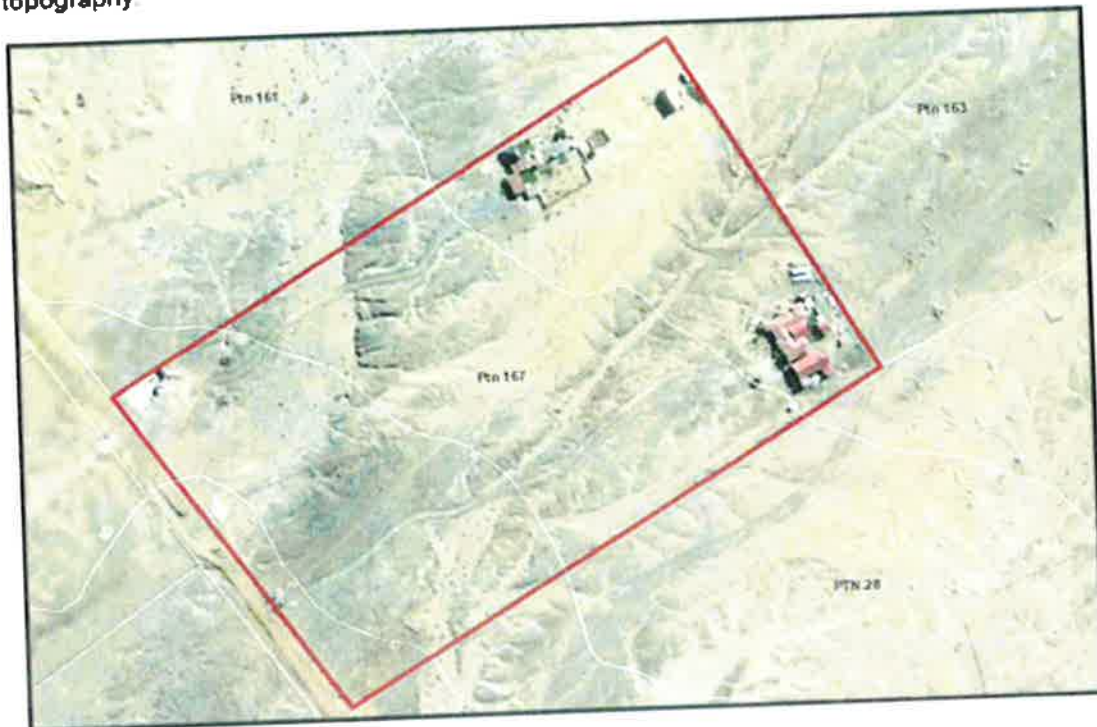


Figure 2: Aerial Photo Clip

3. PROPOSED SUBDIVISION

It is the intention of our clients to subdivide Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder.

Portion 167 (a Portion of Portion 26) of Farm No. 163 currently has two dwelling units constructed on it, and our clients now wish to subdivide the portion, in order to sell the Remainder to the owners of the residence that is on the Remainder.

It should be noted that the proposed subdivision is in line with the approved Swakopmund Structure Plan (2020 - 2040). **Figure 3** below is a map extracted from the Swakopmund Structure Plan (2020 - 2040), which indicates the Environmental considerations and Agriculture sites within the Swakopmund townlands boundary, and it shows that Portion 167 (a Portion of Portion 26) of Farm No. 163 is part of Zone D, the Agricultural Estates Zone.

According to Section 7.1.2 (a) of the Swakopmund Structure Plan (2020 - 2040), "The agricultural estates (Zone D) is to form an agricultural dominated land use area which forms part of the peripheral greenbelt to be preserved along the peripheral areas of the Swakopmund Townlands. Due to the rocky and infertile topsoil conditions as well as the undulating topography found within this area, as well as the remoteness of the zone from the urban area the area is to be reserved for agricultural uses such as animal husbandry, feedlots, hydroponic and ornamental gardens or then any agricultural activity requiring larger land parcels. As such the smallholdings within this area should not be smaller than 10 Hectares.

Restrictions:

Strict restrictions should be put in place to restrict owners of these plots to further subdivide any smallholding if the minimum site requirement cannot be met. **However, exemptions can be made for plots that accommodate two or more existing residential structures (main dwelling units) which were constructed with approved building plans prior to the adoption of this Structure Plan who wish to subdivide.** The minimum sizes and land use allocation is further set out under the Small Holdings Policy Plan in the separate policy document.

No industrial activity should be permitted in this area. However economic incentives such as a neighbourhood market or a farm stall can be permitted on conditions determined by Council."

As outlined in the extract above, it can be concluded that the proposed subdivision fully considers the guidelines of the Swakopmund Structure Plan (2020 - 2040), and is fully compliant to these guidelines.

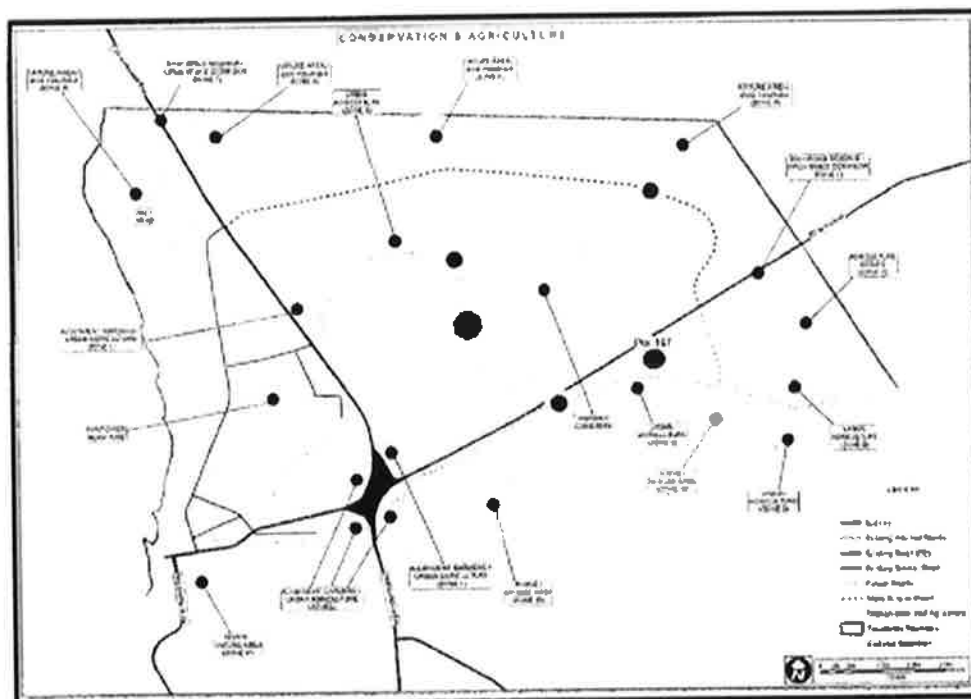


Figure 3: Environmental considerations and Agriculture sites within the Swakopmund townlands boundary

3.1 Subdivision

The proposed subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder will yield portions as outlined below.

Portion Number	±Size (Ha)	Zoning
Portion A	5.0030 Ha	Agricultural
RE/167	5.1880 Ha	Agricultural
Portion 167	10.1910 Ha	Agricultural

Table: Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

4. ENGINEERING SERVICES

The Engineering services on the proposed Portion A and the Remainder will remain as currently provided for on Portion 167.

5. ENVIRONMENTAL ASPECT

The proposed application as set out above will not be expected to have any negative environmental impacts on the area. No natural vegetation on site will be disturbed and additionally, the soils in the area are stable enough to accommodate the existing development, and any proposed developments. Additionally, as identified by the Swakopmund Structure Plan (2020 - 2040), Portion 167 is not located in an environmentally sensitive area (kindly see **Figure 4** below)



Figure 4: Environmentally sensitive areas in the Swakopmund Townlands

Kindly note that the proposed application as set out above has not been listed as one of the activities that require environmental clearance in accordance with the Environmental Management Act 2007 (Act 7 of 2007); as such no environmental clearance is necessary for the subject application.

6. ACCESS

Access to Portion 167 is obtained via two 10m Right of Way servitudes that run along the North Eastern to South Western boundaries of the property. This access will be maintained.

7. THE NOTIFICATION PROCEDURE

On the 3rd of September 2020, the Minister of Urban and Rural Development by way of Government Gazette proclamation, brought into effect the Urban and Regional Planning Act

(Act 5 of 2018) and promulgated the regulations relating to the Urban and Regional Planning Act.

These regulations under Section 10 require that on receipt of a complete application in terms of Section 105 of the Urban and Regional Planning Act, 2018, the Chief Executive Officer of the Local Authority or the authorised planning authority must request the applicant to give notice of the application in the prescribed manner to the prescribed persons.

To comply with the Urban and Regional Planning Act and its Regulations of September 2020, we hereby request the Swakopmund Municipality to instruct our office in writing to give notice of the subject application in the prescribed manner by notifying neighbouring land owners of the intention subdivide and consolidate. An example of this written instruction is attached to this application.

Since the owners of the farms surrounding the subject portions are to be notified, the Local Authority is kindly requested to provide our office with the postal and/or contact details to which we can send the notifications. A request for the contact details of the neighbours is attached to this application, for your easy reference.

8. COMPLIANCE WITH THE URBAN AND REGIONAL PLANNING ACT (ACT NO 5 OF 2018)

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

The subject application complies with the following relevant considerations:

8.1 Impact on the Surrounding Area

The proposed subdivision will not have any negative impacts on the character of the surrounding area, as the land use zone will remain the same, as such, it will continue being fully compatible with the surrounding area. The subdivision will only function as a way of separating dwelling units onto separate erven, as such no nuisance will be caused to the surrounding area.

