DOCUMENT 1

CITY OF WINDHOEK

✉ 59, Windhoek ☎ +264 61 2902911

NOTICE is hereby given of the monthly meeting of the

MUNICIPAL COUNCIL OF WINDHOEK

scheduled to be held on **Thursday, 27 February 2025 at 17:30**, postponed to be held on **Wednesday, 5 March 2025 at 17:30** in the new Council Chambers, Windhoek.

.....
CHIEF EXECUTIVE OFFICER

ENQUIRIES:	Ms M Garises/jr Ms T Edward	**REF:**	2025-03-05(2702).ca
TELEPHONE:	2902557/2902597	**DATE:**	2025-02-27

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[Municipal Council Agenda: 2025-03-05(02-27)]

1 **OPENING BY PRAYER**
(3/2/1)

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[Municipal Council Agenda: 2025-03-05(02-27)]

2 **OFFICIAL ANNOUNCEMENTS, STATEMENTS AND COMMUNICATIONS BY THE MAYOR - COUNCIL MEMBER NDESHIHAFELA LARANDJA**
(3/1/6/8)

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[Municipal Council Agenda: 2025-03-05(02-27)]

3 **APPLICATIONS FOR LEAVE OF ABSENCE**
(3/1/5/1)

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[Municipal Council Agenda: 2025-03-05(02-27)]

4 **DECLARATION OF INTEREST**
(3/1/5/1)

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[Municipal Council Agenda: 2025-03-05(02-27)

5 **CONFIRMATION OF MINUTES**
(3/2/1)

The minutes of the monthly meeting of the Municipal Council of Windhoek held on 30(21112024) January 2025 are submitted for confirmation.

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[Municipal Council Agenda: 2025-03-05(02-27)]

6 **PETITIONS**
(3/2/1)

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[Municipal Council Agenda: 2025-03-05(02-27)]

7 **MOTIONS**
(3/2/1)

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[Municipal Council Agenda: 2025-03-05(02-27)]

8 ANSWERS TO QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN
(3/1/6/3) (16/15/1)

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9 MINUTES OF MANAGEMENT COMMITTEE

[Municipal Council Agenda: 2025-03-05(02-27)]

9.1 APPROVAL OF MINUTES (MC 02/2025)

The minutes of the Management Committee meeting (MC 02/2025) held on 4 February 2025 was approved by the said Committee on 18 February 2025 and is submitted for notice, with recommendations being submitted to the Municipal Council of Windhoek per Items GOV.2, GOV.3, FNS.1, FNS.2, FNS.3, FNS.4 and FNS.5, which follow immediately hereunder for consideration.

It is

RECOMMENDED

That the minutes of the Management Committee meeting (MC 02/2025) held on 4 February 2025, be noted by its members, with recommendations submitted to the Municipal Council of Windhoek as per Items GOV.2, GOV.3, FNS.1, FNS.2, FNS.3, FNS.4 and FNS.5.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.1.1 GOV.2 [FCS] PROPOSED SCHEDULE TO REVIEW AND FINALISE THE CORPORATE SCORECARD AND THE PREPARATION OF THE STATEMENT OF ESTIMATED INCOME AND EXPENDITURE (BUDGET) FOR THE 2025/2026 FINANCIAL YEAR
(5/1)

The Municipal Council of Windhoek budgeting process

The budgeting process is critical to align the financial resources to the Strategic Plan to ensure effective implementation on the Operational (OPEX) and Capital (CAPEX) budget which is prepared with the guidelines from Ministry of Urban and Rural Development as well as to the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) under section 26(1)(c) which *inter alia* reads as follows:

26(1)(c) to prepare and compile for the approval of the local authority council the estimates and supplementary estimates of revenue and expenditure of the local authority council;

Proposed schedule

The following schedule for the finalisation of the Corporate Scorecard and Statement of Estimated Income and Expenditure for 2025/2026 Financial Year is being proposed for consideration by the Municipal Council of Windhoek.

Table 1: Corporate Scorecard and Estimated Income and Expenditure for the Municipal Council of Windhoek for the 2025/2026 Financial Year

Topic	Action	Due	Person responsible	Status
Budget	Submit budget timeline to the Strategic Executives Forum	23 January	Finance and Customer Services	Pending
Manpower	Manpower budget preparation commences	31 January	Human Resources - Human Capital and Corporate Services	Pending
Budget templates	Distribute budget templates to cost centre owners	31 January	Finance and Customer Service	Pending
Budget	Submit budget schedule to Management Committee	04 February	Finance and Customer Service	Pending
Budget	Management Committee to request Council Members and other stakeholders to submit projects for inclusion in the Budget	04 - 07 February	Finance and Customer Service	Pending
Operational and Capital budget	Completed cost centre templates to Financial Reporting	21 February	Financial Reporting	Pending
Capital and Operational Budget	Consolidate Operational (OPEX) and Capital (CAPEX) budgets	24 - 28 February	Financial Reporting	Pending
Manpower	Manpower costing complete	28 February	Human Capital and Corporate Services	Pending
Executive team retreat to review draft budget and corporate scorecard	Strategy Review and Budget proposal/s (Heads of Departments)	10 - 14 March	Strategy and Organisational Performance Management Unit (SPMU) and Strategic Executive: Finance and Customer Service	Pending.
Council Members and Executive Team retreat to review draft budget and corporate scorecard	Council Members' Strategy Review and Budget Workshop	07 - 11 April	Strategic Executive: Finance and Customer Services and Strategy and Organisational Performance Management Unit (SPMU) All Council Members, the Chief Executive Officer and all Heads of Departments	Pending.
Stakeholder engagement	Consultative Meeting with Khomas Regional Council (KRC)	To be determined based on availability	Council Members and Management	Pending

Topic	Action	Due	Person responsible	Status
Finalisation	Populate Corporate Scorecard 202520/26	29 April to 02 May	Strategy and Organisational Performance Management Unit (SPMU)	Pending
	Populate line Ministry Budget template		Strategic Executive: Finance and Customer Service.	
Finalisation	Submission of draft Corporate Scorecard Budget 2025/26 to Strategic Executives Forum.	08 May	Strategic Executive: Finance and Customer Service.	Pending
Finalisation	Submission of draft Corporate Scorecard Budget 2025/26 to Special Management Committee	13 May	Chief Executive Officer	Pending
Finalisation	Submission of draft Corporate Scorecard and Budget 25/26 to Special Council	20/21 May	Chief Executive Officer	Pending.
Finalisation	Signing of Budget documents	27 - 30 May	Mayor	Pending
Finalisation	Submission of Budget recommendation to the Minister for approval	30 May (Note: Budget Circular not yet out. Tentative Date)	Chief Executive Officer	Pending
Cost centres and manpower	Upload of cost centres and manpower into E-Venus	May to June	Financial Reporting	Pending

It is important that adherence is given to the above schedules to ensure that there will be sufficient timelines to finalise before the start of the new financial year. of the Corporate Scorecard and Budget for the 2025/2026 Financial Year. The above schedule may need to be changed once we receive the Ministerial budget circular.

Management Committee

RECOMMENDED

1 That the following proposed process and due dates to compile and finalise the Corporate Scorecard and Statement of Estimated Income, Expenditure and Capital Expenditure for the 2025/2026 Financial Year, for the Municipal Council of Windhoek, be noted and approved:

Topic	Action	Due	Person responsible	Status
Budget	Submit budget timeline to the Strategic Executives Forum	23 January	Finance and Customer Services	Pending
Manpower	Manpower budget preparation commences	31 January	Human Resources - Human Capital and Corporate Services	Pending
Budget templates	Distribute budget templates to cost centre owners	31 January	Finance and Customer Service	Pending
Budget	Submit budget schedule to Management Committee	04 February	Finance and Customer Service	Pending

Topic	Action	Due	Person responsible	Status
Budget	Management Committee to request Council Members and other stakeholders to submit projects for inclusion in the Budget	04 - 07 February	Finance and Customer Service	Pending
Operational and Capital budget	Completed cost centre templates to Financial Reporting	21 February	Financial Reporting	Pending
Capital and Operational Budget	Consolidate Operational (OPEX) and Capital (CAPEX) budgets	24 - 28 February	Financial Reporting	Pending
Manpower	Manpower costing complete	28 February	Human Capital and Corporate Services	Pending
Executive team retreat to review draft budget and corporate scorecard	Strategy Review and Budget proposal/s (Heads of Departments)	10 - 14 March	Strategy and Organisational Performance Management Unit (SPMU) and Strategic Executive: Finance and Customer Service	Pending.
Council Members and Executive Team retreat to review draft budget and corporate scorecard	Council Members' Strategy Review and Budget Workshop	07 - 11 April	Strategic Executive: Finance and Customer Services and Strategy and Organisational Performance Management Unit (SPMU) All Council Members, the Chief Executive Officer and all Heads of Departments	Pending.
Stakeholder engagement	Consultative Meeting with Khomas Regional Council (KRC)	To be determined based on availability	Council Members and Management	Pending
Finalisation	Populate Corporate Scorecard 202520/26	29 April to 02 May	Strategy and Organisational Performance Management Unit (SPMU)	Pending
	Populate line Ministry Budget template		Strategic Executive: Finance and Customer Service.	
Finalisation	Submission of draft Corporate Scorecard Budget 2025/26 to Strategic Executives Forum.	08 May	Strategic Executive: Finance and Customer Service.	Pending
Finalisation	Submission of draft Corporate Scorecard Budget 2025/26 to Special Management Committee	13 May	Chief Executive Officer	Pending
Finalisation	Submission of draft Corporate Scorecard and Budget 25/26 to Special Council	20/21 May	Chief Executive Officer	Pending.
Finalisation	Signing of Budget documents	27 - 30 May	Mayor	Pending
Finalisation	Submission of Budget recommendation to the Minister for approval	30 May (Note: Budget Circular not yet out. Tentative Date)	Chief Executive Officer	Pending

Topic	Action	Due	Person responsible	Status
Cost centres and manpower	Upload of cost centres and manpower into E-Venus	May to June	Financial Reporting	Pending

2 That all stakeholders adhere to the set timelines.

3 That it be noted that the above schedule is subject to the Ministerial Budget Circular.

4 That the Chief Executive Officer be authorised to amend the schedule as the need may be, in consultation with the Council Members' schedule and Ministerial Budget Circular.

5 That the Chairperson of Management Committee, together with the Chief Executive Officer, put emphasis to the line Minister on the importance of timeous approval of Municipal Council of Windhoek's Budget being a Part 1 Municipality for effective implementation of Capital Projects.

6 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.1.2 GOV.3 [CEO] STAFF MATTER
(12/4)

This matter, submitted to the Council Members under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(i) the appointment, promotion, conditions of employment and discipline of any particular officer or employee of a local authority council;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.1.3 **FNS.1 [UTP] APPLICATION FOR THE SUBDIVISION OF ERVEN 578, 606, 626 AND 637, PROSPERITA EXTENSION 1 INTO PORTIONS A, B, C, D AND REMAINDERS RESPECTIVELY AND REZONING OF THE PROPOSED PORTIONS A, B, C AND D FROM 'INDUSTRIAL' TO 'MUNICIPAL'**
(L/578/Pros)

Application

An application was received from Plan Africa Consulting CC, on behalf of the Municipal Council of Windhoek for the following:

- Subdivision of Erven 578, 606, 626 and 637, Prosperita Extension 1 respectively into Portions A, B, C, D and Remainders; and

- Rezoning of proposed Portions A, B, C and D from 'industrial' to 'municipal' for the establishment of substations.

The Power of Attorney is signed by the Strategic Executive: Housing, Property Management and Human Settlement on behalf of the Municipal Council of Windhoek.

*** The full application, including the relevant correspondence/documentation is **attached as pages 1 - 49 to the agenda**.

No Credit Clearance is required as the erven are part of a newly established township and the erven belong to the Municipal Council of Windhoek.

Erven information

- Erf 578, Prosperita is zoned 'industrial' with a bulk of 1.0 and is ± 1 076 m² in extent;

- Erf 606, Prosperita is zoned 'industrial' with a bulk of 1.0 and is ± 527 m² in extent;

- Erf 626, Prosperita is zoned 'industrial' with a bulk of 1.0 and is ± 529 m² in extent; and

- Erf 637, Prosperita is zoned 'industrial' with a bulk of 1.0 and is ± 514 m² in extent.

The portions originate from Erf 573, Prosperita and are part of a Public Private Partnership (PPP) project which created Prosperita Extension 1.

Development intention

The intention is to subdivide Erven 578, 606, 626 and 637, Prosperita Extension 1 into Portions A, B, C, D and Remainders and rezone the subdivided portions for the establishment of electrical substations.

Advertisement

The public consultation process for the proposed development was completed as follows in line with the requirements of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) as well as the Municipal Council of Windhoek's Public Consultation Policy:

*** - The application was advertised in the Market Watch for the Republikein, Namib Sun and Allgemeine Zeitung newspapers on 16 and 23 August 2024, as per the advertisements, **attached as pages 50 - 51 to the agenda**;

*** - Notices, **attached as pages 52 - 53 to the agenda**, were placed on the Notice Board of the Municipal Council of Windhoek Customer Care Centre (CCC) as well as on-site;

*** - Neighbour consultation letters/forms, **attached as page 54 to the agenda**, were sent by certified mail to the neighbours/owners of Erven 331, 389 and 391, Prosperita; and

*** - A notice, **attached as pages 55 - 56 to the agenda**, was also published in Government Gazette No. 8438 of 13 September 2024.

Technical comments

The application was circulated for comments and the following can be reported:

Comments from the Strategic Executive: Urban and Transport Planning

- **Sustainable Development**

  There is no objection to the application taking in consideration that it is within the Policy applicable to the area. All necessary town planning and engineering processes and procedures are complied with by all relevant stakeholders.

- **Roads Planning and Traffic Flow**

  Erven 578, 606, 626, and 637 are part of a new extension without named internal streets. Indication is that the approved layout made no provision for the required substations and this application seeks to incorporate small substations next to these erven. The extension is located at the corner of Michelle Mclean and Cobalt Streets and Michelle Mclean and Platinum Streets. The proposed subdivision and rezoning will be not be generating any additional trips to the current roads network.

  There is no objection to the proposed subdivision of Erven 578, 606, 626 and 637, Prosperita Extension 1 into Portions A, B, C, D and Remainders for the establishment of substations.

  There is also no objection to the proposed rezoning of Portions A, B, C, and D from 'industrial' to 'municipal'.

- **Roads and Stormwater**

A stormwater investigation was done, and the following is reported:

Erf R/578 and Portion A

- The proposed Erf R/578 and the Portion A of Erf 578 have a general downward slope from the south east into a north westerly direction; and

- There is a stormwater course flowing from the south east, flowing directly across the central part of the proposed Portion A and then across the eastern part of the proposed Remainder of Erf 578, flowing into a northerly direction.

There is no objection to the proposed subdivision of Erf 578, Prosperita Extension 1 into Portion A and the Remainder for the establishment of substations: Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.

Erf R/606 and Portion B

- The proposed Erf R/606 and the Portion B of Erf 606 have a general downward slope from the south east into a north westerly direction; and

- There is no visible sign of any stormwater course or system flowing across the proposed Erf R/606 or Portion B of Erf 606, except for surface stormwater run-off.

There is no objection to the proposed, subdivision of Erf 606, Prosperita Extension 1 into Portion B and the Remainder for the establishment of substations: Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.

Erf R/626 and Portion C

- The proposed Erf R/626 and Portion C of Erf 626 have a general downward slope from the south into a northerly direction; and

- There is no visible sign of any stormwater course or system flowing across the proposed Erf R/626 or Portion C of Erf 626, except for surface stormwater run-off.

There is no objection to the proposed subdivision of Erf 626, Prosperita Extension 1 into Portion C and the Remainder for the establishment of substations: Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.

Erf R/637 and Portion D

- The proposed Erf R/637 and Portion D of Erf 637 have a general downward slope from the south into a northerly direction; and

- There is no visible sign of any stormwater course or system flowing across the proposed Erf R/637 or Portion D of Erf 637, except for surface stormwater run-off.

There is no objection to the proposed, subdivision of Erf 637, Prosperita Extension 1 into Portion D and the Remainder for the establishment of substations: Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.

Comments from the Strategic Executive: Infrastructure, Water and Technical Services

- **Engineering Services**

Any additional requirements with regard to water and sewer services brought on as a direct consequence of the subdivision or subsequent activities will be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

Comments from the Strategic Executive: Electricity

- **Technical Support**

There is no objection to the application subdivision of Erf 578, 606, 626 and 637, Prosperita Extension 1 into Portions A, B, C, D and Remainders for the establishment of 18 m² substations portions: Provided:

- That the substation portions be rezoned 'municipal'.

- That the erf portions be exclusively reserved for the establishment of electrical miniature substations, which include a concrete plinth with an outdoor miniature substation metal enclosure.

- That no buildings be constructed on the reserved portions.

Comments from the Strategic Executive: Economic Development and Community Services

- **Environmental Management**

There is no objection to the application to subdivide the abovementioned properties for the establishment of substations. The provided copies of the Environmental Management Clearance Certificate and Environmental Management Plan (EMP) are valid at the time the application was submitted to the Municipal Council of Windhoek.

Urban Policy evaluation

- **Proposed land uses and Zoning Scheme provisions**

  Erven 578, 606, 626 and 637, Prosperita Extension 1 are zoned 'industrial' with a bulk of 1.0. The intention is to subdivide the subject erven into Portions A, B, C, D and Remainders and subsequently rezoned Portions A, B,C and D to from 'industrial' to 'municipal' for the purposes of the establishment of substations. The above is in line with the Municipal Council of Windhoek's laws and regulations and is therefore recommended.

- **Title Deed conditions**

  Title Deed No. T3856/2023 lists no restrictive conditions that can influence the application.

  The proposed Portions A, B, C and D are proposed to be free of conditions as they are being rezoned to 'municipal'.

- **Compensation and endowment fees**

  No compensation and endowment fee are payable in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) as all erven belong to the Municipal Council of Windhoek.

Conclusion

The subdivision of Erven 578, 606, 626 and 637, Prosperita Extension 1 into Portions A, B, C, D and the Remainders, respectively is recommended.

The rezoning of the proposed Portions A, B, C and D from 'industrial' to 'municipal' for the establishment of substations is supported.

Management Committee, having considered the application

RECOMMENDED

1 That the subdivision of Erf 578, Prosperita Extension 1 into Portion A (± 18 m² in extent) and Remainder (± 1 058 m² in extent); Erf 606, Prosperita Extension 1 into Portion B (± 18 m² in extent) and Remainder (± 509 m² in extent); Erf 626, Prosperita Extension 1 into Portion C (± 18 m² in extent) and Remainder (± 511 m² in extent) and Erf 637, Prosperita Extension 1 into Portion D (± 18 m² in extent) and Remainder (± 496 m² in extent), be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

2 That the proposed Portion A of Erf 578, Portion B of Erf 606, Portion C of Erf 626 and Portion D of Erf 637, Prosperita Extension 1 be free of conditions.

3 That the rezoning of the proposed Portion A of Erf 578, Portion B of Erf 606, Portion C of Erf 626 and Portion D of Erf 637, Prosperita Extension 1 from 'industrial' with a bulk of 1.0 to 'municipal' for the purpose of the establishment of electrical substations, be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

4 That the electrical miniature substations include a concrete plinth with an outdoor miniature substation metal enclosure.

5 That no buildings be constructed on the reserved portions.

6 That it be noted that no betterment and endowment fees are applicable as the land belong to the Municipal Council of Windhoek.

7 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:

7.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:

- The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or

- The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.

7.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

8 That the applicant note that there is a stormwater course flowing from the south east, flowing directly across the central part of the proposed Portion A of Erf 578, Prosperity Extension 1 and then across the eastern part of the proposed Remainder of Erf 578, Prosperity Extension 1 flowing into a northerly direction and the following additional stormwater conditions be applicable:

8.1 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the erf is contemplated.

8.2 That engineering drawings on how the stormwater would be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning be submitted for approval simultaneously with the building plans.

8.3 That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted, prior to the approval thereof.

8.4 That no building plans be approved until the stormwater conditions are met.

8.5 That a condition for the resale of this property be included in the Title Deed of the erf, whereby transfer to a third party only take place with approval of the Municipal Council of Windhoek. [Approval will only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.]

9 That any additional requirements with regard to water and sewer services brought on as a direct consequence of the subdivision or subsequent activities be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

10 That it be noted that in terms of section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) any person who is aggrieved by the decision of the local authority may appeal against that decision to the Minister.

10.1 That the Notice of the Appeal and the Grounds for the Appeal be lodged within twenty one (21) days from the date of this Notice to the Minister and local authority whose decision is the subject of the appeal.

11 That the applicant accept the resolution in writing.

12 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.1.4 FNS.2 [UTP] APPLICATION FOR THE REZONING OF THE REMAINING EXTENT OF PORTION 1 OF PORTION B OF ERF 59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1:900 m² TO 'HOSPITALITY'
(L/R/1/B/59)

Application

An application was received from Du Toit Town Planning Consultants on behalf of Ms Linda Erasmus, the sole member of Erf 3910, Klein Windhoek CC (CC/2000/2364) for the following:

- Rezoning of the remaining extent of Portion 1 of Portion B of Erf 59 (hereinafter referred to as Erf R/1/B/59), Klein Windhoek from 'residential' with a density of 1:900 m² to 'hospitality for a guesthouse establishment; and

- Consent for 'office' facilities as part of the guesthouse.

Erf R/1/B/59 Klein Windhoek is in the ownership of Erf 3910, Klein Windhoek CC (CC/2000/2364).

The Power of Attorney is signed by Linda Erasmus as the sole member of Erf 3910, Klein Windhoek CC (CC/2000/2364). The Amended Founding Statement of the corporation is attached to the application.

*** The full application, including the relevant correspondence/documentation is **attached as pages 57 - 87 to the agenda**.

A Credit Clearance was provided and the Strategic Executive: Finance and Customer Services indicated that the application may proceed.

Erf information

Erf R/1/B/59, Klein Windhoek is ± 1 383 m² in extent. The erf used to have access from Sam Nujoma Avenue via a panhandle but is now accessed from BC Barnes Street. The panhandle was subdivided and consolidated into Erf 3910, Klein Windhoek.

Erf R/1/B/59, Klein Windhoek is currently zoned 'residential' with a density of 1:900 m².

The property currently accommodates a dilapidated dwelling unit which is currently unfit for human habitation. This building will be demolished.

Development intention

It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms, the property must be rezoned to 'hospitality' for a guesthouse accommodation establishment purposes.

In addition to the ten (10) rooms, the owner wishes to include some office space for the guests of the establishment. It is not possible to give an indication of the floor area for the office space as the plans are still in conceptual phase, but it is envisaged that it would include a boardroom and two (2)/three (3) small office areas.

Advertisement

The public consultation process for the proposed development was completed as follows in line with the requirements of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) as well as the Municipal Council of Windhoek's Public Consultation Policy:

*** - The application was advertised in the Namibian and New Era newspapers on 9 and 16 July 2024, as per the advertisements, **attached as pages 88 - 91 to the agenda**;

*** - Notices, **attached as pages 92 - 93 to the agenda**, were placed on the Notice Board of the Municipal Council of Windhoek Customer Care Centre (CCC) as well as on-site;

*** - Neighbour consultation letters/forms, **attached as pages 94 - 100 to the agenda**, were sent by certified mail to the neighbours/owners of Erven 3625, 3626, 3627, 3761, 2585, 3533 and R/B/59, Klein Windhoek; and

*** - A notice, **attached as pages 101 - 102 to the agenda**, was also published in Government Gazette No. 8395 of 15 July 2024.

The closing date for comments and objections was 6 August 2024 and no objections were received.

Erf 3760, Klein Windhoek is in the ownership of the Municipal Council of Windhoek and Erf 3910, Klein Windhoek is in the ownership of the applicant.

Technical comments

The application was circulated for comments and the following can be reported:

Comments from the Strategic Executive: Urban and Transport Planning

- **Sustainable Development**

  There is no objection to the application taking in consideration that it maximises development potential without any adverse impact to the surrounding and or its amenities.

- **Roads Planning and Traffic Flow Section**

  Erf R/1/B/59 is situated in BC Barnes Street in Klein Windhoek and is ± 1 383 m² in extent. The erf is zoned 'residential' with a density of 1:900 m². No major traffic flow problems are experienced in the street during peak hours.

  There is no objection to the rezoning of Erf R/1/B/59, Klein Windhoek from 'residential' with a density of 1:900 m² to 'hospitality' for a guesthouse establishment with ten (10) rooms: Provided:

  - That the current building not be used for hospitality purposes.
  - That no Certificate of Fitness be issued for the current buildings as it was indicated in the application that it will be demolished.
  - That the applicant submit building plans for the intended use to the Municipal Council of Windhoek's Building Control Division for approval.
  - That the parking requirements for accommodation establishment be the minimum of 0.66 parking bays to be provided per leasable room plus five (5) parking bays per 100 m² open floor space (excluding reception area), plus a loading zone on-site.

  There is no objection to the consent use for 'office' facilities as part of the guesthouse: Provided:

- That the parking requirements for office be one (1) parking bay per 25 m² of utilised square metres.

- **Roads and Stormwater**

A stormwater investigation was done, and the following is reported:

- The proposed Erf R/1/B/59 has a general downward slope from the southeast into a northwesterly direction; and

- There is a low-lying area along the southwestern part of the proposed Erf R/1/B/59 and along its northwestern boundary, which may result in some ponding.

There is no objection to the proposed rezoning of Erf R/1/B/59, Klein Windhoek from 'residential' with a density of 1:900 m² to 'hospitality' for a guesthouse establishment with ten (10) rooms and consent for 'office' facilities as part of the guesthouse: Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.

Comments from the Strategic Executive: Infrastructure, Water and Technical Services

- **Engineering Services**

The application can only be approved: Provided:

- That the total number of rooms not exceed ten (10) rooms.

- That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent, or subsequent activities be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

Comments from the Strategic Executive: Electricity

- **Technical Support**

There is no objection to the application submitted: Provided:

- That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto be for the applicant's account.

- That only one (1) service connection from the municipal electrical network be allowed to Erf R/1/B/59, Klein Windhoek.

- That for erven that are zoned 'general residential', 'business', 'office', 'institutional' or 'industrial' and a service connection larger than 3 x 60 ampere is required, the applicant and/or his/her electrical engineering representative contact the Strategic Executive: Electricity, well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site, measuring at least 6 metre (street front) by 3 metre (deep into the erf) is to be provided by the applicant at his/her own cost to incorporate an substation if the load requirements will be more than 70 kVA, three phase.

- That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

Comments from the Strategic Executive: Economic Development and Community Services

- **Environmental Management**

There is no objection to the application: Provided:

- That it be noted that the applicant is not required to submit an Environmental Management Clearance Certificate. [Reference to this effect is drawn from the communication from Office of the Environmental Commissioner to Mike Fan Guest House on 15 May 2024 *inter alia* stating: *An individual building at a state zoned in the Town Planning Scheme as general business is not subjected to an Environmental Impact Assessment (EIA). Therefore, hotels and hospitality facilities as per section 6 of the List of Activities among others refers to rural areas outside towns that are without local authority with statutory zoning obligations.*

- That it further be noted that the applicant is required to comply with the Municipal Council of Windhoek's Noise Control Regulations No. 77 of 2006 and Sound Emission Policy, especially when hosting events and functions.

Title Deed conditions

Deed of Transfer T2750/2024 lists no restrictive conditions or servitudes registered against the erf.

Urban Policy evaluation

The erf is zoned 'residential' and the intended zoning is 'hospitality' for a guesthouse of ten (10) rooms.

The erf is situated in an area with residential and commercial (office) land use. The proposed rezoning to 'hospitality' does not pose any negative impact on the area as the 'hospitality' zoning is an acceptable land use within a residential area. No objections have been received against the intended land use.

The application for the consent for third party offices is not supported. The application only states that two (2) to three (3) offices with a boardroom is anticipated but no indication is given as to the floor area or how it will be accommodated along with the guesthouse.

At this stage there is no indication how the parking requirements for the guesthouse with ten rooms can be accommodated on the erf as the buildings are to be demolished; so, it will not be prudent to approve additional uses at this stage. Approving permanent land uses with no clear indication if and how they can be supported is not good planning practice and not advisable.

Therefore, the application can be supported for the rezoning to 'hospitality' for a guesthouse with a maximum of ten (10) rooms only.

Betterment fee

Compensation is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) and prevailing Council Policy.

Conclusion

The rezoning of Erf R/1/B/59, Klein Windhoek from 'residential' with a density of 1:900 m² to 'hospitality' for a guesthouse of ten (10) rooms is supported.

Management Committee, having considered the application

RECOMMENDED

1 That the rezoning of the remaining extent of Portion 1 of Portion B of Erf 59, Klein Windhoek from 'residential' with a density of 1:900 m² to 'hospitality' for a guesthouse consisting of a maximum of ten (10) rooms, be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

2 That the approval for office use (as a consent use based on the proposed 'hospitality' zoning) on the remaining extent of Portion 1 of Portion B of Erf 59, Klein Windhoek as per Table B of the Windhoek Zoning Scheme not be granted, as it has not been proven that the additional land use with own parking requirements would be able to be accommodated on the erf and approving permanent land uses with no clearly defined total floor area or scale of the development and indication of how they can be supported, do not align with good urban planning practice and as well as section 65 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

3 That the applicant take note that compensation is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

4 That the applicant accept the conditions of the delegated authority recommendation (or the Municipal Council of Windhoek) in writing, prior to the submission of the application to the Urban and Regional Planning Board.

5 That it be noted that the current building was confirmed by the applicant as earmarked for demolition and no Certificate of Fitness for hospitality use will be considered.

6 That the applicant submit building plans for the intended use to the Municipal Council of Windhoek's Building Control Division for approval.

7 That the applicant take note that the parking requirements for accommodation establishment is a minimum of 0.66 parking bays to be provided per leasable room plus five (5) parking bays per 100 m^2 open floor space (excluding reception area), plus a loading zone on-site.

8 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:

8.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:

- The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or

- The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.

8.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

8.3 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the erf is contemplated.

8.4 That engineering drawings on how the stormwater would be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning be submitted for approval simultaneously with the building plans.

8.5 That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted, prior to the approval thereof.

8.6 That no building plans be approved until the stormwater conditions are met.

9 That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent, or subsequent activities be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

10 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto be for the applicant's account.

11 That only one (1) service connection from the municipal electrical network be allowed to the erf.

12 That for erven that are zoned 'general residential', 'business', 'office', 'institutional' or 'industrial' and a service connection larger than 3 x 60 ampere is required, the applicant and/or his/her electrical engineering representative contact the Strategic Executive: Electricity, well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation.

13 That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

14 That the applicant acknowledge receipt of this Council Resolution and accept the conditions in writing, within twenty eight (28) days of receipt of this letter.

15 That it be noted that in terms of section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) any person who is aggrieved by the decision of the local authority may appeal against that decision to the Minister.

15.1 That the Notice of the Appeal and the Grounds for the Appeal be lodged within twenty one (21) days from the date of this Notice to the Minister and local authority whose decision is the subject of the appeal.

16 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.1.5 **FNS.3 [UTP] APPLICATION FOR THE REZONING OF ERF 6638, KHOMASDAL EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL'**
(L/6638/Khd)

Application

An application was received from Ritta Khiba Planning Consultant, on behalf of the owners of the Erf 6638, Khomasdal Extension 4, the Namibia Training Authority (NTA) for the following:

- Rezoning of Erf 6638, Khomasdal Extension 4 from land reserved for Government purposes to 'institutional'; and

- Consent to use the erf for institutional purposes while the rezoning is in process.

*** The full application, including the relevant correspondence/documentation is **attached as pages 103 - 139 to the agenda**.

A Credit Clearance was provided and the Strategic Executive: Finance and Customer Service indicated that the application may proceed.

The ownership of Erf 6638, Khomasdal, Extension 4 vests with the Government of the Republic of Namibia. A Power of Attorney was provided by the Ministry of Works and Transport as the custodian of Government owned properties.

Erf information

Erf 6638, Khomasdal Extension 4 is reserved for Government purposes and is ± 13 898 m² in extent. The property is located on Andrew Kloppers Street, in Khomasdal area in close proximity to David Bezuidenhout Secondary School and the Khomas Grove Mall.

The erf accommodates existing office buildings for the Namibia Testing and Certificate Centre.

Development intention

The intention is to use the erf for the Namibia Training Authority offices. It is for this reason that the erf needs to rezoned to 'institutional'.

Advertisement

The public consultation process for the proposed development was completed as follows in line with the requirements of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) as well as the Municipal Council of Windhoek's Public Consultation Policy:

*** - The application was advertised in the Sun and Republikein newspapers on 14 and 21 June 2024, as per the advertisements, **attached as pages 140 - 141 to the agenda**;

*** - Notices, **attached as pages 142 - 143 to the agenda**, were placed on the Notice Board of the Municipal Council of Windhoek Customer Care Centre (CCC) as well as on-site;

*** - Neighbour consultation letters/forms, **attached as pages 144 - 148 to the agenda**, were sent by certified mail to the neighbours/owners of Erven R/2770, 2772, 2786, 2309, 6596, 2309, 2308, 2307, 2306, 2305, 2304, 2303, 2302, 2301 and 2300, Khomasdal; and

*** - A notice, **attached as pages 149 - 152 to the agenda**, was also published in Government Gazette No. 8379 of 4 June 2024.

The closing date for comments and objections was 12 July 2024 and no objections were received.

Technical comments

The application was circulated for comments and the following can be reported:

Comments from the Strategic Executive: Urban and Transport Planning

- **Sustainable Development**

  The following are supported.

  - Rezoning of Erf 6638, Khomasdal Extension 4 from 'Government to 'institutional'; and

    [However, granting land use rights prior to existence of a supporting zoning is not supported. Hence the following not supported.]

  - Consent to use the property for institutional purposes while the rezoning is in process

- **Roads Planning and Traffic Flow**

  Erf 6638 is located in Andrew Kloppers Street, Khomasdal Extension 4. The erf is ± 13 898 m² in extent and is reserved for 'Government'. The traffic volume in Andrew Kloppers Street is high but no major traffic flow problems are currently experienced during peak hours. The proposed rezoning could generate approximately two hundred (200) vehicular trips to the current road network, while there are no development restrictions applicable to 'institutional' or 'Government' zoned erven.

  There is no objection to the proposed rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal from reserved for 'Government' to 'institutional': Provided:

- That the applicant close the existing access and relocate the access to opposite the T-junction of Andrew Kloppers and Paul van Hartes Streets, as previously approved.

- That the applicant appoint an Engineer confirming stacking distances at the new entrance as well as the need of exclusive turning lanes into Erf 6638, Khomasdal, and be responsible for any needed upgrading in this regard, being to the satisfaction of the Strategic Executive: Urban and Transport Planning.

- That the applicant on his cost upgrade the traffic light at the T-junction of Andrew Kloppers and Paul van Hartes Street to make provision for the access to Erf 6638, Khomasdal.

- That a Development Agreement be signed whereby the applicant is to appoint an Engineer for any needed upgrading at the Andrew Kloppers and Paul van Hartes Streets juncture.

- That a minimum of one (1) parking bay be provided per classroom and/or office plus one (1) parking bay per ten (10) students, 25 % of parking to be allocated to taxis on-site, if viable.

- That the applicant cater for public transport facilities along Andrew Kloppers Street, in consultation with the Strategic Executive: Urban and Transport Planning.

- **Roads and Stormwater**

A stormwater investigation was done and the following is reported:

- Erf 6638, Khomasdal has a general downward slope from the east into a westerly direction;

- The Arrebusch River flows from the south west, flowing approximately between 40 to 80 metre away from the north western boundary of Erf 6638, flowing into a northerly direction; with the 50-year and 100-year flood levels of the Arrebusch River being located approximately between 6 to 70 metre away from the north western boundary of Erf 6638; and

- There is a minor stormwater course forming on the central part of Erf 6638 and flowing across the central part of Erf 6638 into a westerly direction, further joining the Arrebusch River referred to above.

There is no objection to the proposed rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal Extension 4, from reserved for 'Government' to 'Institutional', and consent to use the property for Institutional purposes while the rezoning is being processed: Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.

- That the applicant appoint a registered professional Engineer to determine whether the north western boundary of Erf 6638 require to be protected against any potential 50-year flood damage.

- That the roads and stormwater be planned, designed and constructed to municipal standard.

Comments from the Strategic Executive: Infrastructure, Water and Technical Services

- **Engineering Services**

The application can be approved: Provided:

- That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent use or subsequent activities be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

Comments from the Strategic Executive: Electricity

- **Technical Support**

The erf is fully serviced and is connected to the municipal reticulation network of the Municipal Council of Windhoek. There is no objection to the application submitted for the rezoning: Provided:

- That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto be for the applicant's account.

- That only one (1) service connection from the municipal electrical network be allowed per erf.

- That for erven that are zoned 'general residential', 'business', 'office', 'institutional' or 'industrial' and a service connection larger than 3 x 60 ampere is required, the applicant and/or his/her electrical engineering representative contact the Strategic Executive: Electricity, well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation.

- That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

Comments from the Strategic Executive: Economic Development and Community Services

- **Environmental Management**

  There is no objection to the application to rezone from reserved for government purposes to institutional and the rezoning is not a listed activity.

Title Deed conditions

*** The Certificate of Consolidated Title No. T5899/2015, **attached as pages 122 - 125 to the agenda**, *inter alia* lists the following conditions against the erf:

- *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 time be subject to, the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) as amended.*

- *The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least **four** times the municipal value of the erf.*

AND

- *Further subject in respect of figure k D E F G H on the said diagram No. A465/2013 representing the Remainder of Erf 2233, Khomasdal Extension 4 to the reservation by the Municipal Council of Windhoek of the right of access and use without compensation of the area 3 metres parallel with any boundary for the construction and maintenance of the municipal services in respect of water, sewer, drainage, electricity and gas which right includes the right to place on such erf temporarily any materials that may be excavated during such operations on the erf or any adjacent erf created in Deed of Transfer No. T.../2015.*

*** Diagram No. A465/2013 is **attached as page 115 to the agenda**, for ease of reference.

The Title Deed conditions of Erf 6638, Khomasdal Extension 4 do not influence the application and are therefore to be retained.

Betterment fee

In terms of governing policy no compensation is payable for rezoning to 'institutional'.

Urban Policy evaluation

The erf is reserved for Government purposes in terms of Table A of the Windhoek Zoning Scheme.

The Government of the Republic of Namibia has undertaken steps to alienate erven in their ownership to State-Owned Enterprises occupying such erven.

The erf is situated in an area with mixed land uses. The erf has been used for governmental offices for a long period. The purpose of the rezoning is only to remove the erf from the Reserved Land Table (Table A) in the Windhoek Zoning Scheme to the Land Uses Table (Table B) due to the required transfer of the erf from the Government of the Republic of Namibia to the Namibia Training Authority (NTA).

The application is recommended as submitted.

Conclusion

The application for the rezoning of Erf 6638, Khomasdal Extension 4 from reserved for Government purposes to 'institutional' and subsequent consent to use the erf for institutional purposes while the rezoning is in process will not result in a change in land uses or activities on the erf.

Management Committee, having considered the application

RECOMMENDED

1 That the rezoning of Erf 6638, Khomasdal Extension 4 from reserved for Government purposes to 'institutional', be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

2 That consent to use the erf for institutional purposes while the rezoning is in process, not be required as the current and intended land uses are for Government related purposes and thus comply with Tables A and B of the Windhoek Zoning Scheme.

3 That the applicant close the existing access and relocate the access to opposite the T-junction of Andrew Kloppers and Paul van Hartes Streets, as previously approved.

4 That the applicant appoint an Engineer confirming stacking distances at the new entrance as well as the need of exclusive turning lanes into Erf 6638, Khomasdal, and be responsible for any needed upgrading to this intersection, subject to approval by the Strategic Executive: Urban and Transport Planning.

5 That the applicant at its own cost upgrade the traffic light at the T-junction of Andrew Kloppers and Paul van Hartes Streets to make provision for the access to Erf 6638, Khomasdal.

6 That the applicant, at own cost, cater for public transport facilities along Andrew Kloppers Street subject to approval by the Strategic Executive: Urban and Transport Planning.

7 That, prior to the submission of the application to the Urban and Regional Planning Board a Development Agreement be signed whereby the applicant is to appoint an Engineer for the design and supervision to any needed upgrading to the intersection, as per paragraphs 3 to 6 above.

8 That a minimum of one (1) parking bay be provided per classroom and/or office plus one (1) parking bay per ten (10) students, 25 % of parking to be allocated to taxis on-site.

9 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:

9.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:

- The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or

- The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.

9.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

9.3 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the erf is contemplated.

9.4 That engineering drawings on how the stormwater would be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning be submitted for approval simultaneously with the building plans.

9.5 That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted, prior to the approval thereof.

9.6 That no building plans be approved until the stormwater conditions are met.

9.7 That a condition for the resale of this property be included in the Title Deed of the erf, whereby transfer to a third party only take place with approval of the Municipal Council of Windhoek. [Approval will only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.]

10 That the applicant appoint a registered professional Engineer to determine whether the north western boundary of Erf 6638, Khomasdal Extension 4 require to be protected against any potential 50-year flood damage.

11 That roads and stormwater be planned, designed and constructed to municipal standard.

12 That any additional requirements with regard to water/sewer services, brought on as a direct consequence of the rezoning or subsequent activities, be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

13 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto be for the applicant's account.

14 That only one (1) service connection from the municipal electrical network be allowed per erf.

15 That for an erf that is zoned 'general residential', 'business', 'office', 'institutional' or 'industrial' and a service connection larger than 3 x 60 ampere is required, the applicant and/or his/her electrical engineering representative contact the Strategic Executive: Electricity well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation.

16 That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

17 That the applicant accept the conditions of the resolution in writing.

18 That it be noted that in terms of section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) any person who is aggrieved by the decision of the local authority may appeal against that decision to the Minister.

18.1 That the Notice of the Appeal and the Grounds for the Appeal be lodged within twenty one (21) days from the date of this Notice to the Minister and local authority whose decision is the subject of the appeal.

19 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.1.6 FNS.4 [UTP] AMENDMENT OF COUNCIL RESOLUTION 20/02/2024: REZONING OF ERF 854, MöWE STREET, KLEINE KUPPE EXTENSION 1 FROM 'BUSINESS' WITH A BULK OF 1.0 TO 'GENERAL RESIDENTIAL' WITH A DENSITY OF 1:50
(L/854/KK)

Application

An application is hereby made for the following:

- Amendment of the heading and paragraph 1 of Council Resolution 20/02/2024: Rezoning of Erf 854, Möwe Street, Kleine Kuppe Extension 1 from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50 to include the wording 'Extension 1' in both instances.

Property information

Erf 854, Kleine Kuppe Extension 1 is located along Möwe Street and measures ± 3 665 m² extent.

The subject erf is under the ownership of Tulipamwe Consortium CC.

*** The locality plans are **attached as pages 153 -154 to the agenda**.

Background

*** Council per Resolution 20/02/2024, **attached as pages 155 - 163 to the agenda**, *inter alia* resolved as follows:

FNS.1 [UTP] APPLICATION FOR THE REZONING OF ERF 854, 1 TO MöWE STREET, KLEINE KUPPE FROM 'BUSINESS' WITH A BULK OF 1.0 TO 'GENERAL RESIDENTIAL' WITH A DENSITY OF 1:50 m²

1 *That the rezoning of Erf 854, Kleine Kuppe from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50 m² be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).*

Following Council Resolution 20/02/2024, the application was submitted to the Urban and Regional Planning Board for consideration. The Urban and Regional Planning Board deferred the application for the applicant to submit an emended Council Resolution referring to the **extension number** (being Kleine Kuppe Extension 1).

*** The Urban and Regional Planning Board's recommendation is **attached as pages 164 - 165 to the agenda.**

In view of the Urban and Regional Planning Board's recommendation, the application is hereby made to amend the Heading and Paragraph 1 of Council Resolution 20/02/2024 to reflect the **extension number** of the subject erf and to read as follows:

*FNS.1 [UTP] APPLICATION FOR THE REZONING OF ERF 854, MÖWE STREET, KLEINE KUPPE **EXTENSION 1** FROM 'BUSINESS' WITH A BULK OF 1.0 TO 'GENERAL RESIDENTIAL' WITH A DENSITY OF 1:50m².*

*1 That the rezoning of Erf 854, Kleine Kuppe **Extension 1** from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50 m² be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act 2018 (Act 5 of 2018).*

Public consultation

The public consultation process was already undertaken prior to passing Council Resolution 20/02/2024.

Technical comments

Comments from the respective departments have already been provided prior to Council's decision as per Council Resolution 20/02/2024.

Urban Planning evaluation

The proposed changes do not affect the application in any way and only seek to add the extension number of the subject erf to the heading and paragraph 1 of Council Resolution 20/02/2024.

For future town planning applications referred back by the Urban and Regional Planning Board for minor administrative corrections, such as the addition of an extension number or a remainder to property descriptions, it is essential for Council to consider delegating the authority to make such amendments to the Strategic Executive: Urban and Transport Planning.

These changes are purely administrative in nature and do not alter the substantive content, intent, or conditions of the original Council Resolution. Delegating this authority would streamline the approval process, minimise delays and enhance operational efficiency.

Betterment fee

As per the original application.

Management Committee, having considered the application

RECOMMENDED

1 That pursuant to section 26(2) of the Local Authorities Act, 1992 (Act 23 of 1992), the heading and paragraph 1 of Council Resolution 20/02/2024 be amended to read as follows:

*FNS.1 [UTP] APPLICATION FOR THE REZONING OF ERF 854, MÖWE STREET, KLEINE KUPPE **EXTENSION 1** FROM 'BUSINESS' WITH A BULK OF 1.0 TO 'GENERAL RESIDENTIAL' WITH A DENSITY OF 1:50m².*

*1 That the rezoning of Erf 854, Kleine Kuppe **Extension 1** from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50 m² be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act 2018 (Act 5 of 2018).*

2 That authority to amend Council Resolutions solely to update or clarify property descriptions, specifically by including or correcting the 'Extension Number' or 'Remainder' designation for applications under the Urban and Regional Planning Act, 2018 (Act 5 of 2018) or the Windhoek Zoning Scheme, be delegated to the Strategic Executive: Urban and Transport Planning under section 31(l) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended). [Such amendments shall be made by reissuing the original letter to the Urban and Regional Planning Board, applicants, or objectors, reflecting the corrected property description, without affecting or restarting the statutory appeal period of the original Council Resolution.]

3 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.1.7 FNS.5 [UTP] SUBDIVISION OF ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK
(16/15/3/1/3)

Application

An application was received from Du Toit town planning consultants, on behalf of the owner of the property, Tavira Investment CC (CC/2003/1801) for:

- Subdivision of Erf 1928, (a portion of Erf 1900), Schwabe Street, Klein Windhoek into portion a and the remainder of Erf 1928, Klein Windhoek.

*** The full application is **attached as pages 166 - 207 to the agenda.**

*** Erf 1928, Klein Windhoek is registered in Tavira Investment CC (CC/2003/1801). A Power of Attorney is provided by Mr Frans Carel Persendt as the sole member of the Close Corporation. The Power of Attorney as well as Founding Statement are **attached as page 184 and 185 - 187 respectively to the agenda.**

A credit Clearance was provided by the Department of Finance and Customer Services.

Erf information

The erf is located along Schwabe Street, just south of the Klein Windhoek business district and Sam Nujoma Drive.

The property is 941 m ² in extent and is zoned 'residential' with a density of one (1) dwelling per 350 m².

The property is currently used for residential purposes and accommodates a residential dwelling on the western portion of the erf. The area of the proposed Remainder of Erf 1928, Klein Windhoek is undeveloped.

Development intention

The eastern part of Erf 1928 (a portion of Erf 1900), Klein Windhoek is vacant/undeveloped. This part of the property is not utilised by the owner. The owner, therefore, wishes to subdivide the erf to create a new erf for interested buyer. The zoning of Erf 1928 (a portion of Erf 1900), Klein Windhoek and the size allow for a subdivision of the property into two new erven and the remainder.

Portions	Size (m²)
Portion A	± 470.5
Remainder Erf 1928	± 470.5

Public participation

Public consultation was completed in line with the requirements of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) and Council's Public Participation Policy as follows:

*** Proof of the public participation is **attached as pages 196 - 207 to the agenda.**

One (1) objection was received.

Objection received

An objection was received from Ms F Botha of the neighbouring property Erf 1927, Klein Windhoek. The objection is summarised as follows:

I bought my property (Erf 1927) in this location because I prefer space between dwellings. I object to any higher density of dwellings. I will not support the relaxation of any building lines and the next owner or developer must keep to the 50 % coverage.

The consultant's response to the objection is attached as part of the application.

Technical comments

The application was circulated for comments and the following can be reported:

Comments from the Strategic Executive: Urban and Transport Planning

- **Sustainable Development**

  The Sustainable Development Division has no objection to the application taking in consideration that it maximises development potential without any adverse impact to the surrounding and or its amenities.

  That the proposed application be granted but due consideration of urban policy comments and the undertaking of the relevant by laws as administered by the respective division, be noted.

- **Building Control**

  This application is subject to the following approval conditions:

  - No windows opening is allowed on the newly created boundary.
  - Amended building plans and to be submitted to Building Control for approval with provisions of firewalls.

- **Roads Planning and Traffic Flow**

  Erf 1928, Klein Windhoek is located on Schwabe Street in Klein Windhoek. The erf measures ± 941 m² in extent and is zoned 'residential'. Access is gained from Schwabe Street.

  There are no objections to the Subdivision Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek into Portion A (± 470.5 m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (± 470.5 m²). Provided:

  - That a minimum one (1) parking bay per equal or less than three (3) bedrooms dwelling or minimum two (2) parking bays per equal or more than four (4) bedrooms dwelling to be provided on-site.

- **Roads and Stormwater**

  A stormwater investigation was done, and the following is reported:

  - The proposed Portion A and the Remainder of Erf 1928, Klein Windhoek have a general downward slope from the south east into a north westerly direction.
  - There is a stormwater course flowing from the south east, then across the proposed Portion A, flowing into a northwesterly direction.

- There is a minor stormwater course forming on the southeastern part of the proposed Remainder of Erf 1928, Klein Windhoek, then flowing into a northwesterly direction and joining the stormwater course referred to above.

The division has no objection to the proposed, subdivision of Erf 1928, (a portion of Erf 1900), Schwabe Street, Klein Windhoek, into Portion A and the Remainder of Erf 1928, Klein Windhoek. Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.

- That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater in the proposed extension is contemplated.

- That engineering drawings on how the stormwater would be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning be submitted for approval simultaneously with the building plans.

- That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted prior to the approval thereof.

- That no building plan be approved until the above stormwater conditions are met.

- That a condition for the resale of these properties be included in the Title Deed of the erven, whereby transfer to a third party may only take place with approval of the Municipal Council of Windhoek. [Approval will only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.]

Comments from the Strategic Executive: Infrastructure Water and Technical Services

- **Engineering Services**

The application can be approved under the following conditions:

- That it be noted that a municipal sewer line exists along the north-western boundary of Erf 1928, Klein Windhoek and will similarly exist along the same boundary of both subdivided portions. No permanent structures are allowed within 3 metre from the aforementioned boundary line of both proposed portions.

- That any additional requirements with regard to water and sewer services brought on as a direct consequence of the subdivision and consent or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

Comments from the Strategic Executive: Electricity

- **Technical Support**

The department has no objection to the application submitted with the following conditions. Provided:

- That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all cost related thereto be for the applicant's account.
- That only one (1) service connection from the municipal electrical network will be allowed per erf.
- That service connections not be routed through any subdivided portion or remainder.

Comments from the Strategic Executive: Economic Development and Community Services

- **Environmental Management**

The Division has no objection to the application.

Registered conditions

The conditions registered against Erf 1928 (a portion of Erf 1900), Klein Windhoek are contained in Deed of Transfer T6429/2003. The conditions are outdated and should be replaced with the standard Windhoek Zoning Scheme conditions as follows:

- 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 Windhoek Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- The building value of the main building, excluding the outbuilding to be erected on the erf shall be four (4) times the municipal valuation of the erf.

Urban Policy evaluation

The erf is zoned 'residential' with a density of 1:350 m². The erf size of 941 m² allows for the subdivision of the erf in line with the density of the erf.

Erven 1926 and 1929, Klein Windhoek directly adjacent to Erf 1928, Klein Windhoek have already been subdivided into two (2) separate erven.

There will be no negative impact on the neighbourhood in allowing the subdivision as the rezoning has already been approved.

The application is recommended for approval.

Response to the objections received

The grounds for the objection have been carefully reviewed, and the Urban Policy Division's response is outlined as follows:

- **Rezoning and subdivision**

  The erf in question has been successfully rezoned to 'residential' with a density of 1:350 m². This rezoning, along with the erf size, permits the subdivision of the property as per applicable Urban Planning regulations.

- **Objection based on spatial preferences**

  The objection appears to stem from a preference for maintaining larger spaces between dwelling units. It is important to note that the sense of space in residential neighbourhoods is regulated through minimum building line requirements and erf coverage stipulations. Given the growth of the City and the increasing demand for residential units, it is no longer feasible to maintain neighbourhoods with large erven that accommodate extensive spaces between dwellings.

- **Coverage and building lines**

  Concerns related to coverage and building lines on the neighbouring erf can be adequately addressed during the building plan submission and approval phase.

The objection does not provide sufficient grounds to oppose the subdivision of the erf and is not supported from an urban planning perspective.

The subdivision of the erf should proceed in accordance with the approved rezoning and applicable planning regulations.

Conclusion

The application for the subdivision of Erf 1928, Klein Windhoek into Portion A (± 470.5 m²) and the Remainder of Erf 1928, Klein Windhoek (± 470.5 m²) is not anticipated to have any detrimental impact on the existing area and is therefore recommended to the Urban and Regional Planning Board for consideration.

Management Committee, having considered the application

RECOMMENDED

1 That the subdivision of Erf 1928, Klein Windhoek into Portion A (± 470.5 m²) and the Remainder of Erf 1928, Klein Windhoek (± 470.5 m²) be recommended to the Urban and Regional Planning Board in terms of sections 88 to 90 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

2 That an endowment fee of 7.5 % payable for each new portion created be levied in terms of paragraph 31 of the Windhoek Zoning Scheme as amended.

3 That it be noted that no window opening will be allowed on the newly created boundary and that amended building plans are to be submitted to the Strategic Executive: Urban and Transport Planning for approval with adequate provisions of firewalls as may be applicable.

4 That a minimum of one (1) parking bay per equal or less than three (3) bedrooms dwelling or minimum two (2) parking bays per equal or more than four (4) bedrooms dwelling to be provided on-site.

5 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:

5.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:

- The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or

- The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.

5.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

6 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the proposed portions is contemplated.

7 That Engineering drawings on how the stormwater would be accommodated subject to the approval of the Strategic Executive: Urban and Transport Planning, be submitted for approval simultaneously with the building plans.

8 That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted prior to approval thereof.

9 That no building plan be approved until the above stormwater conditions are met.

10 That it be noted that a municipal sewer line exists along the north-western boundary of Erf 1928, Klein Windhoek and will similarly exist along the same boundary of both subdivided portions and that no permanent structures be allowed within 3 metre from the aforementioned boundary line of both proposed portions.

11 That any additional requirements with regard to water and sewer services brought on as a direct consequence of the subdivision and consent or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

12 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all cost related thereto be for the applicant's account.

13 That only one (1) service connection from the municipal electrical network be allowed per erf.

14 That service connections not be routed through any subdivided portion or remainder.

15 That the objector be informed of the resolution.

16 That the applicant acknowledge receipt of the resolution and accept the conditions in writing, within twenty eight (28) days of receipt of this resolution.

17 That it be noted that in terms of section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) any person who is aggrieved by the decision of the local authority may appeal against that decision to the Minister.

17.1 That the Notice of the Appeal and the Grounds for the Appeal be lodged within twenty one (21) days from the date of this Notice to the Minister and local authority whose decision is the subject of the appeal.

18 That the resolution be implemented prior to confirmation of the minutes.

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[Municipal Council Agenda: 2025-03-05(02-27)]

9.2 APPROVAL OF MINUTES (MC 03/2025)

The minutes of the Management Committee meeting (MC 03/2025) held on 18 February 2025 is submitted to Management Committee members for approval.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.3 MINUTES (MC 03/2025)

The minutes of the Management Committee meeting (MC 03/2025) held on 18 February 2025 as approved by its members at this Council meeting, is submitted for notice, with recommendations being submitted to the Municipal Council of Windhoek per Items GOV.1, GOV.3, GOV.5, GOV.6, GOV.7, FNS.1 and FNS.2, which follow immediately hereunder for consideration.

It is

RECOMMENDED

That the minutes of the Management Committee meeting (MC 03/2025) held on 18 February 2025, be noted by its members, with the exception of Items GOV.1, GOV.3, GOV.5, GOV.6, GOV.7, FNS.1 and FNS.2.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.3.1 GOV.1 [CEO] REVIVAL OF THE LOW-CARBON PUBLIC TRANSPORT IN WINDHOEK UNDER THE MOVE WINDHOEK PROJECT
(16/12)

Introduction

The purpose of this item is to bring to the attention of the Council, the project for implementing a Low-Carbon Transportation System in Windhoek, the need for its revival as an integral part of the 'Move Windhoek' Project and setting-up an interdepartmental committee under the leadership of the Chief Executive Officer (Advisor: Smart Cities and Transport). Reviving the initiative is a necessary undertaking as it will enable the Municipal Council of Windhoek to collaborate closely with government entities and agencies, development partners, and international experts. This collaboration will pave the way for the Council to participate in the acquisition of hybrid busses through the green fund. The acquisition of hybrid busses will positively contribute to increased frequencies, improved accessibility to public transport, reduction in traffic congestion, improved air quality, and enhanced public health, amongst others.

Background

*** In March 2016, the Kreditanstalt für Wiederaufbau (KfW), in conjunction with the Municipal Council of Windhoek; the Ministry of Environment, Forestry and Tourism; and the Ministry of Works and Transport launched an initiative aimed at reducing future emissions of greenhouse gases from the Windhoek public transport system. To pave way for the initiative, a pre-feasibility study on low-carbon public transport in Windhoek was conducted culminating in a report titled 'Assessment of additional greening measures to enhance the planned extension of the municipal bus fleet', **attached as pages 208 - 287 to the agenda**. Following the successful completion of a pre-feasibility study, on 28 February 2018 a concept note **attached pages 288 - 318 to the agenda** was submitted to the Development Bank of Namibia (DBN) for consideration by the Green Climate Fund (GCF).

At the time of submission (February 2018), the Development Bank of Namibia (DBN) was not an accredited by the Green Climate Fund (GCF) and as such, not eligible to receive green funding from the Green Climate Fund (GCF). Realising the opportunity, the Development Bank of Namibia (DBN) applied for full accreditation by the Green Climate Fund (GCF) as a medium enterprise eligible to receive between U$ 50 - 250 million per project. Once accredited, the Development Bank of Namibia (DBN) is expected to submit impactful projects to the Green Climate Fund (GCF), of which the Low-Carbon Public Transport System could be listed as one (1) of the key projects.

Due to its scope and intent, the Low-Carbon Public Transport System Project meets funding requirement of the Green Climate Fund (GCF) under their readiness support programme. The Green Climate Fund (GCF)) is a critical element of the Paris Agreement. The Paris Agreement is an international treaty on climate change that was signed in 2016. The treaty covers climate change mitigation, adaptation, and finance. The treaty aims to strengthen the global response to the threat of climate change by keeping a global temperature rise this century well below 2 degrees Celsius above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5 degrees Celsius.

The Green Climate Fund (GCF) is mandated to support developing countries to raise and realise their Nationally Determined Contributions (NDC) towards low-emission, climate-resilient pathways. Policymakers and citizenry alike have become increasingly mindful of the emerging risks of climate change and how development strategies must accommodate these shifts. While this emerging trend towards increased resilient and inclusive low carbon, green growth strategies represent real hope, this transition towards environmentally responsible development is taking place at a pace that is too slow given the urgent action required to address critical issues such as climate change. Countries are often constrained in their ability to pursue climate-related priorities due to obstacles stemming from competing, overriding priorities for economic growth. Coupled with pre-existing infrastructure that significantly limit development options, and oftentimes entrenched business-as-usual practices that often include vested interests in the status quo, countries have difficulty building the critical mass among government, private sector and civil society actors necessary to develop the political will necessary to overcome the status quo. The Green Climate Fund (GCF) has thus been set up to bridge this gap and break the status quo as the world seeks to mitigate and address the scourge of climate change.

The Green Climate Fund (GCF) works through the Nationally Designated Authority (NDA), which is the Ministry of Environment and Tourism. Nationally Designated Authorities (NDAs) are government institutions that serve as the interface between the country and Green Climate Fund (GCF). They provide broad oversight of the Green Climate Fund (GCF)'s activities in the country and communicate the country's low-emission and climate-resilient activities. (The Nationally Designated Authority (NDA) nominates Direct Access Entities (DAEs) that are accredited to receive funding from the Green Climate Fund (GCF) to realise the objectives of the Nationally Determined Contributions (NDC)).

Discussion

Transport plays a pivotal role in the daily lives of Windhoek's residents, from commuting to work to accessing essential services like healthcare, education, recreation etc. Clear planning in the Sustainable Urban Transport Master Plan (SUTMP) has considered the need for access to public transport services.

Resident's current reliance on private cars has led to worsening congestion, increased road safety risks, and a surge in per-passenger fuel consumption, all of which heighten Greenhouse Gas (GHG) emissions contributing to global warming and increased particulate matter in the environment leading to various health impacts. Windhoek's public transport system, consisting of an aging fleet with some busses acquired in 1977, faces constant breakdowns, delays from repairs, and license disk requirements, with only twenty eight (28) to thirty (30) busses operating on any given day.

In response to these challenges, the Municipal Council of Windhoek aims to strengthen its public transport asset base by procuring low-carbon emission electric busses through grant funding to support this critical shift towards a more sustainable future. The drive for this project supports the view that an efficient transport system is required to access economic opportunities and help achieve the Government's National Development Plans and Strategies to which the Government is committed. The project further supports the objectives and Key Performance Areas (KPAs) of the Municipal Council of Windhoek's Strategic Plan 2022-2027 in respect of SMART Cities; pursuing technological advancement, innovation and operational efficiencies; decarbonising the Mass Transit Transport Sector by investing in high occupancy busses (hybrid and electric busses), to make economic opportunities more accessible to low-income citizens; and reducing pollution and greenhouse gas emissions associated with cars.

This initiative holds transformative benefits for the Municipal Council of Windhoek, including efficient and accessible public transport, increased service frequency and a significant reduction in traffic congestion. By embracing low-emission electric busses, the City will improve air quality, positively impact public health and take a critical step toward a cleaner, greener, and more sustainable and caring future for its residents. This is not just an investment in infrastructure; it is an investment in the well-being of the community and the long-term prosperity of Windhoek.

*** On 30 July 2024, the Office of the Chief Executive Officer (SMART Cities and Transport office) was approached by Beyond Zero Energy (BZE) regarding the potential revival of the carbon-free transportation system for the City of Windhoek. The outcome of the meeting is set out in minutes **attached as <u>pages 319 - 321</u> to the agenda**. Beyond Zero Energy (BZE) is working with the Environmental Investment Fund (EIF) to get several nominated Direct Access Entities (DAEs), including the Development Bank of Namibia, to be accredited with the Green Climate Fund (GCF).

Upon Beyond Zero Energy (BZE) inquiry with the Nationally Designated Authority (NDA), the Directorate of Multi-Lateral Affairs at the Ministry of Environment and Tourism provided initial information on how and why the project was halted and that this was one of the potential projects to be submitted again under Green Climate Fund (GCF)'s Project Specific Accreditation Approach (PSAA), which allows entities that are not yet accredited to submit projects and access funding. As the Development Bank of Namibia has already submitted for Stage 2 accreditation to the Green Climate Fund (GCF), this project should then be submitted under the accredited modality and not the Project Specific Accreditation Approach (PSAA). Doing so will allow for possible blended/co-financing with other Development Finance Institutions (DFIs), *inter alia*, Kreditanstalt für Wiederaufbau (KfW), African Development Bank (AfDB), Development Bank of South Africa (DBSA), Government Institutions Pension Fund (GIPF). etc.

*** On 19 August 2024, the Office of the Chief Executive Officer (SMART Cities and Transport office), with colleagues from the Department of Urban and Transport Planning (Division of Public Transport) met with Beyond Zero Energy (BZE) and the Development Bank of Namibia (DBN) to deliberate on the low-carbon public transport project. the Development Bank of Namibia (DBN)'s reiterated its interest in the project and considers it as one (1) of the potential projects to form part of the first pipeline projects under accreditation modality. The minutes of the meeting is **attached as pages 322 - 324 to the agenda**.

To move matters forward, the following strategic steps are proposed:

- Engagement with the Council (*this item*);
- Re-opening discussions with vital financial institutions;
- Stakeholder consultations;
- Revision of Proposal and expansion;
- Engagement with potential sponsors and international participants; and
- Submission of Proposal for funding.

*** Details of the Strategic Steps are **attached as pages 325 - 326 to the agenda**

Strategic significance and implications

The 'Move Windhoek' Project is aligned to the Sustainable Development Goals (SDGs); Vision 2030; National Development Plans (NDPs); Harambee Prosperity Plan (HPP); National Determined Contributions to the United Nations Framework Convention on Climate Change (NDC-UNFCCC); National Climate Change Strategy and Action Plan; and other national strategies. The project supports the objective of the Namibian Nationally Determined Contribution (NDC) aimed at promoting fuel efficiency by switching to low-carbon fuels and reduction of internal combustion vehicles by 10 000 units and replacing same with electrically powered vehicles by 2030.

Locally, the project is aligned to the following Strategic Objectives set out fully in the Windhoek Strategic Plan 2022 - 2027:

- Strategic Objective: Pursue technological advancement, innovation and operational efficiencies

Key Performance Area (KPA) No.	Proposed Key Performance Area (KPA)	Key Performance Indicator (KPI) No.	Key Performance Indicators (KPIs)	Key Performance Indicator (KPI) Description
IBP 2	**Smart Cities**	IBP2	% Progress vs. Smart Cities Baseline Project (aimed at developing core Smart, Sustainability, Resilience Indicators as per ISO: 37122, 37120, 37123, respectively)	Measures the progress implementation of the Smart Cities Baseline Project

On this specific objective, the acquisition of hybrid and electric busses will enable integration of smart technology that enable data-driven mobility solutions, offering insights into traffic flow, passenger needs, and route optimisation. Hybrid and Electric busses deliver long-term cost savings through lower operational and maintenance expenses compared to traditional vehicles.

- Strategic Objective*:* Provide basic services, land delivery and upgrading of informal settlements

Key Performance Area (KPA) No.	Proposed Key Performance Area (KPA)	Key Performance Indicator (KPI) No.	Key Performance Indicators KPIs)	Key Performance Indicator (KPI) Description
CS 4	Basic Services	CS4.8a	% Progress vs. Developed Integrated Transport Masterplan (Integrating Sustainable Urban Transport Master Plan (SUTMP) with Roads Masterplan)	Measures the progress made against Developed Integrated Transport Masterplan

On this specific objective, the acquisition of hybrid and electric busses will enable the provision of efficient, affordable, equitable safe and convenient transport for residents of the City whilst fostering environmental stewardship.

- Strategic Objective*:* Enhance the Quality of life for all our stakeholders

Key Performance Area (KPA) No.	Proposed Key Performance Area (KPA)	Key Performance Indicator (KPI) No.	Key Performance Indicators KPIs)	Key Performance Indicator (KPI) Description
CS 5	**Health and Environment**	CS5a	% Implementation of Municipal Council of	Measures the percentage implementation of the Municipal Council of Windhoek

Key Performance Area (KPA) No.	Proposed Key Performance Area (KPA)	Key Performance Indicator (KPI) No.	Key Performance Indicators KPIs)	Key Performance Indicator (KPI) Description
			Windhoek Environmental Plan (Strategic Environmental assessment (SEA))	Environmental Plan (Strategic Environmental assessment (SEA))
		CS5c	% Implementation of Municipal Council of Windhoek Integrated Climate Change Strategy and Action Plan	Measures the implementation of the Municipal Council of Windhoek Integrated Climate Change Strategy and Action Plan

Although the Municipal Council of Windhoek's ability to address car emissions is relatively limited, there are several technological options available for public transport systems that could significantly enhance environmental performance. Some of these relate to:

- *Hybrid technologies*: considered as an efficient environmental measure for busses and have its impact through improved energy efficiency. Depending on the urban traffic conditions, hybrid busses may save 23 % to 43 % of Co_2 emissions.

- *Renewal of the vehicle fleet:* the current bus fleet is old with many vehicles being more than twenty (20) years in use. A renewal of the bus fleet would reduce fuel consumption, reduce vehicle emissions by a factor and improve air quality.

- Strategic Objective: Ensure public safety, security and disaster risk management

Key Performance Area (KPA) No.	Proposed Key Performance Area (KPA)	Key Performance Indicator (KPI) No.	Key Performance Indicators KPIs)	Key Performance Indicator (KPI) Description
CS 8	**Public safety, security and disaster risk management**	CS8.1	% Vehicle Accident Rate Reduction	Measures the percentage reduction of accidents
		CS8.2	% Crime Rate Reduction	Measures the percentage to consistently reduce the crime rate

Introducing electric busses in Windhoek would reduce the number of private vehicles on the road, leading to fewer car accidents and smoother traffic flow. With a reliable and eco-friendly public transport system in place, many commuters would choose busses over private cars, easing congestion and minimising the reckless driving that often causes accidents in crowded areas.