8.2 Socio Economic Impact

The proposed subdivision will not have no impacts on the socio-economy of the area. This is a small development, and as such the socio economic impacts are limited to the owner of the property who will gain monetarily from the sale of the Remainder, and then the buyer of the Portion who will gain property, which can be used to advance his own socio economic status.

8.3 Compliance with the Applicable Legislation

The subdivision of Portion 167 (A Portion Of Portion 26) Of Farm No. 163 (a Portion of Portion 26) of Farm No. 163 is being done in line with the Swakopmund Zoning Scheme, the Swakopmund Structure Plan (2020 - 2040) and the Urban and Regional Planning Act, 2018 (No. 5 of 2018).

9. COUNCIL RESOLUTION

Stubenrauch Planning Consultants cc herewith applies to the Swakopmund Municipality for approval of the subdivision Of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder.

10. ANNEXURES

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

Annexure A: Relevant Maps

- A1: Locality map
- A2: Subdivision map
- A3: Aerial Photo map

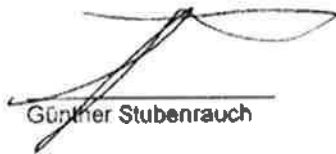
Annexure B: Example of Written Instruction to Notify**Annexure C: Request for Addresses of the Surrounding Property Owners**

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

- Council Resolution
- Formal Council Minutes, including the front and second page indicating who attended, extract dealing with the amendment of title conditions as well as the last page signed by both the Chief Executive Officer and the Mayor.
- Date stamped maps of the attached sets maps.

We trust that you will support this application.

Yours Sincerely



Günther Stubenrauch

SPECIAL POWER OF ATTORNEY

We, the undersigned,

PIERRE VAN NIEKERK (ID: 64101810060)
 ROCHELLE VAN NIEKERK (ID: 66051900470)
 WILFRIED RUGHEIMER (ID: 63061200835)
 ROSEMARIE BEATE RUGHEIMER (ID: 650427003666)

in our capacity as the members of

Majero Investments cc
 Registration No: CC/2012/8359

the registered owner of

Portion 167 (a portion of Portion 32) of
 Farm No. 163

do hereby nominate, constitute and appoint

Stubenrauch Planning Consultants cc
 P O Box 41404
 Windhoek

with power of Substitution, to be my lawful Attorney and Agent in my name, place and
 stead, to make the necessary application to the Swakopmund Municipality and Ministry
 of Urban and Rural Development: Urban and Regional Planning Board for the:

**Subdivision of Portion 167 (a portion of Portion 32) of Farm No. 163 into
 Portion A and the Remainder**

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

SIGNED at Swakopmund this 26 day of September 2022 in
 the presence of the undersigned witnesses.

WITNESSES:1. [Signature]

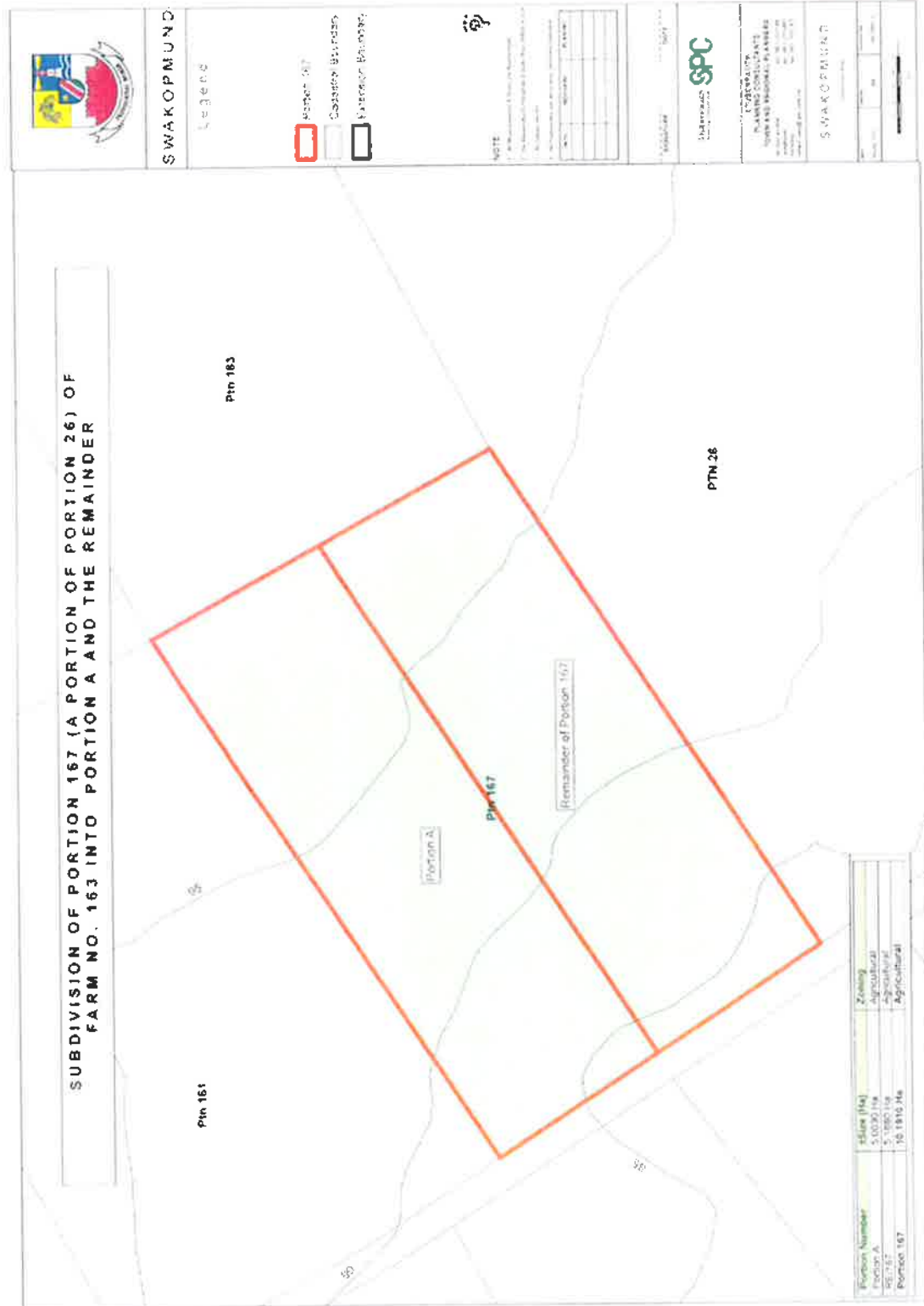
PIERRE VAN NIEKERK

2. [Signature]

ROCHELLE VAN NIEKERK

WILFRIED RUGHEIMER

ROSEMARIE BEATE RUGHEIMER

PROPOSED SUBDIVISION LAYOUT



CONVEYANCER
STRITTER HW

The Registrar number of the within registered franchise is hereby awarded to stand as a separate party.

Approved in terms of Section 5 (1) of Act No. 47 of 1937

RECORDED WITH EXACT ALPHABETIC ORDER WITH Q 4560/1937

W. T. S. G. S. G.

NO. 7. S. G. S. G.

2016-08-29

RECEIVED

RECEIVED

FOR INFORMATION ONLY
6020002054259

DEED OF TRANSFER

T 6414 / 2012

THAT HEIKO WILFRIED STRITTER

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

Identity Number 57031201101
Married out of community of property

dated the 19 day of OCTOBER 2012 and signed at SWAKOPMUND

AND the said appraiser declared that his said Principal had truly and lawfully sold on 9 OCTOBER 2012

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

MAJERO INVESTMENTS CC
REGISTRATION NUMBER: CC/2012/8358

its Successors-in-Title or Assigns,

CERTAIN PORTION 167 (A PORTION OF PORTION 26) OF FARM NO 163

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

EXTENT 10,1910 (ONE ZERO COMMA ONE NINE ONE ZERO) HECTARES as indicated on the annexed Diagram S.G. No A 101/2011

AND HELD BY DEED OF TRANSFER NO T 5375/1996

SUBJECT to the following conditions in terms of 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 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

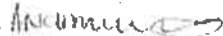
WHEREFORE the appearer, renouncing all the rights and title which the TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge him to be entirely dispossessed of, and disentitled to the same and that, by virtue of these presents, the said TRANSFEREE, its Successors-in-Title or Assigns, now is and hereafter 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\$800 000,00.

SIGNED at WINDHOEK on 25 NOV 2012
together with the appearer, and confirmed with my seal office


SIGNATURE OF APPEARER



Transfer Duty Receipt No 303096557
issued at Walvis Bay on 301012 for N\$96 000,00
CHECKED:

1. 

2. 

I, the undersigned, HEIKO WILFRIED STRITTER, Conveyancer, hereby certify in terms of Section 78 of Act 23/1992 that all rates leviable in respect of such immovable property in terms of this Act, and all fees, charges and other moneys due to the local authority council in respect of any service, amenity or facility supplied to such property in terms of this Act, inclusive of any availability charge and minimum charge provided for in Section 30(1)(u) has been paid up to and including the date of registration hereof.


CONVEYANCER

ANNEXURE C CONSULTATION

Stubenrauch

Planning Consultants cc TOWN AND REGIONAL PLANNERS



Reg No 85 0009
Fais Str 45
PO Box 11960
Windhoek
Namibia

Tel +264 61 251180
+264 61 252490
Fax +264 61 252157
Email office4@spc.com.na
www.spc.com.na

23 February 2023

Our Ref: W/22041

Enquiries: G. Stubenrauch/ V. Hatutale

ACKNOWLEDGMENT OF RECEIPT FOR THE FOLLOWING:

1. 1x letter of notice for the proposed subdivision of Portion 167 (a portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

Erf Number	Name	Signature	Date
Portion 161 (a Portion of Portion 26) of Farm No. 163	Gerl Coetzee		06/03/2023
Portion 164 (a Portion of Portion 26) of Farm No. 163	Peter B. de Vries		11/03/2023
Portions 162 and 163 (portions of Portion 26) of Farm No. 163, the Remainder of Portion 26 of Farm No. 163 and the Remainder of Farm No. 163	Alnooth Stale		06/03/2023

Kindly return via email to office4@spc.com.na

Jut Ref: W/22041

Stubenrauch Planning Consultants cc
P O Box 41404
Windhoek

Dear Sir / Madam

RE: Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

Herewith do I / we (please print) CLIFFEN GREGORY GYLES
the owner/s of Erf PORTION 167 & 168 OF PORTION 26 OF FARM 163 AND REMAINDER
OF PORTION 26 OF FARM 163
declare that I / we (please indicate an X in the appropriate box):

Do not object against:

☒ Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder


Do object against:

☐ Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

If objecting please indicate the reasons for doing so:

Please note that even if you do not have any objection or reservation against the intended application, you are requested to kindly return the completed form to our office, as the form is to be attached to the Urban and Regional Planning Board (URPB) submissions. Should this form not be returned to our office by 27 March 2023, we will assume there are no objections against above-mentioned development.

Signed at: Suskeimand on this 13 day of March in the year 2023


Signature of Property Owner


Witness

Ref: W/22041

Stübenrauch Planning Consultants cc
P O Box 41404
Windhoek

Dear Sir / Madam

RE: Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

Here with do I / we (please print)

the owner/s of Erf

Name:

PO Box:

Cell:

Email:

Date:

(please fill in your details above)

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

Do not object against:

Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

Do object against:

Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

If objecting please indicate the reasons for doing so:

Please note that even if you do not have any objection or reservation against the intended application, you are requested to return the completed form to our office, as the form is to be attached to the Urban and Regional Planning Board (URPB) submissions. Should this form not be returned to our office by 27 March 2023, we will assume there are no objections against above-mentioned development.

Signed at: Swakopmund on this 14 day of March in the year 2023


Signature of Property Owner

Witness

Ref. V/27041

Stubenrauch Planning Consultants cc
P O Box 41404
Windhoek

Dear Sir / Madam

RE: Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

Herewith do I / we (please print) George Martin Coetzeethe owner/s of Erf. 161

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

Do not object against:

Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

Do object against:

Subdivision of Portion 167 (a Portion of Portion 26) of Farm No. 163 into Portion A and the Remainder

If objecting please indicate the reasons for doing so:

Please note that even if you do not have any objection or reservation against the intended application, you are requested to return the completed form to our office. As the forms to be attached to the Urban and Regional Planning Board (URPB) submission. Should this form not be returned to our office by 27 March 2023, we will assume there are no objections against the mentioned development.

Signed at: Swakopmund on the 06th day of March in the year 2023


Signature of Property Owner


Witness

Our Ref: W/22058

Name: Z. Ruck
 PO Box: 1358 Sankhane
 Cell: 082-1285128
 Email: zruck@indigo.com
14 10 2023 (Date)
 (please fill in your details above)

Stubenrauch Planning Consultants cc
 P O Box 41404
 Windhoek

Dear Sir / Madam

RE: Subdivision of Portion 121 (a Portion of Portion 32) of Farm No. 163 into Portion A and the Remainder

Herewith do I / we (please print) Z. Ruckthe owner/s of Erf. 121

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

Do not object against:

☒ Subdivision of Portion 121 (a Portion of Portion 32) of Farm No. 163 into Portion A and the Remainder

Do object against:

☐ Subdivision of Portion 121 (a Portion of Portion 32) of Farm No. 163 into Portion A and the Remainder

If objecting please indicate the reasons for doing so:

Please note that even if you do not have any objection or reservation against the intended application, you are requested to kindly return the completed form to our office, as the form is to be attached to the Urban and Regional Planning Board (URPB) submissions. Should this form not be returned to our office by 27 March 2023, we will assume there are no objections against above-mentioned development.

Signed at: Sankhane on this 14 day of March in the year 2023

Signature of Property Owner

Witness

11.1.44 **OUTCOME OF SALE OF 29 SEPTEMBER 2023**

(C/M 2023/10/26 - E 297 M, E 517 M, E 518 M, E 595 M, E 596 M, E 9117, E 8939 and E 8940)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 10.10 page 80 refers.

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

1. Introduction

A selection of 8 erven zoned "General Residential 1 & 2" located in Extensions 1 and 2, Matutura and Extensions 34 and 35, Swakopmund was offered for sale at a closed bid sale held on Friday, 29 September 2023.

The purpose of this submission is to report on the outcome of the sale and for Council to take note of a number of erven zoned "General Residential" available for sale.

These erven are located in close proximity to the IUM university which is currently under construction (map attached). Council still has a number of erven zoned "General Residential" available in the northern townships.

2. Outcome

Below, is the outcome of the sale indicating the purchase prices obtained compared to the upset prices.

	Erf #	Area m ²	Purchase Price	Purchase Price / m ²	Upset Price	Upset Price / m ²
1	297	4 009	1 450 999.00	361.94	1 450 336.00	361.77
2	517	2 417	1 740 240.00	720.00	874 398.00	361.77
3	518	2 400	1 009 099.99	420.46	868 248.00	361.77
4	595	3 746	1 355 190.99	361.77	1 355 190.00	361.77
5	596	2 984	1 214 000.00	406.84	1 079 522.00	361.77
6	9117	2 153	1 255 014.99	582.91	943 014.00	438.00
7	8939	4 412	1 933 000.00	438.12	1 932 505.00	438.01
8	8940	2 617	1 231 246.99	470.48	1 146 246.00	438.00
Total		24 738	11 188 791.96		9 649 459.00	

Chart Title



This is the 3rd closed bid sale on which Erven 9117, 8939 and 8940 are offered for sale.

The due date for securing the purchase prices is Monday, **29 January 2024**, after which date the success rate of the sale can be determined.

3. **Availability of Erven Zoned "General Residential"**

Depending on the success rate of the sale of the above 8 erven, the erven listed below will be submitted to Council to consider whether to remain with the decisions passed for the sale by closed bids as and when the market determines, or whether to consider the subdivision of these erven for the creation of "Single Residential" erven.

In total, **27 erven zoned "general residential"** are available in Extensions 1 & 2, 6, 12 Matutura, Extension 26, 27, 31, 34 & 37, Swakopmund.

Due to the many obligations and costs/levies associated with sectional title units, there is a low demand for erven zoned "general residential" especially in the middle to lower income areas. Most residents prefer to have full title to their property on individually established erven (minimum size is 300m²).

Summary of erven available:

	Ext 1, Mat	Ext 2, Mat	Ext 26, Mon	Ext 6, Mat	Ext 12, Mat	Ext 27, Swk	Ext 31, Swk	Ext 34, Swk	Ext 37
Number of Gen Res Erven	9	6	4	2	3	1	1	1	1
Erf Numbers	254, 319, 320, 321, 322, 427, 492, 493 & 494	511, 512, 513, 514, 515, 516,	7053, 7065, 7066 & 7159	1444 & 1445	2560, 2561, 2628	7471	8553	9124	9456
Council Resolution	*30 Jan 19, Item 11.1.13	*30 Jan 19, Item 11.1.13	*28 Oct 21 Item 11.1.3 *30 Jan 19, Item 11.1.12 *31 Mar 16, Item 11.1.15	*29 Sept 22 Item 11.1.2	25 Feb 2021 Item 11.1.8	25 Feb 2021 Item 11.1.8	25 Feb 2021 Item 11.1.8		25 Feb 2021 Item 11.1.8

In terms of the resolutions quoted above, Council resolved that these erven be sold by closed bid sale as and when the market determines the need.

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

RECOMMENDED:

- That Council takes note of the outcome of the sale of 8 erven zoned "General Residential" located in Extension 1 and 2, Matutura and Extensions 34 and 35, Swakopmund.
- That Council takes note that the due date to secure the purchase prices is Monday, 29 January 2024, after which date the success rates can be determined and the future sale of the remaining erven zoned "General Residential 1 And 2" reported on above.

Swakopmund Erven 4 Sale



Swakopmund Municipality
Department: Engineering and Planning Services
City Office
Tel: 06444 4432
Mail: info@swakopmund.na
Map Date: March 2021



11.1.45 **APPLICATION BY SWAKOPMUND CONSTITUENCY TO PURCHASE 5 RESIDENTIAL ERVEN FOR PHYSICALLY CHALLENGED PEOPLE**
(C/M 2023/10/26 - 16/1/4/2/1/14))

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 10.11 page 83 refers.

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

1. INTRODUCTION

This submission serves to request Council to consider approving the application by the Swakopmund Constituency to purchase five (5) residential erven for low-cost housing.

2. APPLICATION

The request, (**Annexure "A"**) to purchase five residential erven to accommodate physically challenged people was received from the Swakopmund Constituency on **07 June 2023**.