The introduction of electric and hybrid busses would also help curb organised crime involving fake taxis. These unregulated taxis often exploit gaps in public transport, but with a safe, efficient, and affordable bus system, fewer people would rely on such services. A well-planned bus network with fixed routes and schedules would limit the opportunities for fake taxis to operate, reducing criminal activity in the City.

Furthermore, electric and hybrid busses would enhance overall commuter safety through professional, vetted drivers and modern security features. With measures like Close-Circuit Television (CCTV), Global Positioning System (GPS) tracking, and security personnel, the busses would deter criminal behaviour and provide a secure commuting environment. This added layer of safety would contribute to a more trustworthy and well-regulated public transport system for Windhoek residents.

Financial implications

The total number of busses required to fulfill the basic transport needs of the Windhoek population is one hundred and thirty (130) units. As indicated on the table below, there are currently forty six (46) busses thus resulting in a shortfall of eighty four (84) busses. The eighty four (84) busses should be procured to cater for the shortfall:

Fleet Expansion/Renewal			
	Fleet requirement according to phase 1	**Existing**	**Procurement**
12 m	84	46	38
18 m	32		32
24 m f. BRT	14		14
Total fleet	**130**		**84**

In February 2018, the initial investment for the whole project, including the rainwater-harvesting scheme, was estimated at N$1 350 million. The Municipal Council of Windhoek uses approximately 1,350 cubic metre of fresh water annually for the outer cleaning of its vehicle fleet, which was calculated based on the operational fleet at the time of the field visit of thirty five (35) busses. In the beginning of 2015 the Department of Infrastructure, Water and Technical Services issued a drought response plan. Even though this measure does not primarily target the reduction of carbon dioxide emissions, it is considered a vital element in the effort to protect the scarce freshwater resources of the region. In addition to harvesting rainwater, the use of hybrid and solar energy was also considered.

As for Hybrid, a lower-innovation/ lower technological risk alternative to full-electric propulsion is the use of diesel-electric hybrid vehicles. This allows the diesel engine to be used for direct propulsion so that any fault in the electric system does not render the bus immobile. With regards to Solar, to manage the fleet referenced under this scenario, a total usable area of 312,000 m² of solar paneling would be required. Together with the ancillary installations, access space and fencing cordon, an area of about 350,000 m² should be envisaged.

The operational loss expected for a seven-year period of initial operation was estimated at N$580 million, thus bringing the total financing gap to N$1 940 million. The following was the initial estimation:

	Financing requirement (Mio N$)			
		Initial Investment	**Subsidy operations cost seven (7) year period**	**Total financing gap**
No.	**Partial project in order of priority**			
1	Fleet Expansion	297.54	567.77	1 865.55

	Financing requirement (Mio N$)			
		Initial Investment	**Subsidy operations cost seven (7) year period**	**Total financing gap**
No.	**Partial project in order of priority**			
2	Plus infrastructure	1 000.24		
3	Hybrid pilot	12.17	-0.92	11.25
4	Solar Pilot	36.92	21.76	58.68
5	Rainwater harvesting	2.23	0.03	2.26
Total		**1 349.10**	**588.64**	**1 937.74**

Given the passage of time, from 2018 to present, the cost of the project is estimated at N$3 billion, thus requiring a robust and blended capital structure. Namibia's Nationally Determined Contribution (NDC) recognises the need to attract large scale investment for such a project, including finance from domestic and external sources. The Chief Office Officer (Smart Cities and Transport office and the inter-departmental committee) will engage entities accredited to the Green Climate Fund (GCF) to access climate grant funds for this project.

Possible/perceived risks and mitigation matrix

As with any other project, there are potential and identifiable risks. The following are risks associated with this project and possible mitigation measures:

Risk No.	Risk type	Risk description (cause and effect)	Prob.	Impact	Score	Risk containment plan
1	**Financial**	High upfront costs of procurement of Hybrid and Electric busses and infrastructure setup	High	Medium	3	- Leverage government subsidies, tax incentives, Public Private Partnerships (PPPs). - Seek additional support from green energy funds including grant funding (e.g., Green Climate Fund) to cover initial APEX costs relating to the procurement of Hybrid and Electric busses, the necessary infrastructure, training, and regulations costs.
2		Sustaining, maintaining and operating the acquired busses	High	Major	5	- Earmark funds for public transport/smart cities funding. - Grant funding to cover maintenance and operating costs. - Train teams on handling electric bus maintenance and routine servicing for longevity. - Allocate a specific budget for spare parts, repairs, and preventive maintenance to avoid financial gaps. - Implement systems to detect mechanical issues early and establish regular performance reporting for the bus fleet.

Risk No.	Risk type	Risk description (cause and effect)	Prob.	Impact	Score	Risk containment plan
3		Uncertain ROI due to fluctuating energy prices	Medium	Medium	3	- Establish long-term contracts for renewable energy at fixed rates.
4	**Operational**	Traffic congestion, space limitations and other obstructions during construction of bus lanes	High	High	4	- Conduct a comprehensive traffic analysis prior to implementation to determine the optimal routes for electric bus lanes. - Implement flexible or part-time bus lanes, where lanes are reserved for electric busses only during peak hours, while remaining open for general traffic at other times. - Implement a detailed construction management plan that includes clear communication with the public about timelines and detours.
5		Potential electricity shortages	High	High	4	- Diversify and invest in renewable energy sources which could be used to power charging stations. - Make use of smart grid technology to better manage electricity demand and supply. - Schedule bus charging during off-peak electricity hours when general consumption is lower. - Collaborate with neighbouring countries through regional power pools to ensure more stable electricity supply.
6		Reduced operational range of electric busses	High	High	4	- Optimise routes to align with bus range and install fast chargers at depots. - Constant monitoring of passenger numbers.
7		Limited charging infrastructure	High	High	4	- Develop charging stations across key depots and operational routes
8		Technology challenges and maintenance	High	High	4	- Include technical support in delivery contracts and have clear spares and maintenance delivery parameters.
9		Down time for battery charging and maintenance	Medium	Medium	3	- Implement scheduling tools to stagger charging times and use predictive maintenance.

Risk No.	Risk type	Risk description (cause and effect)	Prob.	Impact	Score	Risk containment plan
10		Passenger number miscalculation	Medium	High	4	- Constantly monitor passenger numbers and economic signals.
11		Change in mobility pattern	Medium	Medium	3	- Regular system monitoring. - Legislation/Possible toll fees to dissuade use of other mobility methods.
12		Residence distribution	Medium	Medium	3	- Monitor inhabitant behaviour.
13	**Technical**	Lack of regulations and skilled drivers and technicians for EV technology in Namibia	High	Major	5	- Partner with national and local governments to create comprehensive EV regulations covering safety, licensing, and infrastructure. - Develop training programmes for technicians and drivers, and partner with EV manufacturers for support. - Involve legal experts to align regulations with international best practices for electric busses. - Develop temporary operational guidelines with local authorities to ensure safe, efficient bus operations until formal regulations are in place.
14		Software integration issues with existing fleet management systems	Medium	Low	2	- Perform thorough compatibility testing before implementation and collaborate with vendors.
15		Battery degradation over time	High	High	4	- Use performance monitoring and schedule timely battery replacement programmes.
16	**Regulatory**	Compliance with evolving environmental regulations	Medium	Low	2	- Engage with regulators and ensure compliance by adopting industry standards.
17		Permit delays for charging infrastructure installation	Medium	Medium	3	- Collaborate with relevant authorities to fast-tracking approvals.
18	**Social**	Resistance from existing Taxi Drivers	High	Medium	3	- Engage with taxi unions and associations early in the process to discuss the benefits of a low-carbon public transport system and address their concerns. - Offer training programmes for taxi

Risk No.	Risk type	Risk description (cause and effect)	Prob.	Impact	Score	Risk containment plan
						drivers to become electric bus drivers or to occupy other roles within the public transport system. - Explore compensation schemes for affected taxi drivers or offer transitional support to minimise economic losses for existing operators.
19		Resistance from the public	Low	Minor	1	- Promote the benefits of electric busses, such as sustainability and lower costs, through targeted awareness campaigns and share success stories. - Offer fare discounts or loyalty programmes to encourage initial use and build trust. - Gather and analyse feedback to make data-driven adjustments and address concerns. - Collaborate with the media to boost public adoption.
20	**Environmental**	Safety concerns related to new EV technology	Low	Low	2	- Educate the public about the safety and environmental benefits of electric busses.
21		Concerns over disposal of electric bus batteries	Medium	Medium	3	- Partner with recycling facilities and encourage adoption of second-life battery uses.

Compliance check/legal implications

The project will comply fully with the following laws, policies, plans and procedures as set below:

- Road Traffic and Transport Act, 1999;
- Environmental Management Act, 2007 (Act 7 of 2007);
- National Policy on Climate Change Namibia 2011;
- Integrated Transport Master Plan (Ministry of Works and Transport); and
- All other relevant laws, regulations, policies and plans.

Consultation with relevant internal stakeholders

Internal stakeholders were consulted and input was received as follows:

Comments from the Strategic Executive: Economic and Community Services

The department questioned whether Non-Motorised Transport (NMT) should also not be included in this as it links in with decarbonisation, or whether the Kreditanstalt für Wiederaufbau (KfW) support would be enough. The department also indicated that 'Move Windhoek' needs support from public transport side.

Comments from the Strategic Executive: Urban and Transport Planning

The proposal to source funding from the Green Climate Fund (GCF) for the procurement of hybrid busses, both for fleet replacement and expansion is commendable and aligns with sustainability objectives. However, it also raises several critical concerns that must be carefully considered before the project proceeds.

In particular, the financial sustainability of an expanded fleet presents a significant challenge, especially given the current operational deficit. Additionally, a broader strategic decision is required regarding the long-term decarbonisation of transport operations to ensure that the chosen technology is the most viable and cost-effective solution in the long run. Addressing these aspects will be essential for securing Green Climate Fund (GCF) support and ensuring the overall success of the initiative.

Key Considerations:

- Current Operational Deficit
    - The existing bus operations are running at a 90 % deficit, requiring significant subsidies in the absence of any funding source to sustain current services.
    - Expanding the fleet from thirty (30) to one hundred and thirty (130) busses will substantially increase operational costs, including fuel, maintenance, staffing, and infrastructure support, further worsening the existing financial shortfall.
- Sustainability Requirements from Green Climate Fund (GCF)
    - Based on previous engagements, Green Climate Fund (GCF) places a strong emphasis on the long-term financial sustainability of any investment.
    - They will require full visibility into how the expanded fleet will be operated and funded to ensure that their capital investment is not undermined by unsustainable operating deficits.

- Funding for Operations and Maintenance

    - While capital funding for fleet acquisition is a major concern, securing reliable and sustainable funding for Operations and Maintenance is equally critical.

    - Without a clear financial strategy, there is a risk that the expanded fleet will become financially unviable, potentially leading to service disruptions and asset underutilisation.

- Decarbonisation Strategy and Technology Selection

    - A fundamental decision must be made regarding the long-term decarbonisation strategy for public transport operations.

    - While hybrid busses offer immediate emissions reductions, alternative technologies such as battery-electric or hydrogen-powered busses may present more sustainable, cost-effective, and scalable solutions in the long run. It is concerning that the current evaluation of technology dates back to 2015, as the past decade has seen significant advancements in this field, along with valuable lessons learned from global implementation. A thorough reassessment of available technologies is essential to ensure that the selected solution remains optimal, cost-effective, and aligned with long-term sustainability goals.

    - It is crucial to assess total lifecycle costs, infrastructure requirements, and energy sources to ensure the chosen technology aligns with long-term sustainability goals.

- Proposals for further consideration:

    - A comprehensive financial model should be developed to outline the full cost implications of the expansion, including a detailed funding strategy for the proposed future operations.

A technology assessment should be conducted to determine whether hybrid busses are indeed the optimal solution for decarbonisation or if alternative low-carbon technologies should be considered

Options

Hybrid busses are a combination of conventional and electric busses. Therefore, an option available is to remain with conventional busses or opt for electric busses. As advanced in this motivation it is strongly recommended that, Council consider the option of acquiring and operationalising hybrid busses because of the advantage they present over conventional or electric bus. Opting for hybrid busses allows Council to leverage on research and development in both conventional and electrical bus spheres.

Conclusion

This item brought to the attention of the Council the status of low-carbon transportation system in Windhoek, the need for its revival as an integral part of the 'Move Windhoek' Project and setting-up an interdepartmental committee under the leadership of the Chief Executive Officer (Strategy Advisor: SMART Cities and Transport). As advanced in the item, reviving the initiative is a necessary undertaking as it will enable the Council to collaborate closely with government entities and agencies, development partners, and international experts. The collaboration will pave the way for the Council to participate in the acquisition of hybrid busses through the green fund. As indicated in the introductory section and body text, the acquisition of hybrid busses will positively contribute to increased frequencies, improved accessibility to public transport, reduction in traffic congestion, improved air quality, and enhanced public health, amongst others.

Management Committee

RECOMMENDED

1 That information pertaining to the Municipal Council of Windhoek's participation in a national initiative aimed at reducing future emissions of greenhouse gases from the Windhoek public transport system, be noted.

2 That it further be noted that the Green Climate Fund (Green Climate Fund (GCF)), a critical element of the Paris Agreement, supports developing countries in their efforts to raise and realise their Nationally Determined Contributions (NDC) towards low-carbon emission and climate-resilience.

3 That to enable the Municipal Council of Windhoek's participation in the initiative, an Inter-Departmental Committee on Low-Carbon Emission in Windhoek's Public Transport System chaired by the Chief Executive Officer (Strategy Advisor: Smart Cities and Transport) with representation from departments, be formed.

4 That with the support of the Inter-Departmental Committee, the Chief Executive Officer (Strategy Advisor: Smart Cities and Transport) engage national and international stakeholders on initiatives to reduce future emissions of greenhouse gases from the Windhoek public transport system and seek funding for local initiatives such as acquisition of hybrid busses.

5 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.3.2 GOV.3 [CEO] CONFIDENTIAL MATTER
(13/5)

This matter, submitted to the Council Members under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(i) the appointment, promotion, conditions of employment and discipline of any particular officer or employee of a local authority council;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.3.3 GOV.5 [UTP] WINDHOEK URBAN STRUCTURE PLAN IN TERMS OF THE URBAN AND REGIONAL PLANNING ACT, 2018 (ACT 5 OF 2018): COMMENCEMENT OF PUBLIC CONSULTATION
(16/15/3)

The Strategic Executives' Forum at its meeting held on 19 September 2024 per Item 9.10.4 *inter alia* resolved as follows:

- *Recommended on condition that the SE: UTP establish a Working Committee consisting of the CEO, SEs: ELE, INF, HPH; CEO (Corporate Legal Adviser; and Strategy Advisor: SMART Cities and Transport), to meet during the week commencing 23 September 2024, to discuss this matter and go through the inputs in the submission in-depth, prior to signing of the final submission by the CEO, to be placed on the Management Committee Agenda, for consideration.*

*** Following the aforementioned Strategic Executives' Forum, the Working Committee convened on 25 September 2024, as per invitation and attendance register **attached as pages 327 and 328 respectively to the agenda**, to review the structure plan and gather additional input. During the meeting, it was agreed that the Strategy Advisor: Smart Cities and Transport would be granted until 4 October 2024 to provide further contributions for consideration. These inputs were duly received on 4 October 2024.

Meanwhile, the draft Strategic Environmental Assessment (SEA) was presented and circulated for feedback. It became evident that alignment between the structure plan and the Strategic Environmental Assessment (SEA) was necessary. Comments were subsequently submitted to the Department of Economic Development and Community Services, which provided its feedback by the end of November 2024.

*** A follow-up meeting between the two (2) Project Teams was held on 6 December 2024, with final inputs received on 11 December 2024. Upon the completion of all outstanding reviews, an update on the progress was submitted to the Chief Executive Officer on 18 December 2024. This update is **attached as pages 329 - 341 to the agenda**, in accordance with the Strategic Executives' Forum resolution.

Having complied with the above Strategic Executives' Forum resolution, the matter is recommended to Management Committee, for consideration.

Purpose of this submission

The purpose of this submission is to acquire the necessary Council approval for the proposed Windhoek Urban Structure Plan. This will lead to the next phase in the preparation of the Urban Structure Plan which is to give notice of the Urban Structure Plan and to consult the public for comments as described in section 34 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

It is important to note that following the public consultation process all feedback received will be reviewed and addressed by the Project Steering Committee whereafter the final Urban Structure Plan together with all inputs will be presented to Council for final approval and onwards submission to the Minister in terms of the provisions of the Act.

Background

The Management Committee at their meeting on 18 July 2023 returned the original submission for an external workshop with all Council Members and all Strategic Executives on the details of the Windhoek Urban Structure Plan prior to resubmission to the Management Committee.

The requested Workshop took place at Midgard Country Estate on 23 and 24 October 2023 and the draft Urban Structure Plan was resubmitted for consideration at the Management Committee meeting on 31 October 2023. During the aforementioned meeting the submission was withdrawn on request of the Chief Executive Officer for additional information to be provided before the item is to be re-submitted for consideration.

Following discussions between the Chief Executive Officer and the Strategic Executive for Urban and Transport Planning it was decided that all inputs received during the internal stakeholder consultation process will be captured together with the appropriate response for submission to Council for consideration and approval before external stakeholder consultation commence.

The Chief Executive Officer submitted comprehensive additional inputs on 11 March 2024 which were reviewed and responded to. Notable amendments emanating from the internal consultation process includes:

- New data from the preliminary report on the 2023 Population and Housing Census was incorporated with significant impact on projected population growth and associated planning provision;

- Further linking to International, National and organisational policy frameworks including the latest Council Strategic Plan 2022 to 2027;

- Updating and replacement of all maps, drawings and depictions into a larger format including the fixing of legend and description inaccuracies;

- Updated urban designs for all policy areas/development nodes.

The corrected draft was res-submitted to the Office of the Chief Executive Officer on 30 April 2024 and is herewith submitted to Council for consideration.

Following consolidation of any further inputs from the public consultation process the Windhoek Urban Structure Plan will be finalised for submission to the Urban and Regional Planning Board and consideration by the Honourable Minister for Urban and Regional Development.

Statutory Requirements

The Urban and Regional Planning Act 2018 (Act 5 of 2018) *inter alia* stipulates the following under Part 3:

Part 3: Urban structure plans

Preparation of urban structure plans

31(1) A local authority must prepare or cause to be prepared an urban structure plan in respect of the local authority area under its jurisdiction.

(2) An urban structure plan prepared in terms of this Act must be approved by the Minister.

Accordingly, the Municipal Council of Windhoek, duly following the required public procurement processes, appointed a consortium of consultants under the leadership of Urban Dynamics Africa for the preparation of an urban structure plan for the Windhoek Local Authority area. Due to the size of the urban area and the complexity of the study the consulting team included, amongst other the following technical specialists:

- Engineering and infrastructure professionals;

- Architects;

- Urban Designers;

- Town Planners;

- Legal Practitioners;

- Geospatial Data and Mapping Analysts;

- Agricultural analysts; and

- Geohydrologists.

The appointment was made in late 2019 and work commenced in earnest in early 2020.

Project execution

Unfortunately, the onset of the global COVID-19 Pandemic in March 2020 severely affected progress on the project which is to a large extent based on field work and public consultations. Nevertheless, the period 2020 and 2021 was used productively in the preparation of the following key deliverables:

- Extensive background studies culminating in a Status Quo Report;
- The Status Quo Report was duly considered and widely consulted to generate key objectives for the study; and
- Key objectives, once confirmed, were elaborated to identify core study fields for the purpose of generating the Urban Structure Plan.

Following the lifting of curbing legislation on public gatherings towards the end of 2021 the status of development in Windhoek together with the study objectives were presented to the public over a six (6) week period in October and November 2021 to obtain the necessary inputs for the purpose of developing the Structure Plan. All comments and suggestions were incorporated, and the formulation of the plan based on the established principles started in early 2022.

In October 2022 a first draft of the Windhoek Urban Structure Plan was submitted which was technically reviewed by the Project Steering Committee. Once a final draft became available this was consulted with all Council departments through appointed representatives on the Project Working Committee as well with all Heads of Departments in November 2022. A copy of the final draft was also distributed for review to all Councillors in early December 2022.

From January 2023 a series of consultation sessions were held with the Departmental delegations, individual Strategic Executives as well as Council members. This process concluded with the Councillors at a workshop on 5 June 2023 accepting the draft Urban Structure Plan for submission to Council, hence the original submission (also see further background above for project actions subsequently).

Windhoek Urban Structure Plan

Notwithstanding this being a mandatory legal requirement as previously stated, the Windhoek Urban Structure Plan is the key development policy document for Council over the next twenty (20) years. Accordingly, and due to the significance of the Structure Plan, it is critical that the pan is aligned to other existing planning guidance on national and international level. In this regard the following was considered in the preparation of the Structure Plan:

- Sustainable Development Goals;
- Vision 2030;
- National Development Plan (NDP) 5;
- Harambee Prosperity Plan II;

- Resolutions of the Second National Land Conference - 2018; and

- Municipal Council of Windhoek Strategic Plan (2022 to 2027).

The core purpose of the Urban Structure Plan dictates that it should clearly spell out the planning intentions of the Local Authority over the planning period, i.e., the framework guiding planning decisions must have both spatial specificity as well as contain relevant policies which would guide decisions. In this regard the following five (5) Principal Objectives were defined:

- **Growth:** Evaluating the whole city jurisdiction and determine how best it can grow sustainably over the planning period at Metropolitan, City Wide and Local Area levels;

- **Transformation:** Guiding future growth while transforming unplanned settlement areas into viable neighbourhoods;

- **Spatial Justice:** Achieving spatial justice through availing opportunities to all residents to live, work and play anywhere in the City;

- **Economic Development:** Facilitating local economic development through creating opportunities in mixed land uses which are compatible yet encourage initiative and entrepreneurship; and

- **Financial and Environmental Sustainability:** Contributing towards financial and environmental sustainability through land use arrangements that protects the environment while enabling optimum revenue generation and use of existing infrastructure.

The aforementioned fundamentals were then applied to the three (3) planning tiers, being:

- The greater Metropolitan area;

- The City wide area; and

- Local Defined Precincts or Development Nodes.

Planning across all three (3) levels were considered based on the set objectives which resulted in eleven (11) proposed strategies for the Metropolitan area and twenty seven (27) on a City wide level. Out of the top two (2) tiers dedicated Development Nodes were defined and for each node a Development Land Use Plan, urban design guideline and infrastructure upgrading and costing requirements were determined.

This will allow Council to guide development in all areas of its jurisdiction and at the appropriate scale over the next twenty (20) years. However, to ensure that a Local Authority keep track of development trends and needs within the area under its control, any urban structure plan is subject to mandatory review after a period of ten (10) years in accordance with section 38 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

Authorised planning authority

One (1) of the objectives of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) was to decentralise planning decisions away from the central government directly down to Local Authorities in an effort to shorten the time impact on development. This is *inter alia* defined in chapter 3, section 16 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) as follows:

Chapter 3

Declaration of authorised planning authorities and establishment of joint committees

Declaration of authorised planning authorities

16(1) The Minister may by notice in the Gazette declare a local authority -

(a) which has an urban structure plan which has been approved in terms of this Act; and

(b) which has the capacity to deal with matters relating to spatial planning, as an authorised planning authority for the local authority area concerned.

(2) The Minister must by regulations determine what constitutes 'capacity' for the purposes of subsection (1)(b).

Furthermore, 'capacity' is defined under regulation 2 as follows:

2(1) For the purposes of section 16(2) of the Act, a local authority is considered to have capacity if it has -

(a) at least one staff member in its employment who is a town and regional planner with at least three years post registration experience in dealing with matters relating to spatial planning as required to be dealt with by an authorised planning authority in terms of the Act;

Accordingly, and given that Council already meets the requirements as per regulation 2 above, the acceptance and approval of the Windhoek Urban Structure Plan by the Minister will render Council eligible to become an Authorised Planning Authority making its own planning decisions in terms of the guiding framework, being the approved Urban Structure Plan.

Conclusion

The Windhoek Urban Structure Plan will enable the Council to guide development across all areas within its jurisdiction at an appropriate scale over the next twenty (20) years. To ensure the Local Authority remains responsive to development trends and needs within its area of control, any urban structure plan must undergo a mandatory review every ten (10) years, as stipulated in section 38 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018). The draft document is therefore submitted herewith and recommended for approval for the purpose of commencing public consultation.

Management Committee

RECOMMENDED

1 That the statutory requirement, and hence the obligation on Council, to prepare a draft Urban Structure Plan in accordance with the provisions of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), be noted.

2 That the process followed in the preparation of the draft Urban Structure Plan, be noted.

*** 3 That the draft Urban Structure Plan **to be tabled at the meeting**, be approved for the purpose of commencing the notice and public consultation as per the provisions of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

4 That the resolution be implemented prior to confirmation of the minutes to allow for the next phase to commence soonest.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.3.4 GOV.6 [FCS] DONATION OF REDUNDANT VEHICLES, PLANT AND EQUIPMENT TO THE RESPECTIVE SISTER LOCAL AUTHORITIES
(5/13)

Management Committee at its meeting held on 22 October 2024 per Item GOV.2 *inter alia* resolved as follows:

1 That this matter be withdrawn from the agenda upon request by the Chief Executive Officer in order to address the following, whereafter it be resubmitted to Management Committee, for consideration:

1.1 Clarify the sequence of events under the compliance section.

1.2 Indicate whether the N$35 000.00 funds required for fuel will be sufficient as well as whether the assets are in driving condition.

1.3 Include the book value of the redundant vehicles, plant and equipment, if available.

1.4 Clarify paragraph 3 of the recommendations; and

1.5 Paragraph 6 of the recommendations is not an option due to possible lack of affordability by some sister local authorities for the repair of the donated vehicles, plant and equipment.

1.5.1 How do we donate items to sister local authorities which they must fix?

1.5.2 Are the sister local authorities aware of the status of the items to be donated?

2 That the resolution be implemented prior to approval of the minutes.

The abovementioned recommendations have been incorporated in the item below, and are herewith resubmitted to Management Committee, for consideration.

Introduction and purpose

*** The Municipal Council of Windhoek received letters from local authorities requesting donations of various vehicles, plants, and equipment to support sister local authorities in their operations, as per request letters **attached as pages 342 - 362 to the agenda**. Regarded as the primary local governing body across the country, the Municipal Council of Windhoek carries significant accountability because of its vast operational expertise.

The submission is seeking approval to donate the equipment to our sister local authorities. The objective is to offer the required support and aid in enhancing our colleagues' effectiveness and provision of services. The submission includes the Berseba Village Council; Gibeon Village Council; Okakarara Town Council; Rundu Town Council; Eenhana Town Council; and Khorixas Town Council.

*** The donation also reflects the Municipal Council of Windhoek's commitment to corporate social responsibility, supporting the growth and sustainability of neighboring communities. Ultimately, this action aligns with broader goals of twinning agreements and resource-sharing, benefiting both the donor and recipient local authorities. Request letters from the respective local authorities are **attached as pages 342 - 362 to the agenda**.

*** The exemption letter from the Ministry of Finance on the *'Disposal of Asset Acquisition or Granting of Rights and Letting and Hiring'* and relevant documentation is **attached as page 363 and 364 - 371 respectively to the agenda**.

Background

The understanding of the disparities in resources and operational capacities between sister local authorities is the basis for the donation of equipment, vehicles and plants. The Municipal Council of Windhoek has amassed obsolete vehicles, plants and equipment throughout the years that are redundant to its needs, but have a lot to offer other authorities.

Discussion

The Municipal Council of Windhoek's donation of vehicles, plants, and equipment to sister local authorities is an initiative aimed at supporting the development and operational efficiency of these municipalities. This gesture strengthens the relationships between the Municipal Council of Windhoek and its counterparts, fostering a spirit of collaboration and mutual support through twinning agreements within the country.

The donations typically encompass redundant vehicles, plants, and equipment that are no longer required by the Municipal Council of Windhoek, and which were scheduled to be auctioned off. This transfer of resources helps these municipalities enhance their service delivery capabilities in areas such as waste management, infrastructure development and public safety.

Additionally, such donations reflect the Municipal Council of Windhoek's commitment to regional development and its role as a leading municipality in Namibia. This practice also aligns with the broader goals of improving local governance and resource-sharing among municipalities, ensuring that even smaller local authorities can access the tools and equipment necessary for efficient delivery service. The branding and logos of the Municipal Council of Windhoek will be removed immediately after the handover of the equipment.

Donated vehicles, plant and equipment awareness to sister municipalities

As this is not the first instance of the Municipal Council of Windhoek donating items of this nature to sister municipalities, the Council consistently informs the recipients that, while the donated items are operational, they may not be in prime condition. These particular items were similarly communicated in this regard. The Municipal Council of Windhoek currently manages over one thousand (1 000) of these items, which makes their maintenance costly. However, for our sister municipalities, which may have only a few or even a single unit, the affordability of maintenance should not present a significant issue. Consequently, all sister municipalities were duly notified and provided with a thorough explanation of the condition and operational status of the donated items. Based on past experience, none of our sister municipalities have raised complaints regarding the donated items

Value of donated vehicles, plant and equipment

The values of the vehicles, plant, and equipment are incorporated based on the book value. It is important to note that there will always be a discrepancy between the book's value and the actual physical value of the items.
This is because the book value is not derived from a physical inspection, but is instead based on the original purchase price, adjusted for depreciation over time. As a result, the value presented represents an accounting figure and should be considered paper-based, rather than an accurate reflection of the condition of the items.

Donation of vehicles, plants and equipment

Local Authority	Vehicle type	WM	Model	Age	Book value (N$)	Department
Berseba Town Council	Compactor Truck	W 56 M	2006	18	1 331 388.12	Infrastructure, Water and Technical Services
	Nissan Bakkie	W 280 M	2008	16	87 779.91	Human Capital and Corporate Services
Gibeon Village Council	Compactor Truck	W 55 M	2006	18	1 331 388.12	Infrastructure, Water and Technical Services
	Colt Bakkie	W 2327 M	2007	17	81 196.52	Infrastructure, Water and Technical Services
	Mazda Bakkie	W 2235 M	2005	19	87 779.91	Infrastructure, Water and Technical Services
Okakarara Town Council	Ford Bakkie	W 230 M	2003	21	87 779.91	Infrastructure, Water and Technical Services
	Skip Truck	W 2059 M	2001	23	117 695.59	Infrastructure, Water and Technical Services
Rundu Town Council	Isuzu Truck	W 107 M	1991	33	415 118.95	Infrastructure, Water and Technical Services
	Mazda Bakkie	W 278 M	1995	29	93 657.42	Economic Development and Community Services
	Ford Ranger	W 2171 M	2004	20	87 779.91	Economic Development and Community Services

Local Authority	Vehicle type	WM	Model	Age	Book value (N$)	Department
Eenhana Town Council	Compactor Truck	W 342 M	2009	15	1 535 553.21	Infrastructure, Water and Technical Services
	Mazda Bakkie	W 2235 M	2005	20	87 779.91	Infrastructure, Water and Technical Services
Khorixas Town Council	Compactor Truck	W 344 M	2009	15	1 331 388.12	Infrastructure, Water and Technical Services
Katima Mulilo	Truck	W479M	1991	34	365 951.36	Infrastructure, Water and Technical Services
	Portable steel Flat Tank	-	-	-		Infrastructure, Water and Technical Services
	Ford Courier	W69M	1993	32	87 779.91	Economic Development and Community Services
Rehoboth Town Council	Compressor	W50M	1988	37	22 383.01	Infrastructure, Water and Technical Services
Outjo Municipality	Refuse Removal Loader	W175M	2007	18	1 404 014.74	Infrastructure, Water and Technical Services

Strategic implications/significance

- **Regional Leadership and Influence**: By providing support to other local authorities, Windhoek reinforces its position as a leader in regional governance and strengthens its influence across the country.

- **Strengthened Partnerships**: This initiative fosters stronger relationships with sister local authorities, building a network of mutual support and collaboration.

- **Operational Synergies**: Donating equipment enables operational efficiencies across different local authorities, ensuring that resources are utilised effectively and shared where they are most needed.

- **Enhanced Regional Development**: Supporting other local authorities contributes to the overall development of the region, ensuring that all areas benefit from improved services and infrastructure.

- **Reciprocal Support**: This donation initiative is likely to encourage reciprocal actions in the future, where sister authorities may support Windhoek or each other when needed, fostering a culture of mutual aid.

- **Sustainability and Environmental Responsibility**: By sharing resources, the initiative supports sustainable practices and reduces the need for each authority to acquire new equipment independently, which can have positive environmental impacts.

These strategic implications highlight the broader significance of the donation, demonstrating how it aligns with the Municipal Council of Windhoek's long-term goals for regional development, collaboration, and sustainability.

Financial implications

The **Department of Finance and Customer Services** will ensure that all necessary fueling, maintenance and servicing tasks are completed in accordance with the service standards, ensuring the assets are ready for immediate use upon transfer. The Department of Finance and Customer Services acknowledges that the N$35 000.00 allocated for fuel and N$100 000.00 for maintenance covers are all essential pre-transfer requirements. It is further understood that the donated assets will be inspected for operational integrity prior to transfer, guaranteeing they meet the required standards for functionality and safety.

Funds required

N$135 000.00

Funds available

Item 2000/25/1/15/0275 - N$784 476.73

Possible/perceived risks and mitigation matrix

Risk #	Risk type	Risk description (cause and effect)	Prob.	Impact	Score	Risk containment
1	Strategical	Delay in putting the resolution into action.	High	Major	3	Donation within twenty five (25) business days of this resolution's passage.

Compliance check/legal implications

The Municipal Council of Windhoek will resolve the donation submission and pursue Ministerial approval as required in terms of 30(z)(i)(ii) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).

The approval process for donations to sister municipalities follows a structured and systematic sequence to ensure compliance with governance frameworks and regulatory requirements. The donation is presented before the Management Committee, where its feasibility, alignment with municipal objectives, and potential implications are thoroughly assessed.

Upon receiving a resolution from the Management Committee, the matter is subsequently tabled before full Council for deliberation and formal approval. Following the adoption of a Council Resolution, the Accounting Officer is responsible for drafting official correspondence to the line Minister, seeking Ministerial authorisation for the proposed donation.

The Ministerial approval serves as the final endorsement, granting the municipality the requisite legal and administrative clearance to proceed with the donation.

*** This procedural framework underscores the principles of transparency, accountability, and good governance in municipal decision-making. **For reference, the Ministerial approval for the 2022 donation is attached as page 372 to the agenda.**

Consultation with stakeholder departments and other interested parties

Collaborating with all departments in the donation process of vehicles, plants, and equipment ensures that asset management decisions are both well-informed and comprehensive. By seeking input from each department, the Municipal Council of Windhoek gains a clearer understanding of which assets are no longer needed internally but could be valuable to sister local authorities.

This approach ensures that donations are made strategically, aligning with operational needs and priorities, while preventing the premature disposal of useful resources. The process promotes transparency, accountability, and efficient resource allocation, ensuring that absolute assets benefit other local authorities in need. Consequently, the input from each department was sought and incorporated into the decision-making process for the donation of vehicles, plants, and equipment.

Conclusion

Ultimately, the Municipal Council of Windhoek's generous donation of vehicles, plants, and equipment to sister local authorities highlights Council's dedication to fostering regional development and co-operation. By offering these resources, Windhoek not only boosts the operational capabilities of sister local authorities but also fosters a sense of collaboration and assistance within the country.

This endeavor demonstrates a more comprehensive perspective on collective advancement and long-term viability, guaranteeing that every local government, regardless of its scale, possesses the necessary resources to efficiently serve their communities. Some local authorities, especially those working in areas like education, healthcare, or social services, rely on donated vehicles to reach vulnerable or remote populations. These vehicles are instrumental in providing essential services to those in need.

Management Committee

RECOMMENDED

1 That the intended donations by the Municipal Council of Windhoek to the following sister local authorities, be noted and approved:

Local Authority	Vehicle type	WM	Model	Age	Book value (N$)	Department
Berseba Town Council	Compactor Truck	W 56 M	2006	18	1 331 388.12	Infrastructure, Water and Technical Services
	Nissan Bakkie	W 280 M	2008	16	87 779.91	Human Capital and Corporate Services
Gibeon Village Council	Compactor Truck	W 55 M	2006	18	1 331 388.12	Infrastructure, Water and Technical Services
	Colt Bakkie	W 2327 M	2007	17	81 196.52	Infrastructure, Water and Technical Services
	Mazda Bakkie	W 2235 M	2005	19	87 779.91	Infrastructure, Water and Technical Services
Okakarara Town Council	Ford Bakkie	W 230 M	2003	21	87 779.91	Infrastructure, Water and Technical Services
	Skip Truck	W 2059 M	2001	23	1 173 695.59	Infrastructure, Water and Technical Services
Rundu Town Council	Isuzu Truck	W 107 M	1991	33	415 118.95	Infrastructure, Water and Technical Services
	Mazda Bakkie	W 278 M	1995	29	93 657.42	Economic Development and Community Services
	Ford Ranger	W 2171 M	2004	20	87 779.91	Economic Development and Community Services
Eenhana Town Council	Compactor Truck	W 342 M	2009	15	1 535 553.21	Infrastructure, Water and Technical Services
	Mazda Bakkie	W 2235 M	2005	20	87 779.91	Infrastructure, Water and Technical Services
Khorixas Town Council	Compactor Truck	W 344 M	2009	15	1 331 388.12	Infrastructure, Water and Technical Services

Local Authority	Vehicle type	WM	Model	Age	Book value (N$)	Department
Katima Mulilo	Truck	W479M	1991	34	365 951.36	Infrastructure, Water and Technical Services
	Portable steel Flat Tank	-	-	-		Infrastructure, Water and Technical Services
	Ford Courier	W69M	1993	32	87 779.91	Economic Development and Community Services
Rehoboth Town Council	Compressor	W50M	1988	37	22 383.01	Infrastructure, Water and Technical Services
Outjo Municipality	Refuse Removal Loader	W175M	2007	18	1 404 014.74	Infrastructure, Water and Technical Services

2 That Ministerial approval be sought in terms of section 30(z)(i)(ii) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) for the intended donations, after the item is resolved at Council.

3 That all proposed donated vehicles, plants, and equipment be removed from the auction yard and parked at the Municipal Fleet Division, where the donation event will take place

4 That the Strategic Executive: Finance and Customer Service ensures that by the time the handover of the vehicles, plant and equipment are done, all municipal brandings are removed.

5 That the recipient sister local authorities note the condition of the vehicles, plant and equipment for future reference and repairs.

6 That the allocation of N$135 000.00 for fuel and minor servicing of these vehicles, plants and equipment, which is deemed sufficient, be noted and approved.

7 That all vehicles, plants and equipment, prior to the donation event be removed from the Namibian Traffic Information System (NaTIS) as the Municipal Council of Windhoek.

8 That the resolution be implemented prior to confirmation of the minutes.

Financial implications

Funds required

N$135 000.00

Funds available

Item 2000/25/1/15/0275 - N$784 476.73

[Municipal Council Agenda: 2025-03-05(02-27)]

9.3.5 GOV.7 [FCS] CONFIDENTIAL MATTER
(3/11/1/2/1)

This matter, submitted to the Councillors under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(ii) any offer to be made by the local authority council by way of tender or otherwise for the purchase of any property;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.3.6 FNS.1 [HPH] CONFIDENTIAL MATTER
(L/6689/W)

This matter, submitted to the Council Members under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(i) the appointment, promotion, conditions of employment and discipline of any particular officer or employee of a local authority council;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.3.7 **FNS.2 [UTP] REZONING OF ERF 1234, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1:900 m²TO 'OFFICE' WITH A BULK OF 0.4 AND CONSENT FOR FREE RESIDENTIAL BULK**
(18/1/1/1)

Application

An application was received from Du Toit Town Planning Consultants on behalf of Ms Tafadzwa Chirunda for:

- Rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of 1:900 m²to 'office' with a bulk of 0.4;
- Consent additional floor area for dwelling units; and
- Consent to use the erf for 'office' purposes while the rezoning is in process.

*** The Power of Attorney is **attached as page 373 to the agenda**. A Credit Clearance was provided, and the Strategic Executive: Finance and Customer Services indicated that the application may proceed.

*** The full application is **attached as pages 374 - 419 to the agenda.**

Erf information

Erf 1234, Windhoek is located along Mozart Street. The property is currently zoned 'residential' with a density of 1:900 m²and measures ± 1 164 m² in extent.

There is a residential dwelling unit on the property.

Development intention

Given its location within the designated office policy area, the surrounding land uses, and the altered character of the immediate vicinity, Erf 1234, Mozart Street, Windhoek, is deemed suitable for office use. This aligns with Council's guidelines for office zonings and the adopted vision for growth within the area.

The office policy promotes a gradual transition from residential to low-intensity office development on existing land, facilitating a balanced and sustainable approach to urban transformation. The property owner seeks to leverage this opportunity provided by the Municipal Council of Windhoek to secure 'office' rights, with an additional request for increased floor area to incorporate a 'residential' component. This mixed-use approach aligns with contemporary urban planning principles, supporting both functionality and flexibility in land use.

Public consultation

Public consultation was completed in line with the requirements of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) and Council's Policy on Public Consultation for the proposed development as follows:

*** - The proposed rezoning of Erf 1234, Windhoek was advertised in New Era and Namibian newspapers on 7 and 14 June 2024 **attached as pages 403 - 406 to the agenda**;

*** - A notice of the proposed rezoning was placed on the Notice Board of the Municipal Council of Windhoek Customer Care Centre (CCC) as well as on the site, **attached as pages 407 and 408 respectively to the agenda**;

*** - Neighbour consultation letters/forms were sent to the direct neighbours on Erven 1232, 1233, 1236, 1235, 1237, 1226, 1227, 1228, 1229, 1974, 1929 and 1926, Windhoek **attached as pages 409 - 417 to the agenda**; and

*** - A notice was published in the Government Gazette of 14 June 2024, Notice No. 270 **attached as pages 418 - 419 to the agenda**.

The closing date was on 18 June 2024 and one (1) objection was received

Objections received

An objection was received from Mr Mallet of Erf 1233, Windhoek. The objection reads as follows:

- Objection to the additional floor area;
- This will affect our privacy as it will provide direct and extended view to our erf;
- No objection to the use of the erf for 'office' purposes.

The Urban Policy Division responses to the objections will be addressed as part of the evaluation of the application further in the item.

Technical comments

The application was circulated for comments and the following can be reported:

Comments from the Strategic Executive Urban and Transport Planning

- **Sustainable Development**

  The division has no objection to the proposed development provided that the applicant meets all Council requirements.

- **Planning, Design and Traffic Flow**

  Erf 1234 is located in Mozart Street in Windhoek West and measures ± 1 164 m^2 in extent. The erf is zoned 'residential' with a density of one (1) dwelling per 900 m^2. Traffic volumes in Mozart Street is moderate and no traffic flow problems are currently experienced during peak hours. The proposed rezoning will generate approximately twenty five (25) additional vehicular trips to the network. The erf is situated within the Windhoek West High Density Policy Area and the applied zoning is in line with the recommended bulk.

- The division has no objection to the proposed rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of one (1) dwelling per 900 m² to 'office' with a bulk of 0.4. Provided:

  - That a minimum of one (1) parking bay per 25 m² utilised bulk be provided on site for office use.

- The division has no objection to the proposed consent in terms of section 23(1) of the Windhoek Zoning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Mozart Street, Windhoek, which shall solely be devoted to residential use in the form of dwelling units. Provided:

  - That free residential bulk is limited to 50 % of the allowable bulk; and

  - That a minimum of one (1) exclusive parking bay be provided for every dwelling unit on site.

- The division has no objection to the proposed consent to use the erf for 'office' purposes while the rezoning is in process, since it is in an approved office policy area. Provided:

***

  - That parking be provided as per the attached Parking Layout Plan No. 1234WW **attached as page 387 to the agenda.**

***

  - That consent use only come into effect after meeting parking requirements to the satisfaction of the Strategic Executive: Urban and Transport Planning.

- **Roads and Stormwater**

A storm water investigation was done, and the following is reported:

- The proposed Erf 1234 has a general downward slope from the northeast into a south westerly direction.

- There is no sign of any visible stormwater course or system, flowing across the proposed Erf 1234, except for surface stormwater runoff.

The division has no objection to the proposed rezoning of Erf 1234, Mozart Street, Windhoek, from 'residential' with a density of one (1) dwelling per 900 m² to 'office' with a bulk of 0.4; and consent use. Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.

Comments from the Strategic Executive: Infrastructure Water and Technical Services

- **Engineering Services**

  The property does not have access to a municipal sewer connection as it is connected to a private combined sewer system. If the property is rezoned for 'office' use, it will no longer be permitted to utilise the private combined sewer system and must instead be provided with its own municipal sewer connection.

  The applicant is advised that the consideration of the intended rezoning and consent use will be subject to the submission and approval of an engineering design for sewer provision as stipulated by the Department of Infrastructure Water and Technical Services which states as follows:

  - That the applicant appoints a registered professional Engineer to design a municipal sewer connection for the property.
  - That the appointed Engineer submit the sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval, prior to commencing any construction works.
  - That after obtaining approval of the sewer design, the applicant must appoint a contractor to construct the sewer line.
  - That the construction works must be supervised by a registered professional Engineer.
  - That all costs associated with the municipal sewer connection must be borne by the applicant.
  - That the applicant submit a sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval before submitting to the Ministry of Urban and Rural Development Board.
  - That a Fitness Certificate will only be issued after the applicant has provided a municipal sewer connection to the property.
  - That no building plans be approved until a municipal sewer connection is installed by the applicant and taken over by the Council as per approved designs.
  - That any additional requirements for water or sewer services be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water, and Technical Services.
  - That the free residential bulk is limited to 50 % of the allowable bulk of 0.4.
  - That the total number of residential units not exceed four (4) units.

- That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent use or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

Comments from the Strategic Executive: Electricity

- **Technical Support**

  There is no objection to the application submitted for the rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a zoning of 1:900 m²to 'office' with a bulk of 0.4 and consent for an additional floor area. Provided:

  - That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto be for the applicant's account.

  - That only one (1) service connection from the municipal electrical network will be allowed to the erven created.

  - That for erven that is zoned 'general residential', 'business', 'office', 'institutional', 'hospitality' or 'industrial' and a service connection larger than 3 x60 ampere is required, the applicant and/or his/her Electrical Engineering representative must contact the Strategic Executive: Electricity well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation.

  - That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

Comments from the Strategic Executive: Economic Development and Community Services:

- **Environmental Management**

  The division has no objection to the application and the applicant is required to request for an Environmental Clearance Exemption from the Division of Health and Environment Services in the event Council supports the application.

  The Exemption shall be requested before submitting the application to the Urban and Regional Planning Board.

Title Deed conditions

Deed of Transfer T 0782/2024 invokes a restrictive condition to only allow residential use on the erf which needs to be cancelled.

The standard Windhoek zoning scheme conditions are already reflected in the Title Deed.

Urban Policy evaluation

The erf is zoned 'residential' and the intended zoning is 'office' and consent for an additional floor area to accommodate dwelling units.

The rezoning to 'office' with a bulk of 0.4 would allow a floor area of ± 465 m² for office use and ± 233 m² for the residential use.

The property falls within the Windhoek Office Policy Area which allows for rezonings to 'office' with a bulk of 0.4.

The additional floor area is strictly to be used for dwelling units.

Response to objections received

In accordance with section 65(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), the grounds of objections were evaluated and the Urban Policy Division's responses are outlined by the following sections:

- The additional floor area will affect the privacy as it will provide direct and extended view to the objector's erf (Erf 1233, Windhoek).

The proposed rezoning to office use with a bulk factor of 0.4 will allow for approximately 465 m² of office floor area and ± 233 m² allocated for 'residential' use. Both the office and the free residential floor area will comply with the provisions of the Windhoek Zoning Scheme.

It is important to note that detailed building plans for extensions or additions are typically not available at the rezoning stage due to the associated costs and the uncertainty of whether the rezoning will be approved by the local authority.

Should any relaxation of zoning provisions be requested, such changes will require consultation with all neighbouring property owners during the building plan phase.

Furthermore, objectors will have an opportunity to address any privacy concerns or issues related to the positioning and design of the free residential bulk floor area during this phase. This ensures that community input is considered before finalising the development.

Betterment fee

Compensation will be charged in line with the provisions of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) and governing Council policy.

Conclusion

The rezoning of Erf 1234, Windhoek from 'residential' with a density of 1:900 m² to 'office' with a bulk of 0.4 is supported.

Management Committee, having considered the application

RECOMMENDED

1 That the rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of 1:900 m² to 'office' with a bulk of 0.4 be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

2 That consent for free residential bulk to be used solely for residential purposes limited to 50 % (232.8 m²) of the allowable bulk and further limited to four (4) units only be granted on condition that the approval of the rezoning of Erf 1234, Windhoek to 'office' is promulgated in the Government Gazette by the Minister of Urban and Rural Development.

3 That consent be granted for the use of the property for 'office' purposes while the rezoning process is underway, in accordance with Table B and clause 11(1) of the Windhoek Zoning Scheme.

3.1 That it be noted that consent is limited to existing buildings only and will take effect upon payment of the required compensation.

3.2 That it be noted that the consent remains conditional upon the successful completion of the rezoning of Erf 1234, Windhoek to 'office' and that should the rezoning fail, consent will lapse with immediate effect.

4 That it be noted that a betterment fee (compensation) is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

5 That a minimum of one (1) parking bay per 25 m² utilised bulk be provided on site for office use.

6 That a minimum of one (1) exclusive parking bay be provided for every dwelling unit on site.

7 That parking be provided as per the Parking Layout Plan No. 1234WW attached as page 234 to the agenda.

8 That it be noted that consent use will only come into effect after meeting parking requirements, subject to the approval of the Strategic Executive: Urban and Transport Planning.

9 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:

9.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:

- The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or

- The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.

9.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

10 That the applicant appoint a registered professional Engineer to design a municipal sewer connection for the property.

11 That the appointed Engineer submit the sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval prior to commencing any construction works.

12 That after obtaining approval of the sewer design, the applicant appoint a Contractor to construct the sewer line.

13 That the construction works be supervised by a registered professional Engineer.

14 That all costs associated with the municipal sewer connection be borne by the applicant.

15 That the applicant submit a sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval before submitting to the Urban and Regional Planning Board.

16 That a Fitness Certificate will only be issued after the applicant has provided a municipal sewer connection to the property.

17 That no building plans will be approved until a municipal sewer connection is installed by the applicant and taken over by the Municipal Council of Windhoek as per approved designs.

18 That any additional requirements for water or sewer services be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water, and Technical Services.

19 That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent use or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

20 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto be for the applicant's account.

21 That only one (1) service connection from the municipal electrical network be allowed to the erven created.

22 That for erven that are zoned 'general residential', 'business', 'office', 'institutional' or 'industrial' and a service connection larger than 3 x 60 ampere is required, the applicant and/or his/her electrical engineering representative contact the Strategic Executive: Electricity, well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation.

23 That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

24 That the applicant applies for an Environmental Clearance Exemption from the Division of Health and Environment Services before submitting the application to the Urban and Regional Planning Board.

25 That the objector(s) be informed of the resolution and their right to appeal.

26 That the applicant accept the conditions of this resolution in writing, by completing and returning the Acknowledgment and Acceptance of Council Conditions Form to the Municipal Council of Windhoek, prior to the submission of the application to the Urban and Regional Planning Board.

27 That it be noted that in terms of section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), any person who is aggrieved by the decision of the local authority may appeal against that decision to the Minister.

27.1 That the Notice of the Appeal and the Grounds for the Appeal be lodged within twenty one (21) days from the date of this Notice to the Minister and local authority whose decision is the subject of the appeal.

28 That the resolution be implemented prior to confirmation of the minutes.

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[Municipal Council Agenda: 2025-03-05(02-27)]

9.4 APPROVAL OF MINUTES (SMC 01/2025)

The minutes of the Management Committee meeting (SMC 01/2025) held on 25 February 2025 is submitted to Management Committee members for approval.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5 MINUTES (SMC 01/2025)

The minutes of the special Management Committee meeting (SMC 01/2025) held on 25 February 2025 as approved by its members at this Council meeting, is submitted for notice, with recommendations being submitted to the Municipal Council of Windhoek per AM.6.1, GOV.1, GOV.2, GOV.3, GOV.4, GOV.7, GOV.9 AND SOP.1, which follow immediately hereunder for consideration.

It is

RECOMMENDED

That the minutes of the special Management Committee meeting (SMC 01/2025) held on 25 February 2025, be noted by its members, with the exception of Items AM.6.1, GOV.1, GOV.2, GOV.3, GOV.4, GOV.7, GOV.9 AND SOP.1.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5.1 AM.6.1 [CEO] STAFF MATTER
(4/2/P)

This matter, submitted to the Council Members under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(i) the appointment, promotion, conditions of employment and discipline of any particular officer or employee of a local authority council;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5.2 GOV.1 [HCC] STAFF MATTER
(4/1/2/9)

This matter, submitted to the Council Members under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(i) the appointment, promotion, conditions of employment and discipline of any particular officer or employee of a local authority council;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5.3 GOV.2 [CEO] CONFIDENTIAL MATTER
(4/1/2/9/1)

This matter, submitted to the Council Members under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(i) the appointment, promotion, conditions of employment and discipline of any particular officer or employee of a local authority council;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5.4 **GOV.3 [CEO] REQUEST TO ACCEPT THE DONATION OF AN ELECTRIC VEHICLE CHARGING STATION BY TESLA ENERGY SOLUTIONS (PTY) LTD**
(3/14)

Purpose

The purpose of this item is to seek Council's acceptance for the donation of an electric vehicle charging station offered by Tesla Energy Solutions (Pty) Ltd.

Introduction

*** The Municipal Council of Windhoek is in receipt of a letter dated 20 September 2024, addressed to Council Member Sam S Nujoma, from Mr Elron Awase, Managing Director of Tesla Energy Solutions (Pty) Ltd, **attached as pages 420 - 421 to the agenda**, communicating an offer by Tesla Energy Solutions (Pty) Ltd to donate an Electric Vehicle Charging Station to the Municipal Council of Windhoek. Subsequently, in a Memorandum dated 8 October 2024, **attached as pages 422 - 423 to the agenda**, Council Member Sam S Nujoma communicated the offer to former Mayor, Council Member Queen O Kamati.

Background

Tesla Energy Solutions (Pty) Ltd is a Namibian-registered company spearheading new energy management solutions through sustainable energy technologies, smart grid solutions, Automatic Meter Reading (AMR) solutions among others. Tesla Energy Solutions (Pty) Ltd is undertaking a pilot program to advance electric mobility and sustainable infrastructure in Namibia. The program aims to facilitate the growth of electric mobility by expanding access to charging stations, collecting data and informing policy-decisions on Electric Vehicle (EV) usage. Under this program, Tesla Energy Solutions (Pty) Ltd posits that they have already installed three (3) public and two (2) residential Electric Vehicle (EV) Charging Stations in Namibia. Given the Municipal Council of Windhoek's notable progress in advocacy towards sustainable practices, Tesla Energy Solutions (Pty) Ltd proposes donating an Electric Vehicle (EV) Charging Station valued at approximately N$120 000.00 to the Municipal Council of Windhoek. The station would be installed at Council offices, providing public access to monitor usage trends and contribute to research on Electric Vehicle (EV) integration into Namibia's transport system, thereby informing and advancing Council's advocacy efforts on sustainability.

Discussion

The Municipal Council of Windhoek is one (1) of Namibia's lead institutions in the implementation of Nationally Determined Contributions (NDC) to the United Nations Framework Convention on Climate Change (UNFCCC), where Namibia pledged to reduce its Greenhouse emissions by 91 % by 2030 and follow the road to net zero emissions by 2050. Council has approved the Windhoek Integrated Climate Change Strategy and Action Plan (WICCSAP)

which will enhance its ability to respond to climate change and increase the City's resilience through mitigation efforts. Windhoek Integrated Climate Change Strategy and Action Plan (WICCSAP) puts emphasis on the reduction of energy consumption, promotion of sustainable modes of transport, promotion of renewable energy sources, advocacy for rational energy use and the development of systems to monitor Greenhouse Gases (GHGs) emissions in the City. The World Bank statistics illustrate that the transport sector contributes about 55.4 % of Namibia's Carbon dioxide emissions, the Municipal Council of Windhoek has undertaken advocacy initiatives such as Zero Emissions Week with Electric Transport Exhibitions, Car Free Day and Cycle to Work Day to reduce carbon footprint in this sector. Therefore, the donation offer could not have come at an optimal time than now, as Windhoek and Namibia in general, accelerate the implementation of climate change mitigation strategies and adaptation action.

*** The Chief Executive Officer per letter dated 18 October 2024, **attached as page 424 to the agenda**, expressed appreciation and informed Tesla Energy Solutions (Pty) Ltd of the pending statutory approvals, in line with section 30(1)(z)(i) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).

Strategic implications/significance

The core objectives of this pilot program and donation of Electric Vehicle (EV) Charging Station aligns with Windhoek Integrated Climate Change Strategy and Action Plan (WICCSAP); Council's Organisational Vision '*to be a sustainable and caring City by 2027';* and Sustainable City Concept's: Social, Economic and Environmental descriptors. Particularly, the environmental commitment to a safe, healthy environment and protection of current and future resources to minimise exploitation. It also supports the attainment of the following Strategic Objectives:

- **Strategic Objective:** Pursue technological advancement, innovation and operational efficiencies

Key Performance Area (KPA) No.	Proposed Key Performance Area KPA)	Key Performance Indicator (KPI) No.	Key Performance Indicators (KPIs)	Key Performance Indicator (KPI) description
IBP 2	**Smart Cities**	IBP2	% Progress vs. Smart Cities Baseline Project (aimed at developing core Smart, Sustainability, Resilience Indicators as per ISO: 37122, 37120, 37123, respectively)	Measures the progress implementation of the Smart Cities Baseline Project

The pilot program and donation of Electric Vehicle (EV)Charging station will validate the City of Windhoek's commitment to becoming a smart city that is committed to adopting innovative technologies that support environmental consciousness and the future of smart urban infrastructure. Smart Cities work to create an extensive network of charging stations for easy accessibility by residents and visitors alike, enabling residents to acquire electric vehicles help Smart Cities create an

eco-friendly transportation system that reduces transportation costs, lessens sound pollution, lowers dependence.

- **Strategic Objective:** Provide basic services, land delivery and upgrading of informal settlements

Key Performance Area (KPA) No.	Proposed Key Performance Area KPA)	Key Performance Indicator (KPI) No.	Key Performance Indicators (KPIs)	Key Performance Indicator (KPI) description
CS 4	**Basic Services**	CS4.8a	% Progress vs. Developed Integrated Transport Masterplan (Integrating SUTMP with Roads Masterplan)	Measures the progress made against Developed Integrated Transport Masterplan

The project compliments some aims of the Sustainable Urban Transport Master Plan (SUTMP) which intends to help the transportation system to contribute to environmental and climate change related issues. The Sustainable Urban Transport Master Plan (SUTMP) produces a clear and realistic vision for the development of a sustainable urban transport system for Windhoek and this installation of an Electric Vehicle (EV) Charging Station falls under this.

Financial implications

*** Tesla Energy Solutions (Pty) Ltd has indicated that this is a donation. However, the Municipal Council of Windhoek will need to provide an electric supply point for installation, which may incur minimal infrastructural adjustment costs. This expense should be covered within the existing budget allocations for renewable energy projects. As per the email communication from Tesla Energy Solutions (Pty) Ltd, **attached as page 425 to this agenda**, the charging station can be setup within the following framework:

- Plug and Charge: Anyone plugging can charge without registration or payment.

- Scan and Charge: End users are need an account/registration/payment upfront to scan the Quick Response code to enable the session.

- Tap and Charge: Similar to Scan and Charge, end users acquire an Radio Frequency Identification, which can be enable/disabled or have session limits programmed.

It is suggested that the charging be free of charge to end users for a given period of time to raise public awareness.

Possible/perceived risks and mitigation matrix

Risk No.	Risk type	Risk description (cause and effect)	Prob.	Impact	Score	Risk containment plan
1	Operational	Installation, maintenance and operational costs	High	Major	4	The Department of Electricity to conduct comprehensive due diligence and make

						budgetary provision for the installation and operation.

Compliance check/legal implications

As in all donations, this donation is in line with section 30 (1)(z)(i) of the Local Authorities Act ,1992 (Act 23 of 1992) (as amended), which *inter alia* reads as follows:

'to accept donations made or receive moneys offered to it by any person within Namibia and, with the prior approval in writing of the Minister in every particular case and to such conditions as he or she may determine, to accept such donations made or receive such moneys offered to it by any person outside Namibia.'

The above-quoted section contemplates two (2) scenarios if one has regard to the language employed therein. Council has the power to accept donations made to it by any person within Namibia without the need to seek Ministerial approval. Whereas the Ministerial approval and any further conditions become a pre-requisite if a donation is made by a person outside Namibia.

This interpretation in our view accords Council a degree of autonomy insofar as the donation is made from within Namibia and further grants the Minister oversight in relation to donations made from outside Namibia.

Consultation with stakeholder departments and other interested parties

Internal stakeholders were consulted and input was received as follows:

Comments from the Chief Executive Officer

- **Corporate Legal Adviser**

*** The input from the Legal Services Division is attached as **pages 426 - 430 to the agenda.**

- **External Relations and Networking**

The donation offer is reflective of the Municipal Council's longstanding commitment to climate adaptation and reduction in greenhouse emissions. Indeed, the efficacy, and viability of Electric Vehicles as a climate adaptation strategy on the African continent is often questioned, and this donation will give the Municipal Council of Windhoek a unique opportunity to examine the feasibility of this practice.

- **Smart Cities and Transport**

The pilot program and donation of an Electric Vehicle Charging Station will enable the transportation system to contribute to environmental and climate change related issues.

Comments from the Strategic Executive: Electricity

The Electric Vehicle (EV) Charging Station is in line with departmental policies such as renewable energy policy, which promotes sustainability and green energy as well as tariff policy which already make provision for Electric Vehicles (EV) and Charging Stations. The Electric Vehicle (EV) Charging Station is a new technology being embarked on for the first time by the Municipal Council of Windhoek through this donation. Knowledge enhancement and skills upgrade as far as this technology is concerned, in terms of training is therefore of outmost importance to ensure safe operation as well as maintenance of the Electric Vehicle (EV) Charging Station throughout its lifespan.

This training should be acquired by the Department of Electricity's technical staff members during the installation phase that Tesla Energy Solutions (Pty) Ltd will undertake. Life cycle costs in the form of maintenance and possible replacement costs after the life span of the charger should also be discussed during the training session to ensure that these costs will be budgeted accordingly by Council. Tesla Energy Solutions (Pty) Ltd, being an expert in sustainable energy technologies will undertake the installation and commissioning of the charger together with the electrical departmental technical staff members for skills transfer.

The electrical department will identify and provide the supply point to the Electric Vehicle (EV) Charging Station based on the required capacity. The supply point should be a dedicated supply with its own metering point to record the exact usage and cost of the electricity. Full access to the Electric Vehicle (EV) Charging Station data is to be provided by Tesla Energy Solutions (Pty) Ltd to the electricity department for performance monitoring and further data interrogation. The first four (4) months can be used as a trial and monitoring stage as well as for marketing and publicity of the Electric Vehicle (EV) Charging Station to promote sustainability through Electric Vehicle (EV) while interacting with customers as they are charging. During the trial months, the customers will be allowed to charge at no cost as data is being collected and analysed to make an informed decision regarding the applicable tariff.

Parking space at the rooftop parking of the head office should be strictly reserved for the Electric Vehicle (EV) Charging Station to allow residents that wants to charge their vehicles to parks and charge vehicles. Provision for security services to guard these infrastructures should be put in place by corporate services and an awareness or marketing campaign through the marketing division through be undertaken to inform the public regarding the availability of the Electric Vehicle (EV) Charging Station.

*** The cost estimates to supply electricity to the proposed Electric Vehicle (EV) Charging Station is N$95 508.58 VAT inclusive as per detailed cost estimates, **attached as pages 431 - 433 to the agenda**. The appropriate tariff for the Electric Vehicle (EV) Charging Station will be determined after the proposed four (4) trial and monitoring months once energy consumption pattern is well analysed.

Comments from the Strategic Executive: Economic Development and Community Services

The donation aligns with the Windhoek Integrated Climate Change Strategy and Action Plan (WICCSAP), approved by Council to facilitate the Council's response to climate change. The strategy promotes sustainable transportation, thereby enhancing Council's mitigation efforts. The recent Zero Emissions Week aimed to raise awareness about Electric Vehicles (EVs) and accepting this donation will demonstrate the Council's commitment to advocating for Electric Vehicles (EVs) use.

Comments from the Strategic Executive: Urban and Transport Planning

Input received was incorporated in the item.

Conclusion

This donation postures the Municipal Council of Windhoek as a reliable and transformative force in Namibia's journey towards net zero particularly by focusing on the transportation sector that disproportionately contributes to carbon emissions. The donation also highlights the significance of municipal-industry co-operation in fostering sustainable development.

Management Committee

RECOMMENDED

1 That the donation of the Electrical Vehicle Charging Station to the Municipal Council of Windhoek by Tesla Energy Solutions, be noted and be approved.

2 That space on upper parking be reserved for the installation of an Electric Vehicle (EV) Charging Station and that the Strategic Executive: Electricity assist with the installation and operation of the Charging Station.

*** 3 That the cost estimates to supply electricity to the proposed Electric Vehicle (EV) Charging Station, **attached as pages 431 - 433** to **the agenda**, be noted and be approved.

4 That the Strategic Executive: Electricity through the Office of the Chief Executive Officer develop an appropriate tariff and billing methodology for the Electric Vehicle (EV) Charging Station after the proposed four (4) trial and monitoring months and once the energy consumption pattern is well analysed.

5 That the Strategic Executive: Human Capital and Corporate Services make provision for security services to guard the Electric Vehicle (EV) Charging Station.

6 That the Chief Executive Officer (Manager: Corporate Communication, Marketing and Public Participation) conducts an awareness campaign for the Charging Station.

7 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5.5 GOV.4 [ELE] CONFIDENTIAL MATTER

This matter, submitted to the Council Members under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(i) the appointment, promotion, conditions of employment and discipline of any particular officer or employee of a local authority council;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5.6 GOV.7 [CEO] SCHEDULE OF MEETINGS FOR COUNCIL ADVISORY COMMITTEES AND COUNCILLORS' FORUM FOR 2025
(3/2/1)

*** Council at its meeting held on 11 November 2024, per Resolution 248/11/2024 **attached as page 434 to the agenda** *inter alia* resolved as follows:

1 That this matter be referred back in order for the Chief Executive Officer (Acting Manager: Mayoral and Council Affairs) to arrange a consultative meeting between the Mayor and the Chairpersons and Deputy Chairpersons of the Councillors Advisory Committees to look into the following, whereafter the matter be resubmitted to Management Committee/Council for consideration:

1.1 Measures of effectiveness and quality of the Advisory Committee meetings;

1.2 Quality of agenda items discussed;

1.3 Number of meetings and frequency thereof;

1.4 Number of Council Members and staff members present at the meetings;

1.5 Implementation of the recommendations of the reports;

1.6 Analyse what has thus far been done by the Advisory Committees; and

1.7 Indicate whether the meetings are aligned to what is to be achieved in terms of the approved Terms of Reference (ToR) of the said Advisory Committees.

2 That the resolution be implemented prior to confirmation of the minutes.

Following the above Council Resolution, the Councillors' Forum at its meeting held on 19 February 2025 deliberated on the matter and resolved as follows:

- *That the Schedule of Council Advisory Committee and Councillors Forum Meetings for the year 2025 be approved as is and be resubmitted to Management Committee/Council for adoption.*

- *That the Corporate Legal Advisor give an opinion on the statutory nature of the meetings in as far as it relates to retrospectively approving the schedule, i.e., is it a statutory requirement to make provision for dates already past, and that such be incorporated into the submission to MC/Council.*

- *That the Council Advisory Committees and Councillors' Forum meetings proceed as per the proposed schedule while awaiting formal approval by MC/Council.*

- *That the Chief Executive Officer continue to arrange a consultative meeting between the Mayor and the Chairpersons and Deputy Chairpersons of the Councillors Advisory Committees in line with Council Resolution 248/11/2024.*

Input from the Corporate Legal Adviser

In pursuance of the guidance from the Councillors' Forum pertaining to the statutory nature and retrospectively approving of the Schedule of Meetings which is merely a planning tool of Council Members to attend the Council Advisory Committee meetings; it should be noted that such retrospective approval of dates or ratification thereof does not cause any prejudice and is therefore within Council's discretion to administratively arrange such dates through a resolution.

As mentioned in the submission, the proposed list of scheduled Council Advisory Committee meetings emanates from the need to streamline the current corporate calendar, by integrating all meetings into a cohesive business cycle, for the purposes of planning and co-ordinating the Council Advisory Committee meetings and related activities for the Year 2025.

The item is herewith resubmitted for reconsideration.

Introduction

*** The following submission seeks approval of the proposed schedule of Council Advisory Committee and Councillors' Forum Meetings for the Year 2025, **attached as pages 435 - 437 to the agenda**.

Background and discussion

Council Advisory Committee Meetings

*** Council per Resolution 59/03/2021 **attached as pages 438- 439 to the agenda**, established the following Council Advisory Committees in terms of section 30(1)(w) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), in reference to the powers, duties and functions of local authority councils, which *inter alia* reads as follows:

A local authority council shall have the power to establish from time to time such committees as it may deem necessary to advise it generally or in relation to any particular matter in the exercise of any of its powers or the performance of any of its duties and functions and may appoint such members or such other persons as it may deem fit to be members of such committees.