3. PREVIOUS RESOLUTION

On 26 January 2017 under item 11.1.23 Council approved to assist people with disabilities that must comply with certain criteria and a medical certificate. The resolution is quoted below:

(a) *That special provisions be made in the Swakopmund Municipality Property Policy to include people with disabilities based on the following criteria and upon submission of a medical certificate:*

- Presence of impairment (internal and external)
- Active limitations or barriers - prevention of an individual to execute a task or action;
- Participation restriction - restriction that prevent an individual in involvement in life situations
- Ability to live independently
- Proof of income to enable him/ her to purchase an erf
- Residents of Swakopmund
- Lack of access to opportunities due to socio economic barriers
- Where the disabilities is permanent

(b) *That beneficiaries from The Special Housing Scheme for people living with disabilities must not earn more than N\$6 000.00 per month.*

(c) *That whenever a residential area is developed, 2% of the total erven created be set aside for people with disabilities.*

(d) *That beneficiaries earning between N\$3 000.00 and N\$6 000.00 per month purchase residential erven at development cost, while those earning below N\$3 000.00 purchase residential erven at a subsidised price of 50% of the development cost.*

(e) *That a Master Waiting List for People Living with Disabilities be compiled according to the date of application and future allocation be done according to that list.*

(f) *That provision be made whenever allocating land for residential purposes for people with disabilities according to the criteria mentioned in (a) above.*

On **26 January 2023**, Council under item 11.1.16 approved the request of the Ministry of Health and Social Services to compensate Ms Riana Roman with adequate housing. The resolution is quoted below.

- (a) *That Council takes note of the decision by the Ministry of Justice and the Ministry Health and Social Services to compensate Ms Riana Roman with adequate housing.*
- (b) *That Council sells Erf 1741, Mondesa to Ms Riana Roman for the account of Ministry of Health and Social Services.*
- (c) *That the purchase price of N\$26 000.00 be approved.*
- (d) *That all related costs (transfer cost, bond cost, etc) be for the account of Ministry of Health and Social Services.*
- (e) *That it be noted that Erf 1741, Mondesa is a vacant erf and that all other arrangements for the construction of the house be between Ms Roman and the Ministry of Health and Social Services, without Council's involvement.*

Ms Riana Roman is disabled after an operation on her intestines went wrong. In comparison to the application of Swakopmund Constituency, the above resolution is quoted for transparency purposes, and which also highlights the commitment of Council in assisting persons with disabilities based on availability of serviced erven.

4. **VACANT ERVEN**

An investigation was conducted to identify vacant erven zoned single residential. Attached is the map of Ext. 30 as (**Annexure "B"**). The tables below reflect the vacant erven and the sizes.

Ext. 30

<u>ERF</u>	<u>SQM</u>
8237	332
8238	351
8239	349
8240	347
8241	361

5. **CONDITIONS OF SALE FOR RESIDENTIAL ERVEN IN EXT.30 NORTH AND EXTENSION 31 NORTH**

The erven in Extension 30 North and Extension 31 North were serviced with the funds of Council. Therefore, erven in Extension 31 North are being sold at N\$150.00 per square meter to recover the cost. These erven are smaller therefore the rates and taxes per month is affordable.

The following conditions of sale should be applicable:

- (i) *That the erven be sold at N\$150,00 m².*
- (ii) *That the purchaser be a first-time property owner.*
- (iii) *That in terms of the Local Authorities Act 23 of 1992 the sale be advertised (the cost for this publication be for the account of the purchaser).*

- (iv) That the purchase price be paid within 90 days from date of Ministerial approval.
- (v) That construction commences and completes within 24 months' (2 years) after date of registration of the property.
- (vi) The beneficiaries of erven in DRC may not sell their properties within 10 years after transfer. If a beneficiary decides to sell the erf, it must first be offered to Council.
- (vii) Beneficiaries may not sell the properties until a house has been built on the erf, a completion certificate has been issued by Engineering and Planning Services Department, and the owner has occupied the house for 10 years.

PURCHASE PRICE

It proposed that the erven in Extension 30, north of Swakopmund be sold at N\$150.00pm² as illustrated below in order to recover costs of installation:

Names of the beneficiaries	ERF NO	SIZE	PURCHASE PRICE
Mr Lasarus Simon	8237	332	N\$ 49 800.00
Ms Cecilia Ndinelao Johannes	8238	351	N\$ 52 650.00
Mr David Shipahu	8239	349	N\$ 52 350.00
Ms Johanna Kambanza	8240	347	N\$ 52 050.00
Mr Licious Turimuani	8241	361	N\$ 54 150.00

The names of the beneficiaries with disabilities and identity documents and medical report are attached as follows:

NAMES OF THE BENEFICIARIES

1. **Annexure "C"** Mr. Lasarus Simon
2. **Annexure "D"** Ms. Cecilia Ndinelao Johannes
3. **Annexure "E"** Mr. David Shipahu
4. **Annexure "F"** Ms Johanna Kambanzera (Child is disabled)
5. **Annexure "G"** Mr. Licious Turimuani

The 5 people must comply with the criteria as approved by Council on **26 January 2023**, item 11.1.16 as follows:

6. PROPOSAL

It is proposed that Council approves the sale of erven: 8237, 8238, 8239, 8240 and 8241 identified in Ext. 30 to the Swakopmund Constituency Development Committee at the development cost of N\$150.00 / m² in terms of the Development Cost for the installation of services. It is further suggested that the rest of vacant erven be sold to residents in DRC Proper who occupy erven zoned General Business.

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

RECOMMENDED:

- (a) That Council takes note of the decision by the Swakopmund Constituency Office to purchase 5 erven on behalf of 5 physically challenged people.
- (b) That Council approves the sale of 5 residential erven in Extension 30, north of Swakopmund to the Swakopmund

Constituency on behalf of the 5 physically challenged people for the purpose to donate same to them, on condition that the 5 people comply with the criteria below:

- (c) That Council sells the 5 erven below to Mr Lasarus Simon, Ms Cecilia Ndinelao, Mr David Shipahu, Ms Johanna Kambanzeru and Mr Licious Turimuani for the account of Swakopmund Constituency Office.
- (d) That the purchase price be N\$150.00 per m²:

<i>Names of the beneficiaries</i>	<i>ERF NO</i>	<i>SIZE</i>	<i>PURCHASE PRICE</i>
<i>Mr Lasarus Simon</i>	<i>8237</i>	<i>332</i>	<i>N\$49 800.00</i>
<i>Ms Cecilia Ndinelao Johannes</i>	<i>8238</i>	<i>351</i>	<i>N\$52 650.00</i>
<i>Mr David Shipahu</i>	<i>8239</i>	<i>349</i>	<i>N\$52 350.00</i>
<i>Ms Johanna Kambanza</i>	<i>8240</i>	<i>347</i>	<i>N\$52 050.00</i>
<i>Mr Licious Turimuani</i>	<i>8241</i>	<i>361</i>	<i>N\$54 150.00</i>

- (e) That all related costs (transfer cost, bond cost, etc) be for the account of the Swakopmund Constituency.
- (f) That the following standard conditions of sale be applicable:
- (i) *That the proposed sale be published in terms of section 63 of the Local Authorities Act, Act 23 of 1992, as amended and subsequent thereto approval be requested from the Ministry of Urban and Rural Development.*
 - (ii) *That all costs for the sale be for the account of the purchaser, such as (but not limited to) the cost for the compilation of the deed of sale and transfer registration.*
 - (iii) *That the period to secure the purchase price by the Swakopmund Constituency be 90 days from date ministerial approval is granted.*
 - (iv) *The property must either be paid in cash or secured by bank guarantee within the 3 month period. If not paid in cash and no bank guarantee is in place at expiry of the period, the transaction be cancelled.*
 - (v) *If a bank guarantee is in place, but the property is not transferred within the 3 month period, penalty interest accrues as from the date of offer until date of transfer.*
 - (vi) *The beneficiaries may not sell their properties within 10 years after transfer. If a beneficiary decides to sell the erf, it must first be offered to Council.*
 - (vii) *Beneficiaries may not sell the properties until a house has been built on the erf, a completion certificate has been issued by Engineering and Planning Services Department, and the owner has occupied the house for 10 years.*
-

ANNEXURE "A"

16/11/21/14



Erongo Regional Council Swakopmund Constituency

Tel: 064-463799
Fax: 064-403561

P/Bag 5028
Swakopmund

Enquiries: Mr. V. Maswahu

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



Dear Mr. A Benjamin

RE: APPLICATION TO PURCHASE FIVE (5) RESIDENTIAL PLOTS FOR LOW COST HOUSING

1. The Swakopmund Constituency Development Committee through the Office of the Regional Councillor Hon. Louisa Kativa, hereby apply to Council to purchase five (5) residential plots for low cost housing in Swakopmund for physical challenged people.
2. The above mentioned plots will be developed and utilized to build five (5) low cost houses for the physical challenged people in Swakopmund Constituency.
3. We therefore would like to request Council to consider the following aspect:

- That this is the first initiative from Swakopmund Constituency Development Committee to request Council to purchase residential plots for the physical challenged people in Swakopmund.
4. Furthermore, we are aware of challenges Swakopmund Municipality is facing in the delivery of land and housing. It's against this background that Swakopmund Constituency Office if allocated five residential plots we will deliver housing to the physical challenged people.

Your assistance in this regard will be highly appreciated.