The list of Committees are as follows:

- External Relations Report;
- Formalisation of Informal Settlements and Integration of Groot Aub;
- Provision of Basic Services;
- Heritage Committee Report;
- Economic Development, Public Safety and Citizen Welfare (EDPSCW) Advisory Committee;
- Land Delivery; and
- Financial Sustainability, Performance Management and Policy.

The proposed list of scheduled Advisory Committee meetings emanates from the need to streamline the current corporate calendar, by integrating all meetings into a cohesive business cycle, for the purposes of planning and co-ordinating the Council Advisory Committee meetings and related activities for the year, 2025.

Previous advisory committee meeting schedules were compiled from the existing corporate calendar of meetings but were not formally approved. That said, the methodology for the proposed schedule of advisory committee meetings for 2025, remains the same as guided by the overall corporate calendar, with the view that the proposed Council Advisory Committee meeting dates form part of the 2025 corporate calendar of meetings. It should also be noted that any changes to the scheduled committee meetings, present challenges in trying to secure alternative dates. Therefore, it is advisable to adhere to the proposed schedule as is reasonably possible.

Councillors' Forum Meetings

*** The Councillors' Forum is an additional Committee of Council established in 2013 and in line with the section 30(1)(w) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and reaffirmed as per the Special Council Resolution 36/02/2021, **attached as page 440 to the agenda**. It should be noted that at the establishment of the Councillors' Forum, the meetings were convened monthly. However, following the Councillors' Forum meeting held on 22 February 2022 proposed that the monthly Councillors' Forum meetings were changed to quarterly meetings as per the minutes of the Councillors' Forum meeting of 22 February 2022 per Item 4.2.1, **attached as pages 441 - 448 to the agenda.**

The methodology for the proposed schedule of Councillors' Forum meetings for 2025, is also guided by the overall corporate calendar, with the view that the proposed Councillors' Forum meeting dates form part of the 2025 corporate calendar of meetings. It must equally be noted that any changes to the scheduled Councillors' Forum meetings, present challenges in trying to secure alternative dates. Therefore, it is advisable to adhere to the proposed schedule as reasonably as possible.

Management Committee

RECOMMENDED

1 That following Council Resolution 248/11/2024, it be noted that the Councillors' Forum convened on 19 February 2025 and deliberated on the matter and *inter alia* resolved as follows:

- *That the Schedule of Council Advisory Committee and Councillors Forum Meetings for the year 2025 be approved as is and be resubmitted to Management Committee/Council for adoption.*

*** 1.1 That the Schedule of Meetings for the Council Advisory Committees and Councillors' Forum for the Year 2025**, attached as pages 435 - 437 to the agenda**, be noted and approved.

2 That departments ensure adequate budgeting, planning and resource allocation to the various programmes/activities around the approved Schedule of Meetings for the Council Advisory Committees and Councillors' Forum for the Year 2025.

3 That the Chief Executive Officer execute *the remainder of* Council Resolution 248/11/2024 and provide feedback to Management Committee/Council.

4 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5.7 GOV.9 [HCC] STAFF MATTER
(16/30/2)

This matter, submitted to the Council Members under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(i) the appointment, promotion, conditions of employment and discipline of any particular officer or employee of a local authority council;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

[Municipal Council Agenda: 2025-03-05(02-27)]

9.5.8 SOP.1 [CEO/FCS/HPH] - CONFIDENTIAL MATTER
(L/Debt Swap Update)

This matter, submitted to the Councillors under separate cover, is to be dealt with in terms of section 14(2)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) which reads as follows:

Every meeting of a local authority council shall be open to the public, except on any matter relating to -

(ii) any offer to be made by the local authority council by way of tender or otherwise for the purchase of any property;

unless the local authority council by a majority of at least two-thirds of its members present at the meeting in question determines such a meeting to be so open.

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10 REPORTS AND RECOMMENDATIONS OF COMMITTEES IN TERMS OF RULE 23 OF THE STANDING RULES OF ORDER

[Municipal Council Agenda: 2025-03-05(02-27)]

10.1 [CEO] REPORTS AND RECOMMENDATIONS OF COUNCILLOR ADVISORY COMMITTEES IN TERMS OF RULE 23 OF THE STANDING RULES AND ORDER: PROVISION OF BASIC SERVICES ADVISORY COMMITTEE
(3/1/5)

Purpose

*** The following item is hereby submitted for Council's consideration and approval, in line with **Rule 23 of the Standing Rules and Order** pertaining to Reports of Advisory Committees, which requires said committees to present recommendations as per their progress reports to Council. An extract of the Standing Rules and Order, Rule 23 is **attached as page 449 to the agenda**, for ease of reference.

Introduction

*** The submission presents recommendations that emanate from the Reports of Advisory Committees specifically, the **PROVISION OF BASIC SERVICES attached as pages 450 - 469 to the agenda**. The report provides an account of the said committee's performance against the activities for the 2023 review period, as well as recommendations for consideration and implementation, for the following period (i.e., 2024). The objectives of the report are two (2) fold namely:

- Meet the statutory obligation as per Rule 23 of the Standing Rules and Order; and

- To report on progress and highlight key recommendations for Council's consideration and approval.

Background

The following Council Advisory Committee report and recommendations are hereby submitted, in line with Rule 23 of the Standing Rules and Order, read in conjunction with section 30(1)(w) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), in reference to the powers, duties and functions of local authority councils, which *inter alia* reads as follows:

A local authority council shall have the power to establish from time to time such committees as it may deem necessary to advise it generally or in relation to any particular matter in the exercise of any of its powers or the performance of any of its duties and functions and may appoint such members or such other persons as it may deem fit to be members of such committees.

*** The said Committee was established and approved as part of seven (7) Councillors' Advisory Committees, which item titled **Council's Representation on Advisory and External Committees (4/2/2)** served at Council on 11 March 2021, for improved efficiencies, effectiveness and to lend impetus to high impact activities and action plans that are aligned to Council's strategic objectives, as per Council Resolution 59/03/2021 **attached as pages 467 - 468 to the agenda.**

Consultation with stakeholder departments and other interested parties

The following departments/divisions were consulted for their inputs into the attached reports and item, with signed-off by the Chairpersons of the said Advisory Committees and the relevant Strategic Executives and/or officials:

- The Department of Electricity;

- The Department of Housing, Property Management and Human Settlement;

- The Department of Urban and Transport Planning; and

- The Office of the Chief Executive Officer (Legal Division).

Strategic implications/significance

This submission is aligned with the Organisation's theme of **Governance**, related to the key performance areas of performance management and reporting, as it pertains to advisory committees and in line with the earlier statutory frameworks cited.

Organisational implication

This submission is a statutory requirement in line with cited provisions of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and the Standing Rules and Order, namely section 30 (i) and Rule 23 respectively. Therefore, it does not present any organisational implication in that it meets the statutory obligations.

Legal and Governance Compliance implications

This submission is a statutory requirement in line with the cited statutory requirements namely, the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), and the Standing Rules and Order and specifically, section 30(1)(w) and Rule 23 respectively. Therefore, it does not present any legal or governance implication, in that it meets the statutory obligations.

Financial implications

All activities for 2024 will form part of the 2024/2025 departmental budgets, where applicable.

High level risk assessment matrix – possible/perceived risks and mitigation

Table 1: High level risk assessment matrix

Risk rating	Description of risk rating	Score
Catastrophic	Risks are addressed as a priority due to high exposure	4
Critical	Risks that cause management concern and are actively managed and mitigated	3
High	Risks that require attention but are not an immediate cause of concern	2
Low	Risks are manageable and monitored.	1

This includes risks in:

Table 2: Risk Profile

Risk No.	Risk description (cause and effect)	Risk type	Risk rating	Score	Risk mitigation
1	Delayed submission due to pending inputs from various stakeholders	Operational/ Compliance	Low	1	Mayor/Chief Executive Officer's intervention with Chairpersons and Technical Departments

The above risk is operational in nature and rated low (1). Future risk mitigation would require interventions from the Mayor and Chief Executive Officer by way of encouraging Chairpersons and technical departments/divisions to provide their inputs timeously.

Compliance check/legal implications

There are no compliance/legal implications associated with the submission of this item and attached reports as they comply with the Organisational and Legal and Governance Compliance paragraphs above.

Options

Not applicable.

Conclusion

This submission highlights the recommendations made by the **Provision of Basic Services Advisory Committee** for the 2023 review period. The report is a statutory requirement in line with the Standing Rules and Order (Rule 23). Furthermore, the recommendations presented in this item emanate from the said committee's activities, interventions, engagements, projects, programmes, workshops, and interrogation of the challenges highlighted in the report for the 2023 review period. Therefore, they are a realistic consideration of the circumstances at the time. It is anticipated that the above recommendations will serve as the basis for the said committee's monitoring and reporting efforts, against the identified action plans and recommendations, to be carried over to the 2024 performance period.

*** Lastly, the following recommendations are hereby presented, respective of the report for 2023 **attached as pages 450 - 466 to the agenda**.

It is

RECOMMENDED

*** 1 That the Performance Report on the **Provision of Basic Services Advisory Committee attached as pages 450 - 466 to the agenda** and herewith submitted by **Alderwoman Fransina N Kahungu**, the Chairperson of the said Committee, be noted.

2 That in terms of Rule 23(2) of the Standing Rules and Order, the following recommendations as read out by the Chairperson of the **Provision of Basic Services Advisory Committee**, as per paragraphs below, be accepted:

3 **Department of Electricity**

3.1 That the progress of electrification projects for the 2023 reporting period for the following areas be noted:

3.1.1 **Havana Extension 6 and 7:** One hundred and five (105) residents with access to electricity services.

3.1.2 **Otjomuise Extension 6 and 7:** Twenty (20) residents with access to electricity services.

3.1.3 **Okuryangava Block 3216:** Seventeen (17) households were switched on during 2023 and forty two (42) new applications were received in late 2023 to be completed during 2024.

3.1.4 **Havana Extension 1, Block Erven 322, 358 and 359:** Fourteen (14) households were switched on and by end of 2023, twenty one (21) households will be connected.

3.1.5 **Okahandja Park B and C:** One hundred and nineteen (119) connections are anticipated by end of 2023 and the project will be seventy percent (70 %) complete by the end of 2023.

3.1.6 **Kilimanjaro, Block Erf : 3315:** At project completion, one hundred and fifty three (153) households will be provided with electricity.

3.1.7 **Babylon, Block Erf 3192/93:** By the end of 2023, electricity to fifty two (52) households was switched on. The remaining houses are to be completed in 2024.

3.1.8 **Havana Extension 1, Block 411 - 413, 301 - 319 and 321:** At project completion, two hundred and twenty eight (228) households will be provided with electricity services.

3.1.9 **Havana Extension 1, Block 322 - 326 and Block 353 - 360:** at project completion, two hundred and fourteen (214) households will be provided with electricity services.

3.1.10 **Okatunda, Portion Y:** A bid to electrify two hundred and forty nine (249) households in Okatunda, Portion Y was advertised in 2023 with a closing date of 5 March 2024.

3.1.11 **Babylon, Erf 3222:** A bid to electrify one hundred and nine (109) households in Erf 3222 was advertised in 2023 with a closing date of 5 March 2024.

3.2 That it be noted that the civil works for the installation of **High Mast Lights** in the following areas is expected to be finalised in 2024:

- Havana Dumping Site, Samora Machel Constituency;
- Goreangab Soccer Field (toward Ongos), Samora Machel Constituency;
- Eehambo daNehale Interlocks and Deeper (Nalitungwe), Moses //Garoëb Constituency;
- Behind Frans Indongo Primary School, Tobias Hainyeko Constituency; and
- Sonderwater, Katutura East Constituency.

3.3 Five (5) Year Electrification Plan

*** 3.3.1 That it be noted that the Five (5) Year Electrification Plan guiding the electrification process of four thousand (4000) households between 2023 to 2028 in the informal areas around Windhoek, was approved by Council through Council Resolution 259/09/2023, **attached as page 469 to the agenda.**

3.4 Mix Settlement

3.4.1 That it be noted that alternative options are being explored to provide access to electricity using an off-grid Solar PV Plant to the residents of Mix Settlement via grant funding for the renewable energy solution.

3.5 Token Identifier (TID) Roll-over Project

3.5.1 That it be noted that Council has upgraded 82 % of their prepaid meters (STS6).

3.5.2 That it be noted that pensioners are provided with a pre-payment meters and that Council currently has approximately four thousand, three hundred and twelve (4312) pensioners on the electricity prepaid meter system.

4 Department of Housing, Property Management and Human Settlement

4.1 That it be noted that the following is a list of all active and non-active Lease Agreement holders residing on Municipal land in the formal and informal settlements:

Table 4: Active and Non-active Lease Agreements Holders

Leases concluded per Suburb	Number of allocated sites (HH)	Financial Advice created	First rental amount paid (N$)	Monthly rental income expected per month (N$)
January to December			340.00	114xpm.
Havana	110	110	37 400.00	12 540.00
Otjomuise	16	16	5 400.00	1 824.00
Ongulumbashe	04	04	1 360.00	1 824.00
Kilimanjaro	67	67	22 780.00	7 638.00
Babylon	113	113	38 420.00	12 882.00
Okuryangava	04	04	1 360.00	456 00
Okahandja Park	32	32	10 880.00	3 648.00
TOTAL	**346**	**346**	**117 600.00**	**40 812.00**

4.2 That it be noted that all the necessary alignments in terms of occupants, signed leases agreements and activation of accounts for Erf 3192/93, were finalised.

4.3 That it be noted that the issues of layouts need to be implemented by areas, as they do not have the same status and that an environmental assessment in areas with approved land was completed. [Feedback on the list of areas with approved layouts and environmental assessments is still pending.]

assessment in areas with approved land was completed. [Feedback on the list of areas with approved layouts and environmental assessments is still pending.]

4.4 Lease Agreements (outstanding applications) in relation to the provision of electricity

4.4.1 That it be noted that the following areas have finalised layout plans:

- Mix Proper;
- Mix Extension 1;
- Onyika in Okuryangava; and
- Freedom Land B.

4.4.2 That it be noted that surveying activities and approvals of survey records are still pending in the areas of Havana Extension 8 and Havana Extension 3.

5 Department of Housing, Property Management and Human Settlement

5.1 Water Issues in Jerry Ekandjo Area

5.1.1 That it be noted that the community of Kilimanjaro (Moses //Garoëb Constituency) raised concerns about the long distances in fetching water and that assistance in providing closer water points was needed.

5.1.2 That it be noted that a total of five (5) points was identified to be added to what is being done in the area, including the adjacent area of Matheus Shikongo to be installed in 2024.

5.2 Mukwanangombe Community Concerns about Sanitation Hub

5.2.1 That it be noted that the community of Mukwanangombe wrote a letter to the Human Settlement Division raising concerns regarding their requests for fencing, caretakers, and cleaning materials for the sanitation hub and their subsequent refusal of the key handover of the sanitation hub.

5.2.2 That it be noted that the completed infrastructure is prone to vandalism, hence the need to finalise the Social Compact Agreement as a matter of priority, before the handover of keys for the sanitation hub.

6 Department of Urban and Transportation Planning

6.1 Upgrading of the Municipal Council of Windhoek Public Transport Ticketing System

6.1.1 That it be noted that the Municipal Council of Windhoek introduced a Smart Card-Based Ticketing System in 2012, whereby users of the public transport system had the option of paying cash or using the then newly introduced smart card. As incentive for commuters to switch over to the smart card, the fare using the card was slightly lower than the cash fare.

6.1.2 That it be noted that the initial Smart Card Ticketing System did not have the desired effect, with many users still opting to pay in cash.

6.1.3 That it be noted that the control of cash due to the nature of the system is a long-standing problem despite numerous efforts to curb the syphoning of cash by drivers before depositing the fares at the end of the shift.

6.1.4 That it be noted that an initiative still in practice today, is to have checkpoints manned by City Police officials to validate passenger numbers against fares logged, but with limited success and as already recognised in 2012, the only real solution is to move away from a cash payment scenario in line with worldwide best practice public transport systems.

6.1.5 That it be noted that accordingly, an initiative was launched in 2018 to replace the previous system with a 'cashless' fare collection system and a detailed system design was undertaken, funded by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

6.1.6 That it be however noted that the costing of the system at that stage amounted to an estimated N$30 million, which was considered unaffordable and the period for recovery of the capital too long. [A fresh initiative was launched in 2022 where an updated version of the existing technology was presented offering much the same system functionality, but at a much-reduced cost.]

6.1.7 That it be noted that funding was secured and implementation is progressing well with the final Product Catalogue signed by both parties. [The Factory Acceptance Test (FAT) to review equipment performance against the functional design specifications took place during the week of 5 to 8 December 2023 and the equipment delivery to site from the supplier was expected in early 2024.]

6.1.8 That it be noted that the bus ticketing system to a cashless system aims to contribute to the Municipal Council of Windhoek's ongoing efforts to enhance revenue collection.

6.1.9 That it further be noted that the upgrade will assist Council to generate accurate data to be used in the planning process to improve service delivery to the residents of Windhoek and that the new system is expected to increase boarding time for commuters using municipal busses and enhance safety to passengers, as they are no longer required to carry cash for payment when traveling.

6.2 Development of the Private Public Transport Strategy

6.2.1 That it be noted that public transport is a critical means by which citizens effectively access goods and services across the expanse of any City today. The service offered is typically split between private and public service offerings structured in a complementary manner to serve the needs of the residents.

6.2.2 That it be noted that owing to poor public transport offerings, Windhoek has a large and growing number of privately operated public transport vehicles which includes local and long-distance operators.

6.2.3 That it be noted that concerns have been raised on the lack of loading terminals and critical facilities for local taxis, commuting service providers, long distance taxis and bus cross-border transport operators in Windhoek. As a result, the Municipal Council of Windhoek has launched an investigation into the various operations with the need to better understand the situation and to pursue short, medium and long-term solutions to the problems identified.

6.2.4 That it be noted that the procurement process is currently underway to appoint a service provider to conduct a needs assessment to develop the strategy for loading terminals as well as a proposed implementation plan and funding options. The service provider is expected to commence work in the first quarter of 2024.

6.3 Consultation with the Ministry of Works and Transport on Public Transport Funding

6.3.1 That it be noted that initiatives to engage the Ministry of Works and Transport on the funding of improved public transport are ongoing, progress against which was to be reported on in 2024.

[Municipal Council Agenda: 2025-03-05(02-27)]

10.2 [CEO] REPORTS AND RECOMMENDATIONS OF COUNCILLOR ADVISORY COMMITTEES IN TERMS OF RULE 23 OF THE STANDING RULES AND ORDER: EXTERNAL RELATIONS AND MAYORAL AFFAIRS ADVISORY COMMITTEE
(3/1/5)

Purpose

*** The following item is hereby submitted for Council's consideration and approval, in line with **Rule 23 of the Standing Rules and Order** pertaining to Reports of Advisory Committees and which requires said Committees to present recommendations as per their progress reports to Council. An extract of the Standing Rules and Order, Rule 23 is **attached as page 449 to the agenda**, for ease of reference.

Introduction

*** The submission presents recommendations that emanate from the Reports of Advisory Committees specifically, the **EXTERNAL RELATIONS AND MAYORAL AFFAIRS ADVISORY COMMITTEE (2022), attached as pages 470 - 562; and 563 - 645 to the agenda.** The report provides an account of the said committee's performance against the activities for the 2022 review period, as well as recommendations for consideration and implementation, for the following period (i.e., 2023). The objectives of the report are two (2) fold namely to:

- Meet the statutory obligation as per Rule 23 of the Standing Rules and Order; and

- To report on progress and highlight key recommendations for Council's consideration and approval and implementation during the 2023 period.

Note: It should be noted that the finalisation of this report required numerous inputs from various stakeholders with conflicting priorities, which hindered the timely submission of this report in 2023. Therefore, for compliance purposes, this submission serves as a retrospective account of the activities for the 2022 reporting period, notwithstanding some of the recommendations which may still be relevant at the time that this submission is tabled.

Background

The following Council Advisory Committee report and recommendations are hereby submitted, in line with Rule 23 of the Standing Rules and Order, read in conjunction with section 0(1)(w) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), in reference to the powers, duties and functions of local authority councils, which *inter alia* reads as follows:

A local authority council shall have the power to establish from time to time such committees as it may deem necessary to advise it generally or in relation to any particular matter in the exercise of any of its powers or the performance of any of its duties and functions and may appoint such members or such other persons as it may deem fit to be members of such committees.

*** The said committee was established and approved as part of seven (7) Councillors' Advisory Committees, which item titled **Council's Representation on Advisory and External Committees (4/2/2)** served at Council on 11 March 2021, for improved efficiencies, effectiveness and to lend impetus to high impact activities and action plans that are aligned to Council's strategic objectives, as per Council Resolution 59/03/2021 **attached as pages 467 - 468 to the agenda.**

Consultation with stakeholder departments and other interested parties

The following departments/divisions were consulted for their inputs into the item and attached report, signed-off by the Chairperson of the said Advisory Committee and relevant Strategic Executives and/or officials:

- Office of the Chief Executive Officer;

- The Legal Division;
- The Internal Audit Division; and
- The External Relations and Networking Division.

Strategic implications/significance

This item submission is aligned with the Organisation's theme of **Governance**, related to the key performance areas of performance management and reporting, as it pertains to advisory committees, and in line with the earlier statutory frameworks cited.

Organisational implication

This submission is a statutory requirement in line with cited provisions of the Local Authorities Act, 1992 (Act 23 of1992) (as amended) and the Standing Rules and Order namely section 30(1)(w) and Rule 23 respectively.

Legal and governance compliance implications

This submission is a statutory requirement in line with the cited statutory requirements namely, the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and the Standing Rules and Order and specifically, section 30(1)(w) and Rule 23 respectively.

Financial implications

All activities form part of the relevant departmental budgeting cycles for the financial year in question (e.g., 2022/2023) and following financial year (e.g., 2023/2024), where applicable.

High level risk assessment matrix - possible/perceived risks and mitigation

Table 1: High level Risk Assessment Matrix

Risk rating	Description of risk rating	Score
Catastrophic	Risks are addressed as a priority due to high exposure	4
Critical	Risks that cause management concern and are actively managed and mitigated	3
High	Risks that require attention but are not an immediate cause of concern	2
Low	Risks are manageable and monitored.	1

This includes risks in:

Table 2: Risk profile

Risk No.	Risk description (cause and effect)	Risk type	Risk rating	Score	Risk mitigation
1	Delayed submission due to pending inputs from various stakeholders due to conflicting priorities	Operational/ Compliance	Low	1	Mayor/Chief Executive Officer's intervention with Chairpersons and Technical Departments

The above risk is operational in nature and rated low (1). Future risk mitigation would require interventions from the Mayor and Chief Executive Officer by way of encouraging Chairpersons and technical departments/divisions to provide their inputs timeously.

Compliance check/legal implications

Future reports need to be submitted in a timely fashion to ensure continuity of accountability and implementation of activities, within the applicable reporting period. Therefore, all Chairpersons are to be regularly engaged for their consistent efforts to ensure timely submission of their respective reports.

Options

Not applicable.

Conclusion

This submission highlights the recommendations made by the **External Relations and Mayoral Affairs Advisory Committee (2022)**. The report is a statutory requirement in line with the Standing Rules and Order (Rule 23). Furthermore, the recommendations presented in this item emanate from the said committee's activities, interventions, engagements, projects, programmes, workshops and interrogation of the challenges highlighted in the report for the 2022 review period. Therefore, they are a realistic consideration of the circumstances at the time. It is anticipated that the above recommendations will serve as the basis for the said committee's monitoring and reporting efforts, against the identified action plans, budget and recommendations, to be carried over to the 2023/2024 performance period.

It is

RECOMMENDED

***

1 That the Performance Report on the **External Relations and Mayoral Affairs Committee (2022) attached as pages 470 - 562; and 563 - 645 to the agenda** and herewith submitted by **Council Member Sade S Gawanas**, the former Chairperson of the said committee, be noted.

2 That in terms of Rule 23(2) of the Standing Rules and Order, the following recommendations as read out by the said Chairperson of the **External Relations and Mayoral Affairs Committee**, as per paragraphs below, be accepted:

3 Inter-governmental Relations

3.1 Inter-Municipal Local

3.1.1 That the Municipal Council of Windhoek maintains its relationships with all its sister local authorities, to contribute to nation-building and economic development across the broader spectrum of the local authority sector.

3.1.2 That it be noted that maintaining local contacts and aiding other local authorities, enhances local government capacities necessary to tackle development challenges, in the context of Namibia's policy on decentralisation efforts.

3.1.3 That all Trade Fairs organised by various Town Councils receive equitable support, comparable to that extended to any other significant economic or social event.

3.1.4 That a clear framework for budget allocations to sister local authorities and their activities be provided and form part of future budgeting cycles.

3.1.5 That agricultural projects within the Kunene and Omaheke regions be strategically supported through the expertise and resources of Farm Okukuna. This intervention is crucial for enhancing food security, stimulating local economies, and fostering long-term agricultural sustainability, thereby reducing the economic vulnerabilities faced by these communities.

4 Membership and Associations

4.1 Association for Local Authorities in Namibia (ALAN)

4.1.1 That the Municipal Council of Windhoek maintains its membership to the Association of Local Authorities in Namibia (ALAN) and influences the agenda of local authorities in Namibia.

4.1.2 That the Municipal Council of Windhoek remains well-informed of the decisions made by the Association of Local Authorities in Namibia (ALAN) on behalf of all local authorities. [This is particularly crucial when it comes to long-term contracts the Association of Local Authorities in Namibia (ALAN) enters with third parties, as these agreements can have far-reaching implications for local governance, resource allocation, and the socio-economic development of our municipalities. Such oversight ensures that the interests of the Municipal Council of Windhoek and its residents are adequately safeguarded in the broader framework (white paper) of national municipal administration and that such a framework is prioritised via Association of Local Authorities in Namibia (ALAN).]

4.2 Namibia Association of Local Authority Officials (NALAO)

4.2.1 That the Municipal Council of Windhoek maintains its membership to the Namibia Association of Local Authority Officials (NALAO) as a professional body of local authority officials, with the aim to promote value-adding relationships between the political leaderships and administrative level.

4.3 Namibian National Mayors' Forum (NNMF)

4.3.1 That the Municipal Council of Windhoek maintains its membership to the Namibian National Mayors' Forum (NNMF) and influences the agenda of the local authority in Namibia.

5 Windhoek Residents Mayoral Trust and Corporate Social Investments

5.1 Financials

5.1.1 That it be noted that it is imperative that Council consistently allocates annual budgetary resources to the Windhoek Residents Mayoral Trust and Co-operation Social Investments, thereby ensuring its long-term financial sustainability. [This commitment will not only reinforce the Trust's capacity to deliver essential services, but also foster social equity by addressing economic disparities within our communities. Sustainable financial backing is crucial for the Trust to remain a reliable vehicle for meaningful social interventions, contributing to the broader goal of urban development and social cohesion in Windhoek.]

5.1.2 That the Trust submits comprehensive annual reports to Council, encompassing both detailed narrative accounts and financial statements.

5.1.3 That the reports further provide a thorough analysis of the Trust's activities, financial health, and overall impact, enabling Council to evaluate its performance and ensure accountability aligned to the broader socio-economic objectives.

5.1.4 That those financial resources (beyond sustaining operational needs), are directed towards genuinely supporting the most vulnerable members of society. [These funds should never be allowed to accumulate in private accounts, where they fail to serve their intended social purpose. Instead, they must be channelled transparently and responsibly, ensuring that they uplift those in need and promote equitable social development.]

5.1.5 That the City Cafeteria proceeds are clearly accounted for and channelled to the said trust.

5.1.6 That a minimum amount of N$500 000.00 is disbursed to at least five (5) critical projects each of which, receives at least N$100 000.00 per annum from the trust, for optimal impact.

5.2 Donations received and allowed

5.2.1 That the Municipal Council of Windhoek remains steadfast in ensuring transparency and accountability in the allocation and use of funds for social initiatives. [It is crucial that these resources are not only directed towards worthy causes but also meticulously monitored to guarantee they serve their intended purposes, thereby reinforcing Council's commitment to responsible governance and its reputation as a caring and ethical institution.]

6 International Relations and Co-operation

6.1 That it be noted that international competitiveness is a key component in realising the Municipal Council of Windhoek's Vision, Mission and Strategic Objectives.

6.2 That the Municipal Council of Windhoek's international relations should focus on priority areas through project-based agreements, while maintaining links with cities of historic significance to Namibia.

6.3 That the objectives of the Municipal Council of Windhoek's international co-operation serve to enhance efficiency in service delivery, contribute to decentralised local governance, promote good order and civilised discourse and mutual support.

6.4 That all signed agreements be followed by the establishment of Joint Working Groups to oversee the implementation of projects within the broader areas of agreed cooperation.

6.5 That all signed agreements be accompanied by specific annual Action Plans in priority areas.

6.6 That technical departments assign relevant officials to ensure the physical implementation of projects as per the Action Plans.

6.7 That the relevant departments be represented by subject-matter officials on local and international engagements/trips, to ensure factual reporting.

6.8 That the roles of all officials accompanying the nominated Council Members on local and international trips be clearly articulated in all future travel Management Committee items. [For example, the role of Office of the Chief Executive Officer (e.g. External Relations and Networking Division and Office of the Mayor); and the relevant technical departments be indicated in all items.]

6.9 That the implementation of the N$38 million European Union (EU) funded Solid Waste Management in Windhoek Project, under the Windhoek-Bremen co-operation, be prioritised with clear monitoring, evaluation and reporting mechanisms in place.

6.10 That the Municipal Council of Windhoek further pursue projects under the respective relationships with Berlin, Berlin Energy Agency, Mannheim and Kingston.

6.11 That the Municipal Council of Windhoek pursue other funding opportunities within the European Union (EU) and other development partners.

6.12 That the Municipal Council of Windhoek in collaboration with sister-cities and development partners, pursue initiatives on the localisation of the Global Sustainable Development Goals (SDGs).

7 Protocol and Ceremonies

7.1 That the Municipal Council of Windhoek implements annual Protocol Training/Refresher Master Classes to all levels of leadership, to ensure that national protocols are consistently upheld.

8 Stakeholders Engagements and Networking

8.1 That it be noted that the Municipal Council of Windhoek has engaged value-adding stakeholders to better understand their social responsibility strategies and foster mutually beneficial relationship opportunities.

8.2 That it be noted that the Municipal Council of Windhoek engaged representatives of First National Bank (FNB) Namibia and Bank Windhoek to collaborate with the Mayoral Relief Fund such as the deployment of a mobile Automated Teller Machine (ATM) at the Nathaniel Maxuilili Community Centre in Babylon, through support from First National Bank (FNB) Namibia, for example.

8.3 That ongoing discussions with other corporate partners continue, to address sustainable funding options.

8.4 That a committee structure be established to better address organisational outreach programmes moving forward.

8.5 That efforts be made to identify projects and opportunities for collaboration with identified external organisations and participation at strategic conferences; and consulting platforms.

8.6 That it be noted that as part of the networking activities, the Municipal Council of Windhoek secured overwhelming support from the corporate sector and development partners to complement the 2021/2022 COVID-19 Response Actions in the informal areas, which included: water tanks and tankers, food parcels for the vulnerable communities, ablution facilities and protective gear for the frontline staff with a combined value of N$3.4 million.

8.7 That a database of all external organisations relevant to the Municipal Council of Windhoek and an annual corporate stakeholder engagement and communications plan/matrix be prioritised, developed, monitored, reported and evaluated, in a transparent manner with regular dashboard notifications of progress or milestones reached that are visible on all communication and performance reporting platforms.

8.8 That the stakeholder engagement matrix be mapped out with key annual engagements on the corporate calendar and that all efforts be linked to critical areas of the strategic plan and assigned dedicated internal role-players to consistently negotiate/engage with key stakeholders, to garner support, funding, capacity-building, experiential learning and exchange programmes and/or any other opportunities to leverage the implementation of the strategic plan.

8.9 That the Municipal Council of Windhoek's website be regularly updated with current information and committee activities.

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The Gateway to Endless Opportunities

City of Windhoek

Vision: To be a Sustainable and Caring City by 2027

FORM 1

CHECKLIST FOR TOWN PLANNING APPLICATIONS

Please submit the application and supporting documents in the sequence indicated below:

NO.	REQUIRED DOCUMENT	ANNEXURE	ATTACHED (YES or NO or N/A)
1.	**Full Application with motivation by Consultant or Owner of the Erf / Portion/ Farm including the prescribed Urban and Regional Planning Board Form(s).**	**ANNEXURE A**	**YES**
2.	**Previous Council's Approval** (if applicable)	**ANNEXURE B**	**N/A**
3.	**A. Locality and Detailed Plans** (Illustrating the whole boundary of the Local Authority area under which the application is made)	**ANNEXURE C**	**YES**
	B. Portion Number (s) or Erf number (s) from Surveyor General's Office (if applicable)		**N/A**
	C. Existing Zoning Plan		**YES**
	D. Intended Zoning Plan		**YES**
	E. Subdivision / Consolidation Plan (with contours)		**YES**
	F. Approved Parking Layout (stamped and signed by the City of Windhoek's Planning, Design & Traffic Flow Division Staff)		**N/A**
	G. Copy of the Diagram or Extract of the General Plan Approved by the Surveyor General		**YES**
4.	**Conditions to be registered** (if applicable – this is mandatory for all subdivision applications)	**ANNEXURE D**	**N/A**
5.	**Special Power of Attorney** including Revenue Stamps with relevant initials	**ANNEXURE E**	**YES**
6.	**Closure Certificate** (if applicable)	**ANNEXURE F**	**N/A**
	Environmental Clearance Certificate (if applicable)		**N/A**
7.	**Previous approvals of the Minister of Urban and Rural Development** (including the recommendations of the Urban and Regional Planning Board, Townships Board or NAMPAB, if applicable)	**ANNEXURE G**	**YES**
8.	**Roads Authority approval together with the sketch plan indicating the access point(s)** (if applicable)	**ANNEXURE H**	**N/A**
9.	**1. Copy of Founding Statement (CC 1/2) or Business Registration** (if registered in the name of Close Corporation, Company or Organisation Name)	**ANNEXURE I**	**N/A**
	2. Copy of Resolution (if registered in the name of a Company or Organisation)		**N/A**
10.	**Copy of Title Deed, Deed of Transfer or Certificate of Registered Title**	**ANNEXURE J**	**YES**
11.	**Conditions of Establishment** (if applicable)	**ANNEXURE K**	**N/A**
12.	**Proof of Payment of the City of Windhoek Application Fee**	**ANNEXURE L**	**N/A**
13.	**Credit Clearance Certificate**	**ANNEXURE M**	**N/A**

Note: Any required additional documents that are not listed on the checklist may be attached after No. 13

PLAN AFRICA CONSULTING CC
TOWN AND REGIONAL PLANNERS

Box 4114
WINDHOEK
8 Delius Street
Windhoek (West)
Tel: (061) 212096 Cell: 0812716189
Fax to Mail: 088614626

Enquiries: Carolyne Nghipunduka
carolynenghipunduka@yahoo.com

Date: 06 May 2024

Chief Planner: Urban Policy
Department: Urban and Transportation Planning
Windhoek City Council
Box 59
WINDHOEK

Attention: Miss Kristofina Asino

Dear Madam

- **SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTIONS A, B, C, D AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS**

1. Appointment

Plan Africa Consulting CC on behalf of **Municipal Council of Windhoek** hereby applies for the:

- *Subdivision of Erf 578, 606, 626 and 637 Prosperita Extension 1 into Portions A, B, C, D and Remainders needed for the establishment of substations*
- *Rezoning of Portions A, B, C, and D from "industrial" to "municipal"*

2. Background

Erf 573 is a product of a consolidation of two erven 72 and 73 Prosperita. Erf 573 was allocated by Council as a Public Participation Project. A township was established on Erf 573 Prosperita to be known as Prosperita Extension 1 and is now approved in terms of Section 71 of the Urban and Regional Act, 2018 (Act No.5 of 2018).

A triple P agreement was made between the developer and City of Windhoek and at this stage a layout and township were established and the developer will be responsible for servicing the land.

3. Erf Information

Prosperita is a suburb in Windhoek, Khomas Region, Namibia and is situated south of Windhoek nearby Cimbebesia, Kleine Kuppe and Academia. The suburb mainly caters for large warehouse, office space or any other industrial developments. Properita Extension 1 is located in Prosperita. The township is 6,5057m^2 in size.

Figure 1: Aerial image showing terrain of Prosperita Extension 1

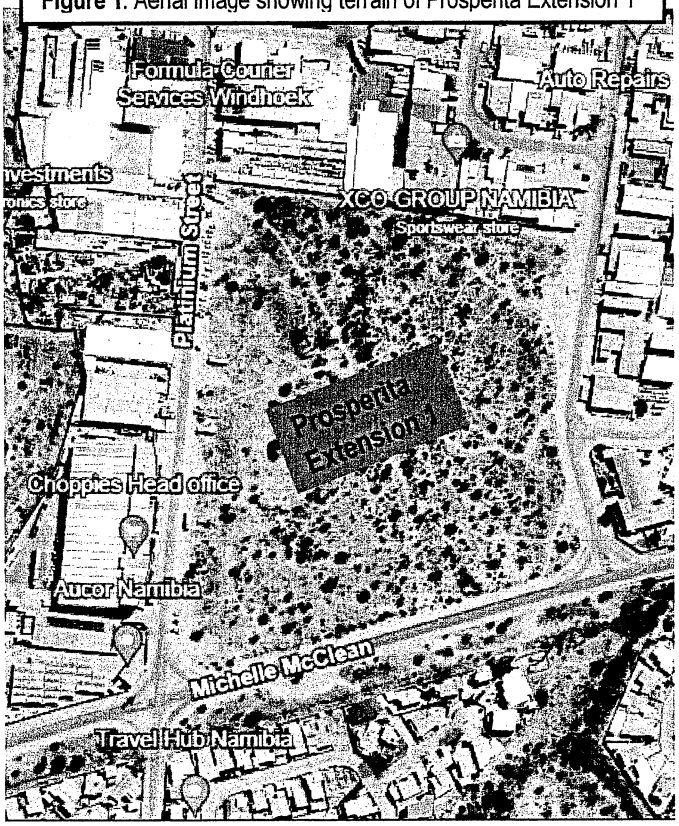
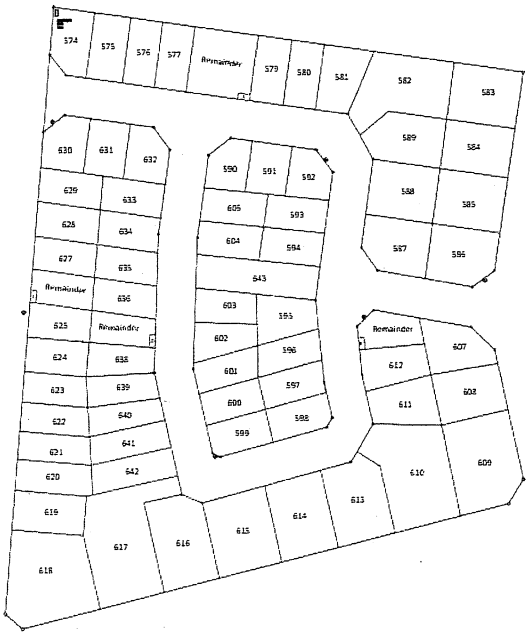


Figure 2: Prosperita Extension 1



4. Natural Conditions

The site is characterized by developable land, the land is covered with small bushes and undergrowth.

5. Access

Prosperita Extension 1 is accessible or enclosed by three roads namely Michelle Mc Clean Street on the northern side, Platinium Street on the eastern side and lastly Cobalt Street on the western side. The developer is responsible for the installation of access roads.

6. Infrastructure

The developer will be responsible for the installation of all services (water, electricity, sewage and access roads). Services are available in the adjacent area and can be comorbidly extended.

7. Proposed Development

Prosperita Extension 1 is an established township. The layout indicates that the respective township has a total of 71 erven numbered 574 to 644 ranging in different sizes of which 6 will be subdivided to be used as substations. Erven numbered 578, 606, 625 and 637 were selected to be subdivided into 18m^2 portions to cater for the construction of substations. The erven still need to be subdivided and the developer will be responsible for the installation of services. The proposed subdivision can only have a positive impact as electricity will be generated and will not negatively affect the environment thus a clearance certificate will be provided.

The erven are "zoned "industrial" and the new portions for the substations should be rezoned to "municipal".

Table 1: *Proposed Subdivision of Portions A, B, C and D*

Erf No	Existing Zoning	Portion	Proposed Zoning	Substation (m^2)	Erf size (m^2)	Remainder (m^2)
578	Industrial	A	Municipal	18	1076	1060
606	Industrial	B	Municipal	18	527	509
626	Industrial	C	Municipal	18	529	511
637	industrial	D	Municipal	18	514	496

8. Motivation

The owners intend to construct substations on the following erven: **578**, **606**, **626** and **637**. The purpose of this application is to create substations for the generation of electricity, without substations it will be impossible to distribute electricity throughout the established township. The respective land portions would be subdivided, followed by the survey of the land and the construction of services and substations. A substation is a high voltage electric system facility. It is used to switch generators, equipment and circuits or lines in and out of a system. It is also used to change AC voltages from one level to another and change alternating current to direct current or direct current to alternating current.

9. Public Support

The neighbors will be consulted accordingly if necessary. Advert rezoning not necessary, township establishment already advertised, exempted in terms of Section 127 of the Act.

10. Application

It is against this background that an application is made for City of Windhoek:

- *That Subdivision of Erf 578, 606, 626 and 637 Prosperita Extension 1 into Portion A, B, C, D and Remainder needed for the establishment of substations as tabled below.*
- *Rezoning of Portions A, B, C, and D from "industrial" to "municipal"*

Proposed subdivision of Portions A, B, C and D

Erf No	Portion	Erf size (m^2)	Substation (m^2)	Remainder (m^2)
578	A	1076	18	1060
606	B	527	18	509
626	C	529	18	511
637	D	514	18	496

In support of the application, the following are included:

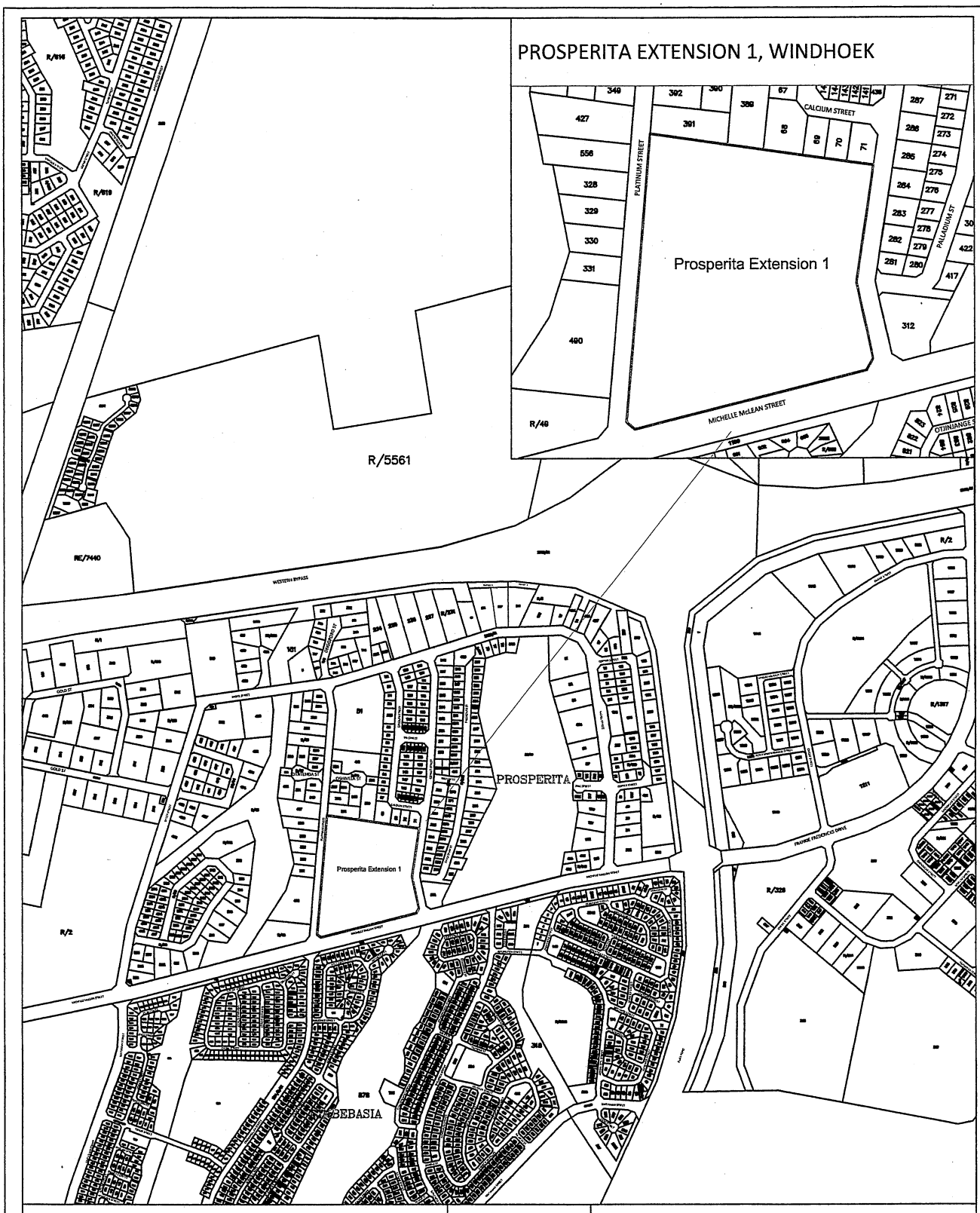
1. Locality Plan
2. Subdivision & Zoning Plan
3. Title Deed
4. Power of Attorney

I trust that my application will receive your positive consideration.

Yours Faithfully

.....

H. A. KRÖHNE



LOCALITY PLAN OF PROSPERITA EXTENSION 1,
MICHELLE McLEAN STREET, PROSPERITA

FEB. 2024

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Email: pafrica@mweb.com.na

PROSPERITA EXTENSION 1, WINDHOEK
Properita Extension 1
PLATINUM STREET
CALCIUM STREET
MICHELLE McLEAN STREET
NAUCHAB STREET
HARIB STREET
1717
1718
1719
721
350
351
349
393
394
392
390
389
391
67
68
69
70
71
145
144
143
142
141
436
427
556
328
329
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490
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284
283
282
281
312
822
821
820
819
818
1159
904
905
3553
R/906
902
901
903
907
899
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910
911
898
897
896
895
894
893
892
891
890
1930
946
947
1242
1243
1244
CURRENT SITUATION OF PROSPERITA EXTENSION 1 WITH 1 METER CONTOURS
ERF BOUNDARY
SCALE 1:2000
FEB.2024
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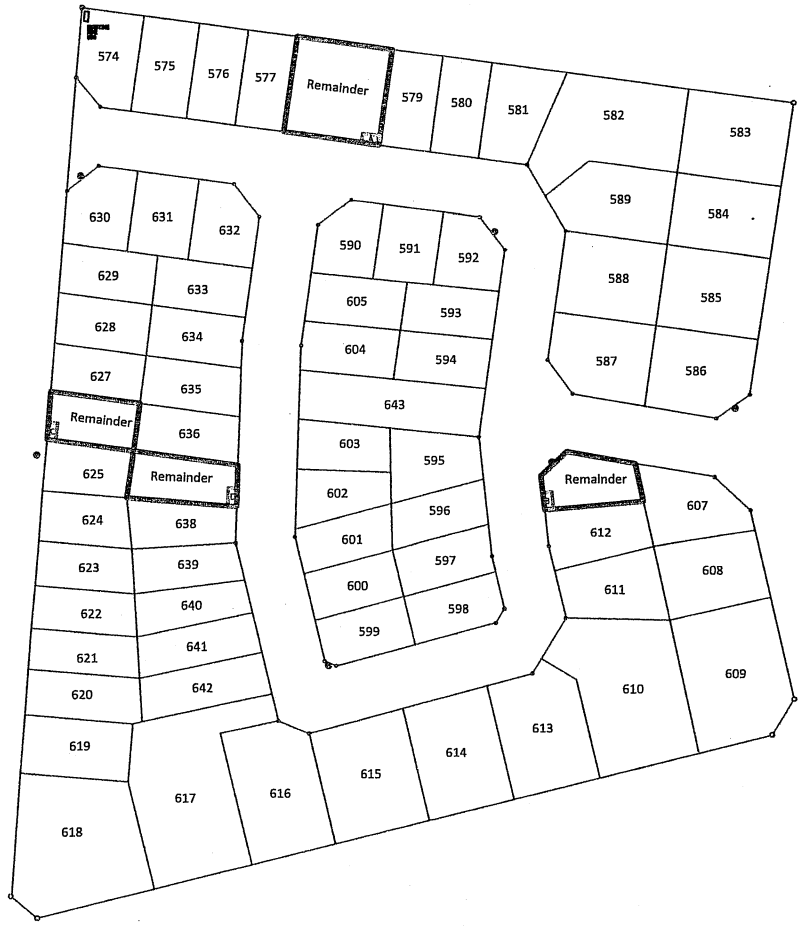
PROSPERITA EXTENSION 1



PROPOSED SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTION A, B, C, D AND REMAINDER

PORTION	ERF NO.	SIZE	REMAINDER
A = 18m²	578	1076m²	A = 1060m²
B = 18m²	606	527m²	B = 509m²
C = 18m²	626	529m²	C = 511m²
D = 18m²	637	514m²	D = 496m²

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LEGEND

ERF BOUNDARY

SUBSTATIONS

SCALE 1:2300

TN

MAR.2024

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PROPOSED SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTION A, B, C, D AND REMAINDER (WITH 1 METER CONTOURS)

PORTION	ERF NO.	SIZE	REMAINDER
A = 18m²	578	1076m²	RE/578 = 1060m²
B = 18m²	606	527m²	RE/606 = 509m²
C = 18m²	626	529m²	RE/626 = 511m²
D = 18m²	637	514m²	RE/637 = 496m²

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LEGEND

ERF BOUNDARY

SUBSTATIONS

SCALE 1:2300

TN

MAY.2024

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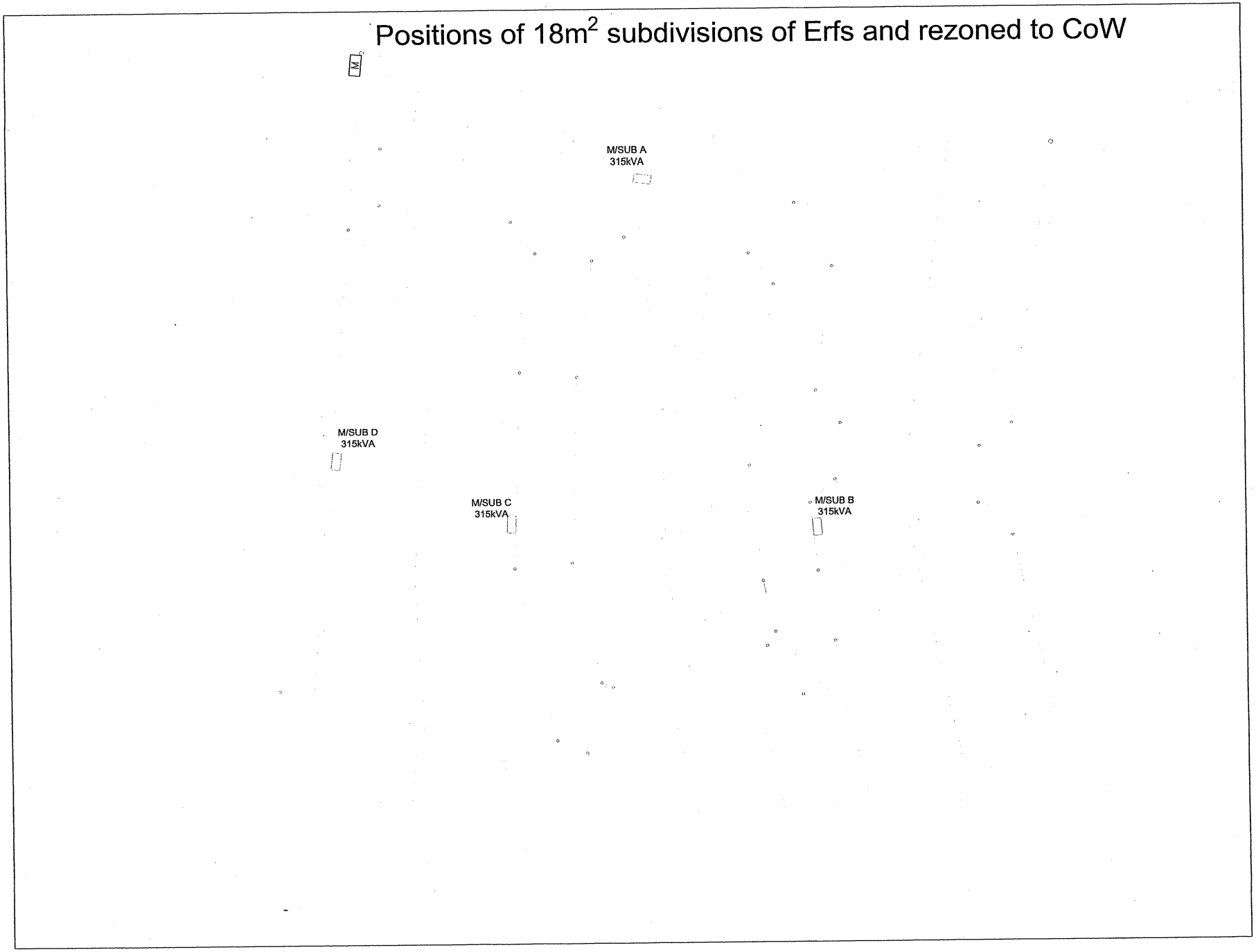
Positions of 18m^2 subdivisions of Erfs and rezoned to CoW



IMPORTANT
CONTRACTOR TO CHECK AND VERIFY ALL DIMENSIONS AND LEVELS ON SITE PRIOR TO CONSTRUCTION. ANY DISCREPANCY TO BE REFERED TO THE ENGINEER AS SOON AS POSSIBLE. UNDER NO CIRCUMSTANCES IS THIS DRAWING TO BE SCALED.

GENERAL NOTES:

IMPORTANT:

THIS DRAWING IS THE COPYRIGHT OF THE ENGINEER AND MAY NOT BE USED FOR ANY PURPOSES OR PRODUCED IN PART OR WHOLE WITHOUT PRIOR CONSENT OF THE ENGINEER.

1. ALL WORK TO BE CARRIED OUT IN ACCORDANCE WITH CITY OF WINDHOEK REGULATIONS
2. DIMENSIONS, WHERE INDICATED, ARE IN MILLIMETERS. THEY ARE TO BE READ, NOT MEASURED. DIMENSIONS TO BE CHECKED AND CONFIRMED ON SITE. THE POSITIONS SHOWN ARE INDICATIVE, NOT EXACT.
3. ANY DISCREPANCY MUST BE REPORTED TO THE ENGINEER BEFORE CONSTRUCTION COMMENCES.

SYMBOL	LEGEND
	New 11/0.415 kV Mini Sub
	18-way 3CR12 steel kiosk
	3-core 70mm^2 PILC-DSTA MV cables
	8m street lighting pole, 7.5m mounting height
	LV cables as shown in cable schedule
	16mm^2 4 core + 10mm^2 BCEW
	110mmØ class 6 sleeves
	18m^2 subdivision of Erf and rezoned to CoW

REVISIONS	DATE	NO.

A PUBLIC PRIVATE PARTNERSHIP (PPP) FOR THE CONSTRUCTION OF INFRASTRUCTURE BETWEEN TUYEBUCO CONSTRUCTION CC AND THE CITY OF WINDHOEK

10

CLIENT

TUYEBUCO CONSTRUCTION CC

P.O BOX 9187
EROS
WINDHOEK

COPYRIGHT RESERVED
SIGNED: DATE:

PROJECT MANAGERS AND ENGINEERS

CEPM CONSULTING ENGINEERS & PROJECT MANAGERS

39 DAAN BEKKER ST.
P.O BOX 5691
AUSSPANNPLATZ
WINDHOEK

FAX: +26488615975
TEL: +264 61259726
CELL:+264 812090753
E-mail: cepm10@gmail.com

PROJECT TITLE

THE PLANNING, DESIGN AND CONSTRUCTION OF INFRASTRUCTURE WORKS AND SERVICES ON ERF 72 & 73 IN PROSPERITA, WINDHOEK

DRAWING TITLE

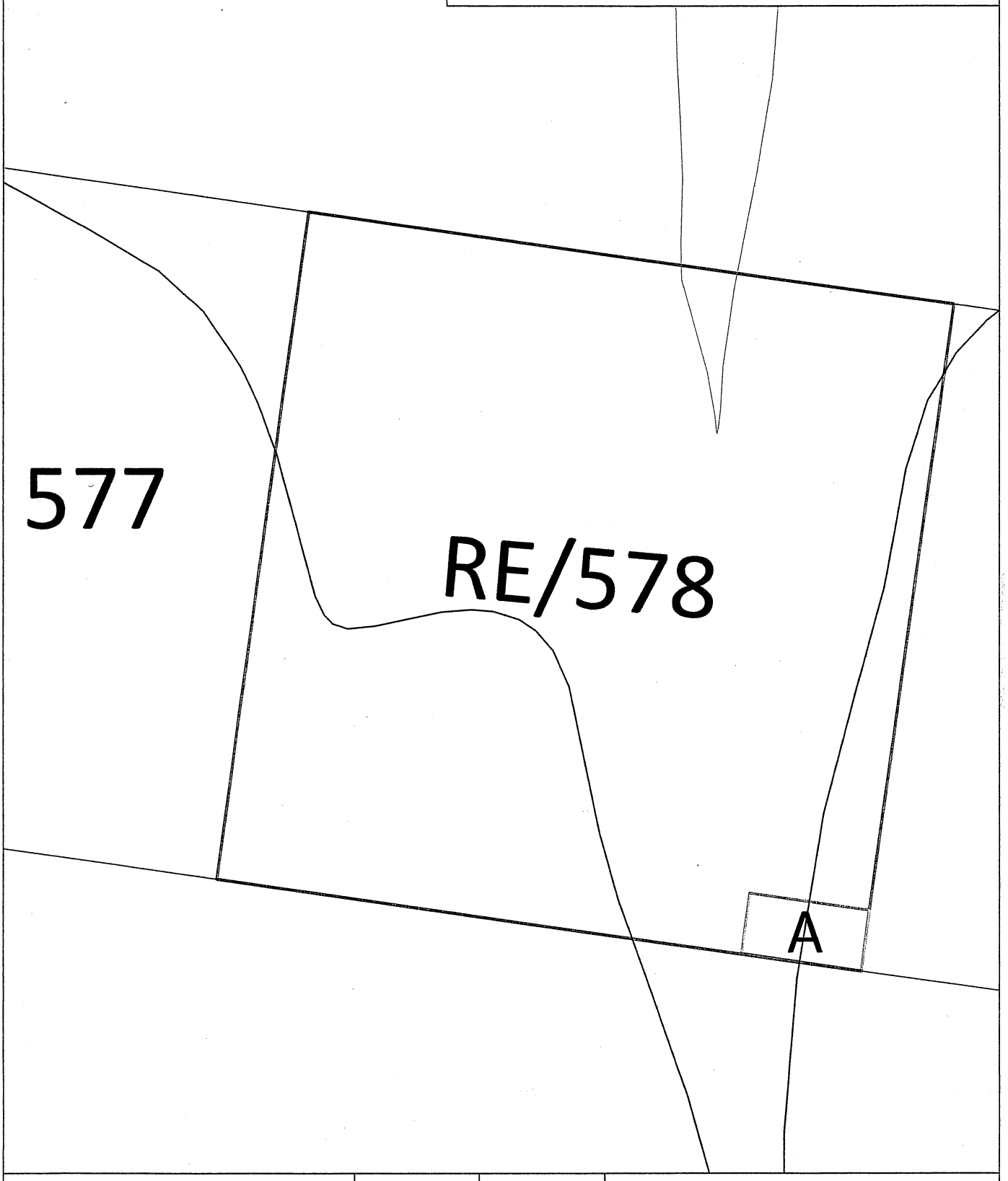
MINIATURE SUBSTATIONS LOCATIONS

SCALE	DRAWN	DATE
1:500	P.M.M	JUNE 2023
PAPER SIZE	CHECKED	PROF. ENG. NO.
A1	G.I	PE22DS009

PROJECT NUMBER	REVISION
2013-06	0

DRAWING NUMBER
2013-06-12E

ERF 578, PROSPERITA EXTENSION 1, WINDHOEK



PROPOSED SUBDIVISION FOR ERF 578 INTO PORTION A AND REMAINDER

ERF 578 = 1076m²
PORTION A = 18m²
REMAINDER = 1060m²

LEGEND

ERF BOUNDARY

SUBSTATIONS

SCALE 1:250

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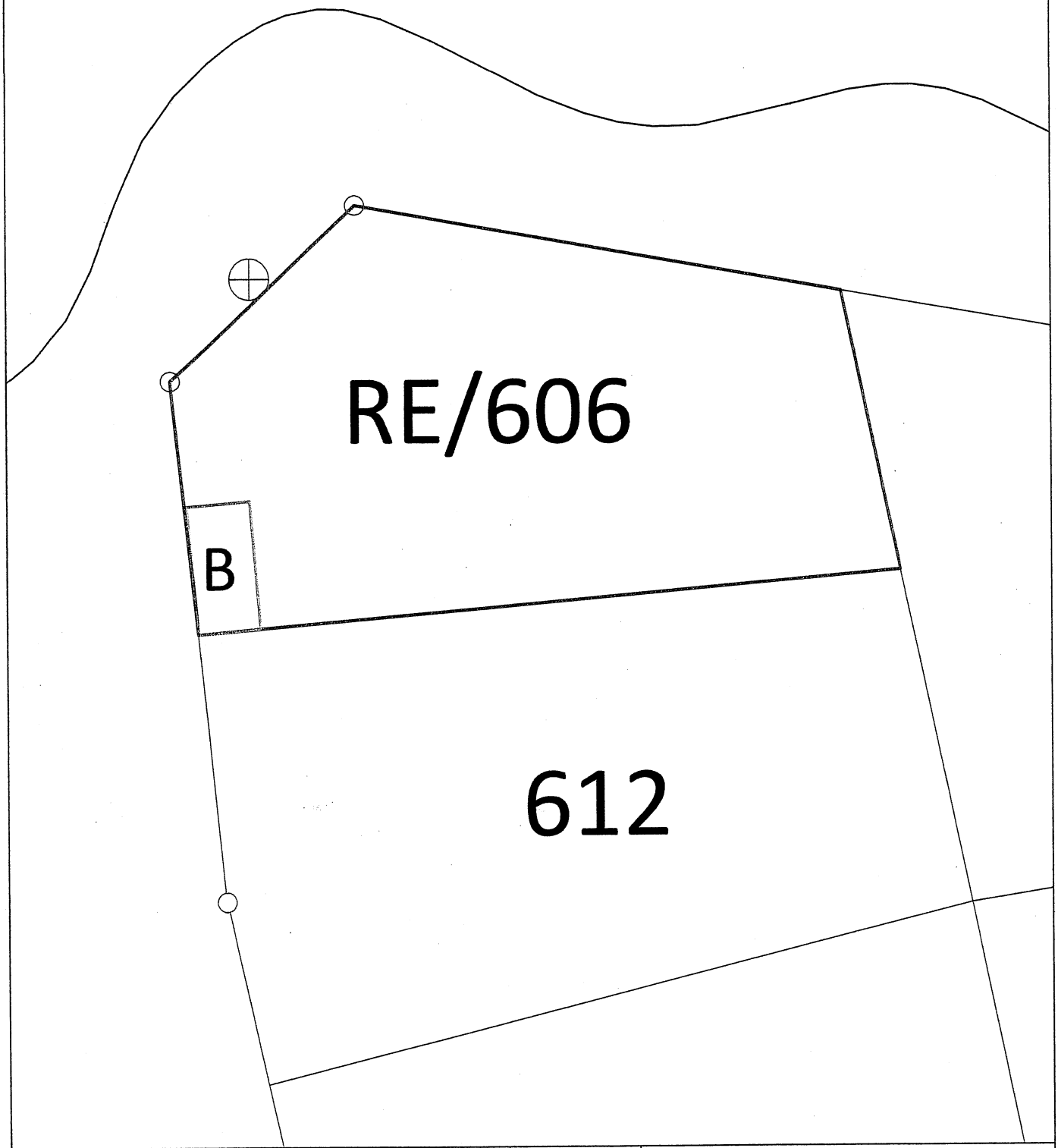
ERF 606, PROSPERITA EXTENSION 1, WINDHOEK



PROPOSED SUBDIVISION FOR ERF 606 INTO PORTION B AND REMAINDER

ERF 606 = 527m²
PORTION B = 18m²
REMAINDER = 509m²

LEGEND

ERF BOUNDARY

SUBSTATIONS

SCALE 1:250

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Consulting cc

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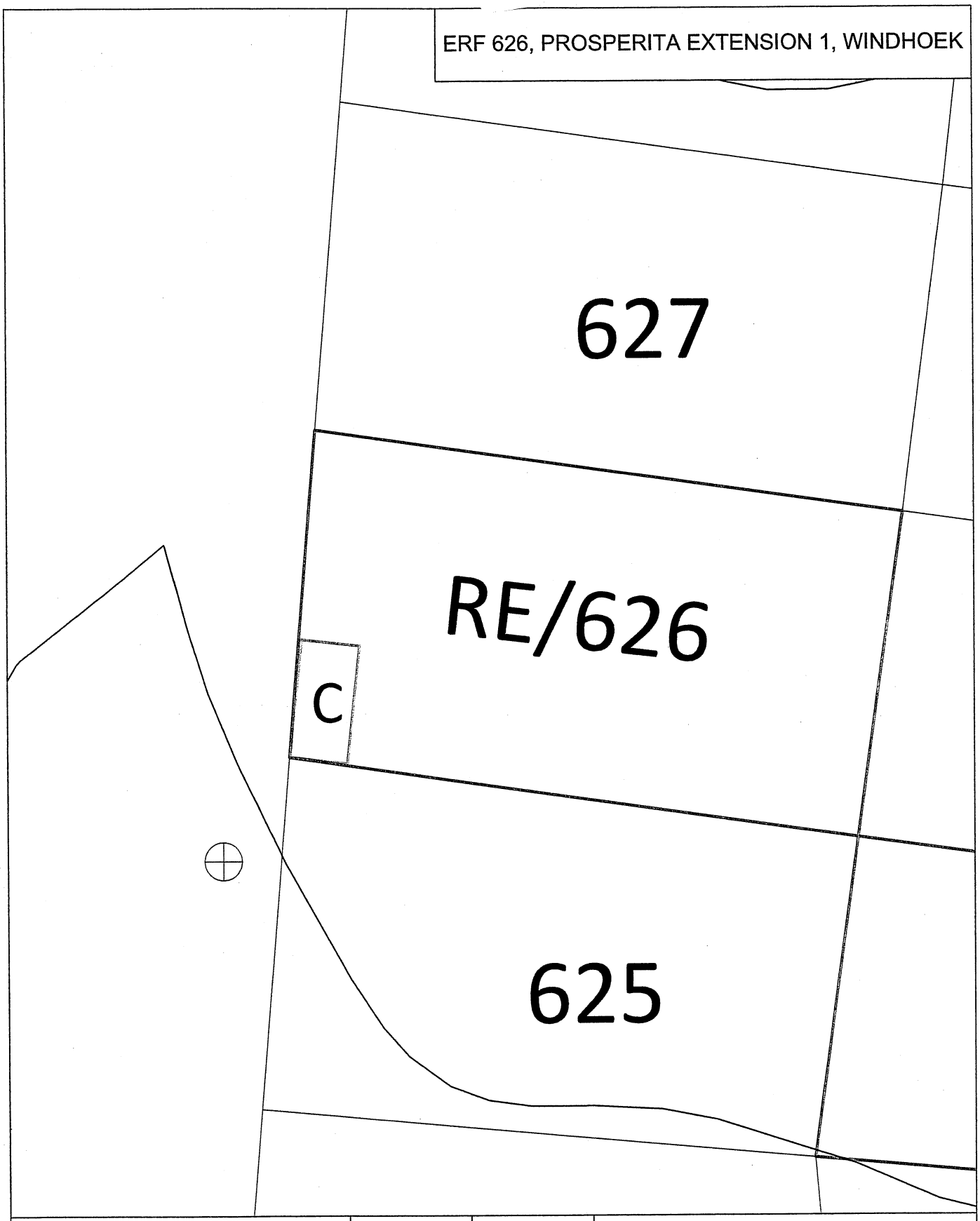
Fax : 088614626



PROPOSED SUBDIVISION FOR ERF 626 INTO PORTION C AND REMAINDER

ERF 626 = 529m²
PORTION C = 18m²
REMAINDER = 511m²

LEGEND

ERF BOUNDARY

SUBSTATIONS

SCALE 1:250

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Cell : 0812716189
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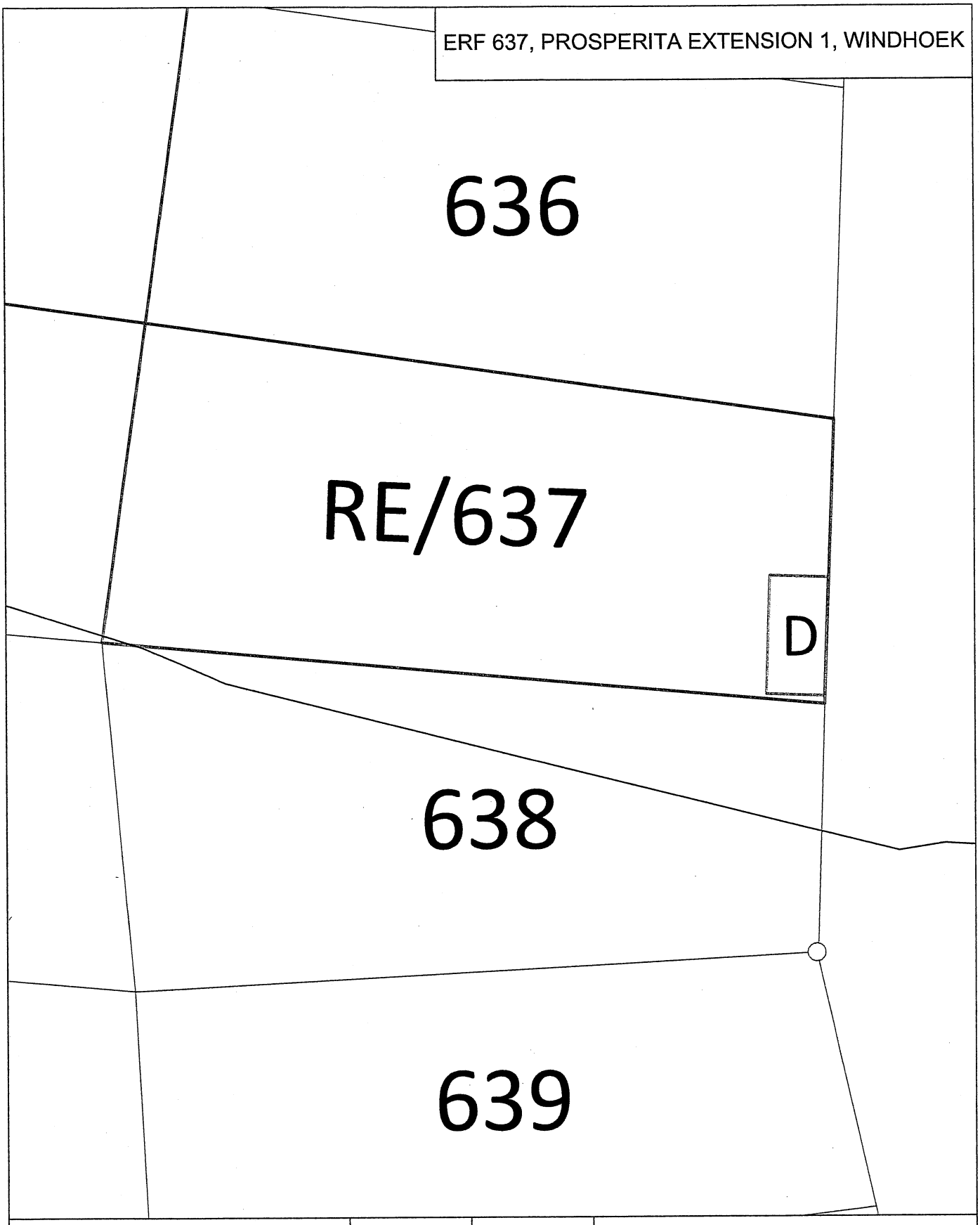
Fax : 088614626



PROPOSED SUBDIVISION FOR ERF 637 INTO PORTION D AND REMAINDER

ERF 637 = 514m²
PORTION D = 18m²
REMAINDER = 496m²

LEGEND

ERF BOUNDARY

SUBSTATIONS

SCALE 1:250

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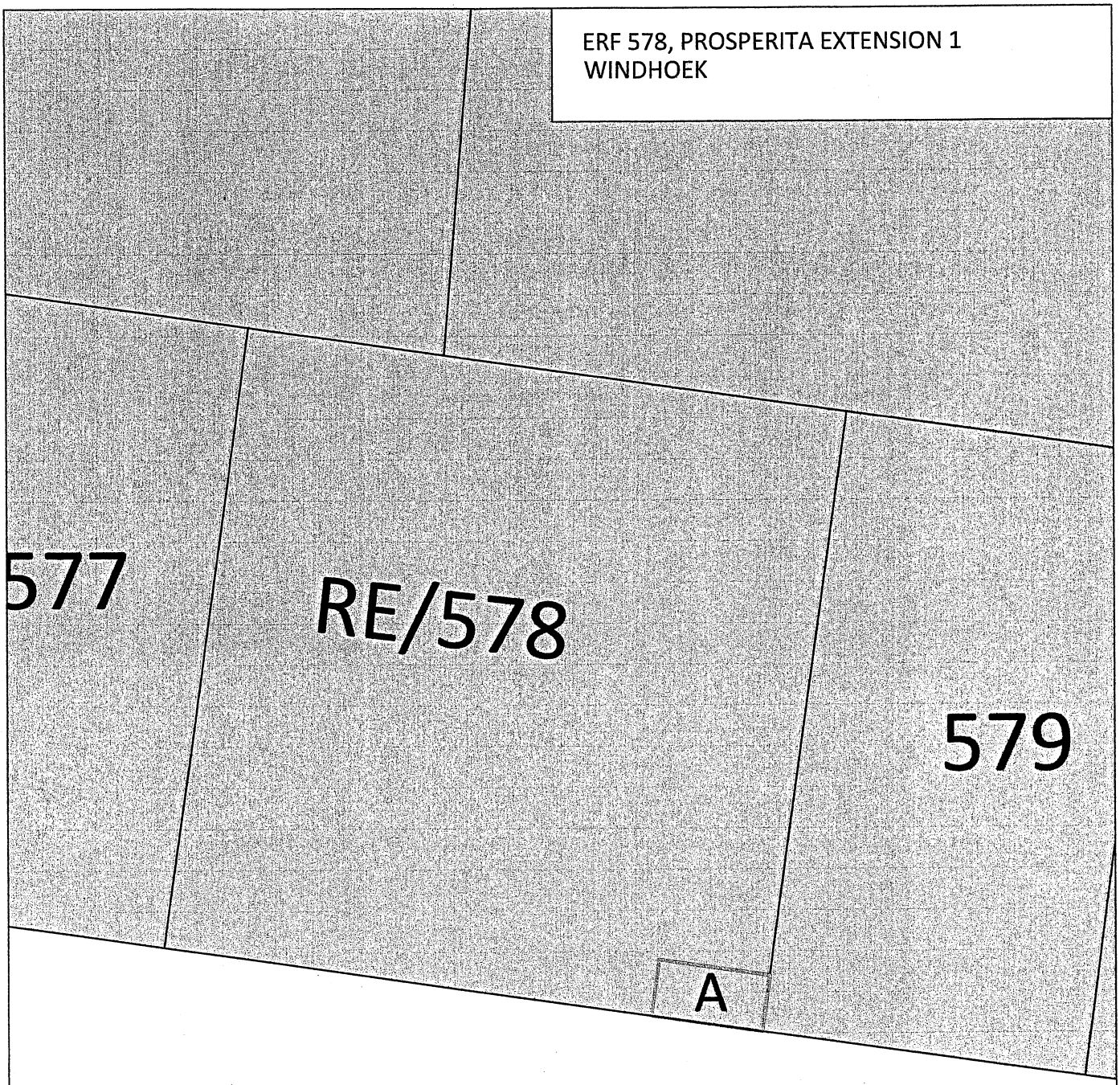

CURRENT ZONING OF PORTION A
PROSPERITA EXTENSION 1 ZONED
"INDUSTRIAL"

ZONING LEGEND
INDUSTRIAL
MUNICIPAL
RESTRICTED BUSINESS
PUBLIC OPEN SPACE
RESIDENTIAL

SCALE 1:300

T.N

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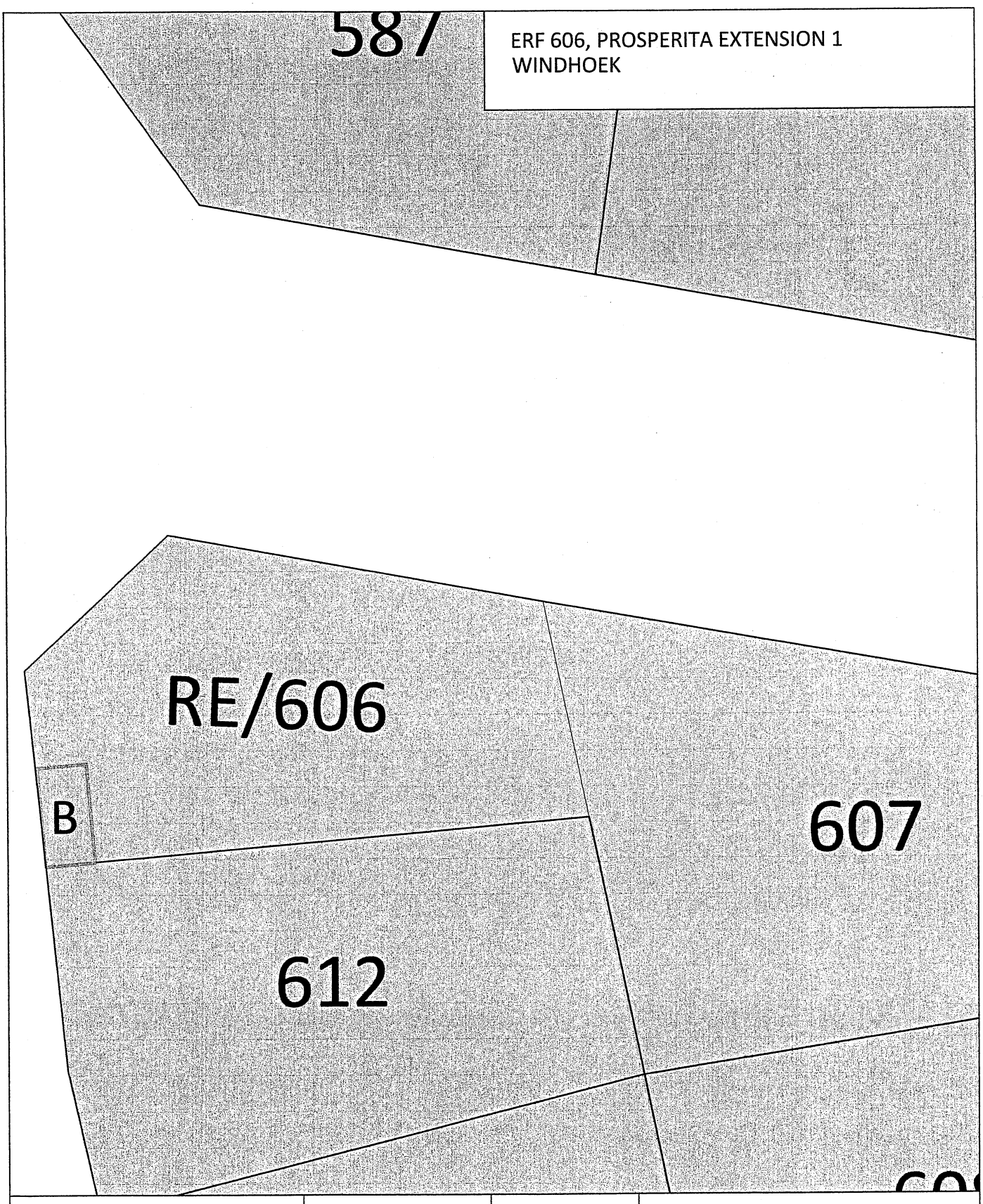

CURRENT ZONING OF PORTION B
PROSPERITA EXTENSION 1 ZONED
"INDUSTRIAL"

ZONING LEGEND
INDUSTRIAL
MUNICIPAL
RESTRICTED BUSINESS
PUBLIC OPEN SPACE
RESIDENTIAL

SCALE 1:300

T N

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Consulting cc

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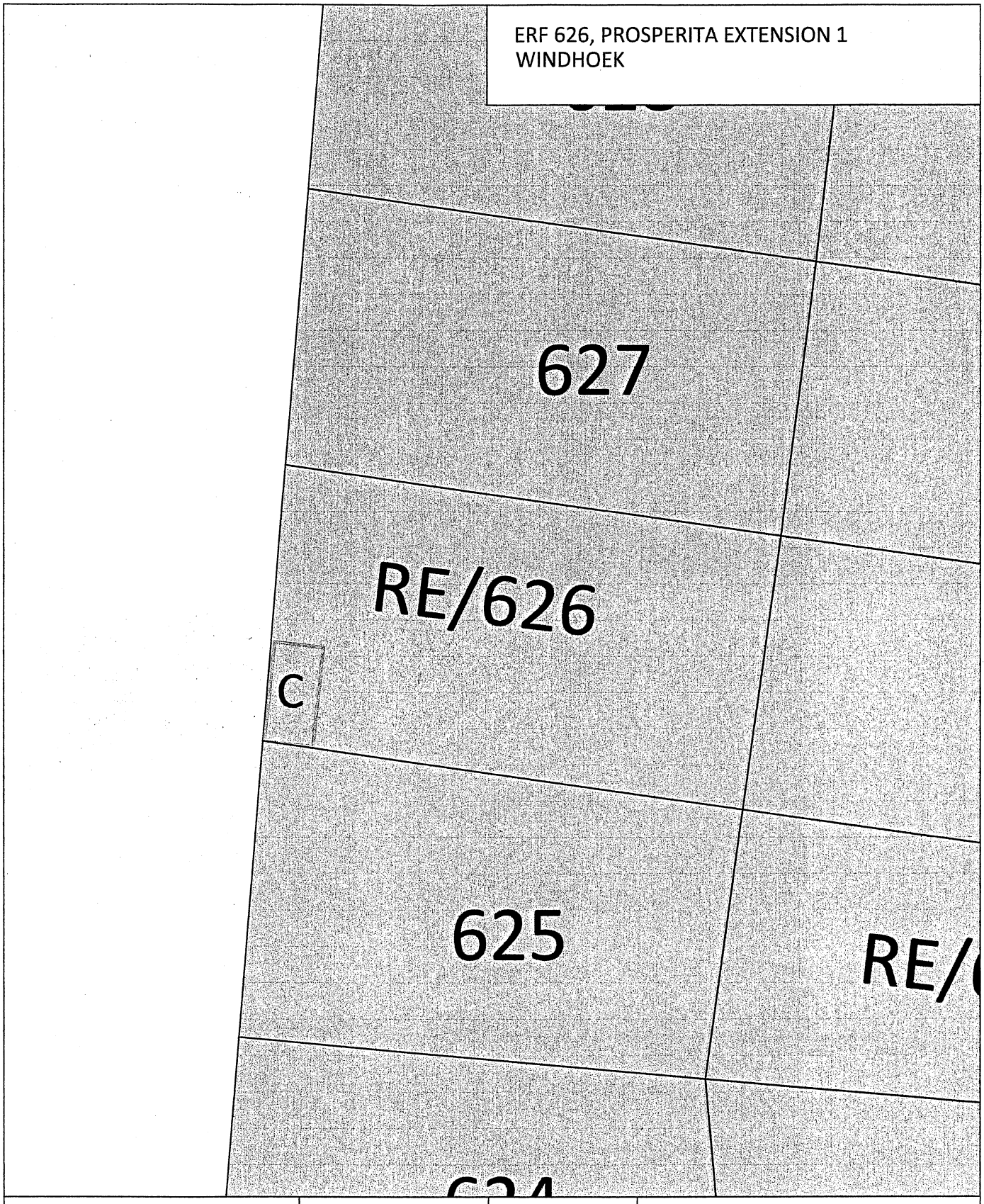

CURRENT ZONING OF PORTION C
PROSPERITA EXTENSION 1 ZONED
"INDUSTRIAL"

ZONING LEGEND	
	INDUSTRIAL
	MUNICIPAL
	RESTRICTED BUSINESS
	PUBLIC OPEN SPACE
	RESIDENTIAL

SCALE 1:300

T N

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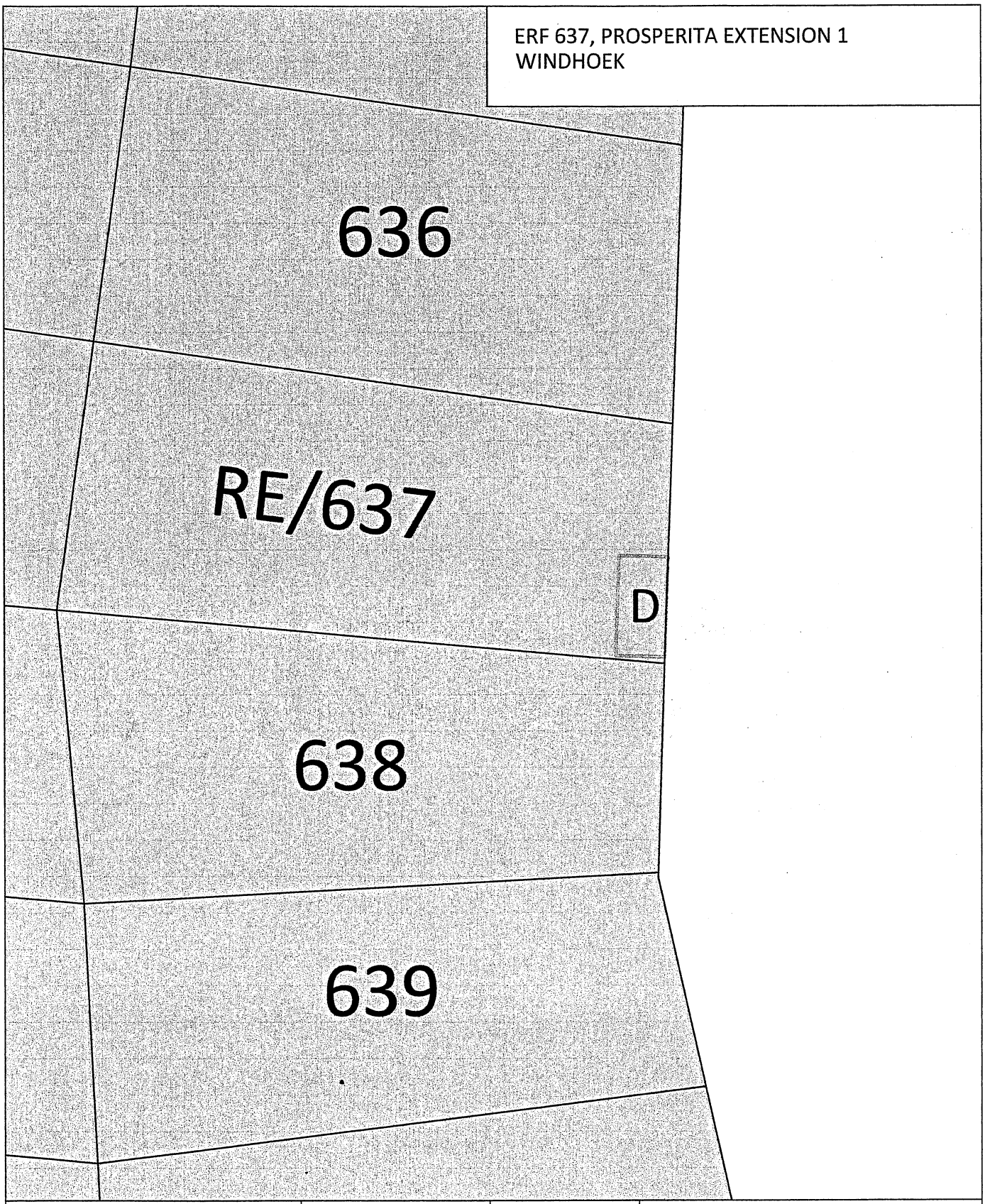

CURRENT ZONING OF PORTION D
PROSPERITA EXTENSION 1 ZONED
"INDUSTRIAL"

ZONING LEGEND
INDUSTRIAL
MUNICIPAL
RESTRICTED BUSINESS
PUBLIC OPEN SPACE
RESIDENTIAL

SCALE 1:500

T N

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Consulting cc

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Fax : 088614626

PROPOSED ZONING OF PORTION A
PROSPERITA EXTENSION 1 ZONED FROM
"INDUSTRIAL" TO "MUNICIPAL"

ZONING LEGEND
INDUSTRIAL
MUNICIPAL
RESTRICTED BUSINESS
PUBLIC OPEN SPACE
RESIDENTIAL

SCALE 1:300

T.N

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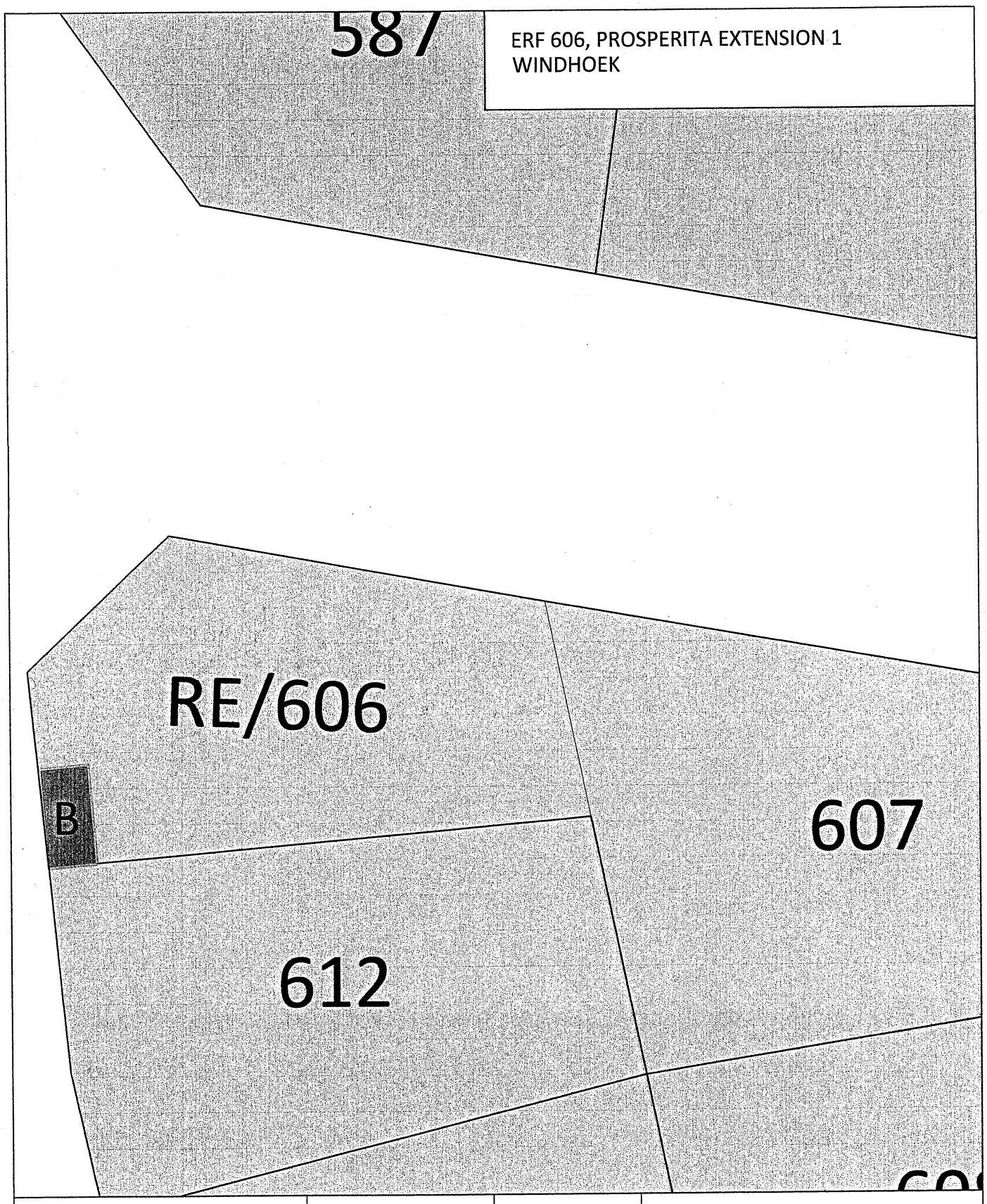

PROPOSED ZONING OF PORTION B
PROSPERITA EXTENSION 1 ZONED FROM
"INDUSTRIAL" TO "MUNICIPAL"

ZONING LEGEND
INDUSTRIAL
MUNICIPAL
RESTRICTED BUSINESS
PUBLIC OPEN SPACE
RESIDENTIAL

SCALE 1:300

T N

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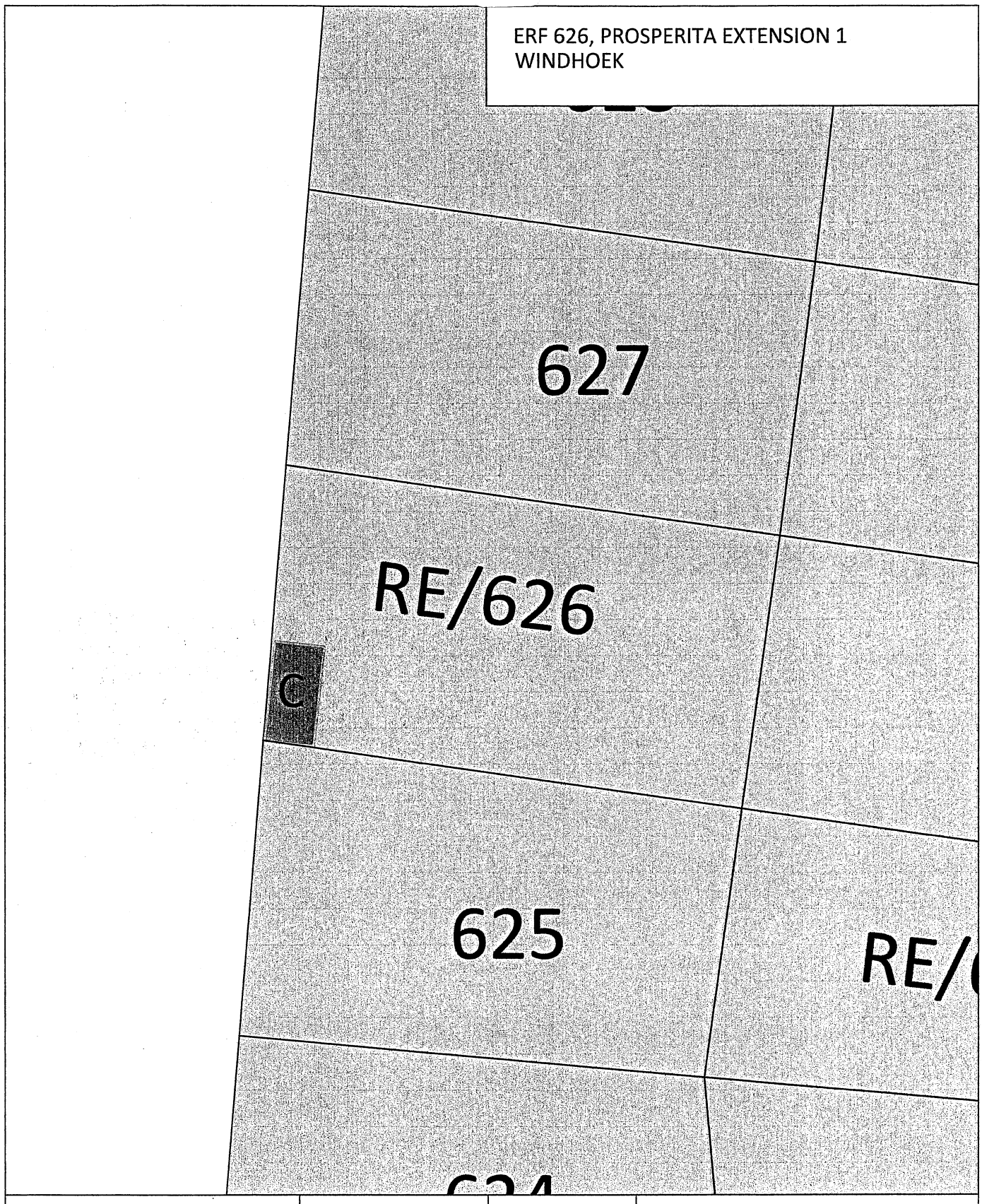

PROPOSED ZONING OF PORTION C
PROSPERITA EXTENSION 1 ZONED FROM
"INDUSTRIAL" TO "MUNICIPAL"

ZONING LEGEND	
	INDUSTRIAL
	MUNICIPAL
	RESTRICTED BUSINESS
	PUBLIC OPEN SPACE
	RESIDENTIAL

SCALE 1:300

T N

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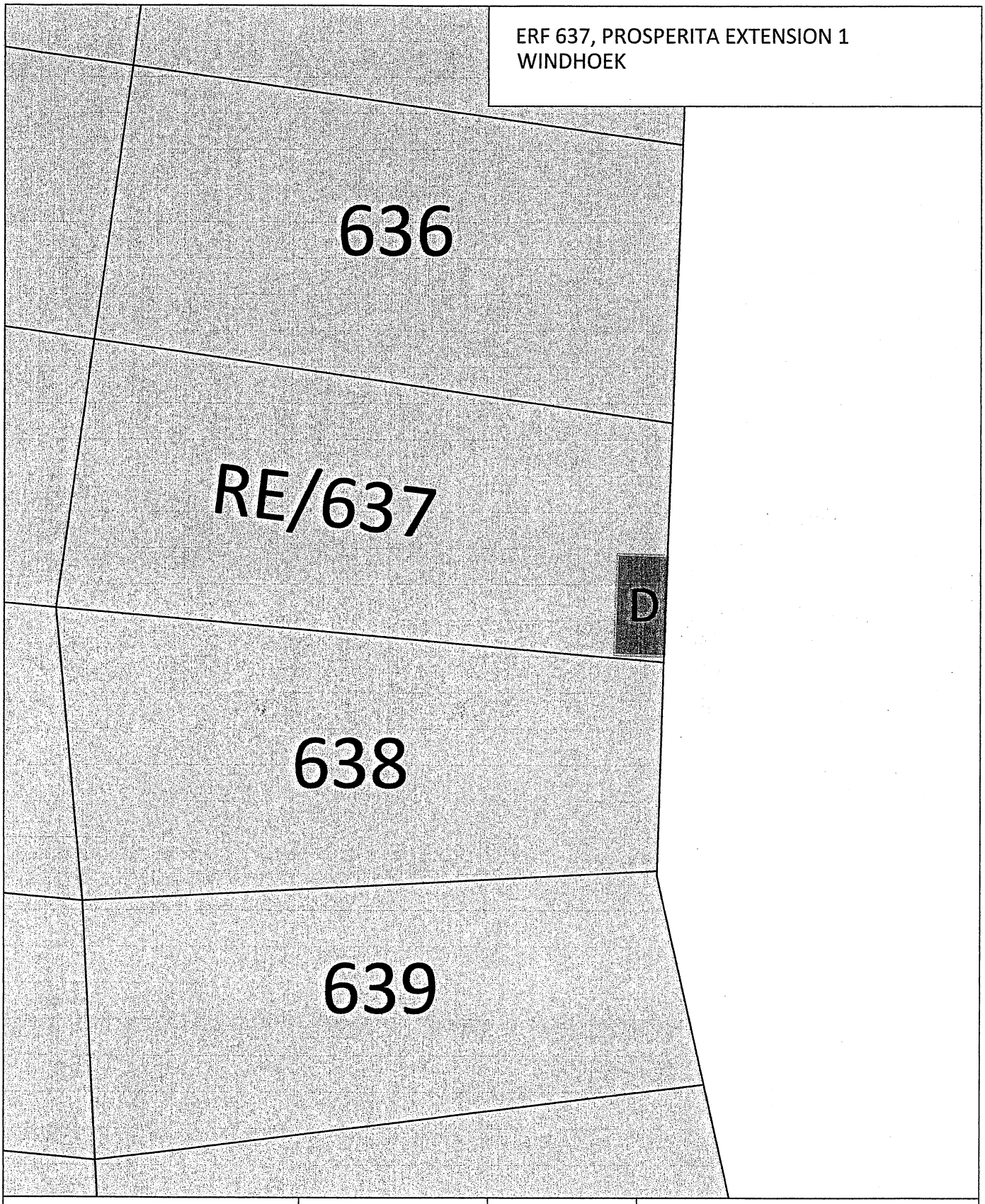

PROPOSED ZONING OF PORTION D
PROSPERITA EXTENSION 1 ZONED FROM
"INDUSTRIAL" TO "MUNICIPAL"

ZONING LEGEND
INDUSTRIAL
MUNICIPAL
RESTRICTED BUSINESS
PUBLIC OPEN SPACE
RESIDENTIAL

SCALE 1:500

T N

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Fax : 088614626

MAIN FIGURE

Sides	metres	Angles of Direction (° ' ")		CO-ORDINATES System Lo 22/17 Y metres	X	
				Constants: 0,00	0,00	Design.
A	B	242,85	277 59 50	A	-8 256,88	+69 107,89 72a
B	C	125,08	8 32 50	B	-8 497,36	+69 141,67 72b
C	D	89,31	347 26 50	C	-8 478,77	+69 265,37 72c
D	C	14,17	31 41 70	D	-8 496,88	+69 346,69 73c
E	F	256,59	75 59 50	E	-8 489,35	+69 358,87 73d
F	G	11,66	130 22 20	F	-8 240,39	+69 420,95 73e
G	A	306,57	184 44 50	G	-8 231,51	+69 413,41 73f

BLOCK CORNERS

CO-ORDINATES	Y	X
A13	-8 482,33	+69 241,73
A14	-8 470,99	+69 249,89
A21	-8 420,19	+69 185,76
A23	-8 413,95	+69 229,68
A25	-8 407,20	+69 162,47
A24	-8 422,41	+69 241,32
A33	-8 263,05	+69 142,21
A34	-8 254,88	+69 331,99
B1	-8 336,35	+69 182,80
B2	-8 347,64	+69 174,29
B5	-8 391,09	+69 180,40
B6	-8 399,60	+69 191,69
B10	-8 390,54	+69 256,12
B13	-8 394,86	+69 297,19
B15	-8 399,05	+69 115,32
B16	-8 396,08	+69 320,26
B30	-8 330,51	+69 224,33
B35	-8 328,20	+69 290,47
B36	-8 338,65	+69 111,09
B39	-8 341,98	+69 334,75
C1	-8 251,65	+69 170,88
C2	-8 262,38	+69 167,11
C5	-8 304,63	+69 168,71
C6	-8 316,54	+69 130,02
C9	-8 310,56	+69 322,59
C14	-8 308,12	+69 292,40
C19	-8 322,24	+69 353,16
C20	-8 332,56	+69 357,96
C23	-8 408,37	+69 337,87
C25	-8 419,94	+69 318,59
C27	-8 414,12	+69 291,83
C29	-8 411,56	+69 269,48
C30	-8 420,17	+69 261,77
C33	-8 420,37	+69 270,09
C34	-8 482,39	+69 281,58

CO-ORDINATES

TOWN SURVEY MARKS

TSM241	-8 240,06	+69 434,62

REFERENCE MARKS

RM13	-8 256,20	+69 165,72
RM14	-8 396,13	+69 185,41
RM15	-8 477,36	+69 246,44
RM16	-8 415,31	+69 264,71
RM17	-8 493,98	+69 353,45
RM18	-8 359,91	+69 392,14
RM19	-8 339,41	+69 334,64
RM20	-8 241,16	+69 261,64

GENERAL PLAN K525

(CONSISTING OF 1 SHEET)

OF THE TOWNSHIP OF

PROSPERITA EXTENSION 1

COMPRISING 71 ERVEN NUMBERED 574 TO 644,
AND THE REMAINDER OF ERF 573 (STREETS);
OF WHICH ERF 643 IS A PUBLIC OPEN SPACE
AND ERF 644 A STREET.

BEING THE SUBDIVISION OF

ERF 573 PROSPERITA

VIDE DIAGRAM S.G. NO.A859/2021

SITUATE IN THE MUNICIPAL AREA OF WINDHOEK
REGISTRATION DIVISION K
KHOMAS REGION
REPUBLIC OF NAMIBIA

Surveyed in July 2021 by me

F Mutengu
Land Surveyor

BEACONS DESCRIPTIONS
TOWN SURVEY MARKS
TSM241 ..... Iron bolt on a manhole

REFERENCE MARKS
RM13 .... 8mm round iron peg in concrete underground
RM14 - RM20 ..... 16mm round iron peg in concrete underground

ERF BEACONS
G18d..... Hole in concrete cn manhole
All other.....16mm round iron peg

S.G. No. A2/2022

SHEET 1 OF 1

Approved

For Surveyor-General

ENDORSEMENTS

This plan has been amended as follows.

No.	Amendment	Authority	Date	Initialled

SR : E1/2022
FILE NO.: PROS. A/1
COMP. : MG-SAC/Z4, MG-SCA/V4

S.G. COPY

Approved

for Surveyor-General

05 JAN 2021

No. A859/2020

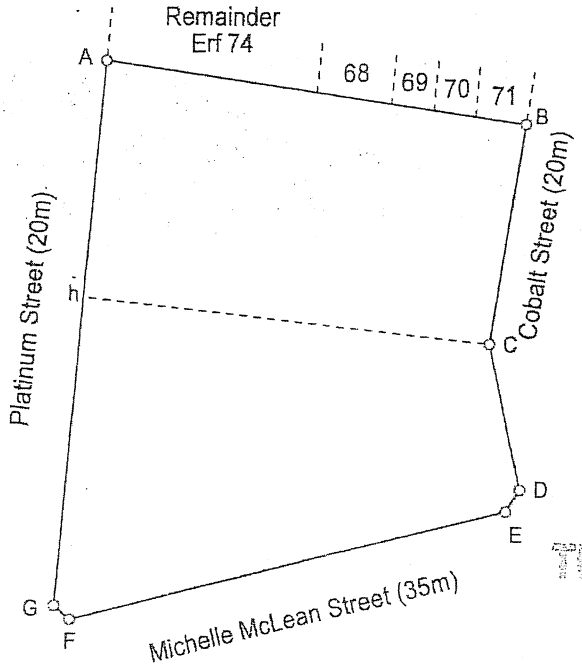
Sides	Distances (metres)	Angles of direction		CO-ORDINATES Y System:22/17 X		Designation
			Constants:	0,00	0,00	
A B	242,85	278 00 00	A			
B C	125,08	8 33 00	B			
C D	83,31	347 27 10	C	-8 478,69	+69 265,33	72c
D E	14,32	31 43 40	D			
E F	256,59	76 00 00	E			
F G	11,66	130 22 30	F			
G A	306,57	184 45 00	G			
		RM1	⊕	-7 698,95	+69 551,69	
		RM2	⊕	-8 159,46	+68 767,32	

Beacon Description

A-G.....16mm round iron peg

Components

1) The figure A B C h represents the Erf 72 Prosperita, vide General Plan SG No.A51/92, filed as K255.
2) The figure h C D E F G represents the Erf 73 Prosperita, vide General Plan SG No.A51/92, filed as K255.



TIN
Scale 1:4 000

TRUE COPY

The figure A B C D E F G represents 6,5057 hectares of land being

Erf 573 Prosperita

(Comprising components 1) and 2) above)

Situate in the Municipal Area of Windhoek
Registration Division K, Khomas Region,
Republic of Namibia
Compiled in December 2020 by me

F Mutengu
Land Surveyor

This diagram is annexed to	The original diagrams are as	S.R.: Compiled
No.: T 3856 / 2023	quoted above	GP : K255
Dated: 2023-07-11		Noting Plan: MG-5AC/Z4, MG-5CA/V4
Registrar of deeds		File No.: Pros.A

Department of Housing, Property Management
and Human Settlements
59
80 Independence Avenue
WINDHOEK, NAMIBIA
Tel: (+264) 61 290 2170 • www.cityofwindhoek.org.na

POWER OF ATTORNEY

I, the undersigned, **Faniel Maanda**, in my capacity as the Strategic Executive: Housing, Property Management and Human Settlement of the Municipal Council of Windhoek, the owner of **Erven 578, 606, 626 and 637, Prosperita Extension 1, Windhoek**, and as such duly authorised to act on behalf of and representing the said Municipal Council in terms of Section 31(1) of the Local Authorities Act, 1992 (Act 23 of 1992) as amended, do hereby nominate, constitute and appoint

PLAN AFRICA CONSULTING CC
8 DELIUS STREET WINDHOEK (WEST)
P. O. BOX 4114
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 Urban and Regional Planning Board, Ministry of Urban and Rural Development, for the:

- **SUBDIVISION OF ERVEN 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTIONS A, B, C, D AND THE REMAINDERS, FOR THE ESTABLISHMENT OF ELECTRICAL SUBSTATIONS**

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 **Windhoek** on this 22 day of **April 2024**, in the presence of the undersigned witnesses.

STRATEGIC EXECUTIVE: HOUSING, PROPERTY MANAGEMENT AND HUMAN SETTLEMENT
2024 -04- 23
P.O. BOX 59
WINDHOEK

F I Maanda
STRATEGIC EXECUTIVE:
HOUSING, PROPERTY MANAGEMENT AND HUMAN SETTLEMENT

WITNESSES:

1.

2.

Republic of Namibia

Ministry of Urban and Rural Development

Enquiries: R. Booysen
Tel: (+264+61) 297-5231
Fax: (+264+61) 297-5305
Email: rbooysen@murd.gov.na

Government Office Park
Luther Street

Private Bag 13289
Windhoek, 10001
Namibia

Our Ref.: 17/4/1/W3/19
Your Ref.:

M&N Planning and Property Development CC
P. O. Box 70523
Khomasdal
WINDHOEK

Dear Mr. B. Mutrifa

SUBJECT: ITEM NO. 59/2020: PROSPERITA: NEED AND DESIRABILITY FOR TOWNSHIP ESTABLISHMENT ON ERF 573, PROSPERITA, TO BE KNOWN AS PROSPERITA EXTESION 1

Reference is hereby made to your above-mentioned application:

You are hereby informed that the Minister of Urban and Rural Development has approved the need and desirability for township establishment on Erf 573, Prosperita to be known as Prosperita Extesion 1 be approved in terms of Section 105 (1)(a) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) on condition that at least 10% to 15% public open spaces and all the other Cabinet directives be provided for and complied with in the new layout plans in accordance with the design standards and guidelines as approved by the Minister.

Yours faithfully

Ministry of Urban and Rural Development Division Planning 07 DEC 2020 P/Bag 13289 WINDHOEK

SECRETARIAT
URBAN AND REGIONAL PLANNING BOARD

CERTIFIED TRUE COPY
DATE: 14/06/2023
SIGNED: .....

Ministry of Urban and Rural Development Division: Planning 14 JUN 2023 P / Bag 13289 WINDHOEK

Republic of Namibia

Ministry of Urban and Rural Development

Enquiries: R. Booysen
Tel: (+264+61) 297-5231
Fax: (+264+61) 297-5305
Email: rbooysen@murd.gov.na

Government Office Park
Luther Street

Private Bag 13289
Windhoek, 10001
Namibia

Our Ref.: 17/4/1/W3
Your Ref.:

M&N Planning and Property Development CC
P. O. Box 70523
Khomasdal
WINDHOEK

Dear Sir,

SUBJECT: PROSPERITA: CONSOLIDATION OF ERVEN 72 AND 73

1. Your letter dated 28 August 2020 has reference.

2. Approval has been granted in terms of Section 105(1)(e) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) for the above consolidation.

3. Attached please find the original Urban and Regional Planning Board Resolution Item No. 152/2020 dated 18 November 2020 for registration purposes.

4. Please take note that the consolidation approval is only valid for twelve months from date of notification in terms of section 91(1) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) subject to the conditions as attached hereto.

Yours faithfully

Ministry of Urban and Rural Development
Division Planning
04 DEC 2020

SECRETARIAT
URBAN AND REGIONAL PLANNING BOARD
WINDHOEK

Ministry of Urban and Rural Development
Division: Planning
14 JUN 2023
P / Bag 13289
WINDHOEK

All official correspondence must be addressed to the Executive Director

CERTIFIED TRUE COPY
DATE: 14/06/2023
SIGNED:

Item

Date

152/2020
17/4/1/W3/5

18 November 2020

PROSPERITA: CONSOLIDATION OF ERVEN 72 AND 73 (M&N PLANNING AND PROPERTY DEVELOPMENT) (Pros.A/1-MG-5AC-Z4)

The Board recommended that –

a) Erven 72 and 73, Prosperita be consolidated into Erf 573, Prosperita if both erven belong to the same owner; and

b) the conditions registered against Erven 72 and 73, Prosperita, be retained and registered against Erf 573, Prosperita.

Ministry of Urban and Rural Development
Division Planning
14 DEC 2020
P/Bag 13289
WINDHOEK

CERTIFIED TRUE COPY
DATE: 14/06/2023
SIGNED:

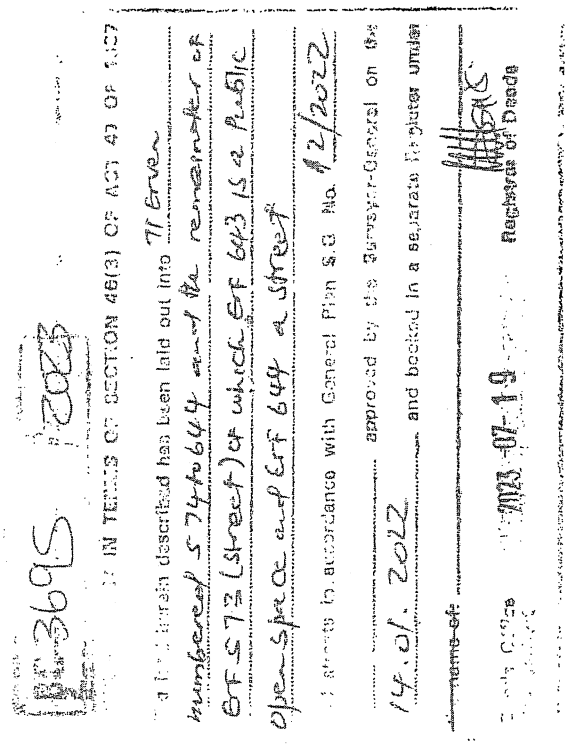
Ministry of Urban and Rural Development
Division: Planning
14 JUN 2023
P / Bag 13289
WINDHOEK

Prepared by me

CONVEYANCER

~~C. UINN~~

C. QUINN



T 3856 / 2023

CERTIFICATE OF CONSOLIDATED TITLE

(Issued under Section 40 of the Deeds Registries Act 1937 (Act 47 of 1937).

WHEREAS the

MUNICIPAL COUNCIL OF WINDHOEK

has/have applied for the issue to it of a Certificate of Consolidated Title under the provisions of Section 40 of the Deeds Registries Act 1937;

AND whereas he is the registered owner(s) of:

1.	CERTAIN	Erf No. 72 Prosperita
	SITUATE	In the Municipality of Windhoek Registration Division "K", Khomas Region
	HELD	under Certificate of Registered Title No.T3855/2023
2.	CERTAIN	Erf No. 73 Prosperita
	SITUATE	In the Municipality of Windhoek Registration Division "K", Khomas Region
	HELD	under Certificate of Registered Title No.T3855/2023

which have been consolidated into the land hereinafter described;

Now, therefore, in pursuance of the provisions of the said Act, I, the Registrar of Deeds at WINDHOEK do hereby certify that the said

MUNICIPAL COUNCIL OF WINDHOEK

Its Successors in title or Assigns is/are the registered owner of

CERTAIN	Erf No. 573 Prosperita
SITUATE	in the Municipality of Windhoek Registration Division "K" Khomas Region
MEASURING	6,5057 (Six Comma Five Nil Five Seven) Square Metres
	AS INDICATED ON THE ANNEXED DIAGRAM SG NO. A 859/2020

SUBJECT to the following conditions made applicable in terms of Section 90 of the Urban and Regional Planning Act 2018, (Act No 5 of 2018), namely:

IN FAVOUR OF THE LOCAL AUTHORITY

a. The erf must only be used or occupied for purposes which are in accordance with, and subject to the conditions which are laid down in terms of the Windhoek Zoning Scheme drafted in accordance with the provisions of the Urban and Regional Planning Act, 2018 (Act No 5 of 2018)

b. The minimum building value of the main building, excluding outbuildings shall be at least four times the prevailing valuation of the erf.

And that by virtue of these presents the said

MUNICIPAL COUNCIL OF WINDHOEK

Its Successors in title or Assigns, now is/are and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its rights.

SIGNED at WINDHOEK on 2023 -07- 19
and confirmed with my Seal of Office.

REGISTRAR OF DEEDS

Town Planning Certificate No. 1:
Town Planning Scheme Information

Ref : _____

Enq : _____

Tel : _____

Applicants Address _____

_____

Telephone Number : _____

Sir / Madam

Erf No: 578

Township : PROSPERITA

Street : UNSPECIFIED STR

In terms of the Windhoek Town Planning Scheme the following conditions apply to the above mentioned erf.

1. Use Zone : INDUSTRIAL — Refer to Table B.
2. Density : _____ — Refer to Table E.
3. Bulk Factor : 1 1.0 — Refer to Table F.
4. Coverage : 75 % — Refer to Table G.
5. Erf Size : 1,076 m²
6. Parking : _____

(The parking ratio should be confirmed with the Transportation Department for erven in the business zone, and for restaurants, grouped housing schemes, hotels, bed & breakfasts, resident occupations, places of amusement, social halls and churches)

7. Street Build Lines _____
8. Position Of Buildings : _____
9. Street Address : 0 UNSPECIFIED STR
10. Flood Line : _____
11. Height Restriction : _____ Refer to Table J.
12. Street Reservation : _____
13. Other : _____

The TOWN PLANNING SCHEME and MAP are open for inspection on the passage wall of the 7th floor of the town house. The information provided herein must be verified by the applicant by inspection of the Scheme and Map.

Your attention is further directed to any condition which may be registered against your property in the title deeds. You may be required to furnish a certified copy of the title deeds conditions before any building plans are approved.

Town Planning Certificate No. 1:
Town Planning Scheme Information

Ref : _____

Enq : _____

Tel : _____

Applicants Address _____

_____

Telephone Number : _____

Sir / Madam

Erf No: 606

Township : PROSPERITA

Street : UNSPECIFIED STR

In terms of the Windhoek Town Planning Scheme the following conditions apply to the above mentioned erf.

1. Use Zone : INDUSTRIAL — Refer to Table B.
2. Density : _____ — Refer to Table E.
3. Bulk Factor : 1 1.0 — Refer to Table F.
4. Coverage : 75 % — Refer to Table G.
5. Erf Size : 527 m²
6. Parking : _____

(The parking ratio should be confirmed with the Transportation Department for erven in the business zone, and for restaurants, grouped housing schemes, hotels, bed & breakfasts, resident occupations, places of amusement, social halls and churches)

7. Street Build Lines _____
8. Position Of Buildings : _____
9. Street Address : 0 UNSPECIFIED STR
10. Flood Line : _____
11. Height Restriction : _____ Refer to Table J.
12. Street Reservation : _____
13. Other : _____

The TOWN PLANNING SCHEME and MAP are open for inspection on the passage wall of the 7th floor of the town house. The information provided herein must be verified by the applicant by inspection of the Scheme and Map.

Your attention is further directed to any condition which may be registered against your property in the title deeds. You may be required to furnish a certified copy of the title deeds conditions before any building plans are approved.

Town Planning Certificate No. 1:
Town Planning Scheme Information

Ref : _____

Enq : _____

Tel : _____

Applicants Address _____

_____

Telephone Number : _____

Sir / Madam

Erf No: 626

Township : PROSPERITA

Street : UNSPECIFIED STR

In terms of the Windhoek Town Planning Scheme the following conditions apply to the above mentioned erf.

1. Use Zone : INDUSTRIAL — Refer to Table B.
2. Density : — Refer to Table E.
3. Bulk Factor : 1 1.0 — Refer to Table F.
4. Coverage : 75 % — Refer to Table G.
5. Erf Size : 529 m²
6. Parking : _____

(The parking ratio should be confirmed with the Transportation Department for erven in the business zone, and for restaurants, grouped housing schemes, hotels, bed & breakfasts, resident occupations, places of amusement, social halls and churches)

7. Street Build Lines _____
8. Position Of Buildings : _____
9. Street Address : 0 UNSPECIFIED STR
10. Flood Line : _____
11. Height Restriction : _____ Refer to Table J.
12. Street Reservation : _____
13. Other : _____

The TOWN PLANNING SCHEME and MAP are open for inspection on the passage wall of the 7th floor of the town house. The information provided herein must be verified by the applicant by inspection of the Scheme and Map.

Your attention is further directed to any condition which may be registered against your property in the title deeds. You may be required to furnish a certified copy of the title deeds conditions before any building plans are approved.

Town Planning Certificate No. 1:
Town Planning Scheme Information

Ref : _____

Enq : _____

Tel : _____

Applicants Address _____

_____

Telephone Number : _____

Sir / Madam

Erf No: 637

Township : PROSPERITA

Street : UNSPECIFIED STR

In terms of the Windhoek Town Planning Scheme the following conditions apply to the above mentioned erf.

1. Use Zone : INDUSTRIAL — Refer to Table B.
2. Density : _____ — Refer to Table E.
3. Bulk Factor : 1 1.0 — Refer to Table F.
4. Coverage : 75 % — Refer to Table G.
5. Erf Size : 514 m²
6. Parking : _____

(The parking ratio should be confirmed with the Transportation Department for erven in the business zone, and for restaurants, grouped housing schemes, hotels, bed & breakfasts, resident occupations, places of amusement, social halls and churches)

7. Street Build Lines _____
8. Position Of Buildings : _____
9. Street Address : 0 UNSPECIFIED STR
10. Flood Line : _____
11. Height Restriction : _____ Refer to Table J.
12. Street Reservation : _____
13. Other : _____

The TOWN PLANNING SCHEME and MAP are open for inspection on the passage wall of the 7th floor of the town house. The information provided herein must be verified by the applicant by inspection of the Scheme and Map.

Your attention is further directed to any condition which may be registered against your property in the title deeds. You may be required to furnish a certified copy of the title deeds conditions before any building plans are approved.

DEPARTMENT OF COMMUNITY SERVICES:

SUSTAINABLE DEVELOPMENT ADVISORY

FROM	:	Sustainable Development Division
TO	:	Urban Policy Division
DATE	:	October 31, 2024

SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTION A, B, C, D, AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS

REZONING OF PORTION A, B, C, AND D FROM "INDUSTRIAL" TO "MUNICIPAL"

Sustainable Development Division has in principle no objection to the application taking in consideration that it is within the policy applicable to the area. All necessary town planning and engineering processes and procedures are complied with by all relevant stakeholders.

MEMORANDUM

SUBJECT:

1. **SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTIONS A, B, C, AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS**
2. **REZOZING OF PORTIONS A, B, C, AND D FROM "INDUSTRIAL" TO "MUNICIPAL"**

CIRCULATION	DATE	COMMENTS	SIGNATURES
Technical enquiries: T. IIYAMBULA	15/07/2024	Tel: 290 2914	
Section Engineer: M Shiimi	…./…./2024		
Chief Engineer	…./…./2024		

TO:	Urban Planning R Kwenani	**DATE:**	18 July 2024
FROM:	Section Engineer: Transport Planning	**REF:**	L/578-606-626&637/Pros

CITY OF WINDHOEK
The Gateway to Endless Opportunities

ROADS PLANNING & TRAFFIC FLOW COMMENTS:

An application dated 06 May 2024 from Plan Africa Consulting cc regarding the above subject matter has reference:

Erven 578, 606, 626, and 637 are part of a new extension without named internal streets. Indication is that the approved layout made no provision for Substations and this application seeks to incorporate such small Substations to be located next to these erven. The extension is located at the corner of Michelle Mclean & Cobalt Street and Michelle Mclean and Platinum Street. The proposed Subdivision and Rezoning will be not be generating any additional trips to the current roads network.

1. This Section has no objections to the proposed Subdivision of Erven 578, 606, 626 and 637 Prosperita Extension 1 into Portions A, B, C, D and Remainders, for the establishment of substations

2. This Division has no objections to the proposed Rezoning of Portions A, B, C, and D from "Industrial" to "Municipal"

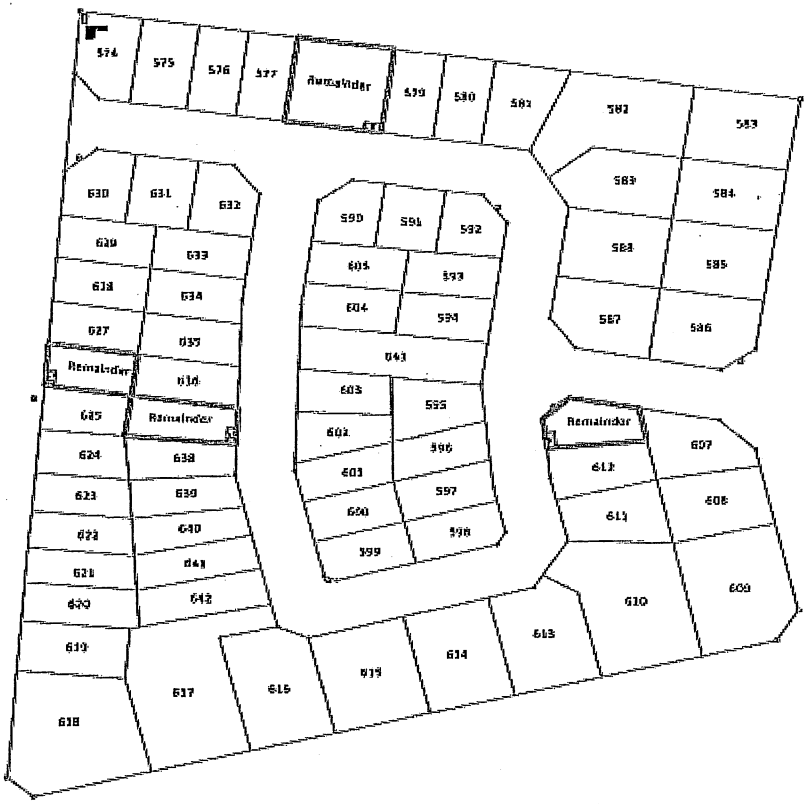
Yours faithfully

.....

T Iiyambula

*2914

PROSPERITA EXTENSION 1



PROPOSED SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTION A, B, C, D AND REMAINDER

PORTION	ERF NO.	SIZE	REMAINDER
A = 18m²	578	1076m²	A = 1060m²
B = 18m²	606	527m²	B = 509m²
C = 18m²	626	529m²	C = 511m²
D = 18m²	637	514m²	D = 496m²

The copyrights of this drawing is reserved by Plan Africa Consulting CC

LEGEND

ERF BOUNDARY

SUBSTATIONS

SCALE 1:2300

TIN

MAR.2024

Plan Africa
Consulting cc

Tel : (061) 212096
Cell: 0812716189
P.O.Box 4114 Windhoek
Fax: 088614626
8 Delius Street
Email: pafrica@mweb.com.na

MEMORANDUM

The Gateway to Endless Opportunities

TO : Department of Urban and Transport Planning

FROM : Chief Engineer Roads and Storm Water Planning, Design & Traffic Flow

ENQ : L. Nambinga

REF : L/578_606_626_637/PS/Extension 1/

DATE : 08 July 2024

Mr H. Rust

RE: SUBDIVISIONS OF ERVEN 578, 606, 626 AND 637 PROSPERITA EXTENSION 1, FOR THE ESTABLISHMENT OF SUBSTATIONS.

The Application dated 06 May 2024, for the proposed Subdivision of Erven: 578, 606, 626 and 637 Prosperita Extension 1, for the establishment of Substations, received on 13 June 2024, refers.

A storm water investigation was done, and the following is reported:

ERF R/578 AND PORTION A

1. The proposed Erf R/578 and the Portion A of Erf 578 have a general downward slope from the south east into a north westerly direction.

2. There is a stormwater course flowing from the south east, flowing directly across the central part of the proposed Portion A and then across the eastern part of the proposed Remainder of Erf 578, flowing into a northerly direction.

This Division has no objection to the proposed, Subdivision of **Erf 578, Prosperita, Extension 1, into Portion A and the Remainder**, for the establishment of Substations, provided:

1. That surface storm water runoff be accommodated according to Clause 35 of the Town Planning Scheme (see Info 35 of the Town Planning Scheme) stating:

   (1) That no stormwater drainage pipe, canal, work, or obstruction (except stormwater drainpipes, canal or works which have been authorized in writing by the local authority or which have been or may be built, laid, or erected in

terms of any law) may be constructed on or over the property or located in such a way that –

(a) the flow of stormwater from higher lying property to lower lying property is impeded or obstructed and through which any property is or may be endangered; or
(b) the flow of a natural watercourse (in which the local authority allows flood water to run off, be discharged or to be canalized) is or can be changed, canalized or impeded.
(c) the maintenance of such stormwater pipe, channel or work shall be the responsibility of the owner of the concerned property.

2. That prior approval must be obtained from the Chief Engineer: Planning, Design & Traffic Flow if the accommodation of the stormwater on the erf is contemplated.

3. That Engineering drawings on how the stormwater would be accommodated to the satisfaction of the Chief Engineer, Planning, Design & Traffic Flow be submitted for approval simultaneously with the building plans.

4. That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted prior to the approval thereof.

5. That no building plan will be approved until the above stormwater conditions are met.

6. That a condition be included into the title deed whereby selling to a third party may only take place once the proposed stormwater conditions had been addressed by the owner.

ERF R/606 AND PORTION B

1. The proposed Erf R/606 and the Portion B of Erf 606 have a general downward slope from the south east into a north westerly direction.

2. There is no visible sign of any stormwater course or system flowing across the proposed Erf R/606 or Portion B of Erf 606, except for surface stormwater run-off.

This Division has no objection to the proposed, Subdivision of **Erf 606, Prosperita, Extension 1, into Portion B and the Remainder**, for the establishment of Substations, provided:

1. That surface storm water runoff be accommodated according to Clause 35 of the Town Planning Scheme (see Info 35 of the Town Planning Scheme) stating:

(1)That no stormwater drainage pipe, canal, work, or obstruction (except stormwater drainpipes, canal or works which have been authorized in writing by the local authority or which have been or may be built, laid, or erected in terms of any law) may be constructed on or over the property or located in such a way that –

(a) the flow of stormwater from higher lying property to lower lying property is impeded or obstructed and through which any property is or may be endangered; or

(b) the flow of a natural watercourse (in which the local authority allows flood water to run off, be discharged or to be canalized) is or can be changed, canalized or impeded.
(c) the maintenance of such stormwater pipe, channel or work shall be the responsibility of the owner of the concerned property.

ERF R/626 AND PORTION C

1. The proposed Erf R/626 and Portion C of Erf 626 have a general downward slope from the south into a northerly direction.

2. There is no visible sign of any stormwater course or system flowing across the proposed Erf R/626 or Portion C of Erf 626, except for surface stormwater run-off.

This Division has no objection to the proposed, Subdivision of **Erf 626, Prosperita, Extension 1, into Portion C and the Remainder**, for the establishment of Substations, provided:

1. That surface storm water runoff be accommodated according to Clause 35 of the Town Planning Scheme (see Info 35 of the Town Planning Scheme) stating:

(1) That no stormwater drainage pipe, canal, work, or obstruction (except stormwater drainpipes, canal or works which have been authorized in writing by the local authority or which have been or may be built, laid, or erected in terms of any law) may be constructed on or over the property or located in such a way that –

(a) the flow of stormwater from higher lying property to lower lying property is impeded or obstructed and through which any property is or may be endangered; or
(b) the flow of a natural watercourse (in which the local authority allows flood water to run off, be discharged or to be canalized) is or can be changed, canalized or impeded.
(c) the maintenance of such stormwater pipe, channel or work shall be the responsibility of the owner of the concerned property.

ERF R/637 AND PORTION D

1. The proposed Erf R/637 and Portion D of Erf 637 have a general downward slope from the south into a northerly direction.

2. There is no visible sign of any stormwater course or system flowing across the proposed Erf R/637 or Portion D of Erf 637, except for surface stormwater run-off.

This Division has no objection to the proposed, Subdivision of **Erf 637, Prosperita, Extension 1, into Portion D and the Remainder**, for the establishment of Substations, provided:

1. That surface storm water runoff be accommodated according to Clause 35 of the Town Planning Scheme (see Info 35 of the Town Planning Scheme) stating:

(1)That no stormwater drainage pipe, canal, work, or obstruction (except stormwater drainpipes, canal or works which have been authorized in writing by the local authority or which have been or may be built, laid, or erected in terms of any law) may be constructed on or over the property or located in such a way that –

(a) the flow of stormwater from higher lying property to lower lying property is impeded or obstructed and through which any property is or may be endangered; or
(b) the flow of a natural watercourse (in which the local authority allows flood water to run off, be discharged or to be canalized) is or can be changed, canalized or impeded.
(c) the maintenance of such stormwater pipe, channel or work shall be the responsibility of the owner of the concerned property.

.....
CJ VAN DER MERWE
SECTION ENGINEER: DESIGN

MEMORANDUM

TO: Ms. R. Kwenani **DATE:** 12 July 2024

FROM: INF: Engineering Services Division **REF:** L/578_606_626_637/PS

SUBJECT: SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTIONS A, B, C, D AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS.

The application dated 06 May 2024 regarding the proposed subdivision of Erf 578, 606, 626 and 637 Prosperita Extension 1 into Portions A, B, C, D and Remainders, for the establishment of substations, refers.

The application can only be approved under the following conditions:

1. That any additional requirements with regard to water and sewer services brought on as a direct consequence of the subdivision or subsequent activities will be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

.....
SECTION ENGINEER
OC Archer

MEMORANDUM

City of Windhoek
The Gateway to Endless Opportunities

TO : Ms. Ruth Kwenani
Town Planner
Department of Urban & Transport Planning

FROM : Mr. Victor Namgongo
Chief Engineer: Engineering Services
Department of Electricity

ENQ : Mr. Kevin Koopman
Section Engineer: HV & MV Planning & Design
Department of Electricity

DATE : 10/10/2024

RE: SUBDIVISION OF ERF 578, 606, 629 AND 637 PROSPERITA EXTENSION 1 INTO PORTIONS A, B, C, D AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS AND REZONING OF PORTIONS A, B, C AND D FROM INDUSTRIAL TO MUNICIPAL

The Strategic Executive: Electricity has in principle no objection to the application subdivision of Erf 578, 606, 626 AND 637 Prosperita Extension 1 into Portions A, B, C, D and remainders, for the establishment of 18m² substations portions, provided that the following be adhered to:

- The substation portions be rezoned "municipal".
- The erf portions be exclusively reserved for the establishment of electrical miniature substations, which includes a concrete plinth with an outdoor miniature substation metal enclosure.
- That no buildings will be constructed on the reserved portions.

Kind regards

Mr. V. H. Namgongo
CHIEF ENGINEER: ENGINEERING SERVICES
DEPARTMENT OF ELECTRICITY

MEMORANDUM

The Gateway to Endless Opportunities

TO : URBAN POLICY

FROM : HEALTH AND ENVIRONMENT SERVICES

ENQ : MET SHANYENGANGE Tel. 061 290 3529

CC :

DATE : 30/10/2024

Dear Colleague,

RE: SUBDIVISION OF ERF 578, 606, 629 AND 637 PROSPERITA EXTENSION 1 INTO PORTIONS A, B, C, D AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS AND REZONING OF PORTIONS A, B, C AND D FROM INDUSTRIAL TO MUNICIPAL

The Division has no objection to the application to subdivide the above mentioned Ervens for the establishment of substations. The provided copies of the Environmental Clearance Certificate and Environmental Management Plan are valid at the time the application was submitted to Council.

Kind Regards,

PLAN AFRICA CONSULTING CC
TOWN AND REGIONAL PLANNERS

Box 4114
WINDHOEK
8 Delius Street
Windhoek (West)
Tel: (061) 212096 Cell: 0812716189
Fax to Mail: 088614626

Enquiries: Carolyne Nghipunduka
carolynenghipunduka@yahoo.com

Date: 16 September 2024

Chief Planner: Urban Policy

Windhoek City Council

PO BOX 59

Windhoek

Attention: Ms Ruth Kwenani,

PUBLIC CONSULTATION FOR:

- SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTION A, B, C, D AND REMAINDER NEEDED FOR THE ESTABLISHMENT OF SUBSTATIONS

- REZONING OF PORTIONS A, B,C AND D FROM INDUSTRIAL TO MUNCIPAL

PUBLIC CONSULTATION PROCESS

Newspaper

Published in the Republikein on the 16th and the 23rd of August 2024.

Objection Date: 13th of September 2024

Certified Mail

Certified mail was sent out on the 19th of June 2024

Government Gazzette

It was advertised in the gazette on 13th of September 2024 and final date for objection is 3rd October 2024.

Notices

Notice was placed on the **City of Windhoek's** notice board on the 22nd of August 2024.

Objection Date: 13th of September 2024

Notice was placed on **site** 22nd of August 2024

Objection date: 13th of September 2024

Objections: No objections have been received so far

Yours in Planning

H. A. KRÖHNE

035 Regskennisgewings Legal Notices

FNB

Estate of the Late
GERHARDUS PETRUS VAN SCHALKWYK
Identity Number: 32062300069
PENSIONER OF OKAHANDJA
DATE OF DEATH: 24/01/2024
ESTATE NO: E692/2024

Creditors and Debtors in the above Estate are hereby called upon to lodge their claims with and pay their debts to the undersigned within thirty days of the publication hereof.