Yours sincerely,

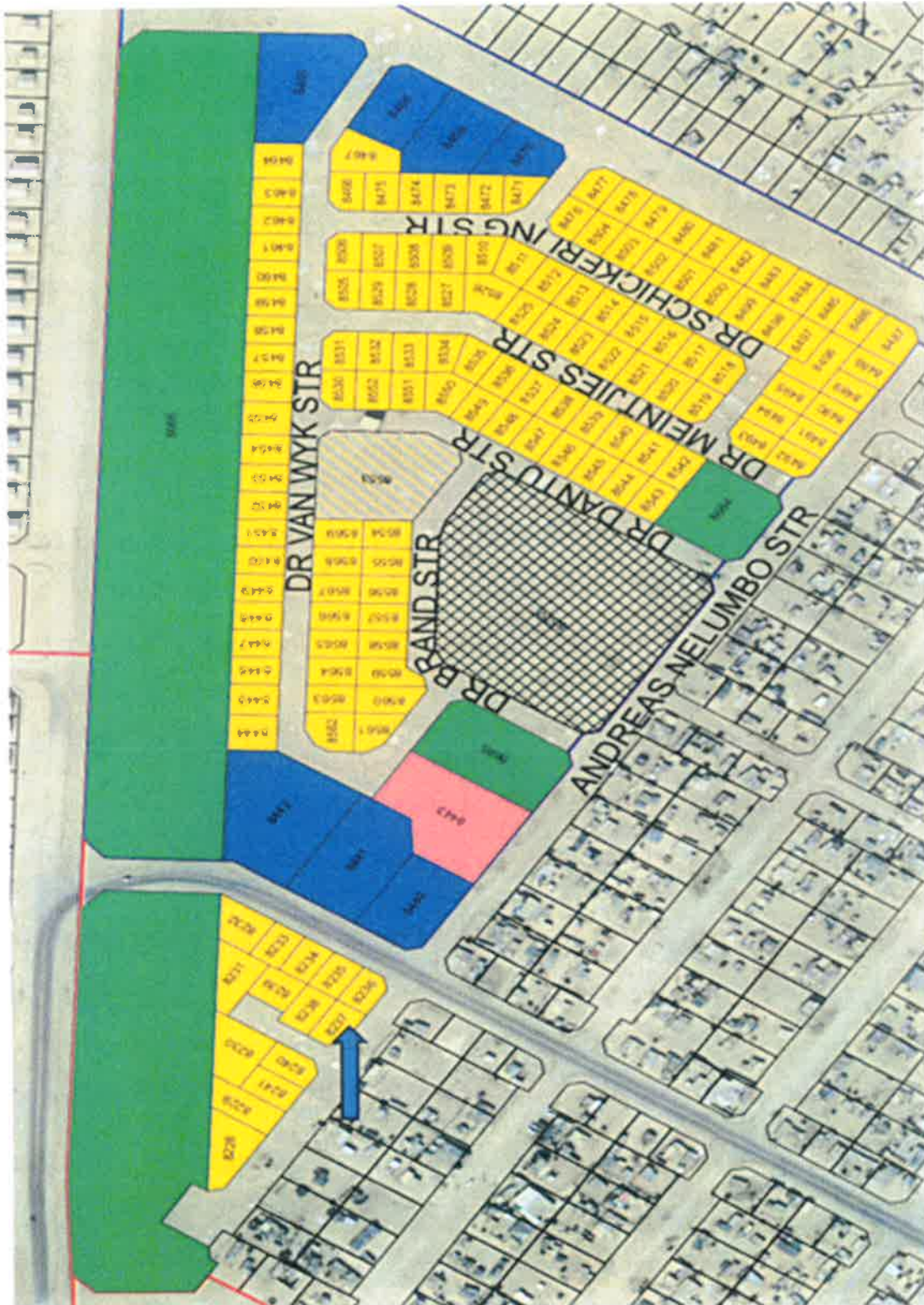
.....

HON. LOUISA KATIVA

REGIONAL COUNCILLOR & CHAIRPERSON OF CDC



ANNEXURE "B"





REPUBLIC OF NAMIBIA

0039

MINISTRY OF POVERTY ERADICATION AND SOCIAL WELFARE

Enquiries: MARTINA

Directorate Social Welfare

Tel: 064-429714
Fax: 064-463679

P.O. BOX 1143

**SWAKOPMUND
APPROVAL LETTER
OFFICE OF THE PERMANENT SECRETARY**

Mrs/Ms/Mr ...LAZARUS SIMON.....

ID: ...64042000266.....

SIR/MADAM

Your application for Old age/Disability grant dated05/02/1997... bears reference.

The above pension has been granted/restored with effect from01/04/1997.....

and the first payment will consist of an amount of N\$ 1400.00.....

Before payment will be effected, it is required that the beneficiary register with the private contractor.....
..... for the payments of pensions. Collect your pension card
after registration at respective offices.

Please visit the office 3 months before expiry date to avoid your disability grant from being suspended.

Your expiring date for disability grant isPERMANENT.....

The above amount will be
1. Paid into account ofLAZARUS SIMON.....No:.....N/A.....

at the ...STD BANK.....branch ofSWAKOPMUND.....

2. Paid to you by the Post Office at

3. Paid to you in cash by the Private Contractor.....

at(paypoint name).....

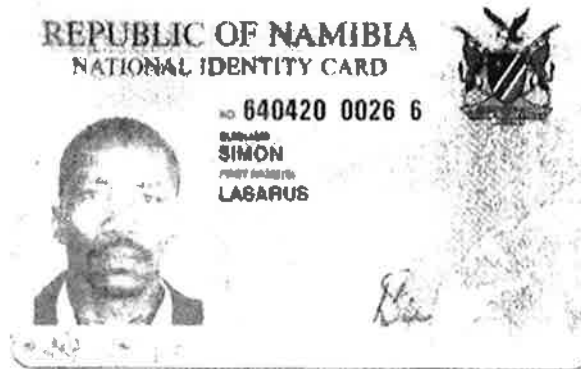
Yours faithfully

EXECUTIVE DIRECTOR
MINISTRY OF GENDER EQUALITY, POVERTY ERADICATION AND SOCIAL WELFARE

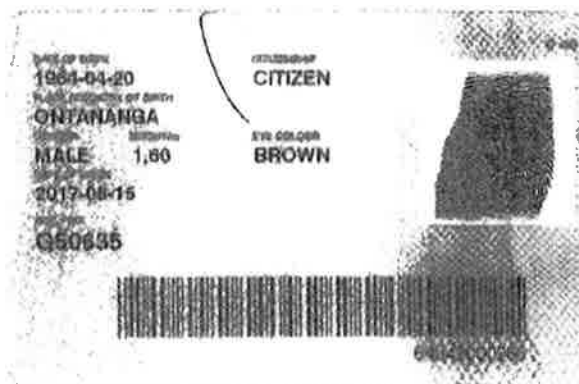
COMPILED BY: NAME: ...MARTINA...SIGNATURE.....

Ministry of Gender Equality, Poverty Eradication and Social Welfare
Directorate Social Welfare
21 AUG 2023
P.O. Box 1143 Swakopmund

All official correspondence must be addressed to the Permanent Secretary



Simon Pius Lasarus





REPUBLIC OF NAMIBIA

0039

MINISTRY OF POVERTY ERADICATION AND SOCIAL WELFARE

Enquiries: MARTINA

Directorate Social Welfare

Tel. 064-429714
Fax: 064-463679

P.O.BOX 1143

SWAKOPMUND
APPROVAL LETTER
OFFICE OF THE PERMANENT SECRETARY

Mrs/Ms/Mr ...CECILIA N. JOHANNES.....

ID: ...95112300078.....

SIR/MADAM

Your application for Old age/Disability grant dated01/05/2015... bears reference

The above pension has been granted/restored with effect from06/08/2015.....

and the first payment will consist of an amount of N\$ 1400-00.....

Before payment will be effected, it is required that the beneficiary register with the private contractor,

..... for the payments of pensions. Collect your pension card after registration at respective offices.

Please visit the office 3 months before expiry date to avoid your disability grant from being suspended.

Your expiring date for disability grant isPERMANENT.....

The above amount will be:

1. Paid into account of CECILIA N. JOHANNES No. N/A.....

at the NAMSA branch of MONDESA.....

2. Paid to you by the Post Office at

3. Paid to you in cash by the Private Contractor.....

at (paypoint name)

Yours faithfully

EXECUTIVE DIRECTOR

MINISTRY OF GENDER EQUALITY, POVERTY ERADICATION AND SOCIAL WELFARE

COMPILED BY: NAME: ...MARTINA... SIGNATURE:

Ministry of Gender Equality and Social Welfare
Erasmusburg
Directorate of Social Welfare
24 AUG 2023
P.O. Box 1143
ERASMUSBURG REGION



All official correspondence must be addressed to the Permanent Secretary

REPUBLIC OF NAMIBIA
NATIONAL IDENTITY CARD

951123 0007 8

JOHANNES
CECILIA NDINELAO

C. N. Johannes

[Handwritten signature]

DATE OF BIRTH
1995-11-23

PLACE (COUNTRY OF BIRTH)
SWAKOPMUND

GENDER
FEMALE

HEIGHT
1,55

DATE OF ISSUE
2012-07-02

APPL. NO.
W46591

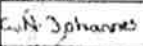
CITIZENSHIP
CITIZEN


EYE COLOUR
BROWN



95112300078


Republic of Namibia
 Electoral Commission of Namibia
 Voter Card

Surname:	Johannes	Gender:	Female
Name:	Cecilia Ndinetso	Signature:	
ID No:	95112300078		
Region:	Erongo		
Constituency:	Swakopmund		
Local Authority:	Swakopmund	VRN:	14015042252
Date of Registration:	2014/02/10		Original



Handwritten signature: C. Ndinetso

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 Electoral Commission of Namibia
 Electoral House
 67-71 Van Rijn Street
 Windhoek North
 Private Bag 13352
 WINDHOEK
 NAMIBIA



REPUBLIC OF NAMIBIA

0039

MINISTRY OF POVERTY ERADICATION AND SOCIAL WELFARE

Enquiries: MARTINA

Directorate Social Welfare

Tel: 064-429714

P.O.BOX 1143

Fax: 064-463679

SWAKOPMUND
APPROVAL LETTER
OFFICE OF THE PERMANENT SECRETARY

Mrs/Ms/Mr ...DAVID SHIPAHU

ID: ... 89090900039

SIR/MADAM

Your application for Old age/Disability grant dated ...01/08/2009...bears reference.