FNB FIDUCIARY NAMIBIA (PTY) LTD
P.O. BOX 448,
WINDHOEK, NAMIBIA

FNB

Estate of the Late
LISETHE UISES
Identity Number: 59020400568
HOUSEWIFE OF SWAKOPMUND
SURVIVING SPOUSE:
Benjamin Uises
Identity Number: 58122600344
ESTATE NO: E1200/2023

Notice is hereby given that the Supplementary First and Final Liquidation and Distribution Account in the above Estate will lie for inspection at the Office of the Master of the High Court, WINDHOEK and a duplicate thereof at the Office of the Magistrate at SWAKOPMUND for a period of 21 days from the publication thereof.

FNB FIDUCIARY NAMIBIA (PTY) LTD
P.O. BOX 448,
WINDHOEK, NAMIBIA

F.M. OEHL TRUST cc

ESTATE OF THE LATE
JOHANNA CATHERINA MOUTON
ID: 34051900134,
widow and resident of Okahandja in the Republic of Namibia.
ESTATE NO: E482/2022

Notice is hereby given that the Liquidation and Distribution Account in the above estate will lie for inspection at the offices of the Master of the High Court in Windhoek for a period of 21 days as from 16 August 2024.

F M OEHL – TRUST CC
P.O. Box 90290, Tel: 223680
Klein-Windhoek
11009

NOTICE TO CREDITORS IN DECEASED ESTATES
ESTATE OF THE LATE
SELMA TAMUKONDJO KAASHEKA
ID NO.: 54051800288
LAST ADDRESS: ERF 24, CORMORANT STRT, DOLPHIN BEACH, WALVIS BAY, ERONGO REGION, NAMIBIA
ESTATE NO: E1544/2023

NOTICE is hereby given that the Amended First and Final Liquidation Account in the above estate will lie for inspection at the Master of the High Court, Windhoek and the Magistrate's Court – WALVIS BAY for a period of twenty-one (21) days from the date of publication hereof. Should no objections thereto be lodged with the Master concerned during the specified period, the executor will proceed to make payments in accordance with the accounts.

D.E. MALHERBE
AGENT OF EXECUTOR FOR THE ESTATE
DR. WEDER, KAUTA & HOVEKA INC
1 ST FLOOR, MARITIMA BUILDING, WALVIS BAY
CNR OF THEO BEN GURIRAB STREET, WBAY
P.O. BOX 4509, WALVIS BAY
REF: MAT9478/DFM/NF

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Market Watch

035 Regskennisgewings Legal Notices

FISHER, QUADRAY & PFEIFER ATTORNEYS

ESTATE OF THE LATE
ELIZABETH MAGRIETHA VAN ZYL
I.D: 32021500152
OCCUPATION: HOUSEWIFE
LAST ADDRESS: REHOBOTH
MARITAL STATUS: WIDOWED
DATE OF DEATH: 23 JULY 2017
NUMBER: E354/2024

Notice is hereby served that the First and Final Liquidation and Distribution Account in the above estate is lying for inspection at the office of the Master of the High Court WINDHOEK and the Magistrate REHOBOTH for a period of twenty-one days from date of publication of this notice.

AJ VAN DER MERWE
Fisher, Quarmby & Pfeifer
P.O. Box 37, WINDHOEK
DD/00252370

LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATES LYING FOR INSPECTION In terms of section 35 (5) Act 66 of 1965 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated)in the estates specified below will be open for the inspection of all persons interested therein for a period of 21 days (or longer, if specially stated) from the date specified or from the date of publication hereof, whichever may be the later, and at the offices of the Masters and Magistrates as stated.
Should no objection thereto be lodged with the Masters concerned during the specified period, the executors will proceed to make payments in accordance with the accounts.
Registered number of estate: E1307/2023
Surname: TJAVEONDJA
Christian names: EDWARD KADUKADUU
Identity number: 661106 0002 4
Last address: ERF 996, NOMTSOUB, NAMIBIA
Christian names and surname of surviving spouse: ELI NDAHAFA TJAVEONDJA
Identity Number: 680326 0012 4
Description of account other than first and Final: N / A
Period of inspection other than 21 days: N / A
Magistrate's Office: TSUMEB, NAMIBIA
Master's Office: WINDHOEK
Advertiser, and address:
F A PRETORIUS & CO
P O BOX 31
TSUMEB
Date: 08 AUGUST 2024
Tel. - 067 - 222001
Notice for Publication in the Government Gazette on: 16 AUGUST 2024
DM0202400417257

NOTICE TO CREDITORS IN DECEASED ESTATES ESTATES All persons having claims against the estates specified below, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise as indicated) from the date of publication hereof.
Registered number of estate: E1230/2024
Surname: ERASMUS
First names: JOHN JAMES
Date of birth: 28 MARCH 1962
Identity number: 620328 0026 8
Last address: FARM HOWOBEES No.51, KEETMANSHOOP DISTRICT
Date of death: 08 JUNE 2024
Christian names and surname of surviving spouse: DALINE ERASMUS, ID 56111110055
Name and (only one) address of executor or authorised agent
F A PRETORIUS &
P O BOX 31, TSUMEB, NAMIBIA
Period allowed for lodgement of claims if other than 30 days: N / A
Advertiser, and address:
F A PRETORIUS & CO
P O BOX 31
TSUMEB
Date: 08 AUGUST 2024
Tel. - 067 - 222001
Notice for Publication in the Government Gazette on: 16 AUGUST 2024
DM0202400417258

035 Regskennisgewings Legal Notices

IN THE High Court of Namibia, Main Division, Windhoek
Case No: HC-MD-CIV-ACT-CON-2022/03376
In the matter between:
BANK WINDHOEK LIMITED, Execution Creditor and
BOUTEGNIEK CC, 1st Execution Debtor
JOHAN ERIC JUNIUS, 2nd Execution Debtor
THERESIA LOUW 3rd Execution Debtor
NOTICE OF SALE IN EXECUTION
Pursuant to Judgement of the above Honourable Court granted on 9th February 2024,the following immovable property will be sold without reserve and voetstoots by the Deputy Sheriff of Otjiwarongo, at Erf No. 1176, Extension No. 4 Otjiwarongo, Namibia on 29th of August 2024, at 09h00, of the undermentioned property.
Certain: Erf No. 1176, Extension No. 4 Situate: In the Municipality of Otjiwarongo Registration Division "D" Otjozondjupa Region Measuring: 8912 (Eight Thousand Nine Hundred and Twelve) Square Metres
Held By: Deed of Transfer No. T1344/2008,
Subject: To all the conditions contained therein.
Improvements: 4 x workshops, open shed and outbuildings used as an office and storage areas, street front property of conventional construction situated on a corner allotment: Office Area (20m²): office, toilet and kitchenette; Ablution and Storage Facilities (80m²); Shed Area (496m²); Workshop Area (440m²)
2 Out Building: Veranda (65m²), paving (410m²), walling, gates and alarm.
TERMS 10% of the purchase price and the auctioneers' commission must be paid on the date of the sale. The further terms and conditions of the sale will be read prior to the auction and lie for inspection at the office of the Deputy of Sheriff of the Court, Otjiwarongo, and at the offices of the Execution Creditor's Attorneys.
Dated at Windhoek on this 15th day of July 2024.
DR. WEDER, KAUTA & HOVEKA INC.
LEGAL PRACTITIONERS FOR THE PLAINTIFF
WKH HOUSE, 3rd FLOOR JAN JONKER ROAD
AUSSPANNPLATZ, WINDHOEK
(Ref: MAT54428/ivs)
DM0202400417118

NOTICE: Take notice that PLAN AFRICA CONSTRUCTING CC, Town and Regional Planners, on behalf of the owners of the respective erf, intends to apply to City of Windhoek for:
* SUBDIVISION OF ERF 578, 606,626 AND 937 PROSPERITA EXTENSION 1 INTO PORTIONS A,B, C, D AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS.
* REZONING OF PORTIONS A OF ERF 578, B OF ERF 606, C OF ERF 626 AMD D PF ERF 637 (PROSPERITA EXTENSION 1 FROM INDUSTRIAL TO MUNICIPAL.
Erf 578 is 1076m², Erf 606 is 527m², Erf 626 is 529m² and Erf 637 is 514m² in extent, the erven are subdivided into Portions A to D being 18m² in size. All erven are zoned Industrial. The owner of the respective erven intends to construct substations on the following erven: 578, 606, 626, and 637. The primary purpose of substations is for the generation of electricity. Further takenotice that the locality plan of the erf lies for inspection on theTown Planning notice Board at City of Windhoek and at Plan Africa Consulting CC, No 8 Delius Street, Windhoek West.
Further take notice that any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with City of Windhoek and with the applicant (Plan Africa Consulting CC) in writing within 14 day s of the last publication of this notice (final date for objections is 13th September 2024.PLAN AFRICA CONSULTING CC Town and Regional Planners Box 41148 Delius Street, Windhoek (West)Tel: 061-212096
DM0202400417268

035 Regskennisgewings Legal Notices

IN THE HIGH COURT OF NAMIBIA
MAIN DIVISION - WINDHOEK
CASE NO: HC-MD-CIV-ACT-CON-2022/03521
In the matter between:
BANK WINDHOEK LIMITED
EXECUTION CREDITOR and
FESTUS HIFIKEPUNYE HAUSHONA 1ST EXECUTION DEBTOR
HAUSONA INSURANCE BROKER CC 2ND EXECUTION DEBTOR
NOTICE OF SALE IN EXECUTION
Pursuant to Judgement of the above Honourable Court granted on 9th of June 2023, the following immovable property will be sold without reserve and voetstoots by the Deputy Sheriff of Windhoek, at Erf no. 5357 Katutura (Extension No. 9), Namibia on 29th of August 2024, at 15h00, of the undermentioned property.Certain: Erf No 5357 Katutura (Extension No 9)Situate: In The Municipality of Windhoek Registration Division "K" Khomas Region Measuring: 269 (Two Hundred and Sixty Nine) Square Metres Held: Deed Of Transfer No. T 7425/2021 Subject: To The Conditions Contained Therein Improvements: Dwelling consists of kitchen with BIC, lounge, dining room, 3x bedrooms with BIC, full bathroom , half bathroom (toilet and shower) and garages. Out buildings consist of 2x 1-bedroom flats with bathroom.TERMS 10% of the purchase price and the auctioneers' commission must be paid on the date of the sale. The further terms and conditions of the sale will be read prior to the auction and lie for inspection at the office of the Deputy of Sheriff of the Court, Windhoek,and at the offices of the Execution Creditor's Attorneys. Auctioneer's note: Refundable registration fee of N$ 5 000.00.
DATED at WINDHOEK this 11th day of July 2024.
DR. WEDER, KAUTA & HOVEKA INC.
LEGAL PRACTITIONERS FOR THE PLAINTIFF
WKH HOUSE, 3rd FLOOR
JAN JONKER ROAD
AUSSPANNPLATZ
WINDHOEK
(Ref: MAT82663/mvh)
DM0202400417286

LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATES LYING FOR INSPECTION In terms of section 35 (5) Act 66 of 1965 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for the inspection of all persons interested therein for a period of 21 days (or longer, if specially stated) from the date specified or from the date of publication hereof, whichever may be the later, and at the offices of the Masters and Magistrates as stated.
Should no objection thereto be lodged with the Masters concerned during the specified period, the executors will proceed to make payments in accordance with the accounts.
Registered number of estate: E2220/2023
Surname: KUSTNER
Christian names: FRITZ PETER GERHARD
Identity number: 380629 0005 3
Last address: FLAT1, ERF 1518, 3RD STREET, TSUMEB, NAMIBIA
Christian names and surname of surviving spouse: UNMARRIED
Complete only if deceased was married in community of property: NOT APPLICABLE
Description of account other than first and Final: N / A
Period of inspection other than 21 days: N / A
Magistrate's Office: TSUMEB, NAMIBIA
Master's Office:
Advertiser, and address:
F A PRETORIUS & CO
P O BOX 31
TSUMEB
Date: 08 AUGUST 2024
Tel. - 067 - 222001
Notice for Publication in the Government Gazette on: 16 AUGUST 2024
DM0202400417260

035 Regskennisgewings Legal Notices

LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATES LYING FOR INSPECTION In terms of Section 35 (5) of Act 88 of 1985 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) the estates specified below will open for the inspection of all persons interested therein for a period of 21 days (or longer if specially stated) from the date specified from the date of publication hereof, whichever may be the law at the offices of the Masters and Magistrates as stated.Should no objection thereto be lodged with the Masters concerned during the specific period, the executors will proceed to make payments in accordance with the accounts.
Registered number of estate: E1405/2023
Masters Office: Windhoek
Magistrate's Office: Walvis Bay
Surname: Claasen
First Names: Willem Hendrik
Date of Birth: 16 December 1960
Identity number: 60121600596
Last Address: NO.29 Firefish street, Narraville, Walvis Bay
Date of Death: 17 February 2011
Christian Names and Surname of Surviving Spouse: RUTH RHONA CLAASEN
Name and (only one) address of executor or authorised agents:
G N SEPTEMBER
SEPTEMBER & ASSOCIATES
P O BOX 1521
WALVIS BAY
NAMIBIA
Period of inspection other than 21 days
Advertiser and Address:
SEPTEMBER & ASSOCIATES,
UNIT 3, BUSINESS PARK NO.83
SAM NUJOMA AVENUE, WALVIS BAY
P O BOX 1521
WALVIS BAY
NAMIBIA
Date: 02 AUGUST 2024
Tel: 064-220041
Notice for publication in Republikein on 16 AUGUST 2024.
DM0202400417263

NOTICE TO CREDITORS IN DECEASED ESTATES All persons having claims against the estates specified below, are called upon to lodge their claims with the executors concerned within a period of 30 days(or otherwise as indicated) from the date of publication hereof.
Registered number of estate: E1319/2024
Surname: AMUKWA
First names: WILLEM
Date of birth: 06 JULY 1958
Identity number: 580706 0034 9
Last address: OKAANDI, UUKWALUUDHI, TSANDI
Date of death: 26 MAY 2002
Christian names and surname of surviving spouse: SARTI SENALE AMUKWA, ID 59120800231
Name and (only one) address of executor or authorised agent
F A PRETORIUS & CO
P O BOX 31, TSUMEB, NAMIBIA
Period allowed for lodgement of claims if other than 30 days: N / A
Advertiser, and address:
F A PRETORIUS & CO
P O BOX 31
TSUMEB
Date: 08 AUGUST 2024
Tel. - 067 – 222001
Notice for Publication in the Government Gazette on: 16 AUGUST 2024
DM0202400417259

NOTICE TO CREDITORS IN DECEASED ESATESESTATE LATE: EVA VAN WYK ESTATE LATE: EVA VAN WYK
MASTER'S REF. NO:E387/2024
ID NO: 52070900304
DATE OF DEATH: 06 AUGUST 2021
MARRIED IN COMMUNITY OF PROPERTY TO: JACOBUS VAN WYK
ID NO. 43102300197
LAST ADDRESS WINDHOEK, KHOMAS REGION
All Creditors and Debtors of the above Estate are hereby called upon to lodge their claims against and/or pay their debts to the Estate at the undermentioned address within a period of 30 (thirty) days as from date of the publication hereof.
TANGENI P. AUSIKU
AGENT OF THE EXECUTOR
AUSIKU ATTORNEYS
P. O. BOX 27078, WINDHOEK
11, DELIUS STREET,
ERF 3989 WINDHOEK WEST
EMAIL: tangeni@ausikuattorneys.com
TEL: +264 81 2153291
DM0202400417292

035 Regskennisgewings Legal Notices

IN THE HIGH COURT OF NAMIBIA
MAIN DIVISION - WINDHOEK
CASE NO: HC-MD-CIV-ACT-CON-2022/03617
In the matter between:
BANK WINDHOEK LIMITED
EXECUTION CREDITOR and
OSCAR ELAGO 1ST EXECUTION DEBTOR
ESTER NDAZILEPO ELAGO 2ND EXECUTION DEBTOR
ESTER AND NAKALE INVESTMENTS CC 3RD EXECUTION DEBTOR
NOTICE OF SALE IN EXECUTION
Pursuant to Judgement of the above Honorable Court granted on 4th day of February 2020,the following immovable property will be sold without reserve and voetstoots by the Deputy Sheriff of Windhoek, at Erf no. 35 Flamican Park, Erf 6940 (a portion of Erf 6593),Windhoek, Namibia on 5 th of September 2024, at 09h00, of the undermentioned property.SECTION NO: 35 as shown and more fully described on Sectional Plan No: SS34/2009 in development scheme known as FLAMICAN PARK in respect of the land and building or buildings situated on Certain: Remainder Of Erf No: 6940 (A Portion Of Erf No: 6593),Windhoek, (Extension No. 6) Situate In The Municipality Of Windhoek Registration Division "K", Khomas Region of which Section the floor area, according to the Sectional Plan is 133(ONE THREE THREE) square metres in extent.(b) an undivided share in the common property in the development scheme apportioned to that Section in accordance with the participation quota as endorsed on that Sectional Plan Held by virtue of Certificate of Registered Sectional Title No. 34/2009(35)(UNIT)The unit/interest is subject to or benefits by(i) the servitudes, other real rights and conditions, if any, as contained in the schedule of conditions referred to in section 11(3)(b) of the Sectional Titles Act,2009, and the servitudes referred to in section 30 of that Act, and(ii) any alteration to building or buildings or to a section or to the common property shown on that sectional plan.Improvements: Section No. 35 consists of a warehouse area with an office, reception, kitchenette, ablutions, paving and boundary walls. Other improvements consist of a motorgate and central water cooling system.TERMS 10% of the purchase price and the auctioneers' commission must be paid on the date of the sale. The further terms and conditions of the sale will be read prior to the auction and lie for inspection at the office of the Deputy of Sheriff of the Court, Windhoek,and at the offices of the Execution Creditor's Attorneys.
AUCTIONEER'S NOTE: REFUNDABLE DEPOSIT OF N$ 5000.00 REQUIRED.DATED at WINDHOEK this 22nd day of July 2024.
DR. WEDER, KAUTA & HOVEKA INC.
LEGAL PRACTITIONERS FOR THE PLAINTIFF
WKH HOUSE, 3rd FLOOR JAN JONKER ROAD
AUSSPANNPLATZ
WINDHOEK
(Ref: MAT48457/mvh)
DM0202400417266

NOTICE TO CREDITORS IN DECEASED ESTATES All persons having claims against the estates specified below, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise as indicated) from the date of publication hereof.
Registered number of estate: E238/2023
Master's Office WINDHOEK
Surname : LIST
Christian names: MARGARETHE
Identity No. 24042700071
Last Address: ERONGO
Date of death : 18.12.2022
Name and (only one) address of executor or authorised agent c/o ENSafrica /Namibia (incorporated Lorentz Angula Inc,) LA Chambers, Ausspann Plaza, Dr Agostinho Neto Road, Windhoek, Namibia
Period allowed for lodgement of claims if other than 30 days - 30 days Advertiser, and address ENSafrica / Namibia (incorporated Lorentz Angula Inc)
Date: 05 April 2023
TELEPHONE NUMBER : 061-379-723Notice for Publication in The Government Gazette on 14 April 2023
DM0202400417293

035 Regskennisgewin Legal Notic

LIQUIDATION AND DISTRI TION ACCOUNTS IN DECEAS ESTATES LYING FOR INSPEC ON In terms of Section 35 (5 Act 88 of 1985 notice is her given that copies of the liqui tion and distribution accou (first and final, unless othe se stated) the estates speci below will open for the inspe on of all persons interested rein for a period of 21 days longer if specially stated) fi the date specified from the of publication hereof, whic ver may be the law at the off of the Masters and Magistr as stated.Should no objec thereto be lodged with the M ters concerned during the cific period, the executors proceed to make payment accordance with the accour Registered number of est E401/2023
Masters Office: Windhoek
Magistrates Office: RE BOTH
Surname: VAN WYK
First Names: STELLA RENA
Date of Birth: 20 SEPTEM 1955
Date of death: 30 June 199
Identity nun 5509200200050
Last Address: FARM WIT WEST NO. 310 REHOB NAMIBIA
Christian Names and Surn of Surviving Spouse: MA NUS ATTIE VAN WYK
ID Number: 52020900297
Name and (only one) addre executor or authorised age G N SEPTEMBER
SEPTEMBER & ASSOCIATE P O BOX 1521
WALVIS BAY
NAMIBIA
Period of inspection other 21 days
Advertiser and Address:
SEPTEMBER & ASSOCIATI UNIT 3, BUSINESS PARK N SAM NUJOMA AVENUE, VIS BAY
P O BOX 1521
WALVIS BAY
NAMIBIA
Date: 02 AUGUST 2024
Tel: 064-220041
Notice for publication in blikein on 16 AUGUST 202
DM0202400

IN THE High Court Of Nam (Main Division)
NOTICE OF SALE IN EXE ON - MOVABLE PROPERT Case Number: HC-MD ACT-CON-2024/00760
In the matter between:
NAMIBIA BREWERIES LIM EXECUTION CREDITOR a GERSON KANDJAMB/ EXECUTION DEBTOR
In execution of a jud granted against the named Execution Debtor above Honourable Court May 2024, in the above oned suit, the undermen goods will be sold by auction by the Deputy for the district of TSUM ERF 1631, NDILIMANI C RAL GROUP TROUPE S TSUMEB on FRIDAY, the day of AUGUST 2024 at or as soon thereafter as -1 x FLAT SCREEN TV, 1 x DER, 1 x SOUND SYSTEM SPEAKERS, 10 x BAR CH x STEEL BENCH, 3 x D FRIDGES, 1 x BOX DEEI ZER, 1x CAMERA SYS x ROULETTE MACHINI RIOUS BEER, VARIOUS DRINKS.
TERMS AND CONDITI SALE: "VOETSTOOTS" CASH TO THE HIGHE DER.
DATED AT WINDHO THIS 13TH DAY OF A 2024.
ENGLING, STRITTER PARTNERS
Legal Practitioners for on Creditor
No 12 Love Street
Windhoek
Ref: LB/vb SA8936
DM0202

Market Watch Kleinadvertensies • Classifieds

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TEL: 061*297 2175 **FAX: 061*239 638**
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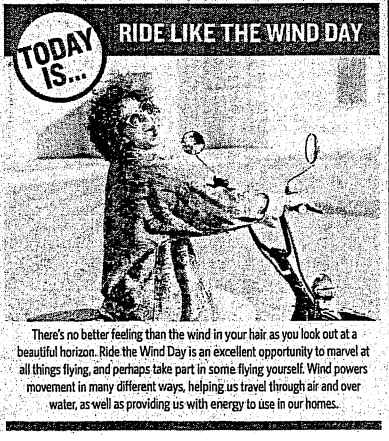
RATES & DEADLINES

To avoid disappointment of an advertisement not appearing on the date you wish, please book timeously. Classified smalls, notices and display smalls: 13:00, two working days prior to placing. A handling fee of 15% is payable on cancellations received in writing by 13:00 two days before scheduled publication. No cancellation will be accepted if received after this deadline.

RATES:
(Monday - Friday)
- Classifieds Smalls: N$112.30 for the first 20 words and N$2.15 (15% Vat included) for every word thereafter
- Display Smalls: N$108.10 per col/cm (15% Vat included)
- School notices: N$66.70 (15% Vat included) per col/cm
- Churches: N$66.70 (15% Vat included) per col/cm
- Sport Clubs: N$66.70 (15% Vat included) per col/cm
- Births, engagements, marriages, deaths, In memoriam: N$66.70 (15% Vat included) per col/cm
- Legal Notices: N$745.80 for the first 300 words and N$2.40 (15% Vat included) for every word thereafter

CONDITIONS OF ACCEPTANCE:
Republikein reserves the right to withhold or cancel any advertisement order that has been accepted. Republikein accepts no liability for failure to publish an advertisement received by telephone.

ERRORS:
Please report errors immediately. Republikein accepts no responsibility for more than one incorrect insertion of any advertisement of any cost beyond the cost of the space occupied by the faulty advertisement. No re-publication will be given due to small typographical errors which do not lessen the effectiveness of the advertisement. Republikein does not accept responsibility for misrepresentation in advertisements.



There's no better feeling than the wind in your hair as you look out at a beautiful horizon. Ride the Wind Day is an excellent opportunity to marvel at all things flying, and perhaps take part in some flying yourself. Wind powers movement in many different ways, helping us travel through air and over water, as well as providing us with energy to use in our homes.

009 Vakatures / Vacancies

THE NAMIBIAN ONCOLOGY CENTER: Has a vacancy for a Radiation Therapy Dosimetrist. Minimum Requirements:
-Degree in therapeutic radiography or a comparable relevant qualification
-Additional formal in-service training or certification in dosimetry
-A minimum of 3 years' experience in treatment planning using the Monaco Treatment Planning System (TPS)
-Experience in VMAT and advanced treatment techniques
-3 years clinical experience working with linear accelerators
-Experience with Mosaiq software and Elekta linacs preferred
-Recent working experience within private healthcare sector advantageous
-Strong organisational skills & leadership skills
-Proven work ethic and ability to work under pressure
-Excellent written and verbal communication skills
-Fluency in English, additional languages will be an advantage
-Current registration with the Allied Health Professions Council division of the Health Professions Council of Namibia.
If you meet the above requirements please submit a detailed CV, Supporting documentation, and covering letter to: HR@namoncology.com
Closing date: 3 September 2024.
DM0202400417350

THE DUTCH REFORMED CHURCH WINDHOEK- EROS has the following full time position as PASTOR and MINISTER OF RELIGION available according to article 9 of the Dutch Reformed Church Order. We encourage all candidates who meet the following requirements to apply. Requirements: Candidates must have (1) a licensed certificate as minister in the Dutch Reformed Church, (2) a Masters in Divinity (or equal qualification) at a qualifying institution (NETS UFS, US, UP or Hugenote College), (3) Fluent in Afrikaans and English, (4) Drivers licence and (5) Extensive ministry experience. Candidates who meet all the requirements may send a complete CV to kantoor@ngeros.org. Subject field: "NUWE PREDIKANT".
Closing date for applications is Monday 30 September 2024.
DM0202400417346

010 Spesiale dienste / Services

DO YOU URGENTLY NEED CASH? Get up to 75% of your vehicle's value in 45 min! Justa car! Mooo-laah when you need it! Autocash 061-400676.
DM0202400416742

016 Te huur / To Let

FLAT FOR RENT - EROSPARK Situated close to MediClinic- 1 bedroom, open plan kitchen and lounge, water, electricity, gas, G4S security, garden services, DStv and WiFi included. Available immediately. N$8,000 per month. For viewing call 081-2834629. No agents.
DM0202400417306

TO RENT Available from 1. September. 1 Bedroom-bungalow with bathroom, 1 guestroom, open- plan kitchen, living room, braai area, 1 garage. Electr. plus Water excl. 20km outside of Swakopmund. Rent N$5000.00 per month. Deposit 1 month . Cell 081- 3003489.
DM0202400417333

016 Te huur / To Let

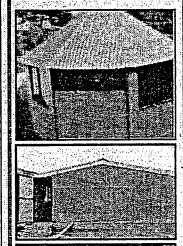
HAKAHANA, WINDHOEK 1 Bedroom house with 3 additional outside flats available for sale for N$695 000 transfer cost included.
Call: 081-4628479 / 081-3688628.
Clients with bank pre-approval or proof of funds only.
DM0202400417329

023 Diere / Animals

SKAAP TE KOOP: 200 Jong sigbaar dragtige Meatmaster ooie - koper kan uitsoek. Ooie gedek deur SWARTMODER ramme. - N$1,490.00 (een duisend vier honderd en negentig) per ooi o.n.a. Skakel - 0811 275 229.
DM0202400417343

028 Huise te koop / Residential Prop. for Sale

Huise Te Koop



- Verskuilbare Huise
- Sinkhuise en houthuise
- dwarsoor Namibia
- Enige grootte

Kontak: 081-462 3700

029 Besighede / Businesses

BOTTLESTORE: for sale in Khomasdal. Call 081 601 2082
DM0202400417310

034 Erwe te koop / Erven for Sale

HENTIESBAAI Erven for sale - North Dune, Omaruru Street, 830m². Short walk seafront. 3 boundaries walls - N$420,000 negotiable. South Dune, Brukaros Street, 1165m². Very close to beach. 2 boundary walls - N$780,000 negotiable.Both fully serviced in well-established locations with holiday homes and permanent residents. Private sale - please contact 081 672 0827.
DM0202400417332

Market Watch
RED BLUE GREEN ORANGE
New and exciting way of letting your advertisement stand out above the rest..now at an additional N$ 5.00 per-place ment, get your classifieds heading in
COLOUR!

035 Regskennisgewings / Legal Notices

IN THE High Court of Namibia Held at Main Division Windhoek
Case No: HC-MD-CIV-ACT-CON-2022/04913
In the matter between:
FIRST NATIONAL BANK OF NAMIBIA LIMITED, Plaintiff and
DANIEL PETRUS VAN WYK, 1st Defendant
MALINDA ETRESIA VAN WYK, 2nd Defendant
NOTICE OF SALE IN EXECUTION
Pursuant to a Judgement of the above Honourable Court granted on the 6th October 2023, the following immovable property will be sold "voetstoots" by the DEPUTY SHERIFF for the District of OKAHANDJA on Thursday, the 5th day of September 2024, at 16:00 at Erf 751, 9th Avenue, Okahandja, Namibia.
CERTAIN: Erf 751, 9th Avenue, Okahandja, Namibia
SITUATE: In the Municipality of Okahandja Registration Division "J"
RESERVE PRICE: (a) The property will be sold by the deputy-sheriff of HIGH COURT OF NAMIBIA, OKAHANDJA to the highest bidder in terms of Rule 110(1)(a), in terms of which the property will be sold at no less than 75% of:
1.1 the established municipal value; alternatively,
1.2 established market value market value
should it be established that it is a primary residence. The valuation will be held with the Deputy Sheriff for inspection together with these conditions.
(b) Interest at 10.25% interest per annum from 30 days after sale to date of full and final payment;
(b) Deputy Sheriff's fees
IMPROVEMENTS: 4 x Bedrooms 2 x Bathrooms, Dressing Room, Study Room, Kitchen with Scullery and Pantry, Lounge, Dining Room, Family Room.
Other Improvements: Double Garage, Double Carport, Servants Quarters, Outside Bathroom, Braai Area.
The "Conditions of Sale in Execution" will lie for inspection at the office of the Deputy Sheriff of Okahandja and at the Head Office of Plaintiff in Windhoek at Plaintiff's Attorneys, Koep & Partners at the undermentioned address.
DATED at WINDHOEK this 19th day of July 2024.
KOEP & PARTNERS
LEGAL PRACTITIONERS FOR PLAINTIFF
33 SCHANZEN ROAD
WINDHOEK
REF: OD/um/81387/DEB1062
DM0202400416926

NOTICE TO CREDITORS IN TERMS SECTION 29 OF THE ADMINISTRATION OF DECEASED ESTATES ACT 66 OF 1965 All persons having claims against the estate specified below, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise indicated) from a date of publication hereof.
Master's Reference: E 1439/2024
Surname: APRIL
Full Names: SOFIA
ID Number: 56 1223 0002 0
Last Address: KEETMASHOOP, NAMIBIA
Date Of Death: 18 JUNE 2021
Name And Address of Executor or Authorised Agent:
METCALFE BEUKES ATTORNEYS,
NO 13 LISZT STREET,
WINDHOEK, REPUBLIC OF NAMIBIA
info@metcalfewhk.com
TELEPHONE: (061) 402 368
REFERENCE: MAT2275
Notice for publication in the Government Gazette: 23 August 2024
DM0202400417315

LIQUIDATION AND DISTRIBUTION ACCOUNT IN DECEASED ESTATE LYING FOR INSPECTION In terms of section 35(5) of Act 66 of 1965, notice is hereby given that copies of the First and Final liquidation and distribution account, in the estate specified below will be open for the inspection of all persons interested at the Office of the Master of the High Court for a period of 21 days from the date of publication hereof:
Master's Reference: E 981/2021
Surname: KANDANGA (BORN KATJINA)
Full Names: ROBERTINA
ID Number: 71072500027
Last Address: WINDHOEK, NAMIBIA
Date Of Death: 17 FEBRUARY 2021
Name And Address of Executor or Authorised Agent:
METCALFE BEUKES
ATTORNEYS 13 LISZT STREET, WINDHOEK,TEL: (061) 402 368
REF: MAT612
Notice for publication in the Government Gazette: 23 August 2024
DM0202400417316

IN THE High Court of Namibia
Case Number: HC-MD-CIV-ACT-CON-2017/01690
In the matter between:
DEVELOPMENT BANK OF NAMIBIA LIMITED Execution Creditor/Plaintiff and
EKWAO INVESTMENTS (PROPRIETARY) LIMITED 1st Execution Debtor/Defendant
JOEL HAFENI SHAFASHIKE 2nd Execution Debtor/Defendant
EMILIA NANDJLA SHAFASHIKE 3rd Execution Debtor/Defendant
NOTICE OF SALE IN EXECUTION OF IMMOVABLE PROPERTY
In Execution of a Judgment of the above Honourable Court in the above mentioned suit, a sale will be held on MONDAY the 9 TH SEPTEMBER 2024 at 09:00 at premises of ERF 1984, HOCHLAND PARK, WINDHOEK of the undermentioned immovable property of the Defendants:
CERTAIN ERF 1984, HOCHLAND PARK SITUATE IN THE MUNICIPALITY OF WINDHOEK REGISTRATION DIVISION "K" KHOMAS REGION MEASURING 1344 (ONE THREE FOUR FOUR) SQUARE METERS HELD BY DEED OF TRANSFER NO T3431A/2015
DESCRIPTION: the following improvements are on the property (although nothing in this respect is guaranteed). The building comprises of: 4 bedrooms, 1x kitchen, 2x lounges, 3x bathrooms, office, double garage.
The property shall be sold by the Deputy Sheriff of WINDHOEK subject to the Conditions of Sale that may be inspected at the Offices of the Deputy Sheriff to the highest bidder.
10% of the purchase price to be paid in cash on the date of the sale, the balance to be paid against transfer, to be secured by a Bank or Building Society or other acceptable guarantee to be furnished to the Deputy Sheriff within 14 (fourteen) days after the date of sale.
The full Conditions of Sale will be read out by the Deputy Sheriff on the day of the sale,but may be inspected at any time prior to the sale at the offices of the Deputy Sheriff or at the office of the Plaintiff's attorneys.
DATED at WINDHOEK this day of JULY 2024.
ENGLING STRITTER & PARTNERS
Attorneys for Plaintiff
12 Love Street
WINDHOEK
EY/BP D 35663
DM0202400417126

NOTICE ESTATE LATE JUSTINA HAIHAMBO
ESTATE NUMBER E 1216/2021
Identity Number: 580416 0114 6
Estate Number: E 1216/2021
Notice is hereby given that the First and Final Liquidation and Distribution Account in the Estate of the Late JUSTINA HAIHAMBO, Identity Number 580416 0114 6, Married Out of Community of Property to Linus Shiyekelen! Johannes and who died on 22 August 2010 at Oshikoto, Estate Account No. E 1216/2021 will be open for inspection at the offices of the Magistrate's Office in ONDANGWA and at the offices of the Master of the High Court in Windhoek for a period of 21 days as from 23 AUGUST 2024.
VAN DER WESTHUIZEN & GREEFF
EXECUTORS/AGENTS
PO BOX 47
OTJIWARONGO
TEL: 067-304156
DM0202400417321

NOTICE ESTATE LATE LEVI RICHTER
ESTATE NUMBER E 2252/2021
Identity Number: 620124 0026 4
Estate Number: E 2252/2021
Notice is hereby given that the First and Final Liquidation and Distribution Account in the Estate of the Late LEVI RICHTER, Identity Number 620124 0026 4, Married In Community of Property to Jacqueline Richter and who died on 29 December 2020 at Windhoek, Estate Account No. E2252/2021 will be open for inspection at the offices of the Magistrate's Office in OTJIWARONGO and at the offices of the Master of the High Court in Windhoek for a period of 21 days as from 23 AUGUST 2024.
VAN DER WESTHUIZEN & GREEFF
EXECUTORS/AGENTS
PO BOX 47
OTJIWARONGO
TEL: 067-304156
DM0202400417322

NOTICE: Take notice that PLAN AFRICA CONSTRUCTING CC, Town and Regional Planners, on behalf of the owners of the respective erf, intends to apply to City of Windhoek for:
* SUBDIVISION OF ERF 578, 606,626 AND 937 PROSPERITA EXTENSION 1 INTO PORTIONS A,B, C, D AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS.
* REZONING OF PORTIONS A OF ERF 578, B OF ERF 606, C OF ERF 626 AMD D PF ERF 637 [PROSPERITA EXTENSION 1 FROM INDUSTRIAL TO MUNICIPAL.
Erf 578 is 1076m², Erf 606 is 527m², Erf 626 is 529m² and Erf 637 is 514m² in extent, the erven are subdivided into Portions A to D being 18m² in size. All erven are zoned Industrial. The owner of the respective erven intends to construct substations on the following erven: 578, 606, 626, and 637. The primary purpose of substations is for the generation of electricity. Further takenotice that the locality plan of the erf lies for inspection on theTown Planning notice Board at City of Windhoek and at Plan Africa Consulting CC, No 8 Delius Street, Windhoek West.
Further take notice that any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with City of Windhoek and with the applicant (Plan Africa Consulting CC) in writing within 14 day s of the last publication of this notice (final date for objections is 13th September 2024.PLAN AFRICA CONSULTING CC Town and Regional Planners Box 41148 Delius Street, Windhoek (West)Tel: 061-212096
DM0202400417268

Du Toit
TOWN PLANNING CONSULTANTS

NOTICE

Take notice that PLAN AFRICA CONSULTING CC, TOWN AND REGIONAL PLANNERS, on behalf of the owners of the respective erf, intends to apply to City of Windhoek for:

- SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENSION 1 INTO PORTIONS A, B, C, D AND REMAINDERS, FOR THE ESTABLISHMENT OF SUBSTATIONS.
- REZONING OF PORTIONS A OF ERF 578, B OF ERF 606, C OF ERF 626 AND D OF ERF 637 PROSPERITA EXTENSION 1 FROM INDUSTRIAL TO MUNICIPAL

Erf 578 is 1076m², Erf 606 is 527m², Erf 626 is 529m² and Erf 637 is 514m² in extent, the erven are subdivided into Portions A to D being 18m² in size. All erven are zoned Industrial. The owner of the respective erven intends to construct substations on the following erven: 578, 606, 626 and 637. The primary purpose of substations is for the generation of electricity.

Further take notice that the locality plan of the erf lies for inspection on the town planning notice board at City of Windhoek and at Plan Africa Consulting CC, No 8 Delius Street, Windhoek West.

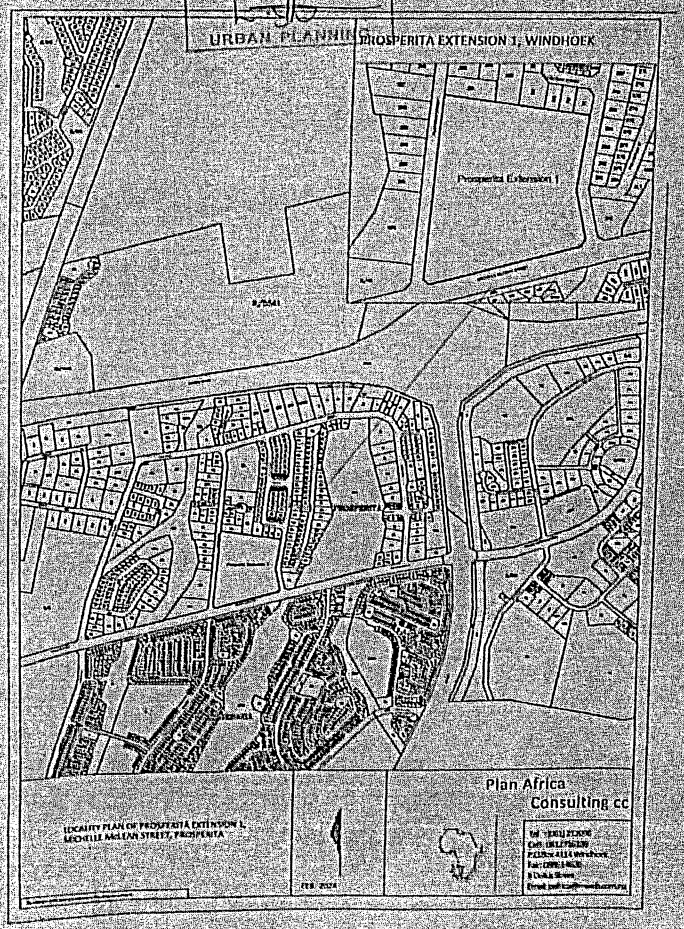
Further take notice that any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with City of Windhoek and with the applicant (Plan Africa Consulting CC) in writing within 14 days of the last publication of this notice (final date for objections is 13th September 2024).

CITY OF WINDHOEK
16 AUG 2024
URBAN PLANNING

PLAN AFRICA CONSULTING CC
TOWN AND REGIONAL PLANNERS
Box 41114
8 Delius Street
Windhoek (West)
Tel: (061) 212008 Cell: 0812716189
Fax: (061) 23 3033
Email: pafrica@mweb.com.na

The Urban Planner
(Town House, 5th floor, 516)
City of Windhoek
P.O Box 59
WINDHOEK

CITY OF WINDHOEK
16 AUG 2024
URBAN PLANNING



DHOEK
BAN PLANNING
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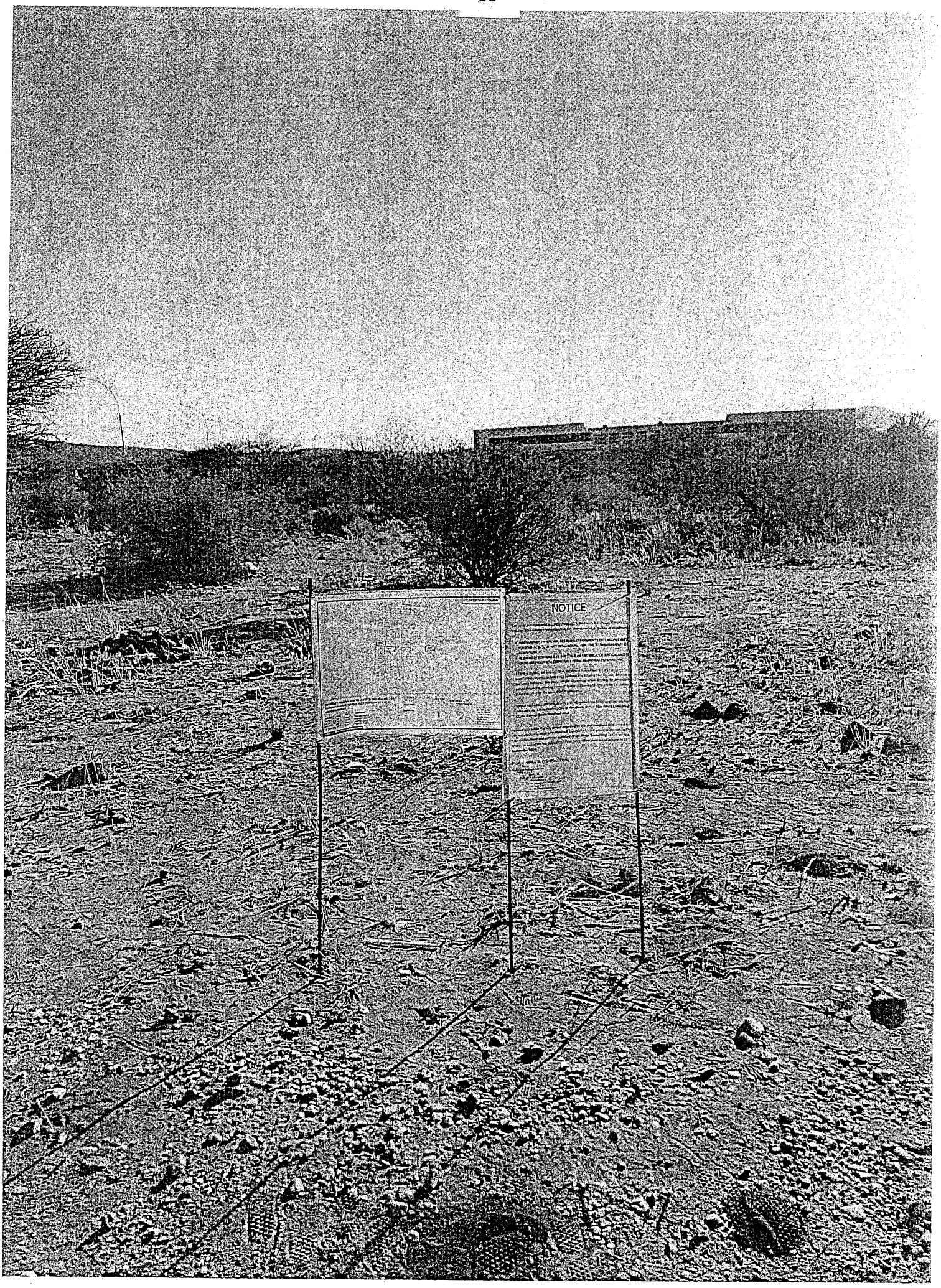
-07- 17


NOTICE

PLAN AFRICA CONSULTING CC
TOWN AND REGIONAL PLANNERS

Box 4114
WINDHOEK
8 Delius Street
Tel: (061) 212096 Cell: 081271 6189
Fax: (061) 213051
e-mail: pafrica@mweb.com.na

19/06/2024

Certified Mail:

- **SUBDIVISION OF ERF 578, 606, 626 AND 637 PROSPERITA EXTENION 1 INTO PORTION A, B, C, D AND REMAINDER, FOR THE ESTABLISHMENT OF SUBSTATIONS**

Erf 331:
PROSPERITA

KHOMAS ALUMINIUM AND GLASS CC
P.O. BOX 9187
EROS

Nº 182409
CERTIFIED MAIL
P1/98

Erf 389:
PROSPERITA

CARLIN INVESTMENT CC
P.O. BOX 11132
KLEIN WINDHOEK

Nº 182410
CERTIFIED MAIL
P1/98

Erf 391:
PROSPERITA

PRO-EX STORAGE CC
P.O. BOX 24779
WINDHOEK

Nº 182411
CERTIFIED MAIL
P1/98

POSPANNPLAATS
NAMIBIA

to accommodate the existing Electrical Substation. Access to proposed Portion A is to be gained via the proposed 5m wide Right of Way Servitude to be registered.

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

Take note that –

(a) the plan of the erf can be inspected at the Public Notice Board of the Swakopmund Municipality located on the corner of Rakotoka Street and Daniel Kamho Avenue.

(b) any person having objections to the proposed rezoning or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing to the Swakopmund Municipality and the applicant within 14 days of the last publication of this notice.

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 1 October 2024.**

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

No. 522 2024

SUBDIVISION OF ERVEN 578, 606, 626 AND 637, PROSPERITA EXTENSION 1

Plan Africa Consulting CC, Town and Regional Planners, on behalf of the owners of the respective erf, intends to apply to City of Windhoek for:

- **Subdivision of Erven 578, 606, 626 and 637, Prosperita Extension 1 into Portions A, B, C, D and Remainders, for the establishment of substations; and**
- **Rezoning of Portions A of Erf 578, B of Erf 606, C of Erf 626 and D of Erf 637, Prosperita Extension 1 from "industrial" to "municipal".**

Erf 578 is 1076m^2, Erf 606 is 527m^2, Erf 626 is 529m^2 and Erf 637 is 514m^2 in extent, the erven are subdivided into Portions A to D being 18m^2 in size. All erven are zoned industrial. The owner of the respective erven intends to construct substations on the following Erven 578, 606, 626 and 637. The primary purpose of substations is for the generation of electricity.

The locality plan of the erf lies for inspection on the Town Planning Notice Board at City of Windhoek and at Plan Africa Consulting CC, No. 8 Delius Street, Windhoek West.

Any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with City of Windhoek and with the applicant (Plan Africa Consulting CC) in writing within 14 days of the last publication of this notice **(final date for objections is 3 October 2024).**

Applicant: **Plan Africa Consulting CC**
Town and Regional Planners
Box 411, 8 Delius Street
Windhoek (West)
Tel: (061) 212096 Cell: 0812716189
Fax: (061) 213051
Email: pafrica@mweb.com.na

No. 523 2024

SUBDIVISION AND REZONING OF FARM 39, WALVIS BAY

Notice is hereby given in accordance with the provisions of section 107 of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), and in terms of the Walvis Bay Town Planning (Zoning) Scheme that **HEH Urban Nest Creations** will be applying to the Municipality of Walvis Bay and subsequently to the Urban and Regional Planning Board on behalf of the prospective owner of Remainder Farm 39, Walvis Bay for:

- **Subdivision of Farm 39, Walvis Bay into Portion A and a Remainder;**
- **Rezoning of the Remainder Farm 39, Walvis Bay from "undetermined" to "railway and harbour"; and**
- **Incorpotarion of the Remainder of Farm 39 and New Portion A into Walvis Bay Town and Townlands.**

The above-mentioned statutory procedure will enable the final alienation of Remainder Farm 39 by the Municipality of Walvis Bay to Namport, for the establishment of a Northport to address the growth needs that the port is currently experiencing. Plans and particulars of the application may be inspected during normal office hours on the noticeboard of the Town Planning Section at the Municipality of Walvis Bay and onsite.

Any person having objections to the proposed rezoning application as set out above may lodge such objections and comments, together with the grounds thereof, with the Town Planning Section of the Walvis Bay Municipality and the applicant in writing within 14 days after the publication of this notice. The last date for any objections is: **23 September 2024.**

Applicant:
HEH Urban Nest Creations
P. O. Box 4453, Walvis Bay
No. 77, 6th Street
Tel: 064 220 275
Email: info@urbannest-na.com

Council:
Municipality of Walvis Bay
Private Bag 5017, Walvis Bay
Civil Centre, Nangolo Mbumba
Tel: +264 (0)64 201 3229
Email:townplanning@walvisbaycc.org.na

No. 524 2024

REZONING OF ERF 2326, KUISEBMOND PROPER

Notice is hereby given in accordance with the provisions of section 107 of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), that **HEH Urban Nest Creations** intends to apply to the Municipality of Walvis Bay and subsequently to the Urban and Regional Planning Board on behalf of the owner of Erf 2326, Kuisebmond Proper for:

- **Rezoning of Erf 2326, Kuisebmond from "single residential" to "general residential", as a special case.**

Hugo Boy
20/6/2024

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

19 JUN 2024

SUBMISSION:

Rezoning of Erf R/Ptn 1/B/59, Klein Windhoek from 'residential' 1:900 to 'Hospitality' for a guesthouse with 10 rooms & consent for office facilities as part of the guesthouse

1	**Application by Consultant or Owner of the Erf/ Portion/ Farm on the prescribed form.**	✓
2	**Previous Council approval (if applicable)**	n/a
3	A) **Locality and Detailed Sketch Plan** (Illustrating the whole boundary of the Local Authority area under which the application is made)	✓
	B) **Portion Number (s) or Erf number (s)** from Surveyor General's Office	n/a
	C) **Existing Zoning Plan/Zoning Certificate** D) **Intended Zoning Plan**	✓
	E) **Subdivision/Consolidation Plan**	n/a
	F) **Parking Layout**	n/a
	G) **Copy of diagram / Extract of General Plan**	✓
4	**Conditions to be registered** ***(if applicable)***	n/a
5	**Special Power of Attorney** including Revenue Stamps with relevant initials	✓
6	**Closure Certificate and Environmental Clearance Certificate** (*if applicable*)	n/a
7	**Previous Board approvals (Townships Board or NAMPAB)** *(if applicable)*	n/a
8	**Road Authority approval together with the sketch plan indicating the access point (s)** *(if applicable)*	n/a
9	**A) Copy of Founding Statement (CC 1/2)** (*if registered in the name of Close Corporation*)	✓
	B) Copy of Company Resolution (*if registered in the name of a Company*)	n/a
10	**Copy of Title Deed or Certificate of Registered Title**	✓
11	**Conditions of Establishment** attached to all copies *(if applicable)*	n/a
12	**Proof of Payment of CoW submission Fee**	✓
13	**Credit Clearance Certificate**	✓

Electronic copy – *date requested:*			**Sent**
Application in .doc format			
All annexures (pdf)			
All relevant plans and drawings (pdf)			
Advertisements & Notices	**Dates placed**	**Closing date**	**Date Sent**
Proof of Advertisements	GG		
	New Era		
	Republik		
Proof of Neighbour Notices (list of registered letters)			
Proof of Notice on Site			
Proof of Notice on LA Board			
Copies of all objections received			

The Gateway to Endless Opportunities

City of Windhoek

Vision: To be a Sustainable and Caring City by 2027

FORM 1

CHECKLIST FOR TOWN PLANNING APPLICATIONS

Please submit the application and supporting documents in the sequence indicated below:

NO.	REQUIRED DOCUMENT	ANNEXURE	ATTACHED (YES or NO or N/A)
1.	**Full Application with motivation by Consultant or Owner of the Erf / Portion/ Farm including the prescribed Urban and Regional Planning Board Form(s).**	ANNEXURE A	YES
2.	**Previous Council's Approval** (if applicable)	ANNEXURE B	N/A
3.	A. **Locality and Detailed Plans** (Illustrating the whole boundary of the Local Authority area under which the application is made)	ANNEXURE C	YES
	B. **Portion Number (s) or Erf number (s) from Surveyor General's Office** (if applicable)		N/A
	C. **Existing Zoning Plan**		YES
	D. **Intended Zoning Plan**		YES
	E. **Subdivision / Consolidation Plan** (with contours)		N/A
	F. **Approved Parking Layout** (stamped and signed by the City of Windhoek's Planning, Design & Traffic Flow Division Staff)		N/A
	G. **Copy of the Diagram or Extract of the General Plan Approved by the Surveyor General**		YES
4.	**Conditions to be registered** (if applicable – this is mandatory for all subdivision applications)	ANNEXURE D	N/A
5.	**Special Power of Attorney** including Revenue Stamps with relevant initials	ANNEXURE E	YES
6.	**Closure Certificate** (if applicable)	ANNEXURE F	N/A
	Environmental Clearance Certificate (if applicable)		N/A
7.	**Previous approvals of the Minister of Urban and Rural Development** (including the recommendations of the Urban and Regional Planning Board, Townships Board or NAMPAB, if applicable)	ANNEXURE G	N/A
8.	**Roads Authority approval together with the sketch plan indicating the access point(s)** (if applicable)	ANNEXURE H	N/A
9.	1. **Copy of Founding Statement (CC 1/2) or Business Registration** (if registered in the name of Close Corporation, Company or Organisation Name)	ANNEXURE I	YES
	2. **Copy of Resolution** (if registered in the name of a Company or Organisation)		N/A
10.	**Copy of Title Deed, Deed of Transfer or Certificate of Registered Title**	ANNEXURE J	YES
11.	**Conditions of Establishment** (if applicable)	ANNEXURE K	N/A
12.	**Proof of Payment of the City of Windhoek Application Fee**	ANNEXURE L	YES
13.	**Credit Clearance Certificate**	ANNEXURE M	YES

Note: Any required additional documents that are not listed on the checklist may be attached after No. 13

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: D. Opperman
Tel: +264 81 835 2021
Ref: RE/1/B/59_CoW

Strategic Executive
Department of Urban Planning and Property Management
Windhoek City Council
P O Box 59
WINDHOEK

19 June 2024

ATTENTION: Ms Kristofina Asino

Dear Ms. Asino

REZONING OF ERF RE/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY FOR A GUESTHOUSE ESTABLISHMENT WITH 10 ROOMS AND CONSENT FOR 'OFFICE' FACILITIES AS PART OF THE GUESTHOUSE

On behalf of the owner of Erf RE/1/B/59, Klein Windhoek, Mrs Linda Erasmus, the sole member of Erf 3910, Klein Windhoek CC (CC/2000/2364) application is herewith made to the City of Windhoek and the Urban and Regional Planning Board for:

- Rezoning of Erf RE/1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment and
- Consent for 'office' facilities as part of the guesthouse

All necessary annexures, as required by the City of Windhoek (CoW) and the Ministry of Urban and Rural Development (MURD) vide the Urban and Regional Planning Board are attached hereto.

1. INTRODUCTION AND BACKGROUND

The erf is under the registered ownership of **Erf 3910 Klein Windhoek CC,** with Mrs Linda Erasmus the sole member See the Title Deed attached as **Annexure J**. Mrs Erasmus appointed Du Toit Town Planning Consultants to complete the town planning procedures required by the Municipality and the Urban and Regional Planning Board for the rezoning of Erf RE/1/B/59, Windhoek. The Special Power of Attorney, authorizing Du Toit Town Planning Consultants, to tend to the rezoning of the erf, is attached as **Annexure E** and the Amended Founding Statement of the CC attached as **Annexure I.**

2. ERF INFORMATION

2.1. Locality and size

The project erf is located within the Klein Windhoek suburb and is 1383m² in extent. See figure 1 overleaf illustrating the locality of Erf RE/1/B/59, Windhoek. The erf used to have access from Sam Nujoma Avenue via a panhandle but also have access from BC Barnes Street. The panhandle was

subdivided and consolidated into Erf 3910 Klein Windhoek. The owner of Erf Re/1/B/59 is also the owner of Erf 3910, Klein Windhoek. The locality plan attached as **Annexure C1** for optimal clarity.

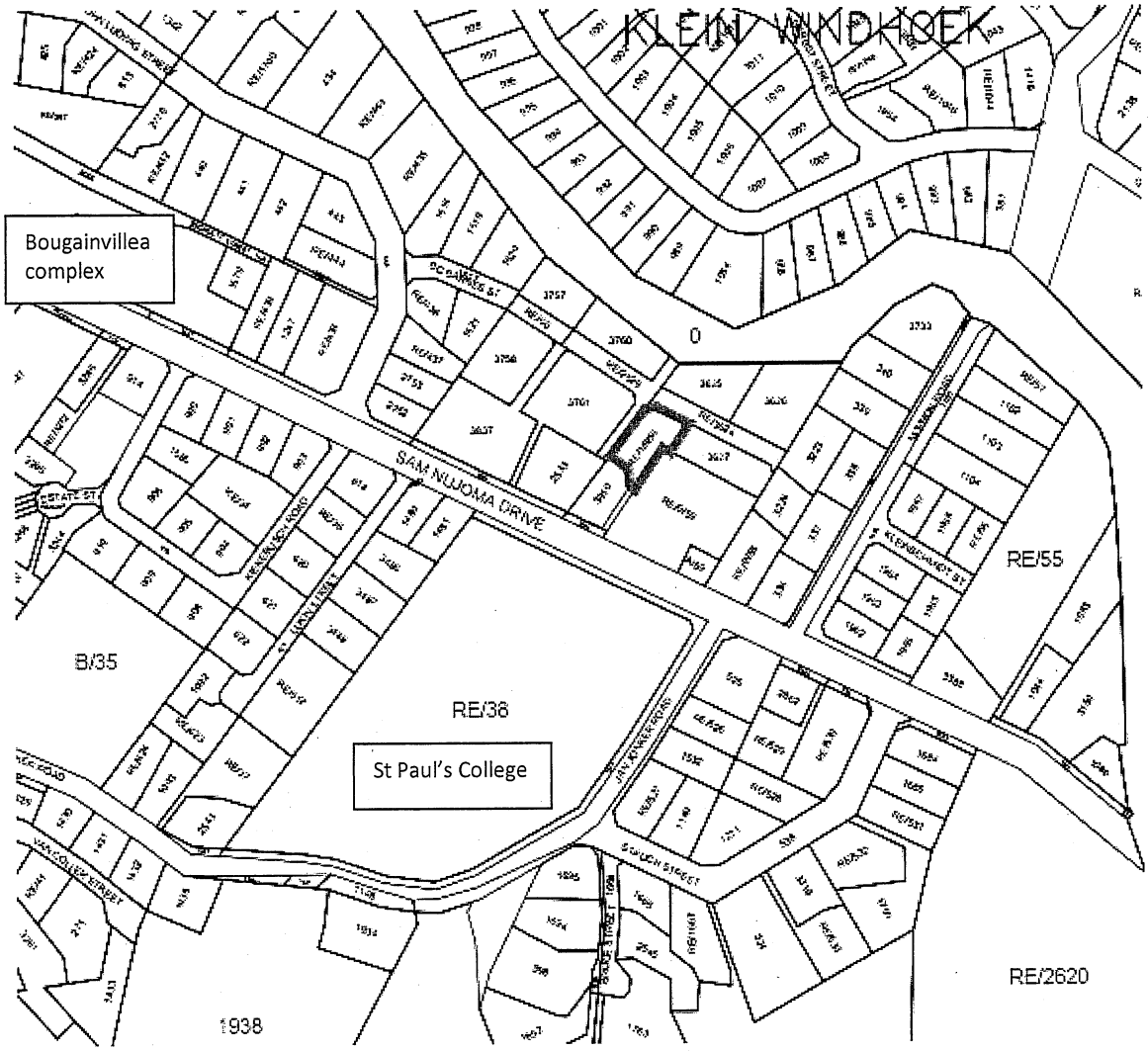


Figure 1: Locality of Re/1/B/59, Klein Windhoek

1.1. Zoning, and current land use

Erf Re/1/B/59, Windhoek is currently zoned "Residential" with a density of 1:900. Find the Zoning Certificate attached as **Annexure C3**.

The Erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner the construction of a better designed building and use of the property in terms of vehicle access and parking provision.

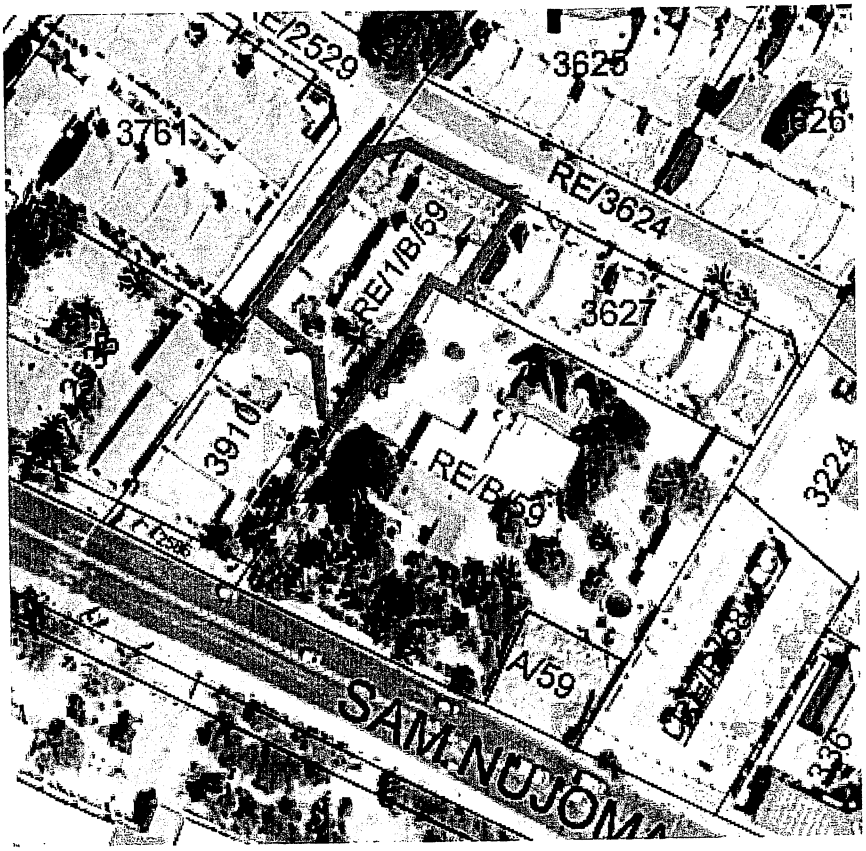


Figure 2: Extent of development on Erf RE/1/B/59

3. DEVELOPMENT PROPOSAL

3.1. Rezoning

It is the intention of the owner of the erf to establish a guesthouse with 10 rooms on the subject Erf. Therefore, in order to be able to use the Erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek. See figure 3 below illustrating the rezoning. For further clarity, see **Annexure C4**.

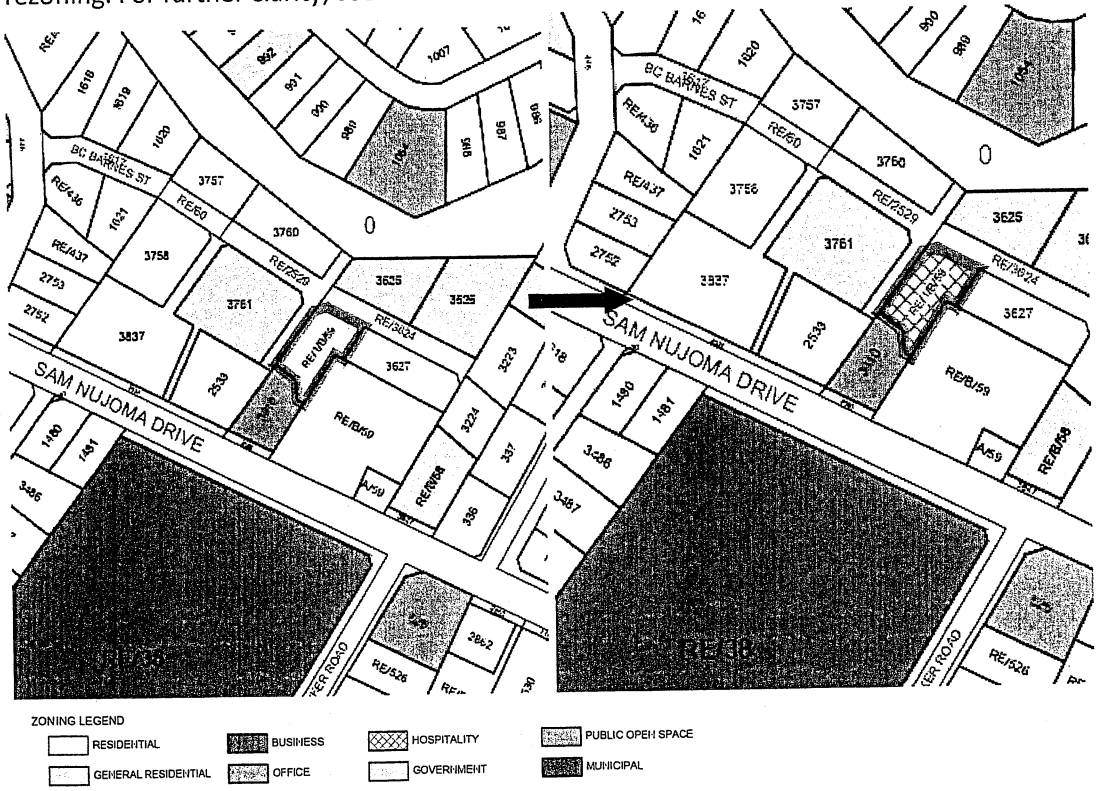


Figure 3: Rezoning Plan

3.2. Consent

In addition to the 10 rooms, the owner wishes to include some office space for the guests of the establishment. It is not possible to give an indication of the floor area for the office space as the plans are still in conceptual phase, but it is envisaged that it would include a boardroom and two/three small office areas.

4. MOTIVATION FOR REZONING

Economic Advantages: Rezoning the property from residential to hospitality will unlock significant economic opportunities for both the owner and the community. By establishing a guesthouse, the property can contribute to the local economy by attracting tourists and visitors, thereby generating revenue through accommodation services. Hospitality establishments are known to stimulate local businesses such as restaurants, shops, and entertainment venues, thereby creating a ripple effect of economic growth in the area.

Ideal Location: The perfect locality of the erf makes it an ideal spot for a hospitality establishment. Its proximity to major transportation routes and attractions increases its visibility and accessibility to potential guests. The strategic positioning of the property can capitalize on passing trade and attract travellers seeking convenient accommodation options along their journey.

Meeting Demand: With the increasing trend of tourism and business travel in the region, there is a growing demand for quality accommodation facilities. Rezoning the property to hospitality will help meet this demand, providing visitors with a comfortable and convenient place to stay. Offering hospitality services in this area will not only fulfil a market need but also contribute to enhancing the overall tourism experience, thus fostering repeat visits and positive word-of-mouth promotion.

Diversification of Land Use: While the property has been utilized for residential purposes in the past, the dilapidation and vandalising of the building is quite an eye-sore in BC Barnes Street. The rezoning of the property to hospitality introduces a valuable diversification of land use. This not only optimizes the potential of the erf but also enriches the local landscape by offering a variety of amenities and services to residents and visitors alike. By embracing a mixed-use development approach, the area becomes more vibrant and dynamic, promoting a sense of community and fostering social interaction among residents and guests.

The construction of a new, well-designed building will therefore contribute to the upliftment of the BC Barnes Street cul-de-sac.

Job Creation and Economic Growth: Establishing a guesthouse on the property will create employment opportunities for local residents. From management and housekeeping to maintenance and hospitality services, the venture will contribute to job creation, thereby enhancing the socio-economic fabric of the community. Additionally, the influx of visitors to the area will stimulate spending in local businesses, further bolstering economic growth and prosperity within the vicinity.

In line with City of Windhoek Council policies: The new zoning category called 'hospitality', approved by Council per Resolution 401/11/2020 and included in Windhoek Amendment Scheme No. 103 makes provision for application for specific accommodation establishments according to the number of rooms.

*"**Guest House** refers to an accommodation establishment as per the Tourism Board Act, 2000 (Act 21 of 2000) and its regulations where accommodation and breakfast is provided to guests comprising of at least 5 but not more than 10 bedrooms and meets the requirements as stipulated in the Tourism Board Act and its regulations. "*

The specific creation of a definition of Guest House (and other accommodation establishments) where the number of rooms are specified also remove the uncertainty surrounding the number of rooms and will assist the City of Windhoek and the neighbours knowing the exact scale of the development, rather than having to work on a specific area. The impact of accommodation establishments can be better established with the more specific definitions and regulating of the number of rooms.
The new zoning category is also included in Table B as follows:

USE ZONE (1)	PRIMARY USES (2)	CONSENT USES (3)	OWNER'S CONSENT (4)	PROHIBITED USES (5)
Hospitality	Any accommodation establishment (applicant to specify the intended use and number of rooms)	Restaurant; Events and Functions; Conference facility, Office, Shop, Tourist facility	Resident Occupation	Other uses not under columns 2 and 3

Table 1: Hospitality within Table B

5. ACCESS AND PARKING

Access to Erf RE/1/B/59, Klein Windhoek will be obtained from BC Barnes Street.

The current residential dwelling will be demolished and a new building constructed for the guesthouse establishment. Sufficient parking in line with the requirements of Council will be provided in the new plans to be submitted for approval.

6. SERVICES

Erf RE/1/B/59, Klein Windhoek is already connected to the municipal network.

7. ENVIRONMENTAL CONSIDERATIONS

The proposed development of the guest house takes place within an already established and developed area of Klein Windhoek. One of the key factors mitigating any potential environmental concerns is the presence of similar land uses in proximity. The surrounding area already hosts various hospitality establishments, indicating a precedent for such activities in the neighbourhood. This ensures that the proposed development aligns harmoniously with the existing environment and is not expected to introduce any adverse impacts.

Furthermore, the location's accessibility and connectivity to existing infrastructure mitigate the need for extensive new developments that could potentially impact the environment. The guest house leverages the existing amenities and services available in the vicinity, reducing the strain on resources and minimizing any potential disruptions to the natural surroundings.

In conclusion, the proposed development of the guest house within this already developed area of Windhoek is not anticipated to pose any significant environmental considerations. The presence of

similar land uses in proximity, coupled with responsible operational practices, ensures that the project integrates seamlessly into its surroundings while contributing positively to the local economy and community.

8. REGISTERED CONDITIONS

The conditions registered against Erf RE/1/B/59, Klein Windhoek are contained in the Deed of Transfer T2750/2024 see copy attached. The existing Zoning Scheme conditions are registered against the property.

9. ADVERTISING PROCEDURES AND COMMENTS

Notice of the application will be given to the prescribed persons as well as the general public upon receipt of the complete application by Council in terms of section 105 (Section 107, subsection (1)) of the recently promulgated Urban and Regional Planning Act, 2018 (Act 5 of 2018).

10. CREDIT CHECK

A Credit Clearance was conducted for Erf RE/1/B/59, Klein Windhoek, and the account was in good standing as per the attached **Annexure M**. Proof of payment for the application fee is also attached as **Annexure A2.**

11. CONCLUSION

In summary, rezoning of Erf RE/1/B/59, Klein Windhoek from 'residential' with a density 1:900m^2 to 'hospitality' aligns with the broader goals of sustainable urban development and economic prosperity.

By leveraging the ideal location, a well-designed new building, meeting market demand, diversifying land use, and fostering job creation, the establishment of a guesthouse on the erf promises to be a mutually beneficial venture for the owner, the community, and the local economy at large.

12. APPLICATION

Application is herewith made for:

12.1. Rezoning of Erf RE/1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m^2 to 'hospitality for a guesthouse establishment and

12.2. Consent for 'office' facilities in conjunction with the guesthouse

13. LIST OF ANNEXURES

Please find attached 3 copies of the following:

Annexure	**A1:**	Prescribed Application Form
	A2:	Proof of Payment
Annexure	**C1:**	Locality Plan
	C2:	Zoning Certificate
	C3:	Rezoning Plan
	C4:	Erf Diagram
Annexure	**E:**	Special Power of Attorney

Annexure J: Copy of Title Deed

Annexure I: Amended Founding Statement

Annexure M: Credit Check Certificate

Kind regards

Dorette Opperman

FORM 1 OF ANNEXURE 4

MINISTRY OF URBAN AND RURAL DEVELOPMENT

NOTICE OF INTENTION TO APPLY FOR REZONING
TO WHOM IT MAY CONCERN

Please take note that **DU TOIT TOWN PLANNING CONSULTANTS**
(full names of applicant)

intends to apply to the local authority of **CITY OF WINDHOEK** and the Board* to rezone

ERF RE/1/B/59, SAM NUJOMA STREET, KLEIN WINDHOEK, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900M^2 TO 'HOSPITALITY'FOR A GUESTHOUSE ESTABLISHMENT WITH 10 ROOMS
(details of the amendment concerned)

Please further take note that -

(a) the plan of the erf or land lies for inspection at room ..... of the offices of the authorised planning authority or other local authority or the Board;*

(b) any person having objections to the rezoning concerned or who wants to comment, may in writing lodge such objections and comments, together with the grounds, with the authorised planning authority or other local authority or the Board* ,and with the applicant within 14 days of the last publication of this notice.

The recommendation of the authorised planning authority or other local authority or Board*, if any, and any conditions determined by it with regard to the rezoning concerned are as follows:

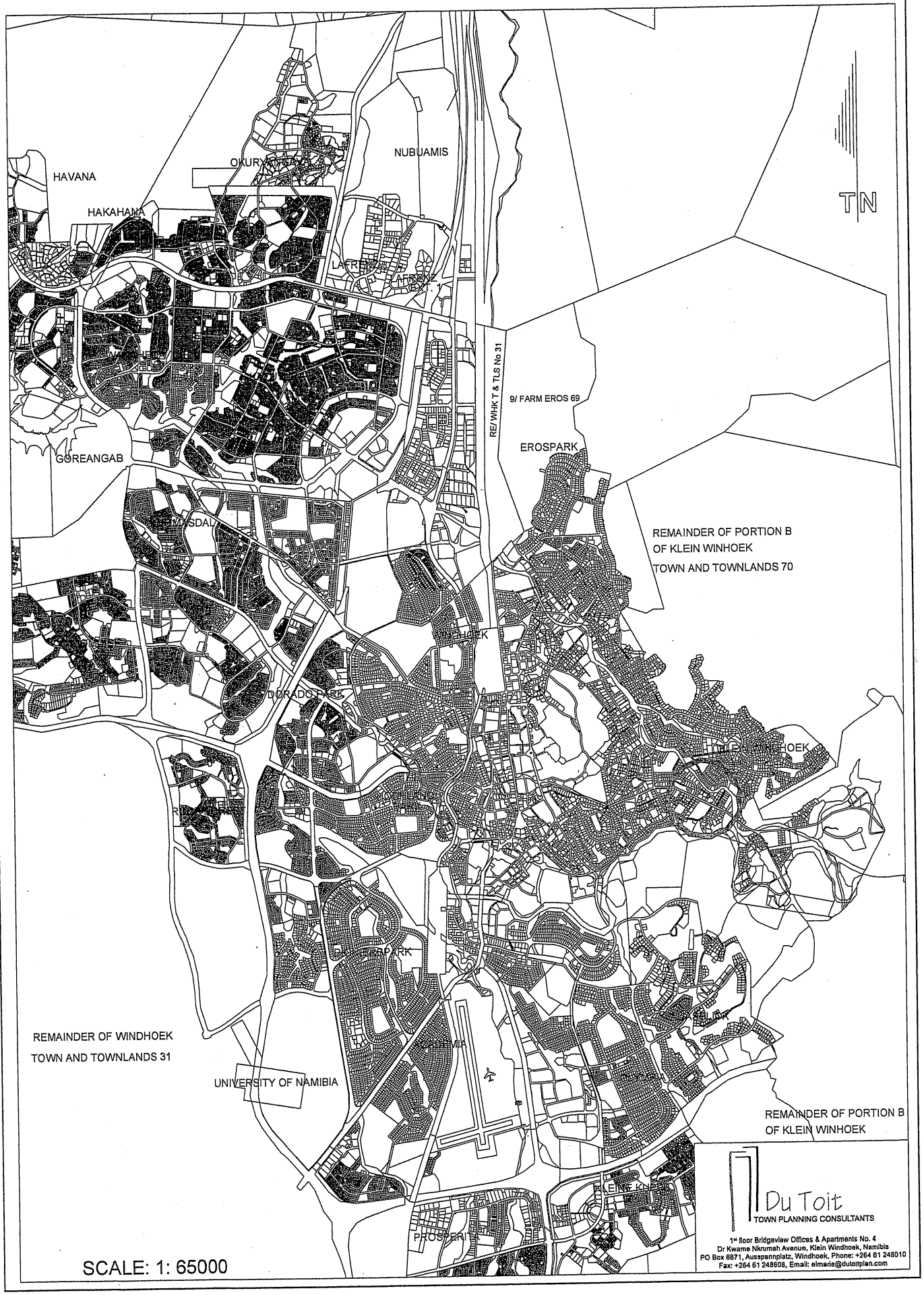
.....
.....

..... 19/06/2024.....
Signature of applicant Date

Address of applicant: **1st Floor Bridgeview Building, Dr Kwame Nkrumah Ave, Klein Windhoek**

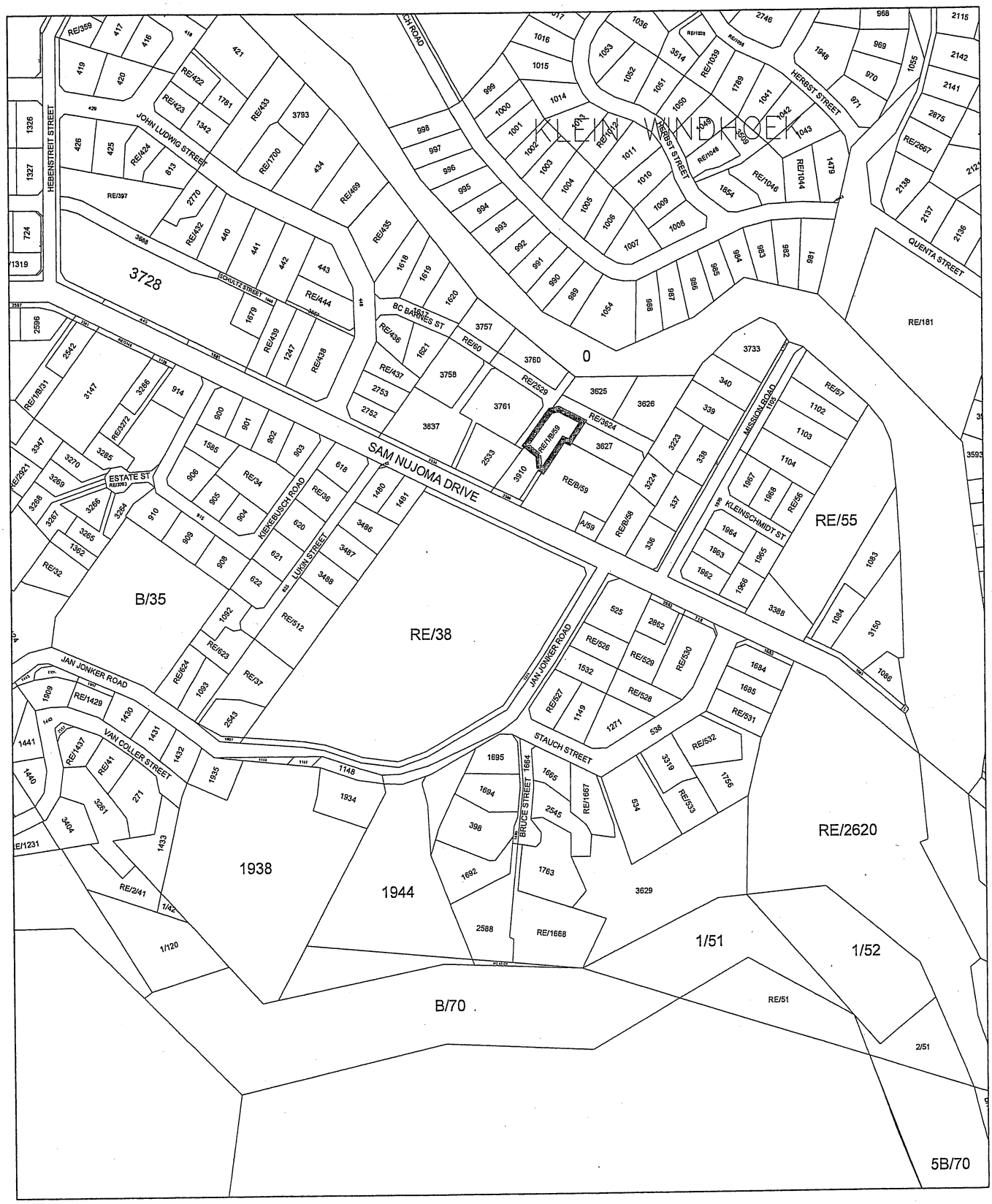
* Delete whichever is not applicable.

LOCALITY PLAN OF ERF RE/1/B/59 SAM NUJOMA DRIVE, KLEIN WINDHOEK



SCALE: 1: 65000

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



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DATE: MAR 2024

PLAN NO. 1B/59KW_R

TN

LOCALITY PLAN OF RE/1/B/59 SAM NUJOMA DRIVE KLEIN WINDHOEK

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
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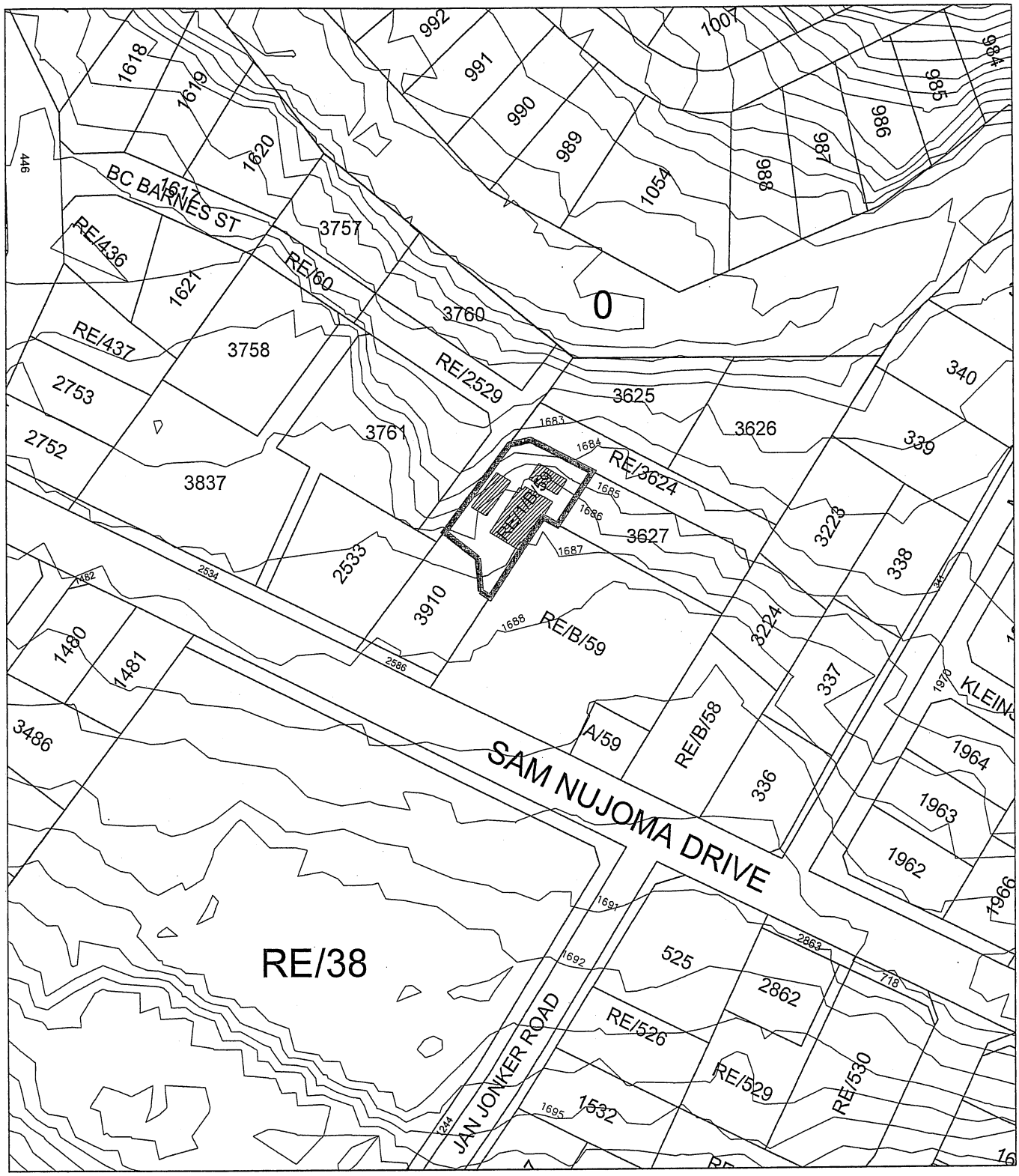
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



EXISTING BUILDINGS

Scale: 1/2000

DATE: MAR 2024

PLAN NO. 1B/59KW_R

TN

REZONING OF REM/PTN 1/B/59, KLEIN WINDHOEK FROM "RESIDENTIAL" WITH A DENSITY OF 1:900m² TO "HOSPITALITY" FOR A GUESTHOUSE ESTABLISHMENT;
AND CONSENT TO USE REM/PTN 1/B/59, KLEIN WINDHOEK FOR AN ACCOMMODATION ESTABLISHMENT (GUESTHOUSE WITH 10 ROOMS)

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
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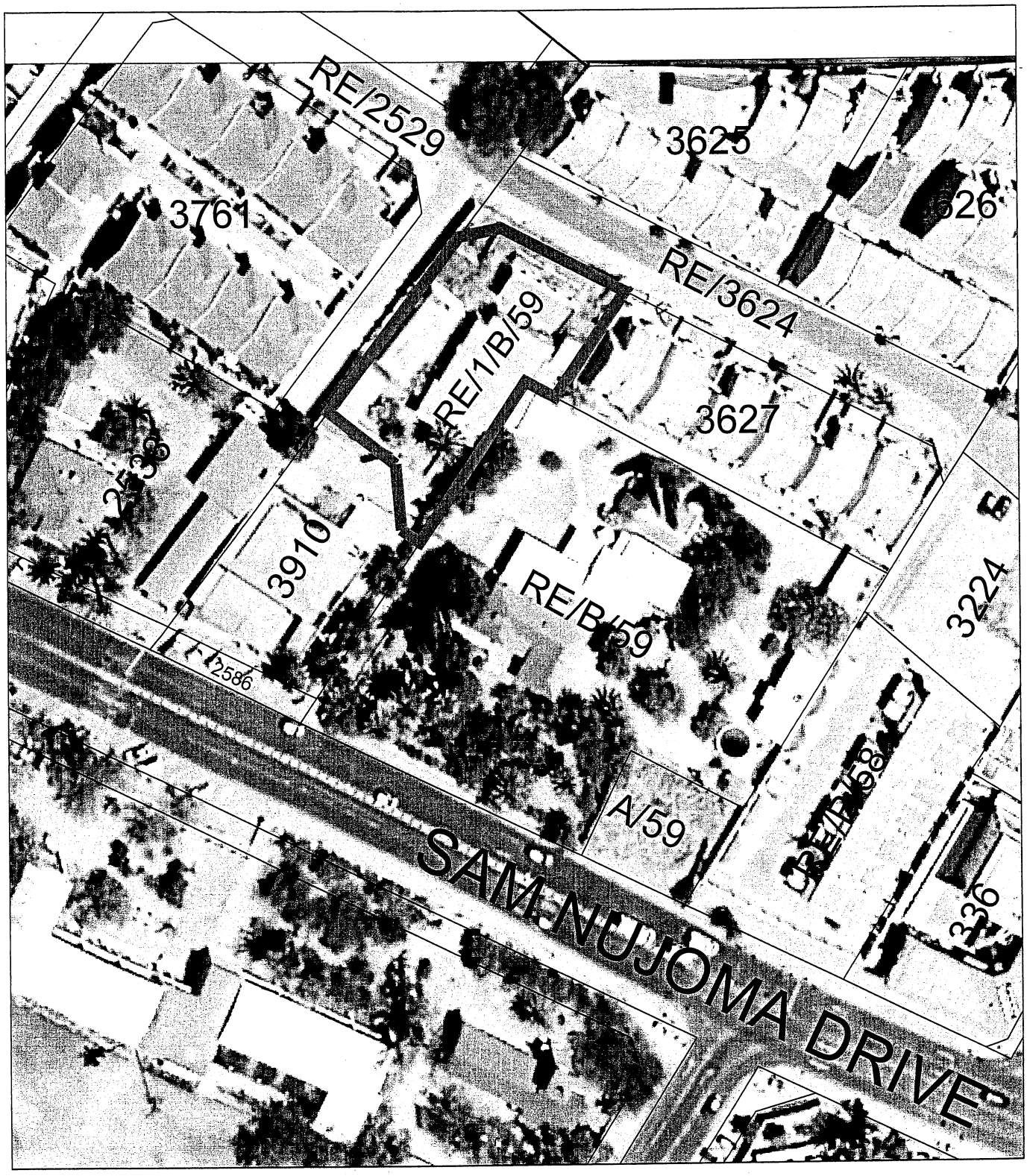

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DATE: MAR 2024

PLAN NO. 1B/59KW_R

TN

REZONING OF REM/PTN 1/B/59, KLEIN WINDHOEK FROM "RESIDENTIAL" WITH A DENSITY OF 1:900m² TO "HOSPITALITY" FOR A GUESTHOUSE ESTABLISHMENT;
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Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com

Town Planning Certificate No. 1:
Town Planning Scheme Information

Ref : _____

Enq : _____

Tel : _____

Applicants Address _____

_____

Telephone Number : _____

Sir / Madam

Erf No: 59

Township : KLEIN WINDHOEK/KLEIN WINDHOEK BLOCKS/LUDWIGSDORF

Street : SAM NUJOMA DRV

In terms of the Windhoek Town Planning Scheme the following conditions apply to the above mentioned erf.

1. Zone : RESIDENTIAL — Refer to Table B.
2. Density : 1 DWELLING / 900M² — Refer to Table E.
3. Bulk Factor : 0 00 — Refer to Table F.
4. Coverage : — Refer to Table G.
5. Erf Size : 4,837 m²
6. Parking : _____

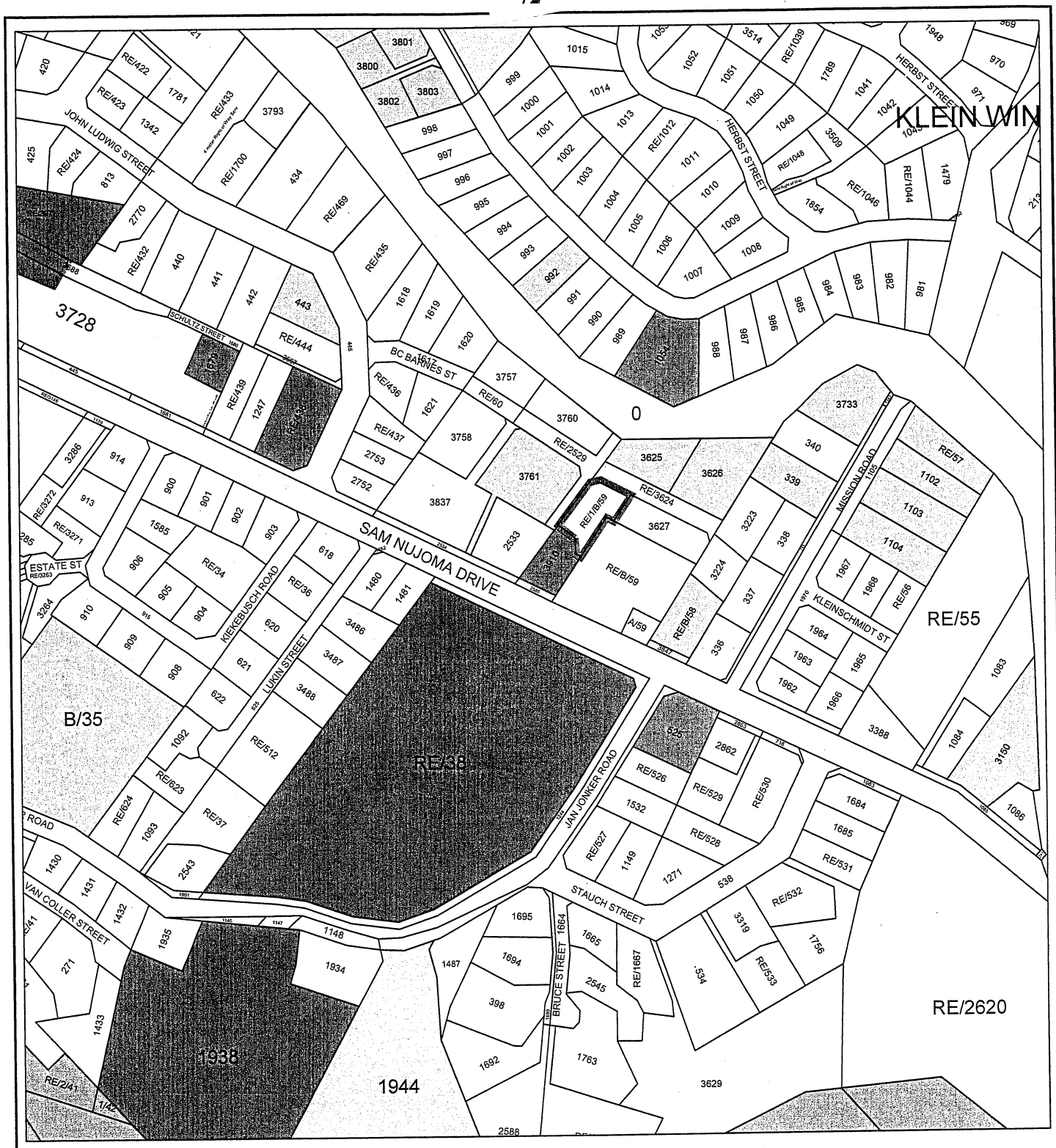
(The parking ratio should be confirmed with the Transportation Department for erven in the business zone, and for restaurants, grouped housing schemes, hotels, bed & breakfasts, resident occupations, places of amusement, social halls and churches)

7. Street Build Lines _____
8. Position Of Buildings : _____
9. Street Address : 366 SAM NUJOMA DRV
10. Flood Line : _____
11. Height Restriction : _____ Refer to Table J.
12. Street Reservation : _____
13. Other : _____

The TOWN PLANNING SCHEME and MAP are open for inspection on the passage wall of the 7th floor of the town house. The information provided herein must be verified by the applicant by inspection of the Scheme and Map.

Your attention is further directed to any condition which may be registered against your property in the title deeds. You may be required to furnish a certified copy of the title deeds conditions before any building plans are approved.

Yours Faithfully



ZONING LEGEND

RESIDENTIAL	BUSINESS	HOSPITALITY	PUBLIC OPEN SPACE
GENERAL RESIDENTIAL	OFFICE	GOVERNMENT	MUNICIPAL

CURRENT ZONING OF ERF RE/1/B/59
SAM NUJOMA STREET
KLEIN WINDHOEK

(' RESIDENTIAL' WITH A DENSITY OF 1:900m²)

TN

DATE: MAR 2024

SCALE: 1/4000

PLAN NO. AMS

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
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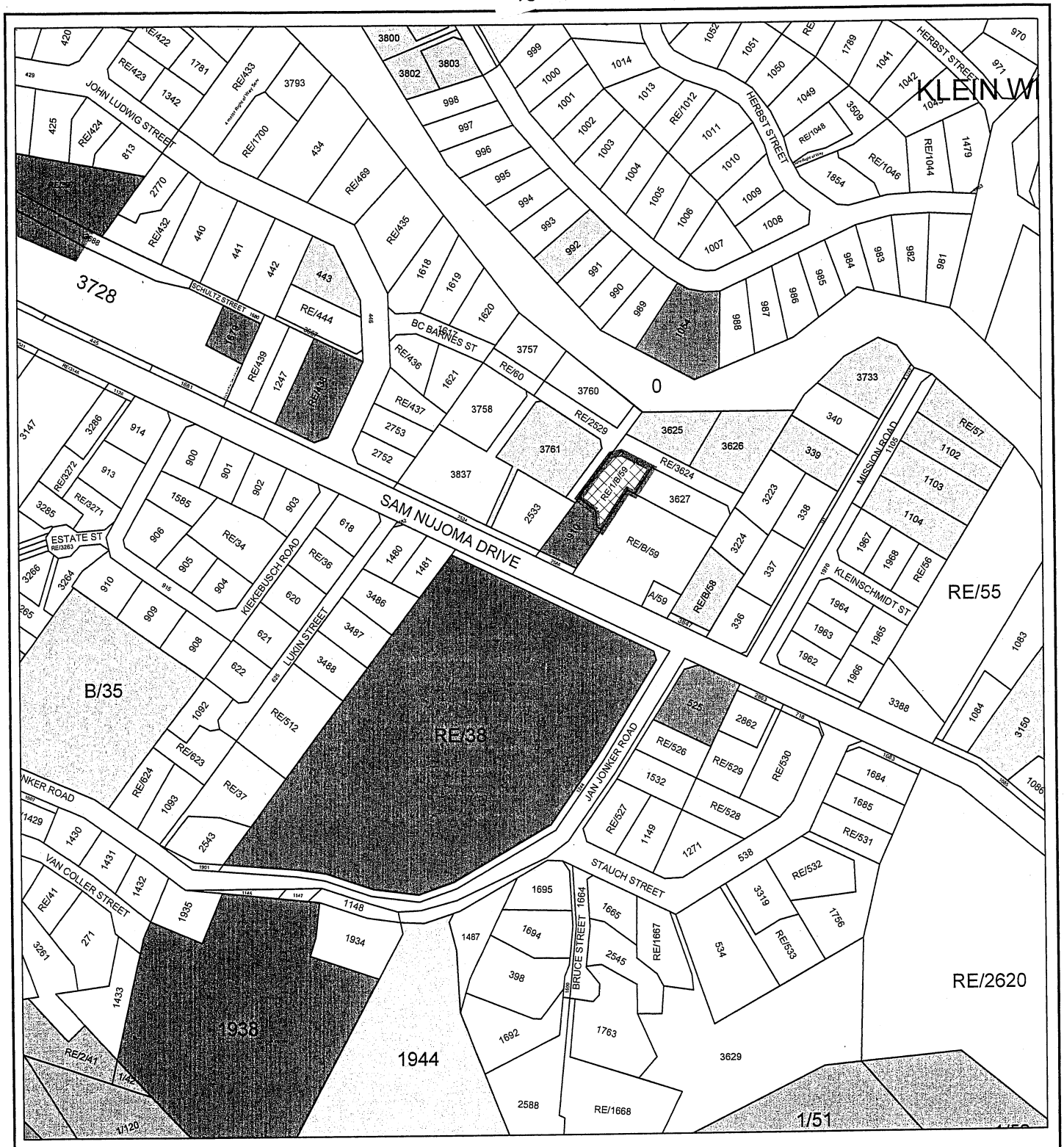

ZONING LEGEND

RESIDENTIAL	BUSINESS	HOSPITALITY	PUBLIC OPEN SPACE
GENERAL RESIDENTIAL	OFFICE	GOVERNMENT	MUNICIPAL

REZONING OF REM/PTN 1/B/59, KLEIN WINDHOEK FROM "RESIDENTIAL" WITH A DENSITY OF 1:900m² TO "HOSPITALITY" FOR A GUESTHOUSE ESTABLISHMENT;
AND CONSENT TO USE REM/PTN 1/B/59, KLEIN WINDHOEK FOR AN ACCOMMODATION ESTABLISHMENT (GUESTHOUSE WITH 10 ROOMS)

TN

DATE: MAR 2024

SCALE: 1/4000

PLAN NO. AMS

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com

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g h	72.90	g	263	54	10
h a	30.12	h	99	01	30

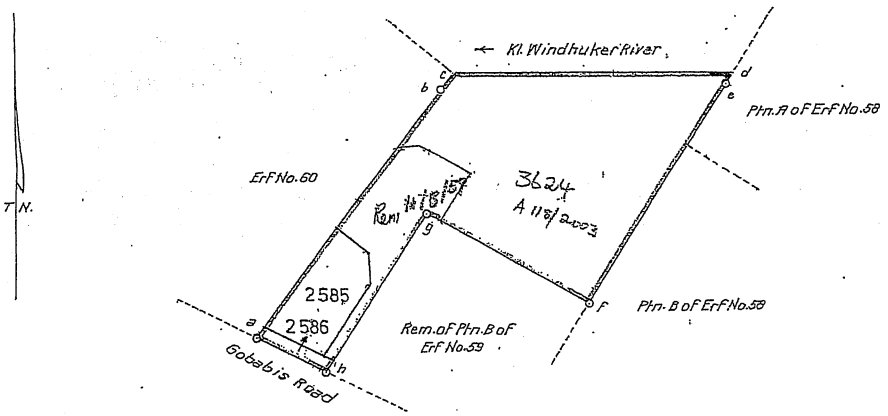
S. G. No. A.408/46

APPROVED

W. L. S. van Heerden

SURVEYOR GENERAL.

15. 11. 46.



f 95/74

SCALE 1: 2000

The Figure a. b. c. d. e. f. g. h represents — Hectares 97 Ares 72 Square Metres of Land, being

Portion of Portion B of Erf No. 59

in the Township of Klein Windhoek SOUTH WEST AFRICA.

Surveyed in February 1946 by me

J. Spyker
Land Surveyor.

Formerly Parzelle ——

The original Diagram is S. G. No. A. 407/46 Framed by Surveyor J. Spyker in February 1946 Annexed to Deed of Transfer No. 97 / 1940 Registered 15. 4. 1940	This Diagram is annexed to Deed of Transfer No. 20/1947. registered this day. (sgd.) K.F. Court. Registrar of Deeds. Deeds Registry, Windhoek. 22. 1. 1947.

SHT. V53

Deductions / Aftrekkings				Remainder Restant			
Ged. Pln.	Erf	Dia. No. Kaart No. A	Ha	Ha	Deed Akte No.	Date Datum	Int. Para.
—	2585	178/79	,1051	,8721	T.784/1980	28·5·80	
—	2586	179/79	,0150	,8571	T.783/1980	28·5·80	

NAMIBIA REVENUE

SPECIAL POWER OF ATTORNEY

I, the undersigned

Linda Erasmus

in my capacity as

Sole member of **Erf 3910 Klein Windhoek CC (CC/2000/2364)** with previous name of Erf Two Five Eight Five Klein Windhoek CC

being the owner of the **Remaining Extent of Portion 1 of Portion B of Erf 59 Klein Windhoek**

do hereby nominate, constitute and appoint

Du Toit Town Planning Consultant

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

- **Rezoning of Remainder of Portion 1 of Portion B of Erf 59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a Guesthouse accommodation establishment with 10 rooms**
- **Consent for small 'office' floor area complementary to the guesthouse**
- **Consent to use Remainder of Portion 1 of Portion B of Erf 59, Klein Windhoek for a Guesthouse establishment while the rezoning is in process**

at the cost of the applicant and generally for effecting the purpose 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 Agent shall lawfully do or cause to be done, by virtue of these present.

Signed at Windhoek this 7th day of June 2024, in the presence of the undersigned witnesses

WITNESSES:

SUBSCRIBER

REPUBLIC OF NAMIBIA CC 2

BUSINESS AND INTELLECTUAL PROPERTY AUTHORITY - BIPA

CLOSE CORPORATIONS ACT, 1988
(Sections 12, 13, 14, 24, 27, 29, 47 and 60)
(Regulations 2, 3 and 13)

CC2

Amended Founding Statement

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

REGISTRATION NUMBER OF CORPORATION	DATE OF RECEIPT
CC/2000/2364	29 FEB 2024

BUSINESS & INTELLECTUAL PROPERTY AUTHORITY (BIPA) TEL +264 61 299 4300 MAIL info@bipa.na www.bipa.na SUBMITTED PENDING APPROVAL

PART A

		Dates of commencement of change
Full name of corporation	ERF 3910 KLEIN WINDHOEK CC	* 17 APR 2024
Previous name of corporation (if applicable)*	ERF TWO FIVE EIGHT FIVE KLEIN WINDHOEK CC	* 17 APR 2024
Literal translation of name (if applicable)*	N/A	*
Shortened form of name (if applicable)*	N/A	*
Description of principal business*	PROPERTY AND RELATED BUSINESS	*
Date of end of financial year*	THE LAST DAY OF FEBRUARY EACH YEAR	*

PART B

Postal address*	P. O. BOX 9851 EROS, WINDHOEK, NAMIBIA	*
Email address:	cjsmith@ongurukena.com	
Address of registered office (not post office box)*	10 KERBY STREET, WINDHOEK, NAMIBIA	*
Name and address of accounting officer*	CJ SMITH & CO. P. O. BOX 9851 EROS, WINDHOEK, NAMIBIA	*

(Attach written consent to appointment)

Full name of association or body of which accounting officer is a member NAMIBIA INSTITUTE OF PROFESSIONAL ACCOUNTANTS

Membership/Practice No. 20002

Signature of previous accounting officer: _____

Signature of current accounting officer: _____

* See note 2 on page 2

NAME OF CORPORATION ERF 3910 KLEIN WINDHOEK CC

REGISTRATION NUMBER	CC/2000/2364

PART C

Date of Change

MEMBERS 1 (ONE)

Full names and surname LINDA ERASMUS

		Year	Month	Day
Identity number or date of birth	(i)	59	06	09
Registration number	(ii)			

Percentage of interest 100% Particulars of contribution N$ 100,00

Residential address 362 SAM NUJOMA DRIVE, KLEIN WINDHOEK, WINDHOEK, NAMIBIA

Postal address P. O. BOX 86477 EROS, WINDHOEK

Email address: linda@law.na

Signature of member or representative

Full names and surname

		Year	Month	Day
Identity number or date of birth	(i)			
Registration number	(ii)			

Percentage of interest Particulars of contribution

Residential address

Postal address

Email address:

Signature of member or representative

Witness Signature Date of signature 13 February 2024

Full names GEORGEGINE FRANZERINE PLATT

Residential address NO. 16 BABIE STREET, SUIDERHOF, WINDHOEK, NAMIBIA

Business address 362 SAM NUJOMA DRIVE, KLEIN WINDHOEK, WINDHOEK, NAMIBIA

Postal address P. O. BOX 86477 EROS, WINDHOEK, NAMIBIA

Email address: gina@law.na

NAME OF CORPORATION ERF 3910 KLEIN WINDHOEK CC

REGISTRATION NUMBER	CC/2000/2364

MEMBERS WHO CEASE TO BE MEMBER

Full name and surname of member	Identity number

Membership ceases on the date of registration of the Amended Founding Statement.

Witness Signature _____ Date of signature _____

Full names _____

Residential address _____

Business address _____

Postal address _____

Email address _____

FOR OFFICE USE

Amended Founding Statement registered

_____

Registrar of Close Corporations

_____

Date

Data Processing

Classification _____

Recorded

Initials and date _____

BUSINESS & INTELLECTUAL PROPERTY AUTHORITY bipa 17 APR 2024 TEL: +264 61 299 4400 MAIL: info@bipa.na www.bipa.na APPROVED CC-01

REPUBLIC OF NAMIBIA BUSINESS & INTELLECTUAL PROPERTY AUTHORITY bipa REGISTERED CC-01

N$60,00 fee payable in terms of the Act and as set out in the regulations

PREPARED BY ME:

CONVEYANCER

~~ERASMUS, L~~

OUTDIT, F.V.

I hereby certify that in terms of the Stamp Duties Act (Act 15 of 1993) stamp duty to the value of N$ 27 000-00 has been paid and that receipt No 2500148656 dated 05-02-25 has been issued.

CASH OFFICE 2

RECEIVER OF REVENUE WINDHOEK
CENTRAL REGIONAL OPERATIONS

DEED OF TRANSFER T 2750 / 2024

Be it hereby made known

7

THAT **LINDA ERASMUS**

appeared before me, Registrar of Deeds at WINDHOEK she, the Appearer, being duly authorized thereto by a Power of Attorney granted to her by

1. PAULO ADMY GOMES CAPEQUEL
Born on 30 June 1975
Married to Rosa Maria Ferreira which marriage is governed by the Laws of Angola

2. EDNA MARGARIDA DE ABREU BRAVO GARCIA
Identity Number 760814 1041 2
Married to Jail Miala da Silva Garcia which marriage is governed by the Laws of Angola

Signed at **LISBON** on **03 NOVEMBER 2023** and signed at **LUANDA** on **28 NOVEMBER 2023**

And the said Appearer declared that his Principal had truly and legally sold on **23 OCTOBER 2023**

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

ERF TWO FIVE EIGHT FIVE KLEIN WINDHOEK CC
Registration Number: CC/2000/2364

Its Successors in Title or Assigns

CERTAIN:	Remaining Extent of Portion 1 of Portion B of Erf No. 59 Klein Windhoek
SITUATE:	In the Municipality of Windhoek Registration Division "K" Khomas Region
MEASURING:	1383 (One Three Eight Three) Square Metres

First transferred by Deed of Transfer No. T20/1947 with Diagram annexed thereto and held by Deed of Transfer No. T6310/2008

SUBJECT to the following conditions imposed in terms of the Urban and Regional Planning Act, 2018 (Act No. 05 of 2018), namely:-

IN FAVOUR OF THE LOCAL AUTHORITY:

(a) The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 05 of 2018).

(b) The building value of the main building, excluding the outbuildings to be erected on the erf shall be at least four times the prevailing valuation of the erf.

WHEREFORE the Appearer, renouncing all the right and title which the said TRANSFERORS hereto before had to the premises, did, in consequence also acknowledge the said TRANSFERORS to be entirely dispossessed of, and disentitled to, the same, and that, by virtue of these presents, the said TRANSFEREE, Its Successors in Title or Assigns, now are and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its rights, and finally acknowledging the purchase price to be the sum of **N$ 2 250 000,00**

Signed at WINDHOEK on 2024 -06- 03

together with the Appearer, and confirmed with my seal of office,

In my presence

DEPUTY REGISTRAR OF DEEDS
MINISTRY OF LAND REFORM

Registrar of Deeds

Signature of Appearer

83

INV2024247213

CITY OF WINDHOEK

P O Box 59, WINDHOEK NAMIBIA
Telephone No: (061) 290 2911

TAX INVOICE

VAT Reg. Number 2646057-01-5

Invoice Number : INV2024247213	**Date Issued :** 6/13/2024
Account Number : N/A	**Vote Number :** 5000132050048
Name : DU TOIT TOWN PLANNING CONSULANTS	**Reference Number :** PTN 1 OF PTN B OF ERF 59, KLEIN WINDHOEK
Address : N/A	**System Reference :** INV397912
	Issued By : 17304 - HAIKONDA (D)
	Contact Details : +264 61 290 3517

Description : REZONING OF THE REMAINDER OF PORTION 1 OF PORTION B OF ERF 59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900M² TO 'HOSPITALITY' FOR A GUESTHOUSE ACCOMMODATION

PAYMENT DUE

Total Amount Excluding VAT	**: N$** 1750.00
Total VAT Amount	**: N$** 262.50
Total Amount Payable	**: N$** 2012.50

INVOICE DETAILS

Department : 5000 - URBAN & TRANSPORT PLANNING

Tariff Code	: N/A
Tariff Description	: N/A
Quantity Provided	: 1
Unit Price	**: N$** 1750.00
Tariff Amount Excluding VAT	**: N$** 1750.00
Tariff VAT Amount	**: N$** 262.50
Tariff Total Amount	**: N$** 2012.50
Service Code	: N/A

City of Windhoek Banking Details - Bank: First National Bank - Number: 62012146115 - Branch: 281872

Standard Bank

Receipt

Standard Bank

Transaction with transaction id 46838385 submitted successfully.

NAD 2,012.50

CITY OF WINDHOEK

FIRST NATIONAL BANK NAMIBIA

62012146115

Transaction ID

46838385

From

DU TOIT

Date

Jun 19, 2024

Payment Priority

Normal

My Reference

COWAppFeePtn1 B 59 KWhk

Their Reference

Ptn 1ofBofErf 59 KWhk rezoning

Disclaimer

Any confirmation of a transaction must not be constructed as a confirmation of credit into a beneficiary's account
Due to the nature of the internet, transactions may be subjected to interruption, transmission blockout, delayed transmission and incorrect data transmission
The Bank is not liable for malfunctions in communication facilities not within its control that may affect the accuracy of timeliness of messages and transactions you send
All transactions are subject to our verification and our normal fraud checks.

OF WINDHOEK

Department of Finance and Customer Service
Debt and Risk Management Division
PO Box 59, Windhoek, Namibia

DEBT MANAGEMENT CREDIT CHECK FORM

Surname: ERASMUS First name(s): LINDA

Erf/stand no: REM/PTN 1/B/59 Township: KLEIN WINDHOEK

If company or registered under cc: ERF 3910 KLEIN WINDHOEK CC

Namibian I. D / Passport no.: 590609 10052

Postal/Private Bag address: _____ Township of address: _____

Physical Residential or Business address: _____

Tel no _____ (H) _____ Cell _____

CREDIT CONTROL

Service Accounts
Credit Control Officer Comments:

NO ARREARS

Name of Credit Controller: Damases

Signature: Damases

CITY OF WINDHOEK
Date 12 JUN 2024
CREDIT CONTROL

SUNDRY DEBTORS - LAND SALES

Comments:

No land sales accounts

Name of Credit Controller: Shamen

Signature:

Accountant Land Sales:

CITY OF WINDHOEK
Date Stamp
12 JUN 2024
Land Sales Department

RvA June

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: RE_1_B_59_PP Rep

Strategic Executive
Department of Urban and Transport Planning
Windhoek City Council
P O Box 59
WINDHOEK

CITY OF WINDHOEK
DEPT OF URBAN AND TRANSPORT PLANNING
15 AUG 2024
URBAN PLANNING
BP2

AUGUST 2024

For Attention: Ms. Kristofina Asino

Dear Ms. Asino

PUBLIC PARTICIPATION REPORT: REZONING OF ERF RE/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY' FOR A GUESTHOUSE ESTABLISHMENT AND CONSENT TO USE THE ERF REM/PTN1/B/59, KLEIN WINDHOEK FOR AN ACCOMMODATION ESTABLISHMENT (GUESTHOUSE WITH 10 ROOMS)

Our application submitted 19 June 2024 for the:

- Rezoning of Erf RE/1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment and
- Consent to use the Erf RE/1/B/59, Klein Windhoek for an accommodation establishment (guesthouse with 10 rooms)

Herewith the summary of the public participation process:

Electronic copy				**Sent**
Application in .doc format				19 June 2024
All annexures (pdf)				19 June 2024
All relevant plans and drawings (pdf)				19 June 2024
Advertisements & Notices	**Dates placed**	**Date published**		**Closing date**
Proof of Advertisements	GG	15 July 2024		02 August 2024 *(14 working days)*
	New Era	09/07/2024	16/07/2024	
	Namibian	09/07/2024	16/07/2024	
Proof of Neighbour Notices (list of registered letters)	Sent per registered post			06 August 2024
Proof of Notice on Site	Done – photo attached			
Proof of Notice on LA Board	Done – photo attached			

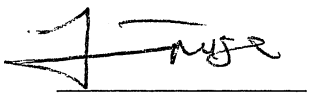
Copies of all objections received	Response from neighbour - no objection – see **Annexure C**	

Attached to this letter:

- Government Gazette notice, Newspaper notices and notices posted on site and at Council's Customer Care Centre **(Annexure A);**
- Proof of mail sent, addresses received from CoW, and example of letter sent **(Annexure B);** and
- Response from neighbour **(Annexure C).**

Please do not hesitate to contact me should you require any further information.

Kind Regards



Tjijama Tjitemisa

Classifieds

88

the namibian

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DEADLINE: 12H00 - 2 WORKING DAYS PRIOR TO PLACEMENT

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DEADLINES 2024

- To avoid disappointment of an advertisement not appearing on the date you wish, please book timeously
- Classified emails and notices 12h00 two working days prior to placement
- Cancellations and alterations 15h00 five days before date of publication in writing only

RATES:
Visit www.namibian.com.na

Please note: ID card / Passport required for advertisement placement

5610 Business & Finance

• Opportunities •

DO YOU URGENTLY NEED CASH? Get up to 75% of your vehicle's value in 45 mint Just a call Mooo-tash when you need it! Autocash 061 400 676.
CLAO240002158

5610 Employment

• Offered •

NEEDED FOR UK/ USA/ CANADA CONSTRUCTION WORKERS/FORKLIFT OPERATORS Call +27119726054/+27784917253 (WhatsApp) Web www.careermarketingmt.com Registration fee N$3,500 Namibian Dollars Assistance to travel and accommodation offered
CLAO240002468

Eastgate Practices is looking for an experienced, dedicated Medical Doctor. Registered with NNC and an experienced chef with a driving license. Due date 23 July 2024
Send to eastgatetown@iway.na
CLAO240002482

5610 Hospitality

• Hospitality •

Hochland Guesthouse: Clean & spacious rooms, Air-conditioned, DStv, Wi-Fi, en suite bathrooms. Secure parking. Ideal for private functions.Call 0811288100
CLAO240002097

5610 Housing & Property

• For Sale •

1000sqm plot in Okahandja in the centre of town for the price of N$400 000.
Khomasdal: Printing business for sale. N$600 000. Please contact 0811417163
CLAO240002384

Osona Village Development.
COMING SOON Plot and Plan
2 Bedroom Modern houses with Modern finishes (Single residential)
3 Bedroom Modern houses Double Storey with Modern finishes
Price Range from: N$790 000.00
NB: Clients with Bank Pre Approvals and proof of funds available welcome.
Contact Rachel on 0818140941
CLAO240002402

FOR SALE: Residential plot, Kleine Kupe, Windhoek, size 600sqm. Price; N$ 1,200,000.00 Contact Isaac: 081 582 0872
CLAO240002453

5610 Notices

• Legal •

NOTICE REZONING OF ERF REM/ PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY FOR A GUESTHOUSE ESTABLISHMENT WITH 10 ROOMS AND CONSENT FOR "OFFICE" FACILITIES AS PART OF THE GUESTHOUSE DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owners Erf Rem/Ptn1/B/59, Klein Windhoek in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for: • Rezoning of Erf Rem/Ptn1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment; and
• Consent for office facilities as part of the guesthouse Erf Rem/Ptn1/B/59 is located within the Klein Windhoek suburb. Additionally, the Erf is 1383m2 in extent and zoned as 'residential' with a density of 1 dwelling per 900m². The Erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner to construct a better designed building and use the property. It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms on the subject Erf. Therefore, in order to be able to use the Erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek. The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek. Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is 6st August 2024). Should you require additional information you are welcome to contact our office. Applicant: DU TOIT TOWN PLANNING CONSULTANTS P O Box 6871 AUSSPANNPLATZ WINDHOEK Tel: 061-248010 Email: planner2@dutoitplan.com
CLAO240002415

5610 Notices

• Legal •

NOTICE Take note that URBAN DYNAMICS AFRICA TOWN AND REGIONAL PLANNERS Intends to apply for the: • CONSENT TO UTILISE ERF 232, LAFRENZ EXT 1 FOR A RETAIL OUTLET AND WHOLESALE TRADE Erf 232 is located in an industrial area known as Lafrenz Ext 1. The erf is located along a cul-de-sact, Industria Street. As per the title deed, Erf 232 measures approximately 2,5541ha in extent and is zoned "Industrial". A retail shop and wholesale of Agra is located on the erf. According to the Windhoek Zoning Scheme, a retail shop and wholesale are consent uses for an industrial zoned erf. The registered owner therefore intends to align the current land uses on Erf 232 with the Windhoek Zoning Scheme. It is for this reason an application was submitted to the City of Windhoek to obtain consent for these land uses. It is important to mention the current land uses will remain and the owner has not intention to build any new buildings. Access to the erf will remain from Industria Street and on-site parking is provided in accordance with the Windhoek Zoning Scheme regulations. Further take note that any person objecting to the current land use as set out above may lodge such objection together with the grounds thereof, with the Windhoek City Council (Mr. Hugo Rust, 5th floor, 061 2378) and with Urban Dynamics (Ms. Alison Anderson) in writing within 14 days after the appearance of this notice. The last day for objections will be the 14th of August 2024. Urban Dynamics Africa P O Box 20837 Windhoek Tel: 061 240300 Fax: 061 240309 Email: allison@udanam.com
CLAO240002492

REZONING OF ERF 1139, ORANJEMUND EXTENSION 3 DU TOIT TOWN PLANNING CONSULTANTS, on behalf of the owner of Erf 1139, Oranjemund Extension 3, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), intends to apply to the Oranjemund Town Council and the Urban and Regional Planning Board for:
• Rezoning of Erf 1139, Oranjemund Extension 3, from 'single residential' to 'office' with a bulk of 1.5;
• Consent in terms of Table B of the Oranjemund Town Planning Scheme for a 'dwelling unit' on Erf 1139, Oranjemund Extension 3; and
• Consent to use the erf in accordance with its new zoning while rezoning is formally being completed. The project erf is located within Oranjemund Extension 3, just west of the central business district and is 985m2 in extent. The erf is zoned 'single residential' with a density of 1:600. The existing dwelling has since been partially demolished and will be replaced by a new dwelling as well as a small office building. In order to allow the office functions, it is necessary to rezone the property to 'office' with a bulk of 1.5 as per the Oranjemund Zoning Scheme. All the necessary parking will be provided on the property as per the requirements of the Town Council. Further take notice that the locality plan of the erf lies for inspection at the office of the Oranjemund Town Council and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek. Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the Chief Executive Officer of Oranjemund Town Council, P O Box 178, Oranjemund, Namibia and the applicant within 14 days of the last publication of this notice (final date for objections is 8 August 2024). Should you require additional information you are welcome to contact our office. Applicant: DU TOIT TOWN PLANNING CONSULTANTS P O Box 6871 AUSSPANNPLATZ WINDHOEK Tel: 061-248010 Email: planner1@dutoitplan.com
CLAO240002414

CALL FOR PUBLIC PARTICIPATION/COMMENTS ENVIRONMENTAL IMPACT ASSESSMENT TO OBTAIN AN ENVIRONMENTAL CLEARANCE FOR THE REZONING OF ERF 1139, ORANJEMUND EXTENSION 3, ||KARAS REGION FROM 'SINGLE RESIDENTIAL' WITH A DENSITY OF 1:600 TO 'OFFICE' WITH A BULK OF 1.5 Green Earth Environmental Consultants have been appointed to attend to and complete an Environmental Impact Assessment and Environmental Management Plan (EMP) to obtain an Environmental Clearance Certificate as per the requirements of the Environmental Management Act (No. 7 of 2007) and the Environmental Impact Assessment Regulations (GN 30 in GG 4878 of 6 February 2012) for the rezoning of Erf 1139, Oranjemund Extension 3, ||Karas Region from 'single residential' to 'office' with a bulk of 1.5. Name of proponent: Andrew Mostert .Project location and description: Erf 1139 is located along Seventh Avenue in Extension 3 of the Town of Oranjemund, ||Karas Region. The Erf is 985m2 in extent and zoned 'single residential'. The proponent intends to use the Erf for office and residential purposes. To enable the office and residential uses, Erf 1139 must be rezoned to 'office' and the Town Council must grant consent to use it for a dwelling unit as per the Stipulations of the Oranjemund Town Planning Scheme. Once the rezoning is completed, additional buildings will be constructed to accommodate the office-and residential uses. Interested and affected parties are hereby invited to register in terms of the assessment process to give input, comments, and opinions regarding the proposed project. A Background Information Document will be available to the I & AP's who registered. A public meeting will be held if enough public interest is shown. Registered I & APs will be notified of the date and venue of the public meeting. The last date for comments and/or registration is 2 August 2024. Contact details for registration and further information: Green Earth Environmental Consultants Contact Persons: Charlie Du Toit/Carien van der Walt Tel: 0811273145 E-mail: carien@greenearthnamibia.com
CLAO240002498

NOTICE APPLICATION FOR CONSENT TO CONSTRUCT DUPLEX FLATS ON ERF 1535, HENTIESBAAI EXTENSION 6, ZONED "LOCAL BUSINESS" In terms of Clause 7 of the Henties Bay Zoning Scheme No 15 promulgated under General Notice 7764 of 2022, notice is herewith given to all interested parties that Mrs Ramona Susan Diedericks, and as the registered sole member of Hallie Investment Number Twenty-Seven Close Corporation of Erf 1535, Hentiesbaai Extension 6, zoned "Local Business" at PO Box 3300 Windhoek, intends to apply to the Council of Municipality of Henties Bay for Consent to construct Duplex Flats as accommodation facility on Erf 1535 Hentiesbaai Extension 6, Brandberg street. Any person(s) who wishes to lodge an objection to the proposed Consent application on Erf 1535 Hentiesbaai Ext 6 may lodge in writing such objection (s) with valid reasons within 14 days from the date of publication of this notice to the under mentioned address: The Chief Executive Officer OR Chief Executive Officer Municipality of Henties Bay Municipality of Henties Bay P.O. Box 61 C/o Jakkalsputz Road & HENTIES BAY Nicky Iyambo Avenue HENTIES BAY
CLAO240002490

MINISTRY OF TRADE & INDUSTRY LIQUOR ACT 1998 NOTICE OF APPLICATION TO A COMMITTEE TERMS OF THE LIQUOR ACT 1998 (regulations 14, 26 & 33) Notice is given that an application in terms of the Liquor Act, 1998, particulars of which appear below, will be made to the Regional Liquor Licensing Committee, Region: OTJOZONDJUPA 1. Name and postal address of applicant: ALFONSINE SHITUNDA SIRENGE 2. Name of business or proposed business to which application relates: /Ui #HASING HELP IN SHEBEEN 3. Address / location of premises to which application relates: ROOIDAGHEK 4. Nature and details of application : APPLICATION FOR SHEBEEN LIQUOR LICENCE 5. Clerk of the court with whom application will be lodged: MAGISTRATES COURT 6. Date on which application will be lodged: 29 JUNE – 06 JULY 2024 7. Date of meeting of Committee at which application will be heard: 11 SEPTEMBER 2024 Any objection or written submission in terms of section 28 of the Act in relation to the application must be sent or delivered to the Secretary of the Committee to reach the Secretary not less than 21 days before the date of the meeting of the Committee at which the application will be heard.
CLAO240002501

5610 Notices

• Legal •

NOTICE OF APPLICATION TO A COMMITTEE TERMS OF THE LIQUOR ACT 1998 (regulations 14, 26 & 33) Notice is given that an application in terms of the Liquor Act, 1998, particulars of which appear below, will be made to the Regional Liquor Licensing Committee, Region: KHOMAS
1. Name and postal address of applicant: BACCHUS WINES AND SPIRITS CC, PO BOX 458, WINDHOEK
2. Name of business or proposed business to which application relates: BACCHUS WINES AND SPIRITS
3. Address / location of premises to which application relates: UNIT 19, SILVER STREET, ERF 521 PROSPERITA, WINDHOEK
4. Nature and details of application: APPLICATION FOR NEW BOTTLE LIQUOR LICENCE
5. Clerk of the court with whom application will be lodged: WINDHOEK
6. Date on which application will be lodged: 29 JULY 2024
7. Date of meeting of committee at which application will be heard: 11 SEPTEMBER 2024
Any objection or written submission in terms of section 28 of the Act in relation to the application must be sent or delivered to the Secretary of the Committee to reach the Secretary not less than 21 days before the date of the meeting of the Committee at which the application will be heard.
CLAO240002365

HC-MD-CIV-MOT-GEN-2024/00300 IN THE HIGH COURT OF NAMIBIA, MAIN DIVISION, HELD AT WINDHOEK ON MONDAY, THE 08TH DAY OF JULY 2024 BEFORE THE HONOURABLE JUSTICE NDAUENDAPO In the matter between: BAOBAB GROWTH FUND (PTY) LTD, APPLICANT and WINSALT MANUFACTURE (PTY) LTD, 1ST RESPONDENT MICHAEL CRAIG JOHN DEYZEL, 2ND RESPONDENT NUTRIBLEND (PTY) LTD, 3RD RESPONDENT COURT ORDER Having read the papers filed of record and having heard Adv R Lewies for the applicant, Adv A Strydom for the third respondent, Adv JP Jones for the first and second respondents, IT IS HEREBY ORDERED THAT: PRESERVATION ORDER 1. The rule nisi issued on 01 July 2024 is extended to 02 August 2024;
PROVISIONAL WINDING-UP
2. The application for the provisional liquidation of the first respondent, Winsalt Manufacture (Pty) Ltd, is hereby granted and the first respondent is placed under provisional liquidation in the hands of the Master of the High Court, Windhoek
3. A rule nisi is issued, returnable on 02 August 2024, calling upon interested parties to show cause why a final winding-up order should not be granted in respect of the first defendant;
4. Costs to be costs in the winding-up, unless opposed in which event costs to be paid by such party or parties opposing this action, jointly and severally, the one to pay the other to be absolved.such costs to include costs of one instructing and two instructed counsel (where so employed);
5.Further and/or alternative relief as this Honourable Court deems fit;
SERVICE OF LIQUIDATION PROCESS
6. Prior to the return date of the rule nisi in respect of the liquidation proceedings, a copy of the application will be furnished to:
6.1. the employees of the first respondent, should it be established that the respondent still has any employees;
6.2. any registered trade union that the Deputy Sheriff establishes represents the employees, if any, of the first respondent;
6.3. the Namibian Revenue Agency; and
6.4. the first respondent;
6.5. A copy of particulars of claim in the liquidation proceedings together with all its annexures will be served upon the Master of this Honourable Court;
7. An affidavit setting out the manner in which the aforesaid was complied with will in due course be filed.
PUBLICATION
8. The aforesaid provisional order shall be published in one edition each of "The Namibian" and the "Republikein" newspapers, as well as in the Government Gazette, and be served on all the defendants; BY ORDER OF THE COURT REGISTRAR TOUEZL LOUW On behalf of Applicant Cronjé Inc. 1 Jan Jonker Road Klein Windhoek Windhoek Namibia AND TO: ELIZE YSSEL On behalf of 1st Respondent and 2nd Respondent Engling, Stritter & Partners 12 Love Street Windhoek Namibia Namibia NUTRIBLEND (PTY) LTD 3rd Respondent 7 ISOTOPE STREET TRIANGLE FARM STIKLAND WESTERN CAPE South Africa Cape Town Western Cape South Africa The Master of the High Court John Meinert Street Windhoek
CLAO240002481

NAMIBIA VOTES 2024

Namibia Votes 2024

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01 AUGUST 2024

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General | Offered | Legal Notice | Legal Notice | Legal Notice | Legal Notice | Adoption

CLASSIFIEDS

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- Classifieds smalls and notices: 12:00, two working days prior to placing
- Cancellations and alterations: 16:00, two days before date of publication in writing only

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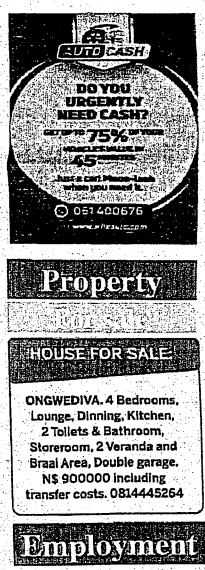
Liquor License N$460.00
Name Change N$460.00
Birthdays from N$200.00
Death Notices from N$200.00
Tombstone Unveiling from N$200.00
Thank You Messages from N$200.00

Terms and Conditions Apply.



Property

HOUSE FOR SALE

ONGWEDIVA. 4 Bedrooms, Lounge, Dinning, Kitchen, 2 Toilets & Bathroom, Storeroom, 2 Veranda and Braai Area, Double garage. N$ 900000 including transfer costs. 0814445264

Employment

Offered

VACANCY
MEDICAL PRACTITIONER

OKAHAO MEDICAL CLINIC is looking for an experienced General Practitioner on a full-time basis.

Qualifications:
MBChB (any additional qualifications in the medical field will be an added advantage)

Work experience:
Minimum of Ten (5 years' experience as a medical practitioner).

Professional Body:
Must be registered with the Medical and Dental Council of Namibia

Preference will be given to Namibian Citizens. Forward updated CV and registration to: **okahaomc@iway.na**

For enquiries, please contact Sister Uutoni on 0811245066

Closing Date: 30 July 2024

AC ELECTRICAL AND REFRIGERATION CC

Refrigeration and air conditioning technician wanted.

Qualification:
- Advanced diploma in air conditioning and refrigeration.
- Electrical engineering certificate is an added advantage.
- 5 Years' experience

Send CV to: **ac.electric.refrigeration@gmail.com**

JOB SEEKERS CORNER

Mr Johannes Tangeni Kayoko is desperately looking for DRIVER work. He has Code CE with more than 30 years of experience.
Contact: 0812831503

PRECISION AVIATION (PTY) LTD

Precision Aviation (Pty) Ltd based in, Windhoek, Namibia is looking for a Grade I or II Helicopter Flight Instructor with immediate effect.

Requirements:
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2. Valid Grade I or II Flight Instructor Rating
3. The applicant shall have at least 500 hours total flying hours
4. A Fixed wing Licence with a Flight Instructor rating will be an added advantage

Eligible candidates should forward their CV's with certified copies of their licenses to: **precisionswiftair@gmail.com**

Closing date: 19th July 2024

Take note that **URBAN DYNAMICS AFRICA TOWN AND REGIONAL PLANNERS** intends to apply for the:

CONSENT TO UTILISE ERF 232, LAFRENZ EXT 1 FOR A RETAIL OUTLET AND WHOLESALE TRADE

Erf 232 is located in an industrial area known as Lafrenz Ext 1. The erf is located along a cul-de-sact, Industria Street. As per the title deed, Erf 232 measures approximately 2,5541ha in extent and is zoned "Industrial". A retail shop and wholesale of Agra is located on the erf.
According to the Windhoek Zoning Scheme, a retail shop and wholesale are consent uses for an industrial zoned erf. The registered owner therefore intends to align the current land uses on Erf 232 with the Windhoek Zoning Scheme. It is for this reason an application was submitted to the City of Windhoek to obtain consent for these land uses. It is important to mention the current land uses will remain and the owner has not intention to build any new buildings.
Access to the erf will remain from Industria Street and on-site parking is provided in accordance with the Windhoek Zoning Scheme regulations.
Further take note that any person objecting to the current land use as set out above may lodge such objection together with the grounds thereof, with the Windhoek City Council (Mr. Hugo Rust, 5th floor, 061 2378) and with Urban Dynamics (Ms. Allison Anderson) in writing within 14 days after the appearance of this notice. The last day for objections will be the **14th of August 2024.**

Urban Dynamics Africa
P O Box 20837
Windhoek
Tel: 061 240300
Fax: 061 240309
Email: allison@udanam.com

CASE NO. 46/2023 IN THE MAGISTRATE'S COURT FOR THE DISTRICT OF RUNDU HELD AT RUNDU In the matter between: **TIYESEKO DEBT COLLECTION CC EXECUTION CREDITOR AND KUDUMO BONIFATIOUS EXECUTION DEBTOR NOTICE OF SALE IN EXECUTION**
PURSUANT TO A JUDGEMENT BY THE MAGISTRATES RUNDU GIVEN ON **16 NOVEMBER 2023** THE UNDERMENTIONED GOODS WILL BE SOLD AT RUNDU ON **02 AUGUST 2024** INFRONT OF RUNDU MAGISTRATE'S COURT, RUNDU NAMIBIA, BY THE SHERIFF FOR THE MAGISTRATES COURT, TO THE HIGHEST BIDDER FOR CASH, NAMELY: **GOODS: 1x Toyota Landcruiser, Reg # N8733RU**
For and on behalf of TIYESEKO DEBT COLLECTIONS CC A KAMATI JUDGEMENT CREDITOR TEL NO: 0817481522 **REF: TIY/LIRBI/MDCEDO**

MUNICIPALITY OF HENTIES BAY NOTICE

APPLICATION FOR CONSENT TO CONSTRUCT DUPLEX FLATS ON ERF 1535, HENTIESBAAI EXTENSION 6, ZONED "LOCAL BUSINESS"

In terms of Clause 7 of the Henties Bay Zoning Scheme No 15 promulgated under General Notice 7764 of 2022, notice is herewith given to all interested parties that Mrs Ramona Susan Diedericks, and as the registered sole member of Hallie Investment Number Twenty-Seven Close Corporation of Erf 1535, Hentiesbaai Extension 6, zoned "Local Business" at P.O Box 3300 Windhoek, intends to apply to the Council of Municipality of Henties Bay for Consent to construct Duplex Flats as accommodation facility on Erf 1535 Hentiesbaai Extension 6, Brandberg street.
Any person(s) who wishes to lodge an objection to the proposed Consent application on Erf 1535 Hentiesbaai Ext 6 may lodge in writing such objection (s) with valid reasons within 14 days from the date of publication of this notice to the under mentioned address:
The Chief Executive Officer
Municipality of Henties Bay
P.O. Box 61, **HENTIES BAY**
OR
Chief Executive Officer
Municipality of Henties Bay
C/o Jakkalsputz Road & Nicky Iyambo Avenue
HENTIES BAY

NOTICE OF LOST LAND TITLE NO. C221

Notice is hereby given that We, Rehoboth Town Council intent to apply for a certified copy of:
CERTAIN: Erf 221 BLOCK C
MEASURING: 6,9880 Hectares
SITUATED IN: In the town of Rehoboth
Registration Division "M"
DATED: 2005/09/06
THE PROPERTY OF: Town Council of Rehoboth
All persons who object to the issue of such copy are hereby required to lodge their objections, in writing, with the Registrar within three (3) weeks from the last publication of this notice.
Dated at Rehoboth on this 10th day of July 2024
SIGNATURE OF APPLICANT
Private Bag 2500
Rehoboth, Namibia
Tel: 062-521843

REZONING OF ERF REM/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY FOR A GUESTHOUSE ESTABLISHMENT WITH 10 ROOMS AND CONSENT FOR "OFFICE" FACILITIES AS PART OF THE GUESTHOUSE

DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owners Erf Rem/Ptn1/B/59, Klein Windhoek in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

- **Rezoning of Erf Rem/Ptn1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment; and**
- **Consent for office facilities as part of the guesthouse**

Erf Rem/Ptn1/B/59 is located within the Klein Windhoek suburb. Additionally, the Erf is 1383m² in extent and zoned as 'residential' with a density of 1 dwelling per 900m². The Erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner to construct a better designed building and use the property. It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms on the subject Erf. Therefore, in order to be able to use the Erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek.