The above pension has been granted/restored with effect from ...10/12/2009...

and the first payment will consist of an amount of N\$ 1400.00

Before payment will be effected, it is required that the beneficiary register with the private contractor,

for the payments of pensions. Collect your pension card after registration at respective offices.

Please visit the office 3 months before expiry date to avoid your disability grant from being suspended

Your expiring date for disability grant is ...PERMANENT...

The above amount will be:

1. Paid into account of ...DAVID SHIPAHU...No: ...N/A...

at the ...NAMSA...branch of ...SWAKOPMUND...

2. Paid to you by the Post Office at

3. Paid to you in cash by the Private Contractor,

at(paypoint name)

Yours faithfully

EXECUTIVE DIRECTOR
MINISTRY OF GENDER EQUALITY, POVERTY ERADICATION AND SOCIAL WELFARE

COMPILED BY: NAME: ...MARTINA...SIGNATURE: ...

Ministry of Gender Equality, Poverty
Eradiation and Social Welfare
Directorate Social Protection

23 AUG 2023

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REPUBLIC OF NAMIBIA
NATIONAL IDENTITY CARD

890909 0003 9



SHIPANU
DAVID

David Shipanu

DATE OF BIRTH
1989-09-09
PLACE OF BIRTH
OHAKADU
GENDER
MALE
DATE OF ISSUE
2006-02-09

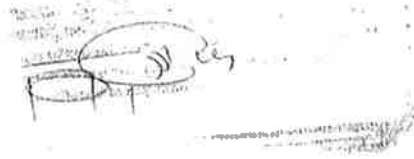
CITIZEN
BROWN



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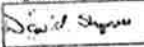


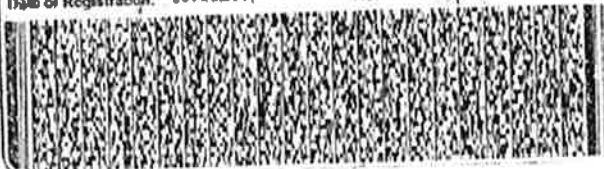
89090900039



Republic of Namibia
Electoral Commission of Namibia
Voter Card

Surname: Shigahur
Name: David
ID No: 8000000000
Region: Erongo
Constituency: Swakopmund
Local Authority: Swakopmund
Date of Registration: 2014/02/01

Gender: Male
Signature: 
VRN: 14015041170
Original




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NAMIBIA

ANNEXURE "F"



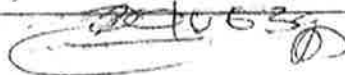
Republic of Namibia
Electoral Commission of Namibia
Voter Card

Surname	KWABE, H.S.	Gender	Male
Name	Kwabekwa	Signature	
ID No.	8455		
Region	Erongo		
Constituency	Swakopmund		
Local Authority	Swakopmund		
Date of Registration	01/01/2013	Expiry Date	01/01/2018

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WINDHOEK
NAMIBIA



A 175

FULL BIRTH CERTIFICATE

FOR MINISTRY OF HOME AFFAIRS AND IMMIGRATION
SWAKOPMUND HOSPITAL
Proprietor: Gert P. P. P. P.



0097

REPUBLIC OF NAMIBIA
MINISTRY OF HEALTH AND SOCIAL SERVICES

(To be returned to Ministry of Poverty Eradication and Social Welfare)

MEDICAL REPORT FOR DISABILITY GRANT

NOTE: This report must be completed and signed only by a District Surgeon or Government Medical Officer.

PERSONAL PARTICULARS OF APPLICANT

SURNAME	Janjies	DATE OF BIRTH	2013-03-31	MALE	<input checked="" type="checkbox"/>	FEMALE	<input type="checkbox"/>
FIRST NAMES	Sanchez AZ	IDENTITY NUMBER	2013-0231	CONTACT NUMBER	0817238245		

HIGHEST EDUCATIONAL QUALIFICATIONS

Primary school (7 years)

PREVIOUS WORK	NATURE OF DUTIES	FROM	TO
N/A			

Precise and clear wording is necessary. Terms such as "may", "might", "probable" etc. should be avoided.

MEDICAL REPORT

Give the salient features of the history of the disability as elicited from the person being examined.

→ CHILD WITH DEVELOPMENTAL DELAYS
DUE TO CEREBRAL PALSY
→ UNABLE TO SPEAK, UNDERSTANDS SOME
COMMANDS ONLY.

Name of doctor: Dr. Johannes J. J. J.

Signature of doctor: [Signature]



MEDICAL EXAMINATION

DMS

1. Are there any signs of disease? Indicate with a cross.

(a) Cardio-vascular system	Yes	No <input checked="" type="checkbox"/>	(i) Respiratory system	Yes	No <input checked="" type="checkbox"/>
(c) Alimentary system	Yes	No <input checked="" type="checkbox"/>	(ii) Urinary system	Yes	No <input checked="" type="checkbox"/>
(e) Nervous system	Yes <input checked="" type="checkbox"/>	No	(f) Muscle-skeleton system	Yes	No <input checked="" type="checkbox"/>
(g) Mental Health	Yes <input checked="" type="checkbox"/>	No	(h) Other system	Yes	No <input checked="" type="checkbox"/>
(j) Results of any laboratory or other special investigations which the examining medical officer considered necessary in respect of the eyes, blood, urine, sputum, etc.			Yes	No <input checked="" type="checkbox"/>	

If a cross appears under "Yes" furnish FULL DETAILS there.

PATIENT WITH CEREBRAL PALSY, CAUSING
DEVELOPMENTAL DELAY; BEHAVIOURAL CHANGES
POOR SOCIAL SKILLS. CT-BRAIN ATROPHY

2. Indicate in precise terms the nature of the FUNCTIONAL DISABILITY found to exist.
(Please note that a clinical/pathological diagnosis such as hypertension or diabetes mellitus does not necessarily imply significant functional disability)

CEREBRAL PALSY - MOTOR + MENTAL
DISABILITY; UNABLE TO ADAPT TO
SOCIAL AND INDUSTRIAL REQUIREMENTS

3. Opinion as to the cause of the disease, injury or disability

4. Opinion as to present disability

- (a) Is the present disability (indicate with and "X")
(b) If temporary, state duration
(c) Percentage disability

Temporary	Permanent
	<input checked="" type="checkbox"/>
	50%

5. Will the disability increase or decrease?

CONSTANT

Opinion as to whether any appliance/operation/treatment, and/or extended leave would render the person fit for efficient discharge of his/her duties

NO! PERMANENT DISABILITY

7. Patient's work capacity (Indicate with an X)

(a) Functioning of patient:

Mobility

Conduct own affairs

Personal care

	Normal	Abnormal
Mobility		✓
Conduct own affairs		✓
Personal care		✓

If a cross appears under "abnormal" furnish particulars

CP CHILD WITH UNSTEADY GAIT WHEN WALKING
UNABLE TO SELF CARE / CONDUCT AFFAIRS.

(b) Job motivation:

(c) Working habits:

(d) Physical capacity with respect to work:

	Yes	No		Yes	No
Work while seated		✓	Working requiring		
Work while standing		✓	course co-ordination		✓
Work while moving		✓	Work requiring fine skills		✓
Work requiring balance		✓	Work requiring handgrips		✓
Work requiring climbing		✓	Work involving usual		✓
Physical endurance		✓	posture		✓

If a cross appears under "no" furnish particulars.

CP CHILD, GROSS MOTOR + MENTAL DISABILITY

(e) Psychological ability with respect to work:

	Yes	No		Yes	No
Ability to follow instructions		✓	Work that is monotonous		✓
Ability to concentrate		✓	Can deal with criticism		✓
Ability to work under pressure		✓	Work requiring social		✓
Work requiring communication		✓	appearance		✓

If a cross appears under "no" furnish particulars.

GROSS MOTOR + MENTAL DISABILITY

(f) Speed of production:

8. If person concerned is not totally unfit for work, state whether he/she is fit for:

0037

Open Labour Market	Sheltered Employ	Settlement Schemes	Light Work

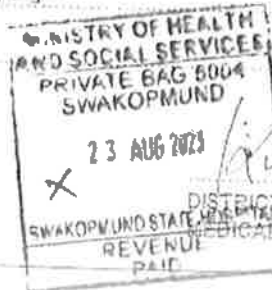
9. Are you of the opinion that the applicant owing to physical or mental disability is unfit to obtain from any service, employment or profession, the means needed to enable him/her to provide adequately for his/her maintenance?

Yes	No
X	

10. Opinion as to whether the disability will affect the normal life expectancy.

NO. YES

23/08/23
DATE



FOR THE USE OF THE MINISTRY OF HEALTH AND SOCIAL SERVICES ONLY

CLASSIFICATION OF DISABILITY

DISABILITY PENSION: RECOMMENDED ☐ DISAPPROVED ☐

TIME PERIOD: TEMPORARY ☐ DURATION..... PERMANENT ☐

DATE:

PERMANENT SECRETARY
MINISTRY OF HEALTH AND
SOCIAL SERVICES

*Completed by Min. of Labour and Social Welfare Officials

Name of applicant:

Identity number of applicant:



REPUBLIC OF NAMIBIA

Ministry of Health and Social Services

Windhoek Central Hospital
Audiology Department
Ear Nose and Throat Department

11 September 2023

To Whom It May Concern

Dear Sir/Madam

RE: Helus Turlmuanl Tjiunde

This letter serves to confirm that the above mentioned patient was seen on 11 September 2023. A full audiological assessment revealed a bilateral symmetrical flat profound sensorineural loss. The patient is a long standing patient of the Audiology department who was diagnosed when he was a child. He attended NISE School for the Deaf as a child and communicates using sign language.