The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is **6th August 2024**).

Should you require additional information you are welcome to contact our office.

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871, AUSSPANNPLATZ, WINDHOEK
Tel: 061-248010. Email: planner2@dutoitplan.com

REZONING OF ERF 1139, ORANJEMUND EXTENSION 3

DU TOIT TOWN PLANNING CONSULTANTS, on behalf of the owner of Erf 1139, Oranjemund Extension 3, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), intends to apply to the Oranjemund Town Council and the Urban and Regional Planning Board for:

- **Rezoning of Erf 1139, Oranjemund Extension 3, from 'single residential' to 'office' with a bulk of 1.5;**
- **Consent in terms of Table B of the Oranjemund Town Planning Scheme for a 'dwelling unit' on Erf 1139, Oranjemund Extension 3; and**
- **Consent to use the erf in accordance with its new zoning while rezoning is formally being completed.**

The project erf is located within Oranjemund Extension 3, just west of the central business district and is 985m² in extent. The erf is zoned 'single residential' with a density of 1:600. The existing dwelling has since been partially demolished and will be replaced by a new dwelling as well as a small office building. In order to allow the office functions, it is necessary to rezone the property to 'office' with a bulk of 1.5 as per the Oranjemund Zoning Scheme. All the necessary parking will be provided on the property as per the requirements of the Town Council.

Further take notice that the locality plan of the erf lies for inspection at the office of the Oranjemund Town Council and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the Chief Executive Officer of Oranjemund Town Council, P O Box 178, Oranjemund, Namibia and the applicant within 14 days of the last publication of this notice **(final date for objections is 6 August 2024).**

Should you require additional information you are welcome to contact our office.

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871, AUSSPANNPLATZ, WINDHOEK
Tel: 061-248010. Email: planner1@dutoitplan.com

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Clinic Manager | Macquarie Medical Care – Dr MacQ

Qualifications and Requirements
- Registered health care personnel with the Health Professions Council of Namibia
- Computer literate with medical software experience
- At least 5 years work experience in the case management position
- Ability to train staff on case management protocol
- Valid driver's license
- Ability to work outside of the prescribed business hours, providing support to patients and service providers

Location & commitments
- Permanent Position
- Full-Time
- Windhoek, Namibia
- The job requires the employee to work overtime, travel, evening/weekend work as needed

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Apply now by sending an email to careers@drmacq.com with your CV, reference letters and any additional information.
Closing date: 19 July 2024

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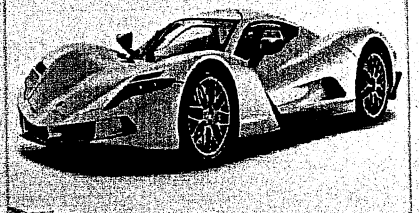
Explosive news of the motoring industry



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DEADLINES 2024

- To avoid disappointment of an advertisement not appearing on the date you wish, please book timeously
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RATES

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1410 Business & Finance

• Opportunities •

NEED CASH? Bring your car and we give you 50% of its value. No other documents needed. 25-35% interest over 3 months. Contact 061230111or info@snbfinancialsolutions.com

CLAO240002080

DO YOU URGENTLY NEED CASH? Get up to 75% of your vehicle's value in 45 min! Just a car! Mooo-laah when you need it! Autocash 061 400 676.

CLAO240002158

2720 Employment

• Offered •

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Web www.careermarketingint.com
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CLAO240002299

2720 Employment

• Offered •

Shisha Shine Car Wash is seeking temporary driver! With 3+ years in technical/production management, a Driver's License 3+ years, and the ability to work flexible hours, including weekends. Male from 27 to 31 and female 28 to 34 Years. Must excel under pressure and multitask efficiently. Whatsapp: +2648177112 22 Email: **carwash@whkauto.com**

CLAO240002383

2720 Employment

• Offered •

CHIEF FINANCIAL & ACCOUNTING MANAGER REQUIRED
A significant Company of Namibia Ezzy Import and Export has the following immediate openings available for its top management.
REQUIREMENTS:
- Bachelor's degree in commerce.
- The Master of Commerce will be given priority.
- Completion of Advanced Computer accounting course.
- Strong interpersonal skills.
- Expertise Organizational and Problem-solving skills.
- The capability to assist subordinates (i.e. Departmental Managers).
- Good decision-making, verbal and written communication skills in Portuguese, English and Gujarati.
- The ability to multitask prioritize task.
- The ability to prepare and track budget.
- Minimum 6 Years of Experience in the Commerce field will be added benefits. For consideration mail your CV at P.O. Box 2037, Oshikango.

CLAO240002397

2720 Employment

• Offered •

Lecturer for counselling
(1) Job summary:
- The incubent must have degree in counselling.
- Master degree in counselling degree in clinical psychology.
- Experience at least 4 years working experience in a relevant field TTAI is an equal employer with disibility are encouraged to apply, hand deliver your CV and letter relevant to your qualifications at TTAI at No 9, Viljoen Street, Windhoek West. Due date 12 July 2024

CLAO240002381

4310 Housing & Property

• For Sale •

1000sqm plot in Okahandja in the centre of town for the price of N$400 000.
Khomasdal: Printing business for sale. N$600 000.
Please contact 0811417163

CLAO240002384

Osona Village Development.
COMING SOON Plot and Plan
2 Bedroom Modern houses with Modern finishes (Single residential)
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Price Range from: N$790 000.00
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Contact Rachel on 0818140941

CLAO240002402

2720 Employment

• Offered •

DR MACQ
MACQUARIE

Clinic Manager | Macquarie Medical Care – Dr MacQ

Qualifications and Requirements
- Registered health care personnel with the Health Professions Council of Namibia
- Computer literate with medical software experience
- At least 5 years work experience in the case management position
- Ability to train staff on case management protocol
- Valid driver's license
- Ability to work outside of the prescribed business hours, providing support to patients and service providers

Location & commitments
- Permanent Position
- Full-Time
- Windhoek, Namibia
- The job requires the employee to work overtime, travel, evening/weekend work as needed

Contact us to apply
Apply now by sending an email to **careers@drmacq.com** with your CV, reference letters and any additional information.
Closing date:
19 July 2024

clao240002401

5610 Notices

• Legal •

IN THE HIGH COURT OF NAMIBIA MAIN DIVISION HELD AT WINDHOEK Case Number: HC-MD-CIV-ACT-CON-2021/04183 JSN AUTOMOTIVE GROUP CC EXECUTION CREDITOR and PROFILE INVESTMENTS (PTY) LTD T/A PROFILE CAR HIRE EXECUTION DEBTOR NOTICE OF SALE In pursuance of Judgement granted on 20TH JULY 2023 and Writ of Execution dated 03RD AUGUST 2023 the following goods will be sold in execution on SATURDAY, 03RD AUGUST 2024 at 09H00 at NO. 422 INDEPENDENCE AVENUE, WINDHOEK, Republic of Namibia. GOODS:1x Flat Screen TV Sinotec 1X Flat Screen Samsung TV Coffee Table Brown Big Boardroom table brown Sofa Grey TERMS OF SALE: VOETSTOOTS AND CASH TO THE HIGHEST BIDDER Dated at ONGWEDIVA on this 02ND day of JUNE 2024 PER: JACOBS AMUPOLO LAWYERS & CONVEYANCERS SHOP F23-25, MAROELA MALL ONGWEDIVA TO:THE REGISTRAR HIGH COURT MAIN DIVISION AND TO:THE NAMIBIAN NEWSPAPER

CLAO240002399

CASE NO: HC-MD-CIV-ACT-CON-2023/01784 IN THE HIGH COURT OF NAMIBIA In the matter between:-FIRST NATIONAL BANK OF NAMIBIA LTD PLAINTIFF and GEORGE ELIAKIM-PRINS JESAYA DEFENDANT NOTICE OF SALE IN EXECUTION OF IMMOVABLE PROPERTY Pursuant to a Judgment of the, above Honourable Court granted on 25 AUGUST 2023, the following immovable property will be sold without a reserve price and voetstoots by the Deputy Sheriff of the District of WINDHOEK on the 22nd day of JULY 2024 at 12H00 at: ERF NO. 966, (A PORTION OF ERF NO. 965), BONN STREET, OTJOMUISE, , REPUBLIC OF NAMIBIA. CERTAIN:ERF NO. 966, (A PORTION OF ERF NO. 965), OTJOMUISE SITUATE:In the Municipality of WINDHOEK REGISTRATION DIVISION "K" KHOMAS REGION MEASURING 494 (FOUR HUNDRED AND NINETY FOUR) Square Metres CONSISTING OF PRIMARY DWELLING 1 x Lounge, 1 x Family Room, 1 x Dining Room, 1 x Kitchen, 3 x Bedrooms, 2 x Bathrooms, 2 x Showers, 2 x Water Closets SECOND DWELLING 2 x Kitchens, 2 x Bedrooms, 2 x Bathrooms THIRD DWELLING 1 X Lounge, 1 x Kitchen, 1 x Bedroom, 1 x Bathroom OUT BUILDING 1 X Garage, 1 x Barbeque Area, 1 x Entertainment Room The "Conditions of Sale-in-Execution" will lie for inspection at the office of the Deputy Sheriff at WINDHOEK and at the Head Office of Plaintiff at WINDHOEK and Plaintiff's Attorneys, Fisher, Quarmby & Pfeifer, at the undermentioned address. Dated at WINDHOEK this 27TH day of MAY 2024 FISHER, QUARMBY & PFEIFER LEGAL PRACTITIONER FOR PLAINTIFF c/o Robert Mugabe & Thorer Streets entrance on Burg Street P O Box 37 WINDHOEK AAH/jvz/S7090

CLAO240001805

IN THE HIGH COURT OF NAMIBIA MAIN DIVISION HELD AT WINDHOEK Case Number: HC-MD-CIV-ACT-CON-2021/04183 JSN AUTOMOTIVE GROUP CC EXECUTION CREDITOR and PROFILE INVESTMENTS (PTY) LTD T/A PROFILE CAR HIRE EXECUTION DEBTOR NOTICE OF SALE In pursuance of Judgement granted on 20TH JULY 2023 and Writ of Execution dated 04TH AUGUST 2023 the following goods will be sold in execution on FRIDAY, 02ND AUGUST 2024 at 10H00 at 163 RENSBURGER STREET, LAFRENZ, WINDHOEK, Republic of Namibia. GOODS:Land Cruiser with Registration N6329W TERMS OF SALE: VOETSTOOTS AND CASH TO THE HIGHEST BIDDER Dated at ONGWEDIVA on this 02ND day of JULY 2024 PER: JACOBS AMUPOLO LAWYERS & CONVEYANCERS SHOP F23-25, MAROELA MALL ONGWEDIVA TO:THE REGISTRAR HIGH COURT MAIN DIVISION AND TO:THE NAMIBIAN NEWSPAPER

CLAO240002399

CASE NO: HC-MD-CIV-ACT-CON-2021/04424 IN THE HIGH COURT OF NAMIBIA In the matter between:- FIRST NATIONAL BANK OF NAMIBIA LTD PLAINTIFF and THOMAS JEREMIA FIRST DEFENDANT VERONICA JEREMIA SECOND DEFENDANT NOTICE OF SALE IN EXECUTION OF IMMOVABLE PROPERTY Pursuant to a Judgment of the above Honourable Court granted on 3 MARCH 2023, the following immovable property will be sold without a reserve price and voetstoots by the Deputy Sheriff of the District of WINDHOEK on the 22ND day of JULY 2024 at 10H30 at NO. 21, ERF NO. 378 (A PORTION OF ERF 296), SATURN STREET, DORADORPARK, (EXTENSION NO. 1), WINDHOEK CERTAIN:ERF NO. 378, (A PORTION OF ERF 296), DORADORPARK, (EXTENSION NO. 1) SITUATE:In the Municipality of WINDHOEK REGISTRATION DIVISION "K" KHOMAS REGION MEASURING 413 (FOUR HUNDRED AND THIRTEEN) Square Metres CONSISTING OF MAIN DWELLING 1 x Lounge; 1 x Kitchen; 3 x Bedrooms; 1 Shower / Water Closet The "Conditions of Sale-in-Execution" will lie for inspection at the office of the Deputy Sheriff at WINDHOEK and at the Head Office of Plaintiff at WINDHOEK and Plaintiff's Attorneys, Fisher, Quarmby & Pfeifer, at the undermentioned address. Dated at WINDHOEK this 30TH day of MAY 2024 FISHER, QUARMBY & PFEIFER LEGAL PRACTITIONER FOR PLAINTIFF c/o Robert Mugabe & Thorer Streets entrance on Burg Street P O Box 37 WINDHOEK AAH/jvz/S6053

CLAO240001904

IN THE HIGH COURT OF NAMIBIA CASE NO. CASE NO. HC-MD-CIV-ACT-CON-2018/02177 In the matter between: STANDARD BANK NAMIBIA LTD Plaintiff and KAREN ANTOINETTE SISSING First Defendant CHRISTIAAN JAMES SISSING Second Defendant NOTICE OF SALE IN EXECUTION OF IMMOVABLE PROPERTY In Execution of a Judgment of the above Honourable Court in the above mentioned suit, a sale will be held on TUESDAY, the 23RD of JULY 2024 at 11:00, ERF No 389, EXTENSION 2, WALVIS BAY. CERTAIN:ERF No 389, NARRAVILLE, (EXTENSION NO 2) SITUATE:In the TOWN OF WALVIS BAY, ERONGO REGION, REGISTRATION DIVISION "F" MEASURING : 700 (SEVEN ZERO ZERO) SQUARE METRES HELD BY DEED OF TRANSFER NO T 24/2012 SUBJECT:to the following terms and conditions contained therein, ALLEGED IMPROVEMENTS DESCRIPTION the following improvements are on the property (although nothing in this respect is guaranteed): The building comprising of: 1X COURT YARD (FRONT) 1X OPEN PLAN LIVING ROOM WITH TILES 1X OPEN PLAN KITCHEN WITH CUPBOARDS WITH FLOOR TILES 1X DINING ROOM WITH FLOOR TILES 1X BEDROOM WITH CUPBOARDS 2X BEDROOMS 1X GUEST TOILET WITH FLOOR TILES 1X BATHROOM WITH BATH, WASH BASIN WITH FLOOR AND WALL TILES 1X BACK COURT YARD 1X PATIO 1X SINGLE GARAGE WITH WOODEN DOORS 1. The property shall be sold by the Deputy-Sheriff of WALVIS BAY subject to the Conditions of Sale that may be inspected at the Offices of the Deputy-Sheriff of Namibia, but whose present whereabouts are unknown. TAKE NOTICE that by summons sued out of this court, you have been called upon to give notice, within ten (10) days after the publication of this notice, to the registrar and to the plaintiff's legal practitioner of your intention to defend (if any) in an action wherein: Elzan Zureuka Zenith Peters claims: 1. An order for the restitution of conjugal rights, failing compliance therewith: 1.1. A final order of divorce. 2. An order that the custody and control of the minor children is awarded to the Plaintiff subject to the Defendant's rights to reasonable access. 3. An order for the equal division of the joint estate. 4. Costs of suit (in the event that the claim is defended). 5. Further and/or alternative relief. TAKE FURTHER NOTICE that in the event of you defending the action, you are to deliver a notice of intention to defend which must therein give your full residential or business address, and must also appoint an address, not being a post office box or poste restante, for service on you of all documents in this action within a flexible radius from the office of the registrar or if you elect to be served by electronic means indicate your electronic address and in that case service thereof at the address so given is valid and effectual, except where by any order or practice of the court personal service is required. TAKE NOTICE FURTHER that if you fail to give such notice, judgment may be granted against you without further reference to you. TAKE FURTHER NOTICE that simultaneously with the delivery of the notice of intention of defend, the defendant must deliver the return in terms of rule 6(4), which contains the following information about the defendant: "(a) in the case of a natural person, his or her full names, identity number where available and if a Namibian citizen or any other person ordinarily resident in Namibia, his or her physical address and where available, his or her telephone or cellular phone number or both, workplace telephone number, facsimile number and personal or workplace email address or both; (b) in the case of a close corporation, its name and registration number, postal address and registered office referred to in section 25 of the Close Corporations Act 1988 (Act No. 26 of 1988) and the particulars referred to in paragraph (a) of at least one member or officer as defined in that Act and the particulars referred to in paragraph (a) of its accounting officer appointed in terms of section 59 of that Act; (c) in the case of a company, its name and registered number, postal address and registered office referred to in section 178 of the Companies Act 2004 (Act No. 28 of 2004) and the particulars referred to in paragraph (a) of at least one director and the secretary referred to in section 223 of that Act including all particulars referred to in section 223(1) of that Act and in case of the officer or secretary of any other body corporate the particulars referred to in paragraph (b) of section 223(1) of that Act; (d) in the case of any other juristic person, the particulars referred to in paragraph (a) of at least one officer or secretary or a person, by whatever name called, running its affairs; and (e) in the case of a trust which is duly authorised to litigate, the particulars referred to in paragraph (a) of all trustees and a reference number given by the master to the trust deed registered with the master." The particulars so provided remain binding on the party to which they relate and may be used by the court or by the other party to effect service of any notice or document on such party or to give notice to such party. TAKE FURTHER NOTICE that as soon as the managing judge has given notice of a case planning conference in terms of rule 23(1), you as defendant will be required to meet with the plaintiff in order to agree a case plan in terms of rule 23(3) for submission to the managing judge for the exchange of pleadings and the time within which you will deliver your plea and counterclaim if any will be determined by the court having regard to such plan and if you fail to cooperate in submitting such a plan, the court will determine the time within which you must deliver your plea and counterclaim, if any, and you as defendant must comply with such order. DATED at WINDHOEK on this day of JUNE 2024. MM LEGAL PRACTITIONERS Plaintiff's Legal Practitioners 2nd Floor, Swamed Building John Meinert Street Windhoek Namibia To: Registrar of the High Court Main Division Windhoek Namibia

CLAO240002403

REZONING OF ERF 1139, ORANJEMUND EXTENSION 3 DU TOIT TOWN PLANNING CONSULTANTS, on behalf of the owner of Erf 1139, Oranjemund Extension 3, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), intends to apply to the Oranjemund Town Council and the Urban and Regional Planning Board for:
- **Rezoning of Erf 1139, Oranjemund Extension 3, from 'single residential' to 'office' with a bulk of 1.5;**
- **Consent in terms of Table B of the Oranjemund Town Planning Scheme for a 'dwelling unit' on Erf 1139, Oranjemund Extension 3; and**
- **Consent to use the erf in accordance with its new zoning while rezoning is formally being completed.**

The project erf is located within Oranjemund Extension 3, just west of the central business district and is 985m2 in extent. The erf is zoned 'single residential' with a density of 1:600. The existing dwelling has since been partially demolished and will be replaced by a new dwelling as well as a small office building. In order to allow the office functions, it is necessary to rezone the property to 'office' with a bulk of 1.5 as per the Oranjemund Zoning Scheme. All the necessary parking will be provided on the property as per the requirements of the Town Council. Further take notice that the locality plan of the erf lies for inspection at the office of the Oranjemund Town Council and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek. Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the Chief Executive Officer of Oranjemund Town Council, P O Box 178, Oranjemund, Namibia and the applicant within 14 days of the last publication of this notice (final date for objections is 6 August 2024). Should you require additional information you are welcome to contact our office. Applicant:DU TOIT TOWN PLANNING CONSULTANTS P O Box 6871 AUSSPANNPLATZ WINDHOEK Tel: 061-248010 Email: planner1@dutoitplan.com

CLAO240002414

NOTICE
REZONING OF ERF REM/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY FOR A GUEST-HOUSE ESTABLISHMENT WITH 10 ROOMS AND CONSENT FOR "OFFICE" FACILITIES AS PART OF THE GUESTHOUSE DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owners Erf Rem/Ptn1/B/59, Klein Windhoek in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:
- **Rezoning of Erf Rem/Ptn1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guest-house establishment; and**
- **Consent for office facilities as part of the guesthouse**

Erf Rem/Ptn1/B/59 is located within the Klein Windhoek suburb. Additionally, the Erf is 1383m2 in extent and zoned as 'residential' with a density of 1 dwelling per 900m². The Erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner to construct a better designed building and use the property. It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms on the subject Erf. Therefore, in order to be able to use the Erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek. The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkruman Avenue, Klein Windhoek. Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is 6st August 2024).
Should you require additional information you are welcome to contact our office. Applicant:DU TOIT TOWN PLANNING CONSULTANTS P O Box 6871 AUSSPANNPLATZ WINDHOEK Tel: 061-248010 Email: planner2@dutoitplan.com

CLAO240002415

NOTICE OF CONSENT TO ERECT MORE THAN ONE DWELLING UNIT: Please note that **Mrs JOSEPHINA P. ROZENTAL** the owner of Erf 5539, (No. 11, Sand Grouse Street) Khomasdal, Extension 16, intends to apply to the Windhoek Municipal Council for the:
- **Consent to erect more than one dwelling unit on Erf 5539, (No. 11, Sand Grouse Street) Khomasdal, Extension 16, as prescribed and provided for by the Windhoek Zoning Scheme.**

Erf 5539, (No. 11) is situated along Sand Grouse Street, located on the western parts of the Khomasdal Township, located to the central-western parts of the larger Windhoek. The Erf measures 628m² in extent and is currently zoned 'Residential' with a density of 1:300. The Erf 5539 currently lies vacant and unused. It is the owner's intentions to utilize the vacant and unused land for residential purposes. Access to the Erf will continue to be obtained from the existing and approved access of Sand Grouse Street located to the northern side of the Erf. Parking will be provided in accordance with the requirements of the Windhoek Zoning Scheme. Further note that the locality plan of the erf is available for inspection on the Town Planning Notice Board at the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the Municipal Urban Planning division offices, 5TH Floor, Windhoek.Further take note that any person objecting to the proposed use of the land as set out above may lodge such objection, together with the grounds thereof, with the City and with the Town Planner in writing within 14 days after the appearance of the last notice (final date for any objection is 23 July 2024). Applicant:Municipal Council of Windhoek:
R. Kwenani – Town Planner
Department of Urban and Transport Planning Office
Tel: 061 – 290 2264

clao240002258

SUBSTITUTED SERVICE IN THE HIGH COURT OF NAMIBIA (Main Division) Case Number: HC-MD-CIV-ACT-MAT-2024/00264 In the matter between: ELZAN ZUREUKA ZENITH PETERS PLAINTIFF And ALEXANDER KARL HOASEB DEFENDANT To: Alexander Karl Hoaseb A major male

REZONING OF ERF 1139, ORAN-

5610 Notices

• Legal •

JEMUND EXTENSION 3 DU TOIT TOWN PLANNING CONSULTANTS, on behalf of the owner of Erf 1139, Oranjemund Extension 3, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), intends to apply to the Oranjemund Town Council and the Urban and Regional Planning Board for:
- **Rezoning of Erf 1139, Oranjemund Extension 3, from 'single residential' to 'office' with a bulk of 1.5;**
- **Consent in terms of Table B of the Oranjemund Town Planning Scheme for a 'dwelling unit' on Erf 1139, Oranjemund Extension 3; and**
- **Consent to use the erf in accordance with its new zoning while rezoning is formally being completed.**

The project erf is located within Oranjemund Extension 3, just west of the central business district and is 985m2 in extent. The erf is zoned 'single residential' with a density of 1:600. The existing dwelling has since been partially demolished and will be replaced by a new dwelling as well as a small office building. In order to allow the office functions, it is necessary to rezone the property to 'office' with a bulk of 1.5 as per the Oranjemund Zoning Scheme. All the necessary parking will be provided on the property as per the requirements of the Town Council. Further take notice that the locality plan of the erf lies for inspection at the office of the Oranjemund Town Council and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek. Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the Chief Executive Officer of Oranjemund Town Council, P O Box 178, Oranjemund, Namibia and the applicant within 14 days of the last publication of this notice (final date for objections is 6 August 2024). Should you require additional information you are welcome to contact our office. Applicant:DU TOIT TOWN PLANNING CONSULTANTS P O Box 6871 AUSSPANNPLATZ WINDHOEK Tel: 061-248010 Email: planner1@dutoitplan.com

CLAO240002414

NOTICE
REZONING OF ERF REM/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY FOR A GUEST-HOUSE ESTABLISHMENT WITH 10 ROOMS AND CONSENT FOR "OFFICE" FACILITIES AS PART OF THE GUESTHOUSE DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owners Erf Rem/Ptn1/B/59, Klein Windhoek in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:
- **Rezoning of Erf Rem/Ptn1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guest-house establishment; and**
- **Consent for office facilities as part of the guesthouse**

Erf Rem/Ptn1/B/59 is located within the Klein Windhoek suburb. Additionally, the Erf is 1383m2 in extent and zoned as 'residential' with a density of 1 dwelling per 900m². The Erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner to construct a better designed building and use the property. It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms on the subject Erf. Therefore, in order to be able to use the Erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek. The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkruman Avenue, Klein Windhoek. Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is 6st August 2024).
Should you require additional information you are welcome to contact our office. Applicant:DU TOIT TOWN PLANNING CONSULTANTS P O Box 6871 AUSSPANNPLATZ WINDHOEK Tel: 061-248010 Email: planner2@dutoitplan.com

CLAO240002415

DISCLAIMER ALL PRODUCTS AND SERVICES ADVERTISED ARE SOLELY THE RESPONSIBILITY OF THE ADVERTISER. THE NAMIBIAN DOES NOT VALIDATE OR ENDORSE THE CLAIMS MADE BY ANY ADVERTISEMENT. THE ONUS LIES WITH POTENTIAL CUSTOMERS TO EVALUATE THE AUTHENTICITY OF SUCH PRODUCTS OR SERVICES.

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Auction
Goods for Sale

WEBCAST AUCTION

AucorNamibia

BANK REPO & SALVAGE AUCTION
Friday 12 July 2024 @ 10:00
Aucor Ondangwa

Duly instructed by the bank in terms of credit Agreement Act, Aucor Namibia (Pty) Ltd will be selling the following Bank Repossessed Vehicles by Online & Webcast Auction

#AUTOMOTIVE #AUTOMOTIVE

BANK REPO VEHICLES:	BANK REPO VEHICLES:
2024 TOYOTA URBAN CRUISER	2016 NISSAN NP300 2.5 DCI 4X4
2023 VW AMAROK 2.0	2016 NISSAN NP300 2.5 4X4
2023 MAHINDRA MHAWK S4 4X4	2015 LAND ROVER DISCOVERY 4
2021 TOYOTA URBAN CRUISER	2015 BMW 320
2021 SUZUKI CIAZ 1.5	2013 VW PASSAT 2.0 TSI
2021 NISSAN NP300 2.5 4X4	2013 JEEP GRAND CHEROKEE
2019 TOYOTA RUSH 1.5	2012 TOYOTA QUANTUM 2.5D4D
2019 TOYOTA RAV 4 2.0 GX	2012 HONDA FIT 1.5
2018 NISSAN ALMERA	2011 W GOLF 2.0 GTI
2018 HYUNDAI I20 1.4 ACTIVE	2011 JEEP WRANGLER 3.8 UNLTD
2018 FORD ECOSPORT 1.2	2009 BMW 325i
2017 VW POLO VIVO 1.6	2008 VOLVO V50 2.4i
2016 VW POLO VIVO 1.6	2008 NISSAN QASHQAI 1.6

Registration & Bidding on: www.aucornamibia.com
Online Bidding Starts: Monday 8 July 2024 @ 10:00
Webcast Auction: Friday 12 July 2024 @ 10:00
Viewing: Ondangwa 8 - 11 July 2024 @ 08:00 - 16:00
T & C apply and a Buyer's premium will be charged.
Details subject to change without prior notice.

Contact Us At:
Windhoek: +264 61 257 945/6 Ondangwa: +264 65 240 189
Swakopmund: +264 64 463 374 Email: info@aucornamibia.com
www.aucornamibia.com

Employment
Employment Offered

DR MACQ
MACQUARIE

Clinic Manager | Macquarie Medical Care – Dr MacQ

Qualifications and Requirements
- Registered health care personnel with the Health Professions Council of Namibia;
- Computer literate with medical software experience;
- At least 5 years work experience in the case management position;
- Ability to train staff on case management protocol;
- Valid driver's license;
- Ability to work outside of the prescribed business hours, providing support to patients and service providers.

Location & Commitments
- Permanent Position
- Full-Time
- Windhoek, Namibia
- The job requires the employee to work overtime, travel, evening/weekend work as needed.

Contact us to apply
Apply now by sending an email to careers@drmacq.com with your CV, reference letters and any additional information.
Closing date: 15 July 2024

Notice
Legal Notice

NOTICE OF APPLICATION IN TERMS OF THE GAMING AND ENTERTAINMENT CONTROL ACT, 2018 (ACT NO. 13 OF 2018) SECTION 45 (2) (a) (i) FOR BOOKMAKER LICENSE

Notice is hereby given of the application bookmaker license of which the details are given below. Any person who wishes to object to the application in terms of regulation 17 may submit his/her objection in the prescribed manner to the Board not later than 21 days after the publication of this notice.

Name of applicant:
SMB Investment

Type of license: Bookmaker license

Name of bookmaking business or retail liquor business:
Moola Betting Otjinene

Physical address of premises to which the application applies:
Erf 276
Otjinene

Notice
Legal Notice

CHANGE OF SURNAME • THE ALIENS ACT, 1937 NOTICE OF INTENTION OF CHANGE OF SURNAME

I, **SIKERETE DOMINIC VIYERE** residing at tuhingireni, rundu and carrying on business / employed a (2) N/A intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume **HUNGULU** for the reasons that (3) **I CHANGE THE SURNAME SO I WANT MY KID TO CHANGE THE SURNAME TOO.** I previously bore the name(s) (4) **SIKERETE.** I intend also applying for authority to change the surname of my wife N/A and minor child(ren) (5) **DOMINGOS.** Any person who objects to my/our assumption of the said surname of **HUNGULU** should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons therefore, with the magistrate of **WINDHOEK MAGISTRATE COURT.**
17 JUNE 2024

Notice
Legal Notice

• CHANGE OF SURNAME • THE ALIENS ACT, 1937 NOTICE OF INTENTION OF CHANGE OF SURNAME

I,(1) **SIKERETE RUTH KAKUHU** residing at tuhingireni, rundu and carrying on business / employed a (2) N/A intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume **HUNGULU** for the reasons that (3) **I CHANGE THE SURNAME SO I WANT MY KID TO CHANGE THE SURNAME TOO.** I previously bore the name(s) (4) **SIKERETE.** I intend also applying for authority to change the surname of my wife **N/A** and minor child(ren) (5) **DOMINGOS.** Any person who objects to my/our assumption of the said surname of **HUNGULU** should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons therefore, with the magistrate of **WINDHOEK MAGISTRATE court.**
17 JUNE 2024

• CHANGE OF SURNAME • THE ALIENS ACT, 1937 NOTICE OF INTENTION OF CHANGE OF SURNAME

I,(1) **SIKERETE VICTORINO TIAGO** residing at tuhingireni, rundu and carrying on business / employed a (2) N/A intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume **HUNGULU** for the reasons that (3) **I CHANGE THE SURNAME SO I WANT MY KID TO CHANGE THE SURNAME TOO.** I previously bore the name(s) (4) **SIKERETE.** I intend also applying for authority to change the surname of my wife N/A and minor child(ren) (5) **DOMINGOS.** Any person who objects to my/our assumption of the said surname of **HUNGULU** should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons therefore, with the magistrate of **WINDHOEK MAGISTRATE court.**
17 JUNE 2024

• CHANGE OF SURNAME • THE ALIENS ACT, 1937 NOTICE OF INTENTION OF CHANGE OF SURNAME

I,(1) **HUNGULU DOMINGOS VIEIRA TIAGO** residing at tuhingireni, rundu and carrying on business / employed a (2) N/A intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume **HUNGULU** for the reasons that (3) **I CHANGE THE SURNAME SO I WANT MY KID TO CHANGE THE SURNAME TOO.** I previously bore the name(s) (4) **SIKERETE.** I intend also applying for authority to change the surname of my wife N/A and minor child(ren) (5) **SIKERETE LUCAS NKUMBWA; SIKERETE CASTRO KAYUMBA; MBENDJE SIKERETE CHILOMBO TEREZA SIMBOVALA; SIKERETE ANGEL GABRIEL SAMUEL; SIKERETE FERNANDA MASOZI .** Any person who objects to my/our assumption of the said surname of **HUNGULU** should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons therefore, with the magistrate of **WINDHOEK MAGISTRATE court.**
17 JUNE 2024

• CHANGE OF SURNAME • THE ALIENS ACT, 1937 NOTICE OF INTENTION OF CHANGE OF SURNAME

I,(1) **SIKERETE SIENY DANIEL** residing at tuhingireni, rundu and carrying on business / employed a (2) N/A intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume **HUNGULU** for the reasons that (3) **I CHANGE THE SURNAME SO I WANT MY KID TO CHANGE THE SURNAME TOO.** I previously bore the name(s) (4) **SIKERETE.** I intend also applying for authority to change the surname of my wife N/A and minor child(ren) (5) **DOMINGOS.** Any person who objects to my/our assumption of the said surname of **HUNGULU** should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons therefore, with the magistrate of **WINDHOEK MAGISTRATE court.**
17 JUNE 2024

Notice
Legal Notice

NOTICE ORANJEMUND TOWN PLANNING SCHEME

Take notice that **WSTRPC (Town Planning Consultant** on behalf of Prosperity Property Developers (Proprietary) Limited, intends to apply to the Oranjemund Town Council for:

REZONING: FROM SINGLE RESIDENTIAL TO OFFICE PREMISES WITH A BULK FACTOR OF 1,50.

ON ERF 1143 (EXTENSION 3) - ORANJEMUND
Seventh Avenue No: 16.

In terms of the above-mentioned Scheme, it is the intention to rezone Erf 1143.

From Single Residential to Office Purposes. Parking will be provided in accordance with the Oranjemund Town Planning Scheme.

Further take notice that the plan of the proposed development is placed for inspection on the Notice Board of Oranjemund Town Council, c/o12TH AND 8TH Avenue, Oranjemund.

Any person having any objection to the approval of this application, must lodge such objection, together with grounds thereof, with the Department Infrastructure and Planning, P.O.Box 178 not later than 17TH July 2024.

Town Planning Officer: abner.imene@ormdtc.com.na

APPLICANT:
WSTRP
P.O. Box 31761
WINDHOEK
wstrpc@gmail.com

NOTICE FOR CONSENT TO ERECT MORE THAN ONE DWELLING UNIT:

Please note that **Mrs JOSEPHINA P. ROZENTAL** the owner of **Erf 5539, (No. 11, Sand Grouse Street) Khomasdal, Extension 16,** intends to apply to the Windhoek Municipal Council for the:

•Consent to erect more than one dwelling unit on Erf 5539, (No. 11, Sand Grouse Street) Khomasdal, Extension 16, as prescribed and provided for by the Windhoek Zoning Scheme.

Erf 5539, (No.11) is situated along Sand Grouse Street, located on the western parts of the Khomasdal Township, located to the central-western parts of the larger Windhoek. The Erf measures 628m² in extent and is currently zoned 'Residential' with a density of 1:300. The Erf 5539 currently lies vacant and unused. It is the owner's intentions to utilize the vacant and unused land for residential purposes. Access to the Erf will continue to be obtained from the existing and approved access of Sand Grouse Street located to the northern side of the Erf. Parking will be provided in accordance with the requirements of the Windhoek Zoning Scheme.

Further note that the locality plan of the erf is available for inspection on the Town Planning Notice Board at the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the Municipal Urban Planning division offices, 5TH Floor, Windhoek.

Further take note that any person objecting to the proposed use of the land as set out above may lodge such objection, together with the grounds thereof, with the City and with the Town Planner in writing within 14 days after the appearance of the last notice (final date for any objection is **23 July 2024**).

Applicant:
Municipal Council of Windhoek:
R. Kwenani – Town Planner
Department of Urban and Transport Planning Office
Tel: 061 – 290 2264

Notice
Legal Notice

REZONING OF ERF REM/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY FOR A GUESTHOUSE ESTABLISHMENT WITH 10 ROOMS AND CONSENT FOR "OFFICE" FACILITIES AS PART OF THE GUESTHOUSE

DUTOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owners Erf Rem/Ptn1/B/59, Klein Windhoek in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

- **Rezoning of Erf Rem/Ptn1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment; and**
- **Consent for office facilities as part of the guesthouse**

Erf Rem/Ptn1/B/59 is located within the Klein Windhoek suburb. Additionally, the Erf is 1383m² in extent and zoned as 'residential' with a density of 1 dwelling per 900m². The Erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner to construct a better designed building and use the property. It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms on the subject Erf. Therefore, in order to be able to use the Erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek.

The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is **6th August 2024**).

Should you require additional information you are welcome to contact our office.

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871, AUSSPANNPLATZ, WINDHOEK
Tel: 061-248010, Email: planner2@dutoitplan.com

Notice
Legal Notice

REZONING OF ERF 1139, ORANJEMUND EXTENSION 3

DU TOIT TOWN PLANNING CONSULTANTS, on behalf of the owner of Erf 1139, Oranjemund Extension 3, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), intends to apply to the Oranjemund Town Council and the Urban and Regional Planning Board for:

- **Rezoning of Erf 1139, Oranjemund Extension 3, from 'single residential' to 'office' with a bulk of 1.5;**
- **Consent in terms of Table B of the Oranjemund Town Planning Scheme for a 'dwelling unit' on Erf 1139, Oranjemund Extension 3; and**
- **Consent to use the erf in accordance with its new zoning while rezoning is formally being completed.**

The project erf is located within Oranjemund Extension 3, just west of the central business district and is 985m² in extent. The erf is zoned 'single residential' with a density of 1:600. The existing dwelling has since been partially demolished and will be replaced by a new dwelling as well as a small office building. In order to allow the office functions, it is necessary to rezone the property to 'office' with a bulk of 1.5 as per the Oranjemund Zoning Scheme. All the necessary parking will be provided on the property as per the requirements of the Town Council.

Further take notice that the locality plan of the erf lies for inspection at the office of the Oranjemund Town Council and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the Chief Executive Officer of Oranjemund Town Council, P O Box 178, Oranjemund, Namibia and the applicant within 14 days of the last publication of this notice (**final date for objections is 6 August 2024**).

Should you require additional information you are welcome to contact our office.

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871, AUSSPANNPLATZ, WINDHOEK
Tel: 061-248010, Email: planner1@dutoitplan.com

Notice
Legal Notice

REPUBLIC OF NAMIBIA MINISTRY OF INDUSTRIALISATION AND TRADE, LIQUOR ACT, 1998 NOTICE OF APPLICATION TO A COMMITTEE IN TERMS OF THE LIQUOR ACT, 1998 (REGULATIONS 14, 26 & 33)

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

1. Name and postal address of applicant.
KRISTOFINA SHAKUKA TRADING ENTERPRISES CC
PO BOX 60746, KATUTURA
2. Name of business or proposed business to which applicant relates:
KRISTOFINA SHAKUKA TRADING ENTERPRISES CC
3. Address/Location of premises to which Application relates:
ERF 1278, TINGRIS STREET, WANAHEDA, WINDHOEK
4. Nature and details of application:
SHEBEEN LIQUOR LICENCE
5. Clerk of the court with whom Application will be lodged:
KATUTURA MAGISTRATE COURT
6. Date on which application will be Lodged: **01 AUGUST 2024**
7. Date of meeting of Committee at which application will be heard:
11 SEPTEMBER 2025

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

REPUBLIC OF NAMIBIA MINISTRY OF INDUSTRIALISATION AND TRADE, LIQUOR ACT, 1998 NOTICE OF APPLICATION TO A COMMITTEE IN TERMS OF THE LIQUOR ACT, 1998 (REGULATIONS 14, 26 & 33)

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

1. Name and postal address of applicant.
FESTUS SYONEY SHETUKANA
PO BOX 183, GROOTFONTEIN
2. Name of business or proposed business to which applicant relates:
VLAMINK INVESTMENT CC
3. Address/Location of premises to which Application relates:
OMATUPA, OKAKARARA DISTRICT, NAMIBIA
4. Nature and details of application:
GROCERY LIQUOR LICENCE
5. Clerk of the court with whom Application will be lodged:
GROOTFONTEIN MAGISTRATE COURT
6. Date on which application will be Lodged: **01 AUGUST 2024**
7. Date of meeting of Committee at which application will be heard:
11 SEPTEMBER 2025

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

Notice
Legal Notice

REZONING OF ERF 301 OUTAPI PROPER FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:500 m2 TO "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:300 m2 AND SUBSEQUENT SUBDIVISION OF ERF 301 OUTAPI PROPER, INTO ERF "A" AND THE REMINDER.

Take notice that Toya Urban Planning Consultants cc intends applying to Outapi Town Council and to Urban and Regional Planning Board in terms of Section 105(1)(a) &(e) of the Urban & Regional Planning Act, (Act No. 5 of 2018) for a Rezoning of Erf 301, Outapi measuring 710m2 from "Single Residential" with a density of 1:500 to "Single Residential" with a density of 1:300 in order to permit the subdivision of this Erf into two portions each measuring above 300m2. The development intention of the registered owner of Erf 301 Outapi Proper is to create two properties which can be registered separately. Hence the proposed rezoning from the current use of Residential density of 1:500 to 1:300 will make the subdivision of this Erf possible.

The full application, locality, subdivision and rezoning plans lies open for inspection during normal office hours at the Outapi Town Council (Town Planning Notice Board) and with Toya Urban Planning Consultants cc.

Any person objecting to the proposed application as set out above may lodge written objection together with their grounds thereof on or before **Friday, 26th July 2024.**

Toya Urban Planning Consultants cc
P.O. Box 99294, Windhoek
Mr. Simon Shinguto Cell: 081 3099839
Email: sshinguto@gmail.com
Mr. Tobias Newaya
Cell: 081 1243321
Email: tobias.newaya@gmail.com

REZONING OF ERF 856 OUTAPI EXTENSION2 FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:500 m2 TO "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:300 m2 AND SUBSEQUENT SUBDIVISION OF ERF 856 OUTAPI EXTENSION 2, INTO ERF "A" AND THE REMINDER.

Take notice that Toya Urban Planning Consultants cc intends applying to Outapi Town Council and to Urban and Regional Planning Board in terms of Section 105(1)(a) &(e) of the Urban & Regional Planning Act, (Act No. 5 of 2018) for a Rezoning of Erf 856, Outapi Extension 2 measuring 708m2 from "Single Residential" with a density of 1:500 to "Single Residential" with a density of 1:300 in order to permit the subdivision of this Erf into two portions each measuring above 300m2. The development intention of the registered owner of Erf 856 Outapi Extension 2 is to create two properties which can be registered separately. Hence the proposed rezoning from the current use of Residential density of 1:500 to 1:300 will make the subdivision of this Erf possible.

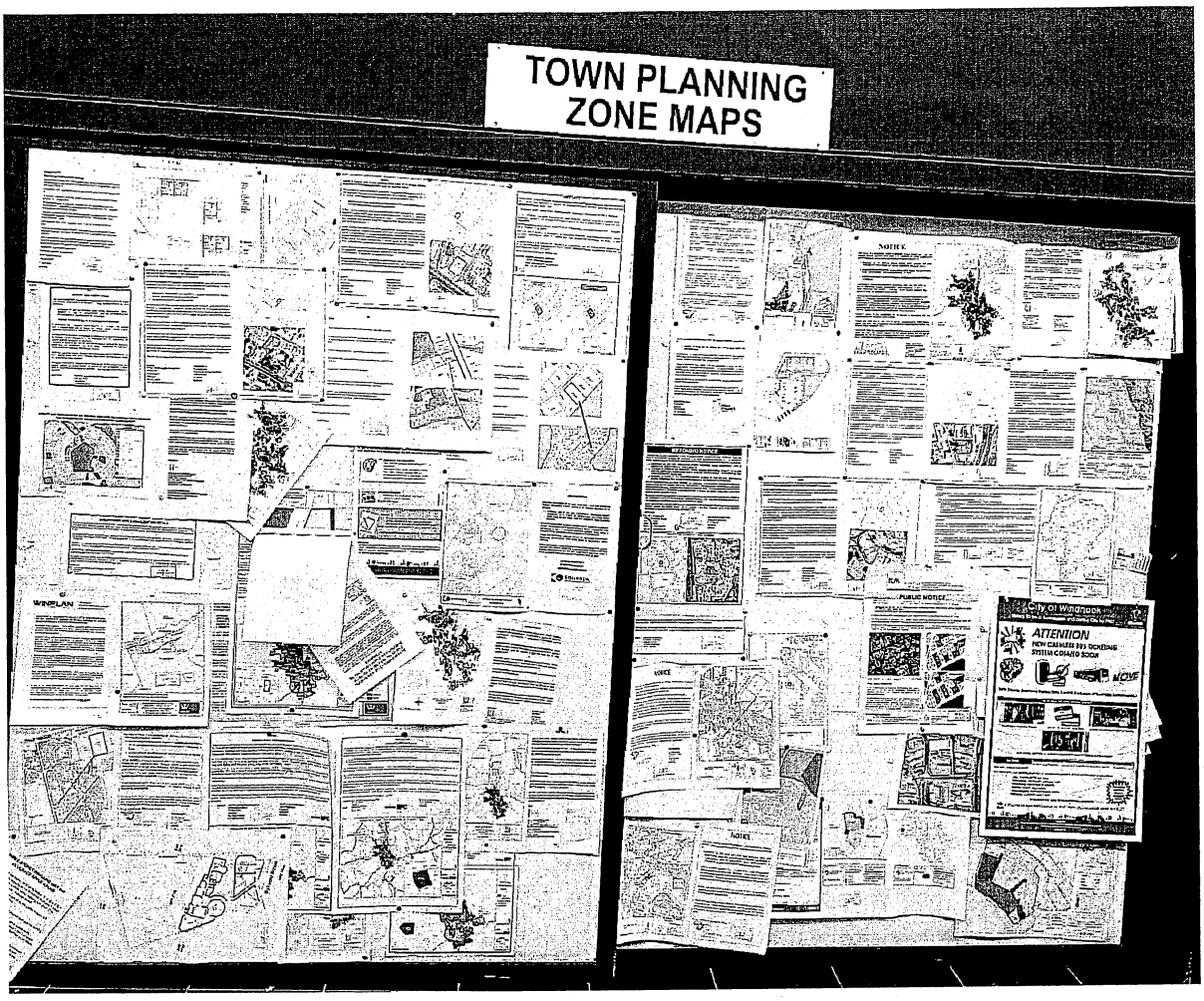
The full application, locality, subdivision and rezoning plans lies open for inspection during normal office hours at the Outapi Town Council (Town Planning Notice Board) and with Toya Urban Planning Consultants cc

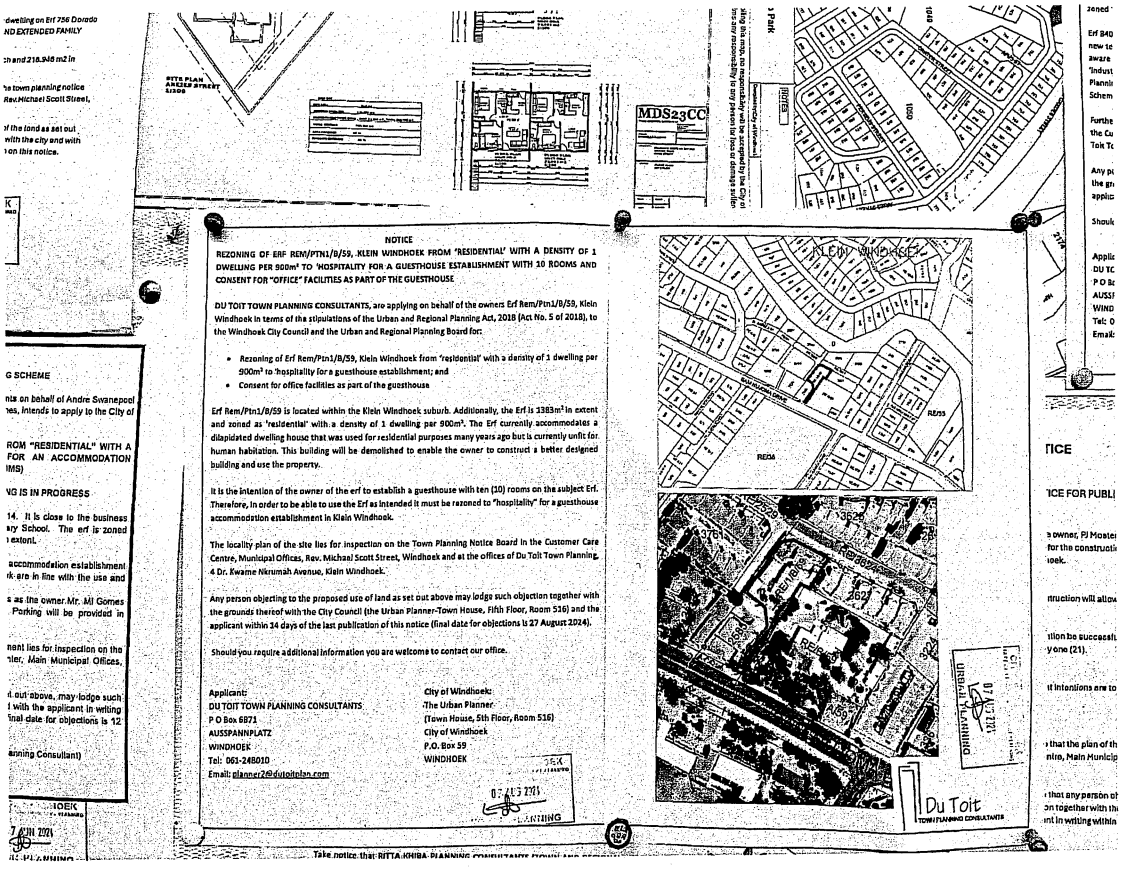
Any person objecting to the proposed application as set out above may lodge written objection together with their grounds thereof on or before Friday, 26th July 2024.

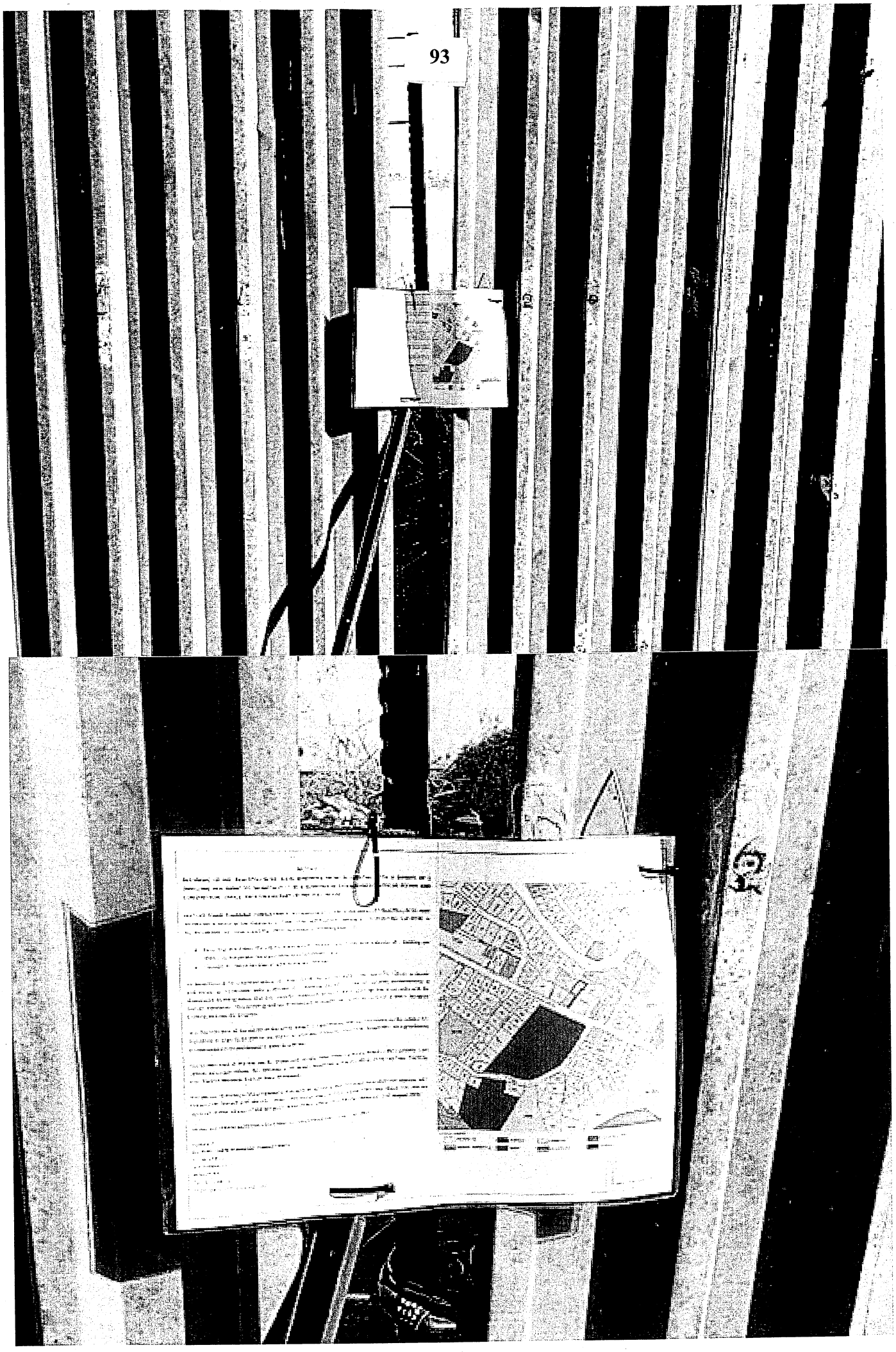
Toya Urban Planning Consultants cc
P.O. Box 99294, Windhoek
Mr. Simon Shinguto
Cell: 081 3099839
Email: sshinguto@gmail.com
Mr. Tobias Newaya
Cell: 081 1243321
Email: tobias.newaya@gmail.com

JOB SEEKERS CORNER

Mr Johannes Tangeni Kayoko is desperately looking for DRIVER work. He has Code CE with more than 30 years of experience. Contact: 0812831503


TOWN PLANNING
ZONE MAPS
NOTICE
WINPLAN
PUBLIC NOTICE
City of Windhoek
ATTENTION
NOTICE


NOTICE
REZONING OF ERF REM/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY FOR A GUESTHOUSE ESTABLISHMENT WITH 10 ROOMS AND CONSENT FOR "OFFICE" FACILITIES AS PART OF THE GUESTHOUSE
DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owners Erf Rem/Ptn1/B/59, Klein Windhoek in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:
Rezoning of Erf Rem/Ptn1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment; and
Consent for office facilities as part of the guesthouse
Erf Rem/Ptn1/B/59 is located within the Klein Windhoek suburb. Additionally, the Erf is 3383m² in extent and zoned as "residential" with a density of 1 dwelling per 900m². The Erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner to construct a better designed building and use the property.
It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms on the subject Erf. Therefore, in order to be able to use the Erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek.
The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.
Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is 27 August 2024).
Should you require additional information you are welcome to contact our office.
Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871
AUSSPANNPLATZ
WINDHOEK
Tel: 061-248010
Email: planner2@dutoitplan.com
City of Windhoek:
The Urban Planner
(Town House, 5th Floor, Room 516)
City of Windhoek
P.O. Box 59
WINDHOEK
KLEIN WINDHOEK
REM
Du Toit
TOWN PLANNING CONSULTANTS



Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: Erf_letters

The Windhoek City Council
P O Box 59
WINDHOEK

Dear Ms Stella

25 June 2024

ERF OWNERS AND ADDRESSES: REZONING OF ERF REM/PTN1/B/59, KLEIN WINDHOEK

Good day ma'am,

Could you kindly provide me with the names and addresses (and phone numbers/email addresses where available) of the owners of the following properties, please:

ERF NO	NAME & ADDRESS	TEL/EMAIL
Erf 3760 BC Barnes Street	City	
Erf 3625 BC Barnes Street	Body Corp Aquarius Court Box 310 WHK	[illegible]
Erf 3626 BC Barnes Street	Body Corp BC Barnes Box 11911 Klein Windhoek	[illegible]
Erf 3627 BC Barnes Street	BC Barnes Property 28-33 Box 31356 Aries Court.	[illegible]
Erf 2421 Palm Street	Gmbh Reland Box 22132 WHK	[illegible]
Erf 3761 BC Barnes Street	C/o Erf 3761 Klein-WHK CC Box 90951 Klein Windhoek	081 243 9919 [illegible]

Erf 2585 BC Barnes Street	L. Goosen Box 86477 (Wdh)	Linda @ law. n/a
Erf 2533 Sam Nujoma Drive	Kessing Uranium Ltd Box 22391 WHK	0811410703 melanie.buys @ kessing.com.na
Erf RE/B/59 Sam Nujoma Drive	M. Becker Box 13 WHK	0811249596 ursibeth @ iway. na

Thank you
Tjijama Tjitemisa

96 ERF RE/1/B/59

LIST OF REGISTERED ITEMS POSTED

by DU TOIT TOWN PLANNING CONSULTANTS

NAMPOST

Sender's reference no.	Addressee's name and address	Registration no.
ERF 3625	BODY CORP AQUARIUS COURT P O BOX 310 WINDHOEK	BA 002 115 448 NA
ERF 3626	BODY CORP BC BARNES P O BOX 11911 KLEIN WINDHOEK	BA 002 115 451 NA
ERF 3627	BC BARNES PROPERTY 28-33 CC P O BOX 31356 PIONIERSPARK C/O ARIES COURT	BA 002 115 505 NA
ERF 3761	ERF 3761 KLEIN-WHK CC P O BOX 90951 KLEIN WINDHOEK	BA 002 115 496 NA
ERF 2585	L. ERASMUS P O BOX 86477 EROS	BA 002 115 482 NA
ERF 2533	ROSSING URANIUM LTD P O BOX 22391 WINDHOEK	BA 002 115 479 NA
ERF RE/B/59	A.H. BECKER P O BOX 13 WINDHOEK	BA 002 115 465 NA

studio print 13647

Number of items 7 Received by John

Date-stamp: WINDHOEK 2024.07.15 NAMIBIA

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

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: Letters

ERF 2533, SAM NUJOMA DRIVE
ROSSING URANUIM LTD
P O Box 22391
WINDHOEK

15 JULY 2024

Dear Sir/ Madam

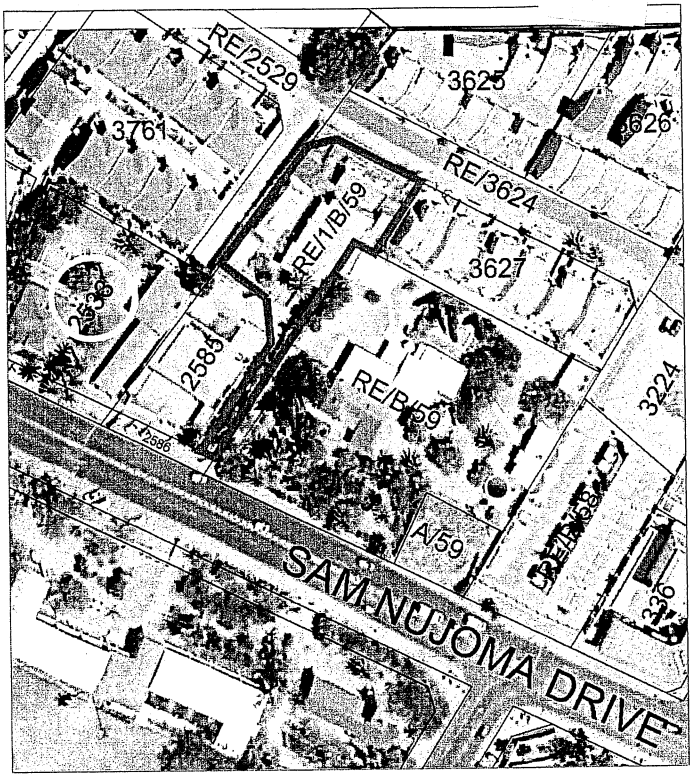
REZONING OF ERF RE/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY' FOR A GUESTHOUSE ESTABLISHMENT AND CONSENT TO USE THE ERF REM/PTN1/B/59, KLEIN WINDHOEK FOR AN ACCOMMODATION ESTABLISHMENT (GUESTHOUSE WITH 10 ROOMS)

Take notice that DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owner of Erf RE/1/B/59, Klein Windhoek, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council for:

- Rezoning of Erf RE/1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment and
- Consent to use the Erf RE/1/B/59, Klein Windhoek for an accommodation establishment (guesthouse with 10 rooms)

In terms of the new Urban and Regional Planning Act, 2018 (Act 5 of 2018) and the Windhoek Town Planning Scheme, you as the owner of a neighbouring property are hereby granted the opportunity to comment on the proposal. We kindly request that you provide us with your comments no later than **1ST of August 2024.**

Erf Re/Ptn1/B/59 is located within the Klein Windhoek suburb. Additionally, the Erf is 1383m² in extent and zoned as 'residential' with a density of 1 dwelling per 900m². The Erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner to construct a better designed building and use the property. See figure overleaf indicating the project site and proximity to your Erf.



It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms on the subject Erf. Therefore, in order to be able to use the Erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek.

Access to Erf RE/1/B/59, Klein Windhoek is conveniently obtained from Sam Nujoma Drive. This location ensures easy accessibility for both guests and staff, enhancing the overall convenience and attractiveness of the proposed guesthouse.

In terms of parking, the erf currently accommodates a residential house, there is no designated parking area. However, as part of the proposed development plan, the existing building will be demolished to pave the way for the establishment of a guesthouse. In adherence to the City of Windhoek's regulations, parking provisions will be meticulously planned and implemented. It is mandated that 1.5 parking bays be allocated per guestroom.

In light of the above, your comments on the intended application will be highly appreciated. Kindly note that should we not receive any comments by the closing date of **1st August 2024,** we would assume you do not have any objection.

Kind regards

Tjijama Tjitemisa

REZONING OF ERF RE/PTN1/B/59, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'HOSPITALITY' FOR A GUESTHOUSE ESTABLISHMENT AND CONSENT TO USE THE ERF REM/PTN1/B/59, KLEIN WINDHOEK FOR AN ACCOMMODATION ESTABLISHMENT (GUESTHOUSE WITH 10 ROOMS)

Name: R. H. Becker

Address: P.O. Box 13

Windhoek

Telephone: 0811249590 Email: rhbecker@iway.na

I, the owner of Erf RE/1/B/59, Sam Nujoma Drive, Windhoek

(Please indicated with "x" in appropriate box)

[X] **Do not object** [ ] **Do Object**

- Rezoning of Erf RE/1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment and
- Consent to use the Erf RE/1/B/59, Klein Windhoek for an accommodation establishment (guesthouse with 10 rooms)

If objecting, please state the reasons:

.....

.....

.....

.....

.....

.....

P.H.Becker — 25/07/2024

Signature **Date**

Kindly take note that comments should reach our office by 06 August 2024

You can return the form to the following email address: planner1@dutoitplan.com

REZONING OF ERF 2533 (A PORTION OF ERF 60) SAM NUJOMA DRIVE, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'OFFICE' WITH A BULK OF 0.4; AND HERITAGE CONSENT TO USE THE HERITAGE BUILDING ON ERF 2533 (A PORTION OF ERF 60), KLEIN WINDHOEK FOR OFFICE PURPOSES AND EXCLUDE THE FLOOR AREA OF THE HERITAGE BUILDING FROM THE TOTAL BULK CALCULATIONS AND CONSENT FOR ADDITIONAL RESIDENTIAL FLOOR AREA ON ERF 2533, KLEIN WINDHOEK IN TERMS OF COUNCIL POLICY

Name: R. H. Becker

Address: P.O. Box 13

Windhoek

Telephone 0811249580 Email: drsibeck@iway.na

I, the owner of Erf REMBIS9, Sam Nujoma Drive, Klein Windhoek

(Please indicated with "x" in appropriate box)

[X] **Do not object** [ ] **Do Object**

- rezoning of Erf 2533 (a portion of Erf 60), Sam Nujoma Drive, Klein Windhoek form 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4
- heritage consent in terms of the Windhoek Zoning Scheme to use the heritage building on Erf 2533 (a portion of Erf 60, Klein Windhoek) for office purposes and exclude the floor area of the heritage building from the total bulk calculations
- consent in terms of Council's Policy to allow for additional floor area over Erf 2533 (a portion of Erf 60), Klein Windhoek which shall be devoted solely for residential use

If objecting, please state the reasons:

.....

.....

.....

.....

.....

.....

R Becker

Signature

25/07/2024

Date

Kindly take note that comments should reach our office by 18 July 2024

You can return the form to the following email address: planner1@dutoitplan.com

Applicant:
Ritta Khiba Planning Consultants
Town and Regional Planners
P. O. Box 22543, Windhoek
Fax: 088614935 (Fax to Email)
Tel: 061 – 225062 or Mobile: 0815788154
Email Address: tp2@rkpc.com.na/ info@rkpc.com.na

Katima Mulilo Town Council
Private Bag 5009
Tel: +264 66 261 525/ +264 66 261 500
Mobile: +264 81 372 9055

No. 333 2024

REZONING OF ERF 1139, ORANJEMUND EXTENSION 3

Du Toit Town Planning Consultants, on behalf of the owner of Erf 1139, Oranjemund Extension 3, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), intends to apply to the Oranjemund Town Council and the Urban and Regional Planning Board for:

- **Rezoning of Erf 1139, Oranjemund Extension 3, from 'single residential' to 'office' with a bulk of 1.5;**
- **Consent in terms of Table B of the Oranjemund Town Planning Scheme for a 'dwelling unit' on Erf 1139, Oranjemund Extension 3; and**
- **Consent to use the erf in accordance with its new zoning while rezoning is formally being completed.**

The project erf is located within Oranjemund Extension 3, just west of the central business district and is 985m² in extent. The erf is zoned 'single residential' with a density of 1:600. The existing dwelling has since been partially demolished and will be replaced by a new dwelling as well as a small office building. In order to allow the office functions, it is necessary to rezone the property to 'office' with a bulk of 1.5 as per the Oranjemund Zoning Scheme. All the necessary parking will be provided on the property as per the requirements of the Town Council.

The locality plan of the erf lies for inspection at the office of the Oranjemund Town Council and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the Chief Executive Officer of Oranjemund Town Council, P. O. Box 178, Oranjemund, Namibia and the applicant within 14 days of the last publication of this notice **(final date for objections is 2 August 2024).**

Should you require additional information you are welcome to contact our office.

Applicant: Du Toit Town Planning Consultants
P. O. Box 6871, Ausspannplatz, Windhoek
Tel: 061-248010
Email: planner1@dutoitplan.com

No. 334 2024

REZONING OF ERF REM/PTN1/B/59, KLEIN WINDHOEK

Du Toit Town Planning Consultants , are applying on behalf of the owners of Erf Rem/Ptn1/B/59, Klein Windhoek in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

- **Rezoning of Erf Rem/Ptn1/B/59, Klein Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'hospitality for a guesthouse establishment; and**

- **Consent for office facilities as part of the guesthouse.**

Erf Rem/Ptn1/B/59 is located within the Klein Windhoek suburb. Additionally, the erf is 1383m² in extent and zoned as 'residential' with a density of 1 dwelling per 900m². The erf currently accommodates a dilapidated dwelling house that was used for residential purposes many years ago but is currently unfit for human habitation. This building will be demolished to enable the owner to construct a better designed building and use the property.

It is the intention of the owner of the erf to establish a guesthouse with ten (10) rooms on the subject erf. Therefore, in order to be able to use the erf as intended it must be rezoned to "hospitality" for a guesthouse accommodation establishment in Klein Windhoek.

The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is **2 August 2024**).

Should you require additional information you are welcome to contact our office.

Applicant: Du Toit Town Planning Consultants
P. O. Box 6871, Ausspannplatz, Windhoek
Tel: 061-248010
Email: planner2@dutoitplan.com

No. 335 2024

REZONING OF ERF 1181, KREUZBERG STREET, WINDHOEK

Van Rooi & Associates, Urban and Regional Planners, on behalf of Bonsec Investments Three Four Zero cc and in line with the terms and stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), intends to apply to the Windhoek Municipality and the Urban and Regional Planning Board for the following:

- **Rezoning of Erf 1181, Kreuzberg Street, Windhoek from "residential" with a density of 1:900 to "office" with a Bulk of 1;**
- **Consent in terms of the Windhoek Zoning Scheme and Council's policy to allow for the additional floor area, which shall be devoted solely to residential use (free residential bulk); and**
- **Consent in terms of the Windhoek Zoning Scheme to use Erf 1181, Kreuzberg Street, Windhoek for "office" purposes while the rezoning is in process.**

Erf 1181 is located in Kreuzberg Street, Windhoek, and measures ± 1178m² in extent. According to the Windhoek Zoning Scheme, Erf 1181 is zoned "Residential" with a density of 1:900 and currently accommodates a residential dwelling and an outbuilding, which the owner intends to convert into offices. The proposed zoning will increase the development potential of the property by allowing the owner to develop and operate offices, which in turn would allow for optimum utilization of the erf.