Could you assist him in approving his application for land as he has a permanent hearing loss.

Please contact me for any further clarification.

Yours Faithfully

Faith Muchongwe
Faith Muchongwe
Audiologist-Windhoek Central Hospital
Bachelor of Audiology (University of Cape Town, SA)
Tel: (061) 2033145

Ministry of Health and
Social Services

11 SEP 2023

ADMISSION
Windhoek Central Hospital

"Health for All"

11.1.46 **SWAKOPMUND JETTY - LEASE AGREEMENT AND CONDITION ASSESSMENT**
(C/M 2023/10/26 - 16/2/10/1)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 10.13 page 109 refers.

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

1. Purpose

The purpose of the submission is to provide feedback to the Management Committee on a condition assessment that was conducted on the Swakopmund Jetty. Will also provide information on the lease agreement between Council and Messrs Rocket Investment cc and possible proposals on the way forward with regard to the preservation of the Swakopmund Jetty.

2. History

The construction of the original Jetty commenced on **25 October 1904** and through meeting the construction deadline the Jetty was commissioned on **25 April 1905**. The Jetty was mainly constructed out of wood and was 275m long and 9 m wide. The Jetty was constructed for the purpose of off-loading the boats and rafts of their cargo. In 1907 the wooden jetty was extended by 50m and widened by an additional 5m, to accommodate bulkier cargo more efficiently.

With several years into operation, the Jetty started to experience some problems, namely on the foundations and the submerged wooden beams. In 1912, a decision was made to construct a 640m long iron jetty, south of the wooden jetty, but only 262m was completed at the outbreak of the World War I.

In 1983, the Jetty was considered unsafe as it required considerable repair to the steel pillars. Some repairs were done but due to finances not all the steel pillars were attended too.

In 2005, repairs and renovations commenced on the Jetty and by October 2006 the works was completed and the Jetty opened for the public.

3. Council Decisions

After the commencement of the repairs on the Jetty in 2005, Council had several discussions regarding the Jetty's future. Considering that the Jetty is a valuable landmark for the town, the Council did not want to end in a similar situation as that of 1983.

Below are two pinnacle decisions that created the current situation of the Jetty, they are,

1. **31 May 2006, item 11.1.7 [Responsibility for The Jetty],**

That Council calls for offers for taking care of the Jetty in return for operating for example an Oyster Bar from the front of the Jetty.

2. **31 May 2007, item 11.1.1 [Renovation and Development of the Swakopmund Jetty - The Lighthouse Group],**

- (a) *That the request from the Lighthouse Group to utilize the old portion of the Jetty and the erection of a Bar/Restaurant on the most seaward section thereof be approved.*
- (b) *That the development plan as submitted by the Lighthouse Group on 26 October 2006 and approved by Council on 30 November 2006 be adapted to incorporate the proposed changes.*
- (c) *That the renovation of the old portion of the Jetty including the additional stabilizing cross bracing and selective strengthening of structural elements as per the report from Messrs Bicon Consulting Engineers be the responsibility of the developers and be for their account.*
- (d) *That the strengthening of or any changes to the supporting structure of the newly renovated portion of the Jetty as pointed out by Messrs Bicon Consulting Engineers in order to accommodate the 5-line shops to be erected be the responsibility of the developers and be for their account.*
- (e) *That Council be indemnified by Messrs Lighthouse Group in full against any and all damages, losses or claims resulting from the renovation and utilization / development of the Jetty as a whole.*
- (f) *That the applicants be responsible for providing 24 hour security services at the jetty at their own cost.*
- (g) *That any structures erected have to be of light construction, be removable and be approved by the Department of Engineering Services.*
- (h) *That the developers at their cost perform annual underwater as well as above water surveys to monitor the condition of the Jetty as a whole, with report back to Council.*
- (i) *That the applicants be responsible for the maintenance and upkeep of the whole Jetty at their own cost.*
- (j) *That any future changes in terms of the development plan for the utilization of or upgrading of the Jetty only be effected with Council's approval.*
- (k) *That the terms of lease be determined by Council.*
- (l) *That the lease be advertised in terms of Section 63 (2) of the Local Authorities Act, Act 23 of 1992 as amended.*
- (m) *That the aspect of the improvements erected under the development plan, should the lease of the Jetty lapse, be addressed in the lease agreement.*

Based on the decision of 31 May 2007, Council proceeded to develop a lease agreement for the Jetty.

4. **Lease Agreement**

On the 24 March 2009, Council entered into a lease agreement ("agreement") with Messrs Rocket Investment cc ("lessee"), with Mr Quinton Liebenberg as the representative on this agreement, being the sole member of Rocket Investment cc. The lessee's intention was to establish and operate a bar and restaurant,

museum, and small shops/kiosks on the Jetty and all these facilities will be for the cost of the lessee.

The Lessee proceeded to extend the jetty to the seaward side to construct the bar and restaurant with a lookout deck on top of this facility, constructed a new toilet facility on the landward side of the Jetty, which is for public use, as well as constructed a small kiosk at the entrance of the Jetty which is being rented out for commercial activity.

The agreement is subject to a 25-year lease period with the option to renew upon written request from the lessee at least 6 months before expiration date of the agreement and currently the agreement is set to lapse in April 2034.

The Jetty is being leased at a monthly rental fee of N\$ 10 (excluding VAT) with a 10% escalation annually on the anniversary of the commencement date of the agreement.

The agreement sets several conditions which the lessee has to honour, which is recorded under clause 5 of the agreement (**Annexure A**). However, there is one condition which is considered critical to the agreement, namely sub-clause 5.10 which states:

Without derogating from the generality of the provisions of clause 5.7 supra, the LESSEE shall be obliged, at annual intervals and whenever the need arises, to perform under— as well as above water surveys of the support structure of the Jetty, and to submit the findings of the surveys to the LESSOR.

The compliance of the lessee to the above sub-clause will be explained below.

5. Compliance by Lessee to sub-clause 5.10

Sub-clause 5.10, requires that the lessee conducts on an annual basis or when required survey of the Jetty's support structures, both under and above the water line. Unfortunately to date the lessee has not comply with this sub-clause, for the reason stated below;

- *The consultant, Bicon Namibia Consulting Engineers & Project Managers (Pty) Ltd, that conducted the initial engineering report is no longer in the position to perform this specialised service due to change in management and loss of key personnel.*
- *The operations of the bar and restaurant does not generate the funds to also cover the cost for a required survey. Cost of such a survey will range between N\$350 000.00 - N\$500 000.00.*
- *Covid affected the operations of the bar and restaurant to be closed for at least 2 years.*

Besides not complying to sub-clause 5.10, the lessee has been keeping with the other conditions under clause 5, which relates to repair of broken planks, keeping the Jetty clean and the maintenance of the public ablution facility.

In the absence of an up-to-date survey of the support structures of the Jetty, the Engineering and Planning Services department would conduct periodic inspections of the wooden components

of the Jetty and if there are parts or sections that require attention the lessee would be notified.

A recent assessment was conducted and will be explained below.

6. Condition Assessment

In September 2023, a visual assessment was conducted on the condition of the wooden sections or parts of the Jetty and the following was observed:

- *The first portion where the café is located is in a general poor condition. All the timbers are close to the end of life. The hand railings are loose with many cracked and or broken planks.*
- *The first 50-70 meter section of the Jetty, where the majority of the waves break and produce sea spray is in a very poor condition. The hand railings are rotten in this section and mostly loose but not broken, however not stable.*
- *Towards the end on the Jetty, the small bridge crossing from the concrete portion to the steel portion is in a good condition with no obvious issues. Rust is mainly an issue, but it will still be a while until it has problem.*
- *The floor planks at the end of the Jetty (new section), seem to be of another type of wood. These planks are not suffering from rot as much as the start of the Jetty. It was observed that this kind of wood have lots of defects such as cracks and missing planks.*
- *It was observed that a lot of the cracks and broken planks seem to be caused by the cart/trolley used by the restaurant when they are transporting their goods.*
- *Some of the gaps in the planks are very wide. This is likely due to the planks being replaced by old scrap planks not of the same size.*
- *The fasteners and brackets for all the planks, handrailing and bridge structures need further individual inspection and service.*
- *The café building in the front is in a poor condition with water coming through the floor when the waves are high. Further inspection of it's supports are required.*
- *The concrete superstructure for the first half of the jetty looks mostly good. Some of the first few columns are however showing cracks and spalling. This will have to receive some attention soon as it may cause the cross beams that are supported by thickenings on the columns to break off, causing serious structural issues.*
- *One of the support buttresses, that was added during the renovation of 2005/2006, seem to have broken. The steel structure will have to be inspected, tested, analysed and maintenance/upgrades specified by a specialist.*

Photos of the inspection is attached under **Annexure B**.

7. Proposal

From the visual inspection that was conducted by the Engineering and Planning Services department, it was found that in general the Jetty requires much needed attention, and the following actions needs to be taken:

- *to replace the affected floor planks as well as hand railings.*
- *conduct a survey of the supporting structures of the Jetty.*

With the above actions, it needs to be mentioned that Council might have to contribute a majority of the funds needed to repair/upgrade the Jetty, but will mean that the agreement between Council and the lessee will need to be amended, especially looking at the requirement of clause 4, which deals with the rental fee, and sub-clause 5.10, that deals with the support structure survey.

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

RECOMMENDED:

- (a) That Council takes note of the visual assessment on the condition of the Jetty that has been reported.
 - (b) That the Lessee be notified of the breach of contract and be requested to submit a remedial action plan within 21 days.
 - (c) That Failure by the lessee to comply with point (b) above , the lessor or Council is obliged to activate the breach of contract clause.
 - (d) That the General Manager: Engineering Services and Planning obtain legal opinion on the client breach of contract clause.
-

THE CONDITION OF THE JETTY:**ANNEXURE A**

5.1 The parties enter into this lease on the following bases and understandings:

- 5.1.1 The LESSOR gives no guarantees and makes no representations regarding the suitability of the Jetty for the purposes and utilization thereof as intended by the LESSEE, nor as to the structural stability and integrity of the Jetty.
- 5.1.2 The remedial work to the landward section of the Jetty during 1984 and 2005, was designed, only, to carry pedestrians and anglers, and to accommodate a lightweight kiosk and people on the platform between piers 16 and 17 with a combined loading of 5 KN/m². Falling within the wave breaking zone, the landward section is unable to carry large additional loads without an extensive strengthening of the supporting structure.
- 5.1.3 The seaward section of the Jetty has undergone no remedial work or renovation since 1984. Based on an underwater column survey of the Jetty's column pairs 18 to 33, and the results of a beam load test, as well as the fact that the seaward section of the Jetty falls outside the wave breaking zone, the opinion was expressed - in the Engineer's Report -, that development at the most seaward point of the Jetty can nonetheless be safely accommodated provided that additional stabilizing cross bracing and selective strengthening of the support structure of the seaward section is being carried out.

STRENGTHENING OR STABILISING THE SUPPORT STRUCTURE OF THE JETTY:

5.2 It shall be the obligation of the LESSEE to carry out the strengthening and/or stabilizing of the support structure of the land — and seaward sections of the Jetty as recommended in the Engineer's Report, -

5.2.1 at the LESSEE'S own cost, risk and expense,

5.2.2 in accordance with prior by the LESSOR approved drawings and/or designs prepared by Bicon,

within 24 months of the signature date.

5.3 The LESSOR shall be entitled to refuse to entertain any application for the approval of building plans pertaining to the erection of the structures depicted on the Plans (in this clause referred to as "the works"), unless and until the strengthening of the seaward and landward sections of the Jetty as envisaged in 5.2 supra, has been carried out to the satisfaction of Bicon; alternatively, if common sense dictates that the strengthening and building processes be undertaken simultaneously, then the LESSOR shall be entitled and obliged to decline the issuing of a completion certificate in respect of the works unless and until the strengthening of the support structure of the Jetty has been carried out to the satisfaction of Bicon

DEVELOPMENT ON THE JETTY:

5.4 The LESSEE shall be entitled and obliged to improve the Jetty by the erection and/or construction and completion thereon or thereto of the structures more fully depicted in the Plans, comprising, inter alia —

5.4.1 a security booth and a museum on the landward section of the Jetty, and

5.4.2 a bar, restaurant and viewing decks and 10 line shops on the seaward section of the Jetty,

within 48 months of the signature date.

5.5 The LESSEE shall be obliged to provide for adequate ablution facilities on the Jetty, catering not only for its patrons but also for the public at large.

56 All and any structures to be erected or affixed on or to the Jetty

(whether those envisaged in clauses 5.4 and 5.5 supra or any other future structures), shall be constructed -

- 5.6.1 entirely at the LESSEE's cost, risk and expense;
- 5.6.2 in accordance with prior by the LESSOR approved building or construction plans (as the case may be);
- 5.6.3 and/or affixed in such manner as to render them easily removable;
- 5.6.4 of light material approved by the LESSOR,

and shall not be regarded as having been completed unless the LESSOR has issued a completion certificate under the hand of its Chief Executive Officer or a delegatee of his, certifying that the relevant structures have been constructed to the satisfaction of the LESSOR.

THE UPKEEP OF THE JETTY:

- 5.7 The upkeep and maintenance of the whole of the Jetty, inclusive of any improvements on or fixtures to the Jetty as well as the underlying support structures, shall be the responsibility of the LESSEE, who shall do so vigilantly, regularly and entirely at its own cost and expense.
- 5.8 The LESSEE's duty to maintain shall include the duty to keep the Jetty and all facilities thereon clear of litter and in a tidy and hygienic condition.
- 5.9 Any maintenance amounting to a major renovation of or major remedial work on the support structure of the Jetty or any section thereof, shall be depicted and specified in drawings prepared by a suitably qualified and registered engineer and shall be carried out -
 - 5.9.1 after the said drawings had been submitted to and approved by the LESSOR, and,
 - 5.9.2 under supervision of such engineer.

Whether any renovation or remedial work is "major" shall lie in the discretion of the LESSOR.

- 5.10 Without derogating from the generality of the provisions of clause 5.7 supra, the LESSEE shall be obliged, at annual intervals and whenever the need arises, to perform under— as well as above water surveys of the support structure of the Jetty, and to submit the findings of the surveys to the LESSOR.
- 5.11 In addition to any powers which the LESSOR may in any event have

under any legislation or under the common law, the LESSOR shall be entitled to close the Jetty and prohibit, alternatively, limit, access to the same or to any section of same if (and for so long as) the LESSOR has reason to believe that the Jetty or any portion thereof is unsafe or poses a danger to the public. Unless circumstances dictate otherwise, the LESSOR shall not be entitled to exercise its rights vesting in it by virtue of this clause unless –

- 5.11.1 it has notified the LESSEE of its intention to exercise its rights in terms of this clause and of the reasons therefore, and
- 5.11.2 it has called upon the LESSEE to remove the cause/s which render the Jetty or any portion thereof unsafe or dangerous for the public, and
- 5.11.3 the LESSEE has failed to render the Jetty or the relevant section thereof safe to the satisfaction of the LESSOR.

SECURITY AT AND ON THE JETTY:

- 5.12 The LESSEE shall be obliged to provide around the clock security at the Jetty to secure the safety of life and property of the public and to guard against the occurrence of hooliganism, vandalism and the commission of crimes.

ACCESS TO THE JETTY:

- 5.13 The LESSEE shall ensure access to the Jetty and the use of the Jetty by the public as a promenade from the entrance to the Jetty up to the tip of the seaward section of the Jetty, at such times and subject to such conditions and on payment of such charges, if any, as may from time to time be fixed consultation with the LESSOR.
- 5.14 The LESSEE shall allow the LESSOR and/or any authorized representative or appointee of the LESSOR free and unfettered access to the Jetty and any facility thereon at all reasonable times for purposes of inspection or investigation of any complaints lodged with the LESSOR.
- 5.15 The parties record that the existing municipal parking area situate at Erf 2809, Swakopmund, seaward of Molenweg between the Tug Restaurant and the premises of the National Sea Rescue Institute (and measuring approximately 2200m² (Two Thousand Two Hundred square metres), shall remain reserved for public parking and the LESSOR undertakes not to allocate it to any other development in the area or to utilize it for other purposes.





11.1.47 **SWAKOPMUND AGAINST ALCOHOL AND SUBSTANCE MISUSE**
(C/M 2023/10/26 - 17/3/7)

Ordinary Management Committee Meeting of 19 October 2023,
Addendum 10.14 page 119 refers.

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

BACKGROUND

The Swakopmund Municipal Council approved the establishment of the SAADA (Swakopmund Against Alcohol and Drug Abuse) initiative in October 2022, to actively combat alcohol and substance misuse in the beautiful town of Swakopmund. SAADA is spearheaded by a cross-functional working committee (CWC), that consists of internal employees, as well as identified stakeholders from various external organisations, that have a role to play, concerning awareness, treatment, and law enforcement, in combating alcohol and substance misuse.

Alcohol and Substance misuse, drug trafficking and related criminal activity, remains a serious threat for the socio-economic development of Swakopmund, and affect the lives of most residents of Swakopmund. Consequently, there is a need for Swakopmund leadership to pursue and promote an approach that combine elements such as viable and affordable treatment options for addicted residents, awareness campaigns to educate residents and learners on the dangers of alcohol and substance misuse, and law enforcement to break the cycle of drug trafficking and related crime.

Forging sound and effective partnerships and strategies require broad collaboration from central and local governments pooling their resources; such as education, health and law enforcement official sharing ideas and data, private sector, state-owned operational entities, and non-profit sectors building alliances, all in service of the common goal of combating alcohol and substance misuse. Alcohol and substance misuse affect all levels of society; therefore, everyone needs to be part of the solution.

DISCUSSION

1. *The primary focus of the CWC, thus far, has been focussing on branding, and thus, formulating the SAADA strategic- and action plan, a TOR for the CWC, and a logo, which will be crucial for awareness campaigns and stakeholder engagements.*
2. *Stakeholder identification and mapping remains a key milestone on the SAADA agenda, and that exercise was based on factors such as power to influence decisions, interest, active involvement, impact, mandate, and legitimacy.*
3. *The milestone has been reached, all major SAADA stakeholders were identified and engaged, and forms part of the core CWC.*
4. *To successfully operationalise the project of this nature requires substantial financial and other resources, and therefore hinges on support from key government departments, SOEs, mining houses, NGOs, and all sectors of the economy.*
5. *This missive seeks to find Management Committee approval for the CWC led by Councillor !Goraseb to travel to Windhoek during 16-18 October 2023 to meet with key stakeholders to solicit support for the SAADA cause.*
6. *Council funding is only required for the initial SAADA start-up phases since future funding requirements are based on donorships and grant funding from partner organisation.*

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

RECOMMENDED:

- (a) That Council approves the stakeholder engagement initiative.
- (b) That a suitable vote be identified for subsistence and travelling.