The intention to rezone, the development plans and application lie for inspection at the Windhoek Municipality and is fixed onsite. The neighbouring erf owners/occupants have also been duly notified.

FORM 1

CHECKLIST FOR TOWN PLANNING APPLICATIONS

Please submit the application and supporting documents in the sequence indicated below:

NO.	REQUIRED DOCUMENT	ANNEXURE	ATTACHED (YES or NO or N/A)
1.	**Full Application with motivation by Consultant or Owner of the Erf / Portion/ Farm including the prescribed Urban and Regional Planning Board Form(s).**	ANNEXURE A	YES
2.	**Previous Council's Approval** (if applicable)	ANNEXURE B	N/A
3.	A. **Locality and Detailed Plans** (Illustrating the whole boundary of the Local Authority area under which the application is made)	ANNEXURE C	YES
	B. **Portion Number (s) or Erf number (s) from Surveyor General's Office** (if applicable)		N/A
	C. **Existing Zoning Plan**		YES
	D. **Intended Zoning Plan**		YES
	E. **Subdivision and Demolition Plan** (with contours)		N/A
	F. **Approved Parking Layout** (stamped and signed by the City of Windhoek's Planning, Design & Traffic Flow Division Staff)		YES
	G. **Copy of the Diagram or Extract of the General Plan Approved by the Surveyor General**		YES
	H. **Service Plan**		YES
4.	**Conditions to be registered** (if applicable – this is mandatory for all subdivision applications)	ANNEXURE D	YES
5.	**Special Power of Attorney** including Revenue Stamps with relevant initials	ANNEXURE E	YES
6.	**Closure Certificate** (if applicable)	ANNEXURE F	N/A
	Environmental Clearance Certificate (if applicable)		N/A
7.	**Previous approvals of the Minister of Urban and Rural Development** (including the recommendations of the Urban and Regional Planning Board, Townships Board or NAMPAB, if applicable)	ANNEXURE G	N/A
8.	**Roads Authority approval together with the sketch plan indicating the access point(s)** (if applicable)	ANNEXURE H	N/A
9.	1. **Copy of Founding Statement (CC 1/2) or Business Registration** (if registered in the name of Close Corporation, Company or Organisation Name)	ANNEXURE I	N/A
	2. **Copy of Resolution** (if registered in the name of a Company or Organisation)		N/A
10.	**Copy of Title Deed, Deed of Transfer or Certificate of Registered Title**	ANNEXURE J	YES
11.	**Conditions of Establishment** (if applicable)	ANNEXURE K	N/A
12.	**Proof of Payment of the City of Windhoek Application Fee**	ANNEXURE L	YES
13.	**Credit Clearance Certificate**	ANNEXURE M	YES
14.	**Neighbours Consultation**	ANNEXURE N	N/A

CITY OF WINDHOEK DEPT OF URBAN AND TRANSPORT PLANNING 31 MAY 2024 URBAN & TRANSPORT PLANNING

Note: Any required additional documents that are not listed on the checklist may be attached after No. 13

P.O. Box 22543, Windhoek
1012 Virgo Street, Doradopark
Tel: +264 61 225062 | Fax 2 Email +088614935
Cell: +264 81 2505559 / +264 81 57 88154 | Email: tp2@rkpc.com.na/info@rkpc.com.na
TOWN AND REGIONAL PLANNERS & ENVIRONMENTAL CONSULTANTS

RITTA KHIBA Planning Consultants

Ref: L/6638/ KHD

Enq: Benicna Katzao

31 May 2024

The Chief Executive Officer
City of Windhoek
P O Box 59
Windhoek

Department of Urban and Transportation Planning

Attention: Ms. K. Asino

Dear Sir,

REZONING OF ERF 6638, KHOMASDAL, EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED

Submitted by:	**On behalf of:**
Ritta Khiba Planning Consultants P.O. Box 22543 Windhoek Virgo Street, Dorado Park (T) +264 61 225062 | Fax 2 Email +088614935 (C) +264 81 2505559 / +264 81 578 8154 (E) rkhiba@gmail.com	Namibia Training Authority P. O. Box 70407, Khomasdal, Windhoek T) +264 61 207 8550 (F) +264 61 207 8551 (E) info@nta.com.na

P.O. Box 22543, Windhoek
1012 Virgo Street, Doradopark
Tel: +264 61 225062 | Fax 2 Email +088614935
Cell: +264 81 2505559 / +264 81 57 88154 | Email: tp2@rkpc.com.na/info@rkpc.com.na
TOWN AND REGIONAL PLANNERS & ENVIRONMENTAL CONSULTANTS

RITTA KHIBA Planning Consultants

Ref: L/6638/ KHD

Enq: Benicna Katzao

31 May 2024

The Chief Executive Officer
City of Windhoek
P O Box 59
Windhoek

Department of Urban and Transportation Planning

Attention: Ms. K. Asino

Dear Sir,

REZONING OF ERF 6638, KHOMASDAL, EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED

1. BACKGROUND

The rezoning application for Erf 6638, Khomasdal Extension 4 was submitted to the Municipal Council of Windhoek in March 2022 without the Power of Attorney from Ministry of Works and Transport. Ministry of Works and Transport took more than a year to issue the POA to this office. Due to the long period that the Ministry took Mr. Hugo from City of Windhoek advised this office submits a new application. Therefore, this office is resubmitting the application with the Power of Attorney signed and stamped by Ministry of Works and Transport.

2. APPLICATION

Namibia Training Authority (NTA) have authorised Ritta Khiba Planning Consultants cc to apply for the rezoning of **Erf 6638, Andrew Kloppers Street, Khomasdal, Extension 4** which is held by the **Certificate of Consolidated Title No. T. 5899/2015.** The ownership of Erf 6638

Khomasdal, Extension 4 vest with the **Government of Namibia**. The property was donated by the Ministry of Works and Transport to NTA and is yet to be transferred in their name.

The rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal, Extension 4 from 'Government' to 'Institutional' and consent to use the erf for 'Institutional" purposes while the rezoning is being processed is submitted in terms of Section 105 (1) (a) of the Urban and Regional Planning Act, Act No.5, 2018. The application describes the following:

a) Rezoning of Erf 6638, Khomasdal, Extension 4 from 'Government' to 'Institutional' and,
b) Consent to use the erf for Institutional purposes while the rezoning is being processed.

2. ERF/ SITE INFORMATION

2.1 Location

Erf 6638 is located in Andrew Kloppers Street, Khomasdal, Extension 4 as depicted on Figure 1 below.

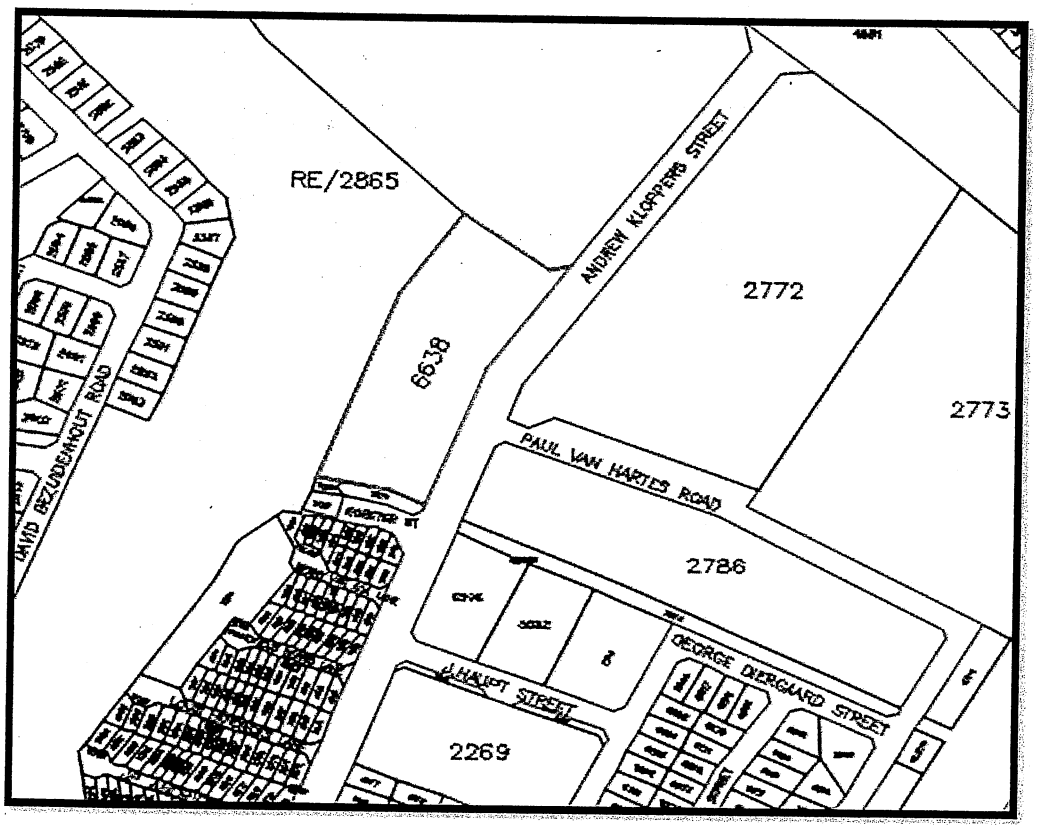


Figure 1: Locality of Erf 6638, Khomasdal Extension 4

Source: (AutoCAD, 2023)

2.2 Topography

Erf 6638, Khomasdal, Extension 4 has a relatively flat slope.

2.3 Current Zoning and Erf Size

Erf 6638, Khomasdal, Extension 4 is zoned 'Government' according to the Windhoek Zoning Scheme. The erf measures approximately 13 898 m^2 in extent.

2.4 Existing Land Use of the Property

The Namibia Trade Testing and Certificate Centre is situated on the subject erf.

2.5 Access and Existing Infrastructure

Erf 6638, Khomasdal, Extension 4 gains access from Andrew Kloppers Street. The erf is connected to the reticulation system of the Municipal Council of Windhoek.

2.6 Existing Consolidated Title Conditions

The existing Consolidated Title conditions reads as follows:

".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 time be subject to, the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954) as amended."

*".2 The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least **four** times the municipal value of the erf."*

3. DEVELOPMENT PROPOSAL

3.1 Intended Development

Namibia Training Authority intends to use the erf for institutional purposes.

3.2 Future Access and Parking Provision

Erf 6638, Khomadal, Extension 4 will continue gaining access from this existing street network (Andrew Kloppers Street) which has enough capacity to accommodate the proposed

development of institutional as a result of the rezoning. The number of parking will be provided on-site in accordance to the Windhoek Zoning Scheme.

3.3 Future Infrastructure

As previously mentioned, the Erf is fully serviced and any further sewer, water or electricity requirements or cost, arising from the submission of this application, will be on the applicant`s cost. All other storm water conditions will be met accordingly, if any. It is anticipated that the existing services are sufficient to accommodate the proposed development.

4. MOTIVATION

4.1 Need and Desirability

The Namibia Training Authority intents to rezone the properties from 'Government' to 'Institutional'. The area, in which the Erf 6638, Khomasdal, Extension 4 is located, is accessible and one of the busiest in Khomasdal, due to the surrounding land uses. As a result the area is suited to accommodate the proposed zoning.

Places of instruction plays a vital role in a community to address the shortage of skilled workers. Places of Instruction such as Vocational Training Centers are needed to promote interest and provide initial training. They encourage participants from local groups that in the past have not been a major source of such skilled workers as well as underperforming students whom have the desire to enter employment but lack the necessary skills.

Places of instruction are therefore needed as part of our communities and within our neighbourhoods because of the role they play within our everyday society.

4.2 Windhoek Town Planning Scheme

The current Zoning of the Erf which is 'Government' is only a reservation of land for Government purposes, while the Institutional zoning makes provision for: *places of instruction, social halls and places of public worship.* It is therefore against the background that the proposed zoning should be considered.

5. SOCIO- ECONOMIC IMPACT

The rezoning of Erf 6638, Khomasdal, Extension 4 will remain adding National value to the education sector by providing training mostly needed by this country. VTCs are designed to prepare individuals for a vocation or a specialised occupation and so is directly linked with a

nation's productivity and competitiveness. Vocational Training is an important role in the country's economic and social development agenda, as highlighted in the Fifth National Development Plan (NDP 5) and the Harambee Prosperity Plan (HPP).

6. THE PUBLIC NOTIFICATION

On receipt of a complete application and in terms of the *City of Windhoek Public Participation Policy*, the Manager of Urban Policy of the City of Windhoek must request the applicant to give notice of the application in the prescribed manner to prescribed persons and the general public.

The neighbours will be served with notices to allow them to comment and give their inputs as per the City of Windhoek requirements. This will be submitted once the public participation process is completed.

7. CLOSING REMARKS

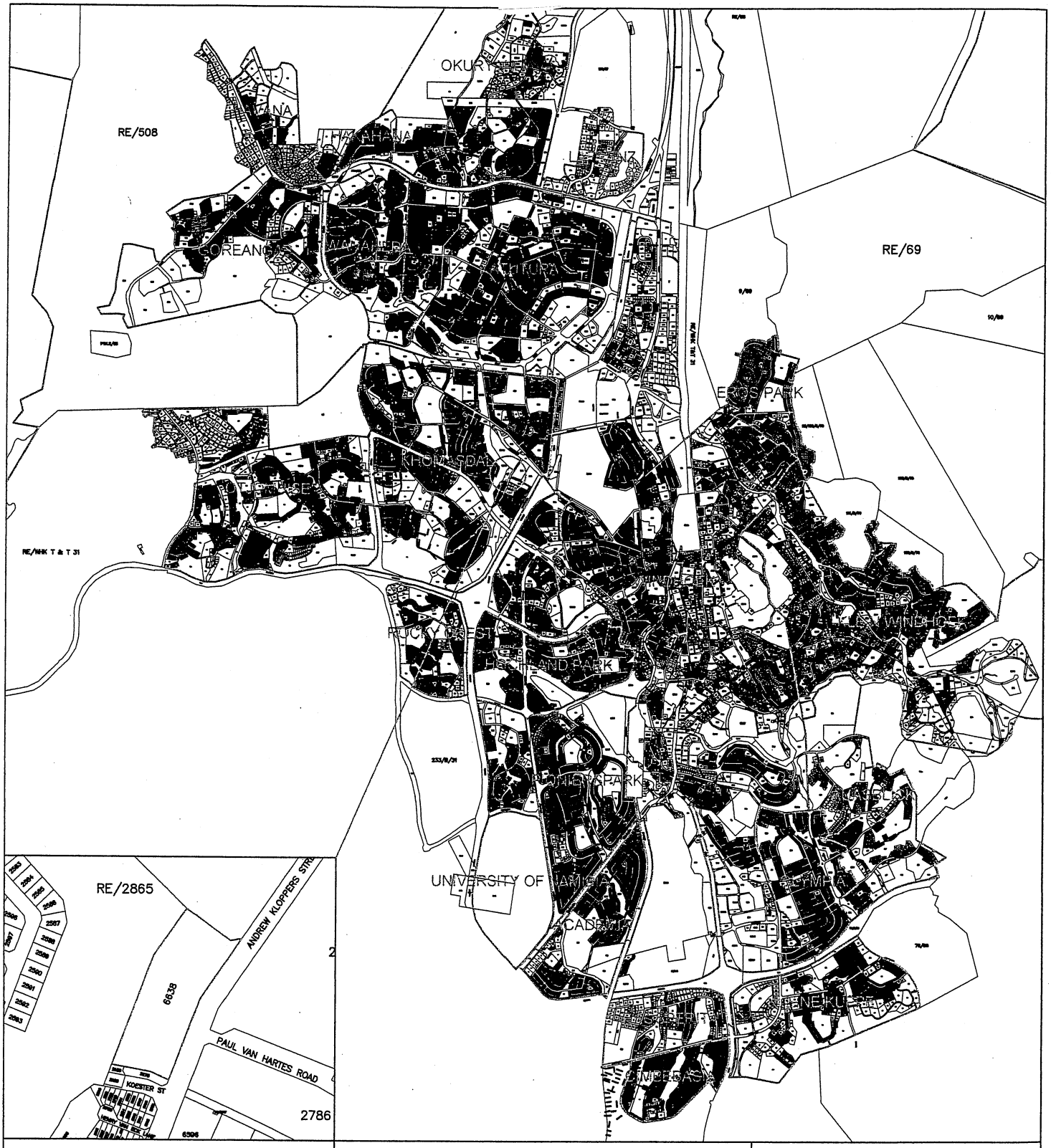
It is against this background that Ritta Khiba Planning Consultants applies to the Municipal Council of Windhoek for consideration of the following:

a) Rezoning of Erf 6638, Khomasdal, Extension 4 from 'Government' to 'Institutional' and,
b) Consent to use the erf for Institutional purposes while the rezoning is being processed.

Trust that this application will favourably be considered and should you need further information, kindly contact our office at one of the above numbers.

Yours sincerely,

RITTA KHIBA
PRINCIPAL MEMBER



LOCALITY MAP OF ERF 6638
ANDREW KLOPPERS STREET,
KHOMASDAL

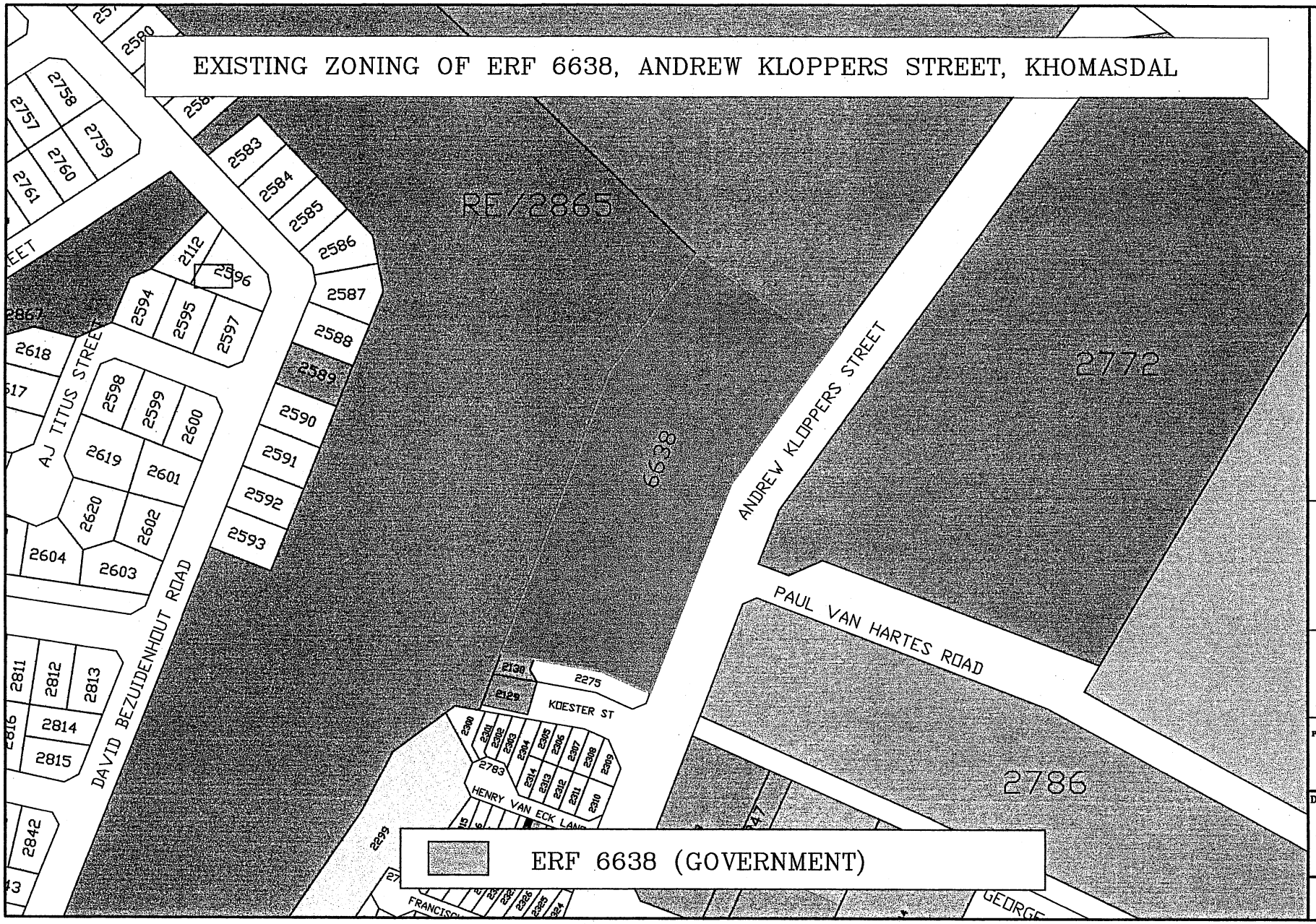
NOT TO SCALE
DATE: 28 MAY 2024
PLAN NO: 6638/KHOMASDAL/LOCALITY

ERF 6638 = ±13 898 m²

RITTA KHIBA (TOWN AND REGIONAL)
PLANNING CONSULTANTS CC

TEL: 061 225062
CELL: 081 5788154/ 081 2505559
EMAIL: info@rkpc.com.na/
rkhiba@gmail.com

EXISTING ZONING OF ERF 6638, ANDREW KLOPPERS STREET, KHOMASDAL



LEGEND

- Residential
- General Residential
- Institutional
- Municipal
- Private Open Space
- Public Open Space
- Business
- Government

N

111

ERF 6638 (GOVERNMENT)

RITTA KHIBA Planning Consultants

RITTA KHIBA (TOWN AND REGIONAL) PLANNING CONSULTANTS CC

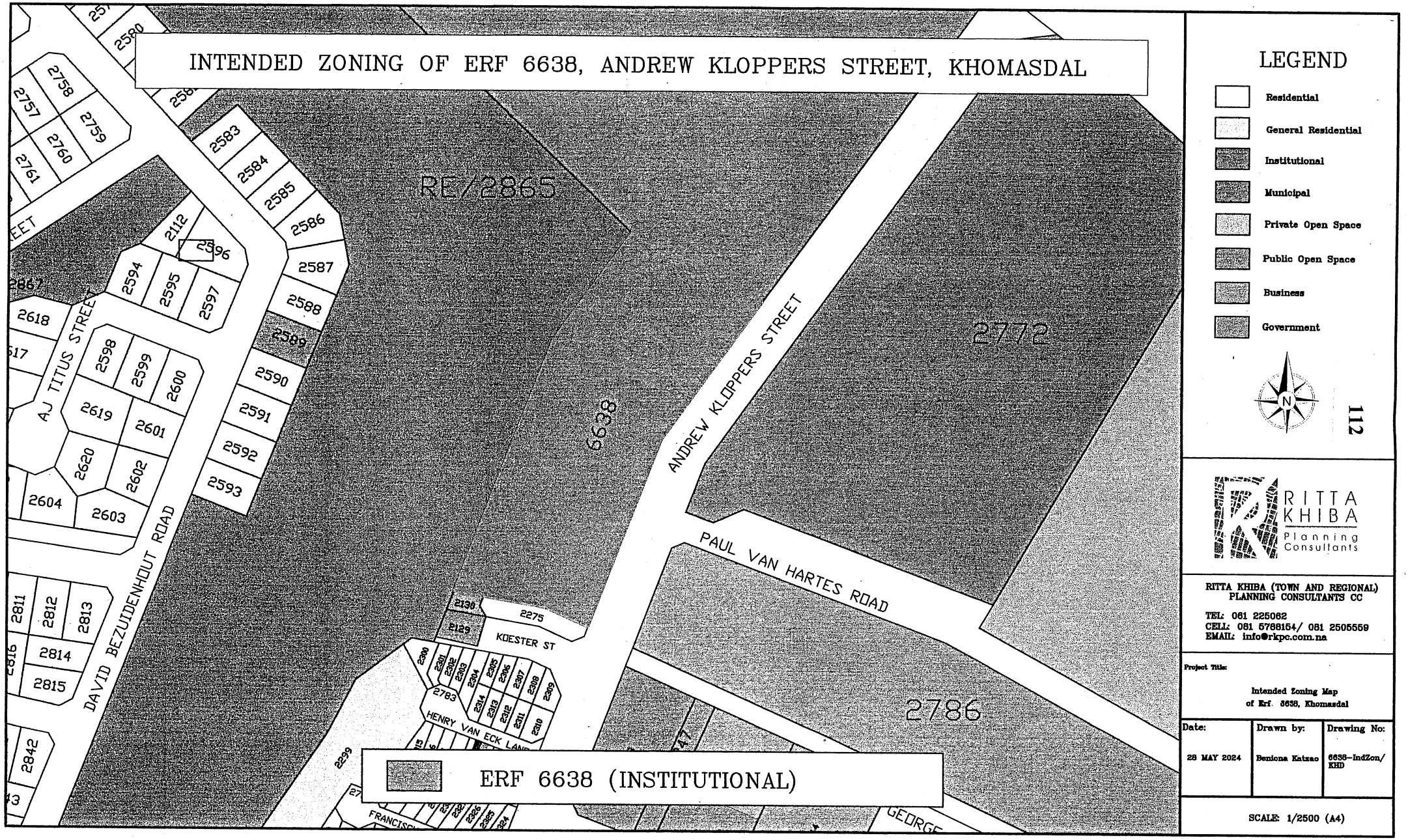
TEL: 061 225062
CELL: 081 5786154/ 081 2505559
EMAIL: info@rkpc.com.na

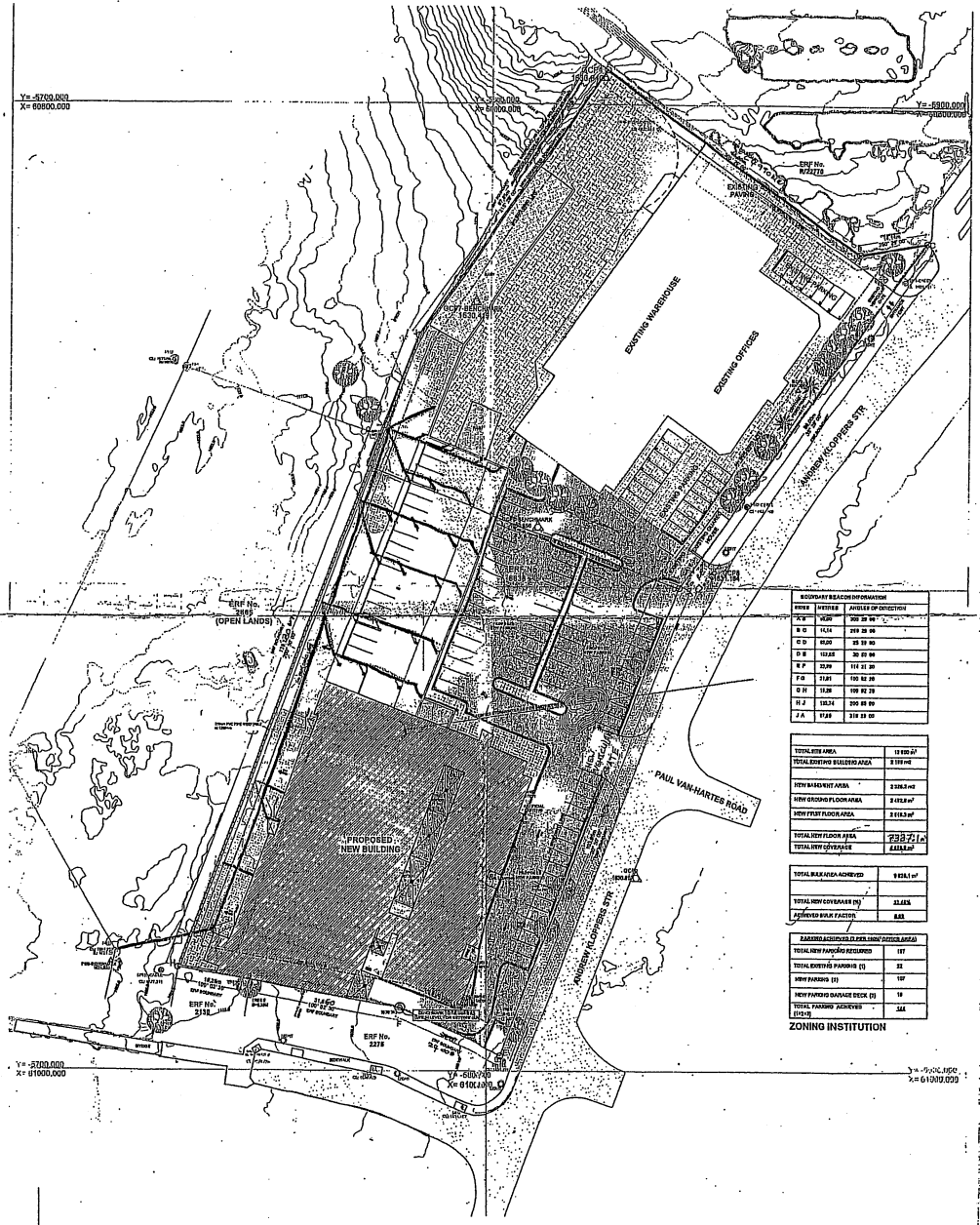
Project Title:

Existing Zoning Map of Erf 6638, Khomasdal

Date:	Drawn by:	Drawing No:
28 MAY 2024	Benicna Katzao	6638-ExgZon/ KHD

SCALE: 1/2500 (A4)


INTENDED ZONING OF ERF 6638, ANDREW KLOPPERS STREET, KHOMASDAL
RE/2865
6638
2772
2786
ANDREW KLOPPERS STREET
PAUL VAN HARTES ROAD
DAVID BEZUIDENHOUT ROAD
AJ TITUS STREET
KOESTER ST
HENRY VAN ECK LANE
ERF 6638 (INSTITUTIONAL)
LEGEND
Residential
General Residential
Institutional
Municipal
Private Open Space
Public Open Space
Business
Government
N
112
RITTA KHIBA
Planning Consultants
RITTA KHIBA (TOWN AND REGIONAL) PLANNING CONSULTANTS CC
TEL: 061 225062
CELL: 081 5788154/ 081 2505559
EMAIL: info@rkpc.com.na
Project Title:
Intended Zoning Map of Erf. 6638, Khomasdal
Date: 28 MAY 2024
Drawn by: Beniona Katzao
Drawing No: 6638-IndZon/KHD
SCALE: 1/2500 (A4)



1 Site Plan 1:500

N

BOUNDARY BEACON INFORMATION		
BEACONS	METRES	ANGLES OF DIRECTION
A B	45.00	269 29 00
B C	14.14	269 29 00
C D	45.00	89 29 00
D E	122.65	30 01 00
E F	33.00	114 31 30
F G	31.01	100 52 20
G H	19.26	109 52 20
H J	130.34	200 05 00
J A	97.00	310 33 00

TOTAL SITE AREA	13 920 m²
TOTAL EXISTING BUILDING AREA	2 199 m²
NEW BASEMENT AREA	2 336.3 m²
NEW GROUND FLOOR AREA	3 472.8 m²
NEW FIRST FLOOR AREA	3 013.3 m²
TOTAL NEW FLOOR AREA	2387.1 m
TOTAL NEW COVERAGE	4 618.8 m²

TOTAL BULK AREA ACHIEVED	9 826.1 m²
TOTAL NEW COVERAGE (%)	33.18%
ACHIEVED BULK FACTOR	0.68

PARKING ACHIEVED (1 PER 100M² FLOOR AREA)	
TOTAL NEW PARKING REQUIRED	127
TOTAL EXISTING PARKING (1)	22
NEW PARKING (1)	127
NEW PARKING GARAGE DECK (1)	18
TOTAL PARKING ACHIEVED (1:100)	344

ZONING INSTITUTION

No Water or Sewer Services are Involved
05 -05- 2017
Signature: Authorised Signatory
CITY OF WINDHOEK

CITY OF WINDHOEK
ARCHITECTURE DIVISION
2017 -05- 23
APPROVED
NEIGHBOURS CONSENT ONLY
Subject to approval/comments by/the other Departments / Divisions concerned
Signed:

CITY OF WINDHOEK
DEPT OF URBAN PLANNING AND PROPERTY MANAGEMENT
2017
URBAN PLANNING

Diarised: 662/2017
24/05/2017

COPYRIGHT:
Copyright over all designs, drawings and information contained herein shall remain the property of DB-NdNovi Ion Architects Inc and any provision to the contrary in terms of the copyright ACT No.98 of 1978 is hereby specifically excluded.

KEY PLAN:

REV	INT	DESCRIPTION	DATE

ALL DIMENSIONS TO BE CHECKED ON SITE BEFORE ANY WORK IS PUT IN HAND.

ANY DISCREPANCIES AND AMBIGUITIES ON THIS DRAWING TO BE REPORTED TO THE ARCHITECT.

THIS DRAWING TO BE READ IN CONJUNCTION WITH ENGINEERS DRAWINGS WHERE APPLICABLE.

CLIENT:
NAMIBIA TRAINING AUTHORITY
NTA Village, Rand St, Khomasdal
P O Box 70407
WINDHOEK
Namibia
TEL: +264 (64) 61 207 9221 FAX: +264 (64) 61 207 9222 E-MAIL: bdu@nta.com.na

ELECTRICAL ENGINEER:
MOROFF & KUHNE CONSULTING ENG.
PO Box 6557, Ausspannplatz
28 Aloys St, Suiderhof, Windhoek
NAMIBIA
E-MAIL: ekaranjaville@mk.com.na
TEL: +264 (061) 302012 FAX: +264 (061) 302219

CIVIL AND STRUCTURAL ENGINEERS:
NAMU CONSULTING ENGINEERS
PO Box 2913, Windhoek
49 Engelberg St, Auasblick, Windhoek
NAMIBIA
E-MAIL: namucon@iway.na
TEL: +264 (061)- FAX: +264 (061)-

MECHANICAL:
MOROFF & KUHNE CONSULTING ENG.
PO Box 6557, Ausspannplatz
28 Aloys St, Suiderhof, Windhoek
NAMIBIA
E-MAIL: mkwindhoek@mk.com.na
TEL: +264 (061) 302012 FAX: +264 (061) 302219

QUANTITY SURVEYOR:
TKG QUANTITY SURVEYORS
PO Box 41850, Ausspannplatz
Office No 1, Paragon Crescent Building, 40 Cnr. Gen. Murtala Muhammed Road, Eros, Windhoek, Namibia
E-MAIL: tkgs@iway.na
TEL: +264 (61) 233808 FAX: +264 (61) 233809

icon architects inc
12 Jakaranda St, Suiderhof, Windhoek,
PO Box 85727, Eros, Namibia
Tel: +264 (61) 307 392
Fax: +264 (61) 307 452
Email: office@iconarch.com.na
Working the boundaries of Visionary Architecture and Sustainable Design through Limitless Architecture.

PROJECT:
CONSTRUCTION OF A NEW NATIONAL ASSESMENT AND TRADES TESTING CENTRE IN WINDHOEK - PHASE 01
ERF 8638 KHOMASDAL EXTENSION 4

TITLE:
Site Plan Layout

SCALE:	DRAWN:	CHECKED:	DATE:
1:500, 1:50	CN	DB	3/2/2017
ARCHITECT PROJECT NUMBER:		ARCH. REGIST. NO:	CLIENT PROJECT NUMBER:
1127		79	
			ARCHITECT PRACTICE NUMBER: 79.2014.NCAQS.A
DRAWING NUMBER:	DRAWING STATUS:		REVISION:
M_01.1			

I:\Revit\1127\1127_NTA_National Trade Testing Centre_Phase 01_Khomasdal.pln

S.G. COPY

114

Approved

Surveyor-General

No. A465/2013

Sheet 1 of 2

Sides	metres	Angles of Direction		CO-ORDINATES System:22/17	Y	X	Design.
				Constants: 0,00		0,00	
A B	65,00	305	29 00	A	-5 824,18	+60 792,98	2770q
B C	14,14	260	29 00	B	-5 877,11	+60 830,71	2770p
C D	88,00	35	29 00	C	-5 891,05	+60 828,36	2770o
D E	103,65	20	50 00	D	-5 839,97	+60 900,02	2785e
E F	23,99	114	21 30	E	-5 803,11	+60 996,90	2784c
F G	31,61	100	02 30	F	-5 781,25	+60 987,00	2784d
G H	15,26	100	02 30	G	-5 750,12	+60 981,49	2784e
H J	139,74	200	50 00	H	-5 735,09	+60 978,83	2130a
J A	67,85	215	29 00	J	-5 784,79	+60 848,22	2865a
				Ⓐ	-2 802,63	+68 240,85	KaiserW
				Ⓐ	-13105,12	+52 799,35	Wachter

Description of Beacons

C.....16mm round iron peg in concrete

All others.....16mm round iron peg

Components

(1) The figure ABCDkJ represents Erf 2232, Khomasdal, vide diagram SG No.A385/82 annexed to T. No.2879/1983 dated 25-11-1983

(2) The figure kDEFGH represent Remainder Erf 2233 Khomasdal, vide diagarm SG No.A386/82 annexed to T. No.2878/1983 dated 25-11-1983

the figure A B C D E F G H J
represents 1,3898 hectares of land being
Erf 6638, Khomasdal Extention 4
(comprising 1) and 2) above)

Situate in the Municipal Area of Windhoek,
Registration Division K, Khomas Region,
Republic of Namibia
Compiled in June 2013 by me

H.L. Strydom
Land Surveyor

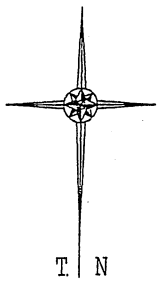
This diagram is annexed to T. No. Dated. Registrar of deeds	The original diagrams are as quoted above	S.R. No. Complied Gen. Plan. No. File No.: Khom A/1 Notary Plan: SAA-93, 23

S.G. COPY

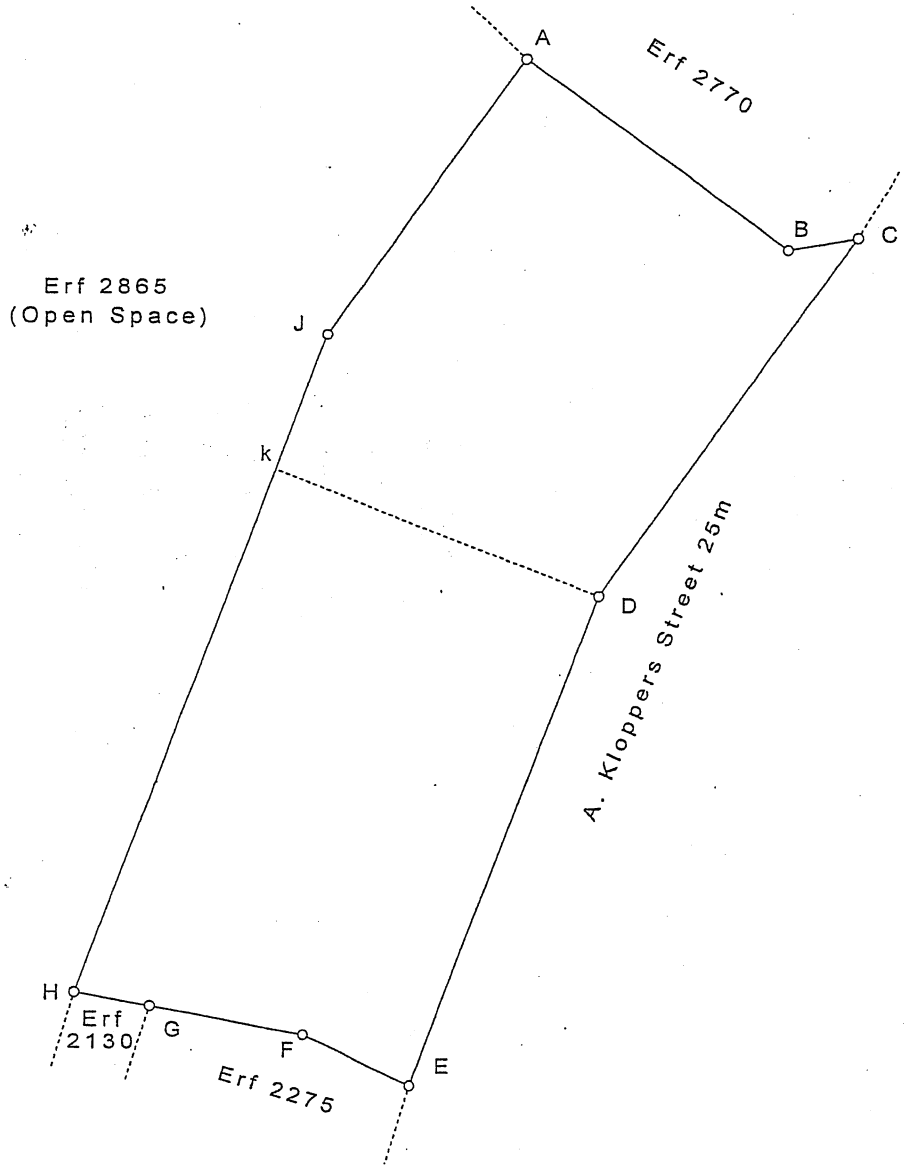
Approved 115 No. A465/2013

Surveyor-General

Sheet 2 of 2



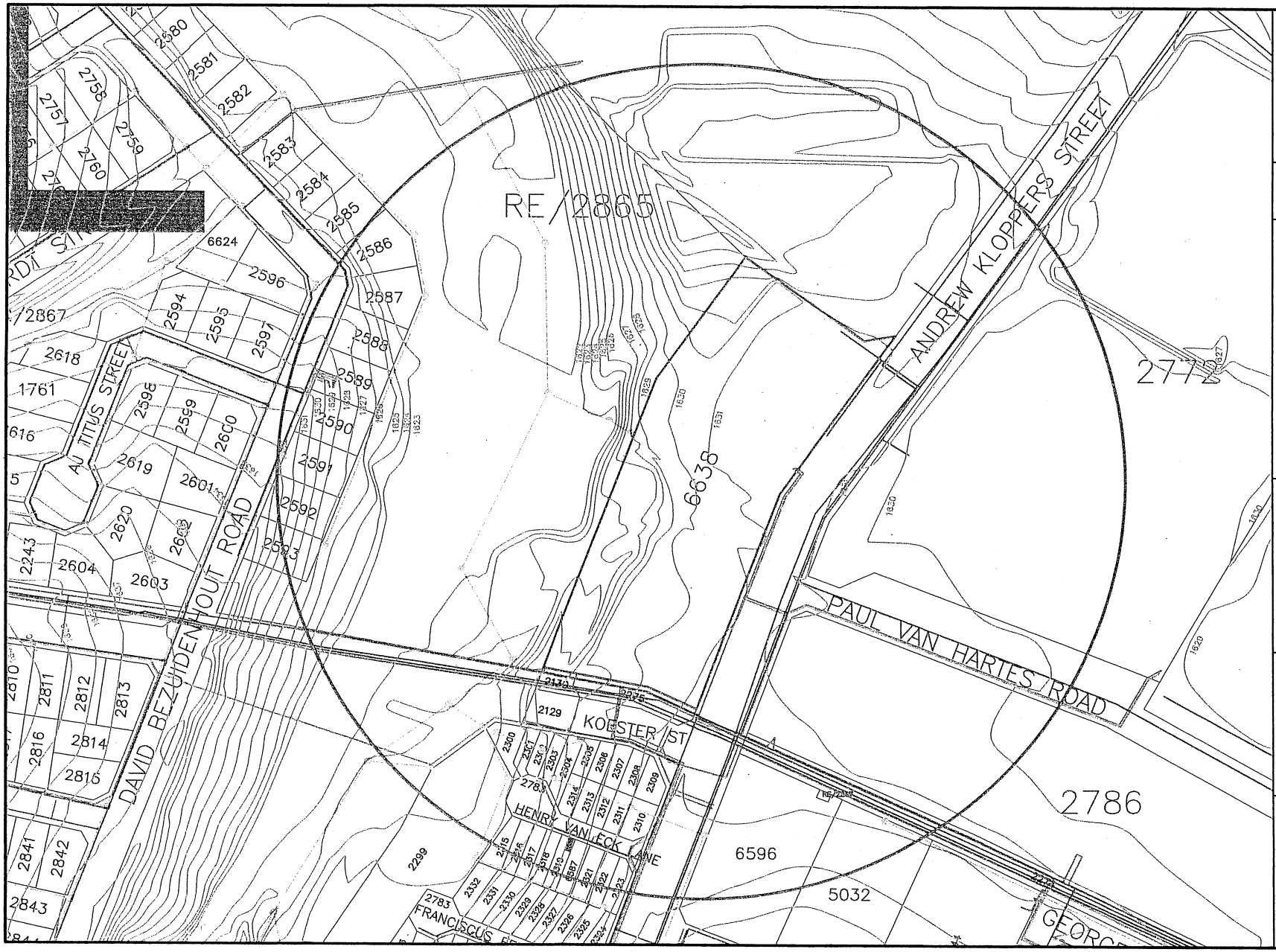
Scale 1:1500



Erf 6638, Khomasdal Extention. 4

Compiled in June 2013 by me

by H.L. Strydom
Land Surveyor



LOCALITY MAP OF ERF 6638, ANDREW KLOPPERS STREET, KHOMASDAL, EXT.4

SERVICES & CONTOURS

Legend

- Water
- Sewer
- Contours
- Electricity

11

RITTA KHIBA Planning Consultants

RITTA KHIBA (TOWN AND REGIONAL) PLANNING CONSULTANTS CC

TEL: 061 225062
CELL: 081 5788154/ 081 2505559
EMAIL: info@rkpc.com.na

Scale 1:2500 (A4)
Date: 03 MAY 2024
Plan No: 6638/KHOMASDAL/SER

CONDITIONS TO BE REGISTERED

IN FAVOUR OF THE LOCAL AUTHORITY

A. The erf shall only be used or occupied for purposes which are in accordance with and use of or occupation of the erf shall at all times be subject to the provisions of the Windhoek Zoning Scheme, prepared in terms of the Urban and Regional Planning Act, No. 5 of 2018.
B. The building value of the main buildings, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the Erf.

NAMIBIA TRAINING AUTHORITY

NAMIBIA REVENUE 04/03/22 N$8

Enquiries: E. Links
Tel: +264 61 2078 124/2078550
Fax: +264 61207 8551
E-mail: elinks@nta.com.na

SPECIAL POWER OF ATTORNEY

I, the undersigned ..Muvatera Ndjoze-Siririka...in my capacity as the **Acting Chief Executive Officer of Namibia Training Authority**, owner of **Erf 6638, Andrew Kloppers Street, Khomasdal, Extension 4**, do hereby nominate, constitute and appoint,

Ritta Khiba Planning Consultants cc
P.O. Box 22543,
Windhoek

with power of substitution, to be my lawful Agent in my name, place and stead, to make the necessary application to the City of Windhoek Municipal Council, Urban and Regional Planning Board, Ministry of Urban and Rural Development for the:

- **REZONING OF ERF 6638 KHOMASDAL, EXTENSION 4 FROM "GOVERNMENT" TO "INSTITUTIONAL" AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.**

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 present.

Signed at **Windhoek** this **4th day of March 2022** in the presence of the undersigned witnesses.

.....
MR. MUVATERA NDJOZE-SIRIRIKA
CHIEF EXECUTIVE OFFICER (ACTING)
SUBSCRIBER

AS WITNESSES

1. .....

NAMIBIA TRAINING AUTHORITY
P.O. Box 70407
Khomasdal, Windhoek
Website: www.nta.com.na
Email: info@nta.com.na
Tel: 061-2078550 : Fax: 061-2078551

2. .....

SPECIAL POWER OF ATTORNEY

I, the undersigned **Esther N. Kaapanda** in my capacity as the Executive Director **of Ministry of Works and Transport**, owner of **Erf 6638, Andrew Kloppers Street, Khomasdal, Extension 4**, do hereby nominate, constitute and appoint,

Namibia Training Authority
P.O. Box 70407
Khomasdal

with power of substitution, to be my lawful Attorney and Agent in my name, place and stead, to authorize **Ritta Khiba Planning Consultants** cc, to make the necessary application to the City of Windhoek Municipal Council, Urban and Regional Planning Board, Ministry of Urban and Rural Development for the:

REZONING OF ERF 6638 KHOMASDAL, EXTENSION 4 FROM "GOVERNMENT" TO "INSTITUTIONAL" AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.

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 present.

Signed at **Windhoek** this 22 **day of May 2024** in the presence of the undersigned witnesses.

.....

EXECUTIVE DIRECTOR
SUBSCRIBER

MINISTRY OF WORKS AND TRANSPORT
2024 -05- 22
EXECUTIVE DIRECTOR

AS WITNESSES

1. .....

2. .....

INV2(120

CITY OF WINDHOEK

P O Box 59, WINDHOEK NAMIBIA
Telephone No: (061) 290 2911

TAX INVOICE

VAT Reg. Number 2646057-01-5

Invoice Number : INV2024245827	**Date Issued :** 5/29/2024
Account Number : N/A	**Vote Number :** 5000132050048
Name : RITTA KHIBA PLANNING CONSULTANTS	**Reference Number :** 6638, KHOMASDAL
Address : N/A	**System Reference :** INV396527
	Issued By : 17304 - HAIKONDA (D)
	Contact Details : +264 61 290 3517

Description : REZONING OF ERF 6638, KHOMASDAL EXTENSION 4 FROM "GOVERNMENT" TO "INSTITUTIONAL" AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.

PAYMENT DUE

Total Amount Excluding VAT	**: N$** 1750.00
Total VAT Amount	**: N$** 262.50
Total Amount Payable	**: N$** 2012.50

INVOICE DETAILS

Department : 5000 - URBAN & TRANSPORT PLANNING

Tariff Code	: N/A
Tariff Description	: N/A
Quantity Provided	: 1
Unit Price	**: N$** 1750.00
Tariff Amount Excluding VAT	**: N$** 1750.00
Tariff VAT Amount	**: N$** 262.50
Tariff Total Amount	**: N$** 2012.50
Service Code	: N/A

NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank Namibia hereby confirms that the following payment instruction has been received:

Date Actioned	: 2024/05/30
Time Actioned	: 08:51:27
Trace ID	: NAM012VW2YNB

Payer Details

Payment From	: Mrs Ritta Khiba - Business Cheque Account
Cur/Amount	: NAD2,012.50

Payee Details

Recipient/Account No	: . . 146115
Name	: CITY OF WINDHOEK
Bank	: First National Bank
Branch Code	: 283879
Reference	: INV396527ERF6638

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank of Namibia Limited website at fnbnamibia.com.na, select the "Verify Payments" link and follow the on-screen instructions.

Our customer (the payer) has requested First National Bank of Namibia Limited to send this notification of payment to you. Should you have any queries regarding the contents of this notice, please contact the payer. First National Bank of Namibia Limited does not guarantee or warrant the accuracy and integrity of the information and data transmitted electronically and we accept no liability whatsoever for any loss, expense, claim or damage, whether direct, indirect or consequential, arising from the transmission of the information and data.

Board of Directors: P Grüttemeyer (Chairman), J Coetzee, C Dempsey (Chief Executive), LD Kapere, MJ Lubbe*, R Makanjee**, IN Nashandi, ON Shikongo, LP Smit, E van Zyl. *South African with Namibian Permanent Residence. **South African.
Company Secretary: N Makemba

First National Bank of Namibia Limited, Reg. No. 2002/0180.

Prepared by me

CONVEYANCER
BEZUIDENHOUT C

FOR INFORMATION ONLY

8000000678395

T 5899 /2015

CERTIFICATE OF CONSOLIDATED TITLE

Issued under Section 40 of the Deeds Registries Act, 1937 (Act 47 of 1937)

WHEREAS

GOVERNMENT OF THE REPUBLIC OF NAMIBIA

has applied for the issue to it of a Certificate of Consolidated Title under the provisions of section 40 of the Deeds Registry Act, 1937

Certify a true copy of the or 123 record in
this office issued under provisio ulation 57

HE 1797/37

2021-12-06
Deeds Office
Windhoek

REGISTRAR OF DEEDS

I hereby certify that receipt No
Dated has been issued for N$ 31-00
2021-12-06 Office fees received

2021-12-06
Date
WINDHOEK

Registrar of Deeds

AND WHEREAS it is the registered owner of -

1.	CERTAIN	Erf No 2232 (A Portion of Erf No 2233) Khomasdal (Extension No 4)
	SITUATE	In the Municipality of Windhoek Registration Division "K" Khomas Region
	HELD	by Deed of Transfer No T431/1986

And

2.	CERTAIN	Remainder of Erf No 2233 Khomasdal (Extension No 4)
	SITUATE	In the Municipality of Windhoek Registration Division "K" Khomas Region
	HELD	by Deed of Transfer No T5878/2015

which have been consolidated into the land hereinafter described;

NOW THEREFORE, in pursuance of the provisions of the said Act, I, the Registrar of Deeds at Windhoek do hereby certify that the said

FOR INFORMATION ONLY

GOVERNMENT OF THE REPUBLIC OF NAMIBIA

Its successor-in-title or assign,

is the registered owner of –

CERTAIN	Erf No 6638 Khomasdal (Extension No 4)
SITUATE	In the Municipality of Windhoek Registration Division "K" Khomas Region
MEASURING	1,3898 (One Comma Three Eight Nine Eight) Hectares, as indicated on diagram No A 465/2013 hereunto annexed
SUBJECT	to the following conditions in terms of Town Planning Ordinance no 18 of 1954 as amended namely:

A. **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 Windhoek Town Planning Scheme prepared and approval 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.

B. FURTHER SUBJECT in respect of figure k D E F G H on the said diagram No A465/2013 representing the Remainder of Erf No 2233 Khomasdal (Extension No 4) to the reservation by the MUNICIPAL COUNCIL OF WINDHOEK of the right of access and use without compensation of the area 3 metres parallel with any boundary for the construction and maintenance of the municipal services in respect of water, sewerage, drainage, electricity and gas which right includes the right to place on such erf temporarily any materials that may be excavated during such operations on the erf or any adjacent erf, created in Deed of Transfer No T /2015.

AND THAT by virtue of these presents, the said

GOVERNMENT OF THE REPUBLIC OF NAMIBIA

Its successor-in-title or assign, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its rights.

FOR INFORMATION ONLY

SIGNED AT WINDHOEK ON 24 SEP 2015
AND CONFIRMED WITH MY SEAL OF OFFICE.

DEPUTY REGISTRAR OF DEEDS
MINISTRY OF LAND REFORM

REGISTRAR OF DEEDS

DEBT MANAGEMENT CREDIT CHECK FORM

Surname _____ First name(s) _____

Erf/stand no 6638 Township Khomasdal

If company or registered under cc Government (NTA)

Namibian I. D / Passport no. _____

Postal/Private Bag address P.O.Box 22543 Township of address ~~H~~ Dorado

Physical Residential or Business address Virgo Street, Dorado Park

Tel no 061 213158 (H) _____ Cell 081 5788154

DEBT MANAGEMENT CREDIT CHECK

Service Accounts (MS)

Credit Control Officer Comments:

Proceed.

Acc. Technician Credit Control T. Amamus.

Signature Acc. Tech Credit Control

CITY OF WINDHOEK
29 MAY 2024
Date stamp
Sundry Debtors Finance Department

LAND SALES

Comments: No land sales accounts

Acc. Technician Land Sales Shamen

Signature Acc. Technician Land Sales

CITY OF WINDHOEK
29 MAY 2024
Date stamp
Land Sales Finance Department

ACCOUNTANT LAND SALES: _____

City of many faces

P.O. Box 22543, Windhoek
1012 Virgo Street, Doradopark
Tel: +264 61 225062 | Fax 2 Email +088614935
Cell: +264 81 2505559 / +264 81 57 88154 | Email: tp2@rkpc.com.na /info@rkpc.com.na
TOWN, REGIONAL PLANNERS & ENVIRONMENTAL CONSULTANTS

RITTA KHIBA Planning Consultants

Ref: L/6638/KHD

Enq: Ms. Benicna Katzao

23 August 2024

The Chief Executive Officer
City of Windhoek
P O Box 59
Windhoek

CITY OF WINDHOEK
DEPT OF URBAN AND TRANSPORT PLANNING
23 AUG 2024
URBAN PLANNING
BP2

Department of Urban and Transportation Planning

Attention: Mr. Hugo Rust

Dear Sir,

PROOF OF PUBLIC NOTIFICATION: REZONING OF ERF 6638, KHOMASDAL EXTENSION 4 FROM "GOVERNMENT" TO "INSTITUTIONAL", AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED

1. Application

Namibia Training Authority (NTA), have authorised Ritta Khiba Planning Consultants to apply for the rezoning of Erf 6638, Khomasdal Extension 4 from 'Government' to 'Institutional'.

The rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal from 'Government' to 'Institutional' is requested in accordance with Section 105 (1)(a) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).

Herewith, this office is submitting proof of Public Notification in adherence to Section 107 and Regulations 10-12 of the Urban and Regional Planning Act, 2018.

2. Public Notification

The rezoning of Erf 6638, Khomasdal from 'Government' to 'Institutional' was advertised in the following prescribed manner:

- The notice appeared in the 'Sun' and the 'Republikein' newspapers on the 14th and 21nd June 2024.
- The notice appeared in the Government Gazette on the 14th of June 2024.
- A notice was placed on site as well as on the notice board of the Municipality of Windhoek for public notification on the intended rezoning on 14 June 2024.
- Personal particulars of the adjacent erf owners were obtained from the Municipality of Windhoek and all the neighbours were served with notices via registered mail and hand-delivery.
- These are owners of Erven Re/2770, 2772, 2786, 2309, 6596, 2309, 2308, 2307, 2306, 2305, 2304, 2303, 2302, 2301 and 2300, Khomasdal.
- The last day for comments and/or objections was on **Friday, 12 July 2024,** of which no comments and/or objections were received to date.

3. Attachments

Attached to this application, please find copies and the relevant documents in support of the application:

- Proof of Neighbours consultation via registered mail
- Proof of Neighbours consultation- hand delivered
- Neighbours Comments Form
- Government Gazette notice
- Newspaper notices
- Notice on site and municipal notice board

Trust that this application will favourably be considered and should you need further information, kindly contact us at one of the above numbers.

Yours sincerely,

RITTA KHIBA

PRINCIPAL MEMBER

CITY OF WINDHOEK

SUSTAINABLE DEVELOPMENT - ADVISORY

TO	:	Urban Policy
FROM	:	Sustainable Development – N Naruses
DATE	:	02/06/2022
SUBJECT:		**REZONING OF ERF 6638 KHOMASDAL EXTENSION 4 FROM GOVERNMENT TO INSTITUTIONAL AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS IN PROCESS**

The Sustainable Development Division has in principle no objection to the application taking in consideration that it is within the policy directives employable in the area.

The following are supported.

- Rezoning of Erf 6638 Khomasdal Extension 4 from Government to Institutional.

However, granting land use rights prior to existence of a supporting zoning is not supported. Hence the following not supported.

- Consent to use the Erf for Institutional purposes while the Rezoning is in process

Proposal/Recommendations

That the above be noted, however due consideration of urban policy comments and the undertaking of the relevant by laws as administered by the respective division be noted.

I hope you find the above in order.

Thank you,
TOWN PLANNER: SUSTAINABLE DEVELOPMENT

MEMORANDUM

SUBJECT: **1. Rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal from 'Government' to 'Institutional',**

2. Consent to use the erf for institutional purposes while the rezoning is being processed

CIRCULATION	DATE	COMMENTS	SIGNATURES
Technical enquiries: L. SHIKONGO	08/08/2024	Tel: 290 3359	
Section Engineer	…./..../2024		
Chief Engineer	..../..../2024		

TO:	Urban Planning H. Rust	**DATE:**	08 August 2024
FROM:	Section Engineer: Roads Planning & Traffic Flow	**REF:**	L/6638/KD

ROADS PLANNING & TRAFFIC FLOW COMMENTS:

The application dated 31 March 2022 received from Ritta Khiba, a resubmission dated 31 May 2024 regarding the above application has reference. Our comments dated 09 May 2022 still applies as below.

Erf 6638 is located in Andrew Kloppers Street, Khomasdal, Extension 4. The erf measures 13,898 m² in extent and is zoned 'Government'. The traffic volume in Andrew Kloppers streets is high but no major traffic flow problems are currently experienced during peak hours. The proposed rezoning could generate approximately 200 vehicular trips to the current road network, while there are no development restrictions applicable to institutional or government zoned erven.

1. This Division has objections to the proposed Rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal from 'Government' to 'Institutional', due to:
   - 1.1 The Applicant submits revised building plans indicating a stacking distance at new entrance at the traffic lights Andrew Kloppers and Paul Van Hartes Street as determined by the Chief Engineer: Planning, Design and Traffic Flow. Alternatively, additional turning lanes be provided in Paul Van Hartes Street from both approaches to provide exclusive turning lanes into Erf 6638, Khomasdal
   - 1.2 The applicant on his cost closes the existing access as indicated on the approved building plan No.622/2017.
   - 1.3 That the applicant on his cost create a new access opposite the T-junction of Andrew Kloppers and Paul Van Hartes Street. The intersection is currently operating as a 3 way junction with traffic lights but no provision was made to provide access to Erf 6638, Khomasdal at the intersection. This should be to the developer's account. The developer should consult the Chief Engineer: Planning, Design and Traffic Flow to discuss the new access and the upgrading of the intersection as part of the development.
   - 1.4 A development agreement must be signed whereby the applicant must appoint an Engineer for the design and supervision of the intersection, including traffic signals during construction.
   - 1.5 Minimum 1 parking bay be provided per classroom and or office plus one bay per 5 students, 25% of parking to be allocated to taxis on site.

1.6 The applicant on his cost should cater fo transport facilities along Andrew Kloppers Street in consultation with the Chief Engineer: Planning, Design and Traffic Flow, as per Point 1.5.

2. This Division has objections to the proposed Consent to use the erf for institutional purposes while the rezoning is being processed, due to:
   2.1 Revised building plans first be submitted verifying that the intersection of Andrew Kloppers and Paul Van Hartes Street first be upgraded to a four way junction fully controlled by traffic signals for access purposes prior to the development and a stacking distance be provided at the entrance.

Meeting Notes, Erf 6638 KD Access

Application for the Rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal from 'Government' to 'Institutional' and Consent to use the erf for institutional purposes while the rezoning is being processed

Meeting Purpose:	To discuss the new approved access for Erf 6638, Khomasdal – Namibia Training Authority (NTA)
Meeting Date:	01/08/2024
Meeting Time:	11H00
Meeting Location:	Room 207, 2nd Floor, Townhouse
Meeting Organiser	Transport Planning, Design and Traffic Flow

Actions	Owner	Due Date
Provide feedback on the preferred access option	NTA	8/08/2024
Submit comments to Town Planning	M. Shiimi	9/08/2024

Discussions

1. There is an approved Building Permit No.: 622/2017, however no construction has taken place to date and no stacking distance was provided at the entrance.
2. The building plans were approved with the:
   - 2.1 The existing access along Andrew Kloppers Street is to be closed as indicated on the approved building plan, being too close to the intersection and no left turn movements are allowed due to the median
   - 2.2 A new access be provided directly from the traffic lights at the intersection of Paul v Harte and Andrew Kloppers, this will imply that the intersection is to become a four way and the client will be responsible for the upgrade.
   - 2.3 Due to an oversight, a stacking distance was not provided at the entrance, to allow for a safe waiting zone for vehicles when entering the property without stacking up into the flow of traffic, meaning that vehicles will be stacking up in the intersection. This will cause safety hazards and disruptions in traffic flow.
3. NTA indicated that the plans were approved in 2017, no construction has taken place to date and that NTA has no plans to proceed with the approved building plans for the next 5 years.
4. The rezoning application was to serve on the Town Planning Committee Meeting of August 2024. NTA indicated that internal consultations are required on the way forward. Traffic Flow is therefore unable to finalize comments until the client provide

Yours faithfully

M. Shiimi

Roads Planning, Design and Traffic Flow

*2508

MEMORANDUM

TO:	Mr. H. Rust	**DATE:**	05 May 2022
FROM:	Chief Engineer Roads and Storm Water Planning, Design & Traffic Flow	**REF:**	L/6638/KD

SUBJECT: APPLICATION FOR THE REZONING OF ERF 6638, ANDREW KLOPPERS STREET, KHOMASDAL, EXTENSION 4, FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.

The application dated 31 March 2022 for the proposed Rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal Extension 4, from 'Government' to 'Institutional', and Consent to use the Erf for Institutional purposes while the Rezoning is being processed, received on 19 April 2022, refers.

A storm water investigation was done and the following is reported:

1. Erf 6638 has a general downward slope from the east into a westerly direction.

2. The Arrebusch River flows from the south west, flowing approximately between 40 to 80 meters away from the north western boundary of Erf 6638, flowing into a northerly direction; with the 50 year and 100 year flood levels of the Arrebusch River being located approximately between 6 to 70 meters away from the north western boundary of Erf 6638.

3. There is a minor stormwater course forming on the central part of Erf 6638 and flowing across the central part of Erf 6638 into a westerly direction, further joining the Arrebusch River referred to in point 2 above.

4. Access to Erf 6638 is indicated to be obtained from Andrew Kloppers Street.

This Division has no objection to the proposed Rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal Extension 4, from 'Government' to 'Institutional', and Consent to use the Erf for Institutional purposes while the Rezoning is being processed, provided:

1. That surface storm water runoff be accommodated according to Clause 35 of the Town Planning Scheme (see Info 35 of the Town Planning Scheme) stating:

   (1) That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or works which have been authorized in writing by the local authority or which have been or may be built, laid or erected in terms of any law) may be constructed on or over the property or located in such a way that -

      (a) the flow of stormwater from higher lying property to lower lying property is impeded or obstructed and through which any property is or may be endangered; or

(b) the flow of a natural watercourse (in which the local authority allows flood water to run off, be discharged or to be canalised) is or can be changed, canalised or impeded.
(c) the maintenance of such stormwater pipe, channel or work shall be the responsibility of the owner of the concerned property.

2. That the applicant appoints a registered professional Engineer to determine whether the north western boundary of Erf 6638 requires to be protected against any potential 50 year flood damage prior to the submission of the application to the Urban and Regional Planning Board.

3. That prior approval must be obtained from the Chief Engineer: Planning, Design & Traffic Flow if the accommodation of the stormwater on the portion is contemplated.

4. That Engineering drawings on how the stormwater would be accommodated to the satisfaction of the Chief Engineer, Planning, Design & Traffic Flow be submitted for approval simultaneously with the building plans.

5. That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted prior to the approval thereof.

6. That no building plan will be approved until the above stormwater conditions are met.

7. That a condition be included into the title deed whereby selling to a third party may only take place once the proposed stormwater conditions had been addressed by the owner.

8. That roads and stormwater be planned, designed and constructed to municipal standard.

.....
SECTION ENGINEER: DESIGN
CJ VAN DER MERWE

MEMORANDUM

TO:	Mr. H. Rust	**DATE:**	07 June 2024
FROM:	INF: Engineering Services Division	**REF:**	L/6638/KD

City of Windhoek

SUBJECT: REZONING OF ERF 6638, KHOMASDAL, EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL; AND

CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.

The application dated 31 May 2024 regarding the above subject matter, refers.

The application can only be approved under the following conditions:

1. That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent use or subsequent activities will be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

.....
SECTION ENGINEER
OC Archer

MEMORANDUM

The Gateway to Endless Opportunities

TO : Mr. H Rust
Town Planner
Department of Urban & Transport Planning

FROM : Mr. Victor Namgongo
Chief Engineer: Engineering Services
Department of Electricity

ENQ : Mr. Kevin Koopman
Section Engineer: HV & MV Planning & Design
Department of Electricity

DATE : 06/09/2024

RE: REZONING OF ERF 6638, KHOMASDAL, EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED

The Strategic Executive: Electricity has in principle no objection to the application submitted for rezoning of the above-mentioned application., provided that the following be adhered to:

- Should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all cost related thereto will be for the applicant's account.

- Only one (1) service connection from the municipal electrical network will be allowed per Erf.

- For Erven that is zoned "General Residential", "Business", "Office", "Institutional" or "Industrial" and an application for a new service connection or upgrade larger than 3 x 60 Amp is applied for, the applicant and/or his/her electrical engineering representative must contact the Strategic Executive: Electricity well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation; and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.

- Kindly note that a Connection Charge may be payable at the cost of the applicant and the applicant is advised to review the Electricity Department Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Electricity Department for information on Connection Charges"

Mr. V. H. Namgongo
CHIEF ENGINEER: ENGINEERING SERVICES

MEMORANDUM

TO: Urban Policy

Date: 30 May 2022

FROM: Health and Environment Services

Ref: 6638 KHD

SUBJECT: REZONING OF ERF 6638, KHOMASDAL, EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.

The above subject matter has reference:

The Division has no objection to the application to rezone from government to institutional and the rezoning is not a listed activity.

Regards,

Market Watch Kleinadvertensies • Classifieds 140

SPERTYE: 13:00 TWEE WERKSDAE VOOR PLASING
DEADLINES: 13:00 TWO WORKING DAYS PRIOR TO PLACEMENT

TEL: 061*297 2175 **FAX: 061*239 638**
EMAIL: classifieds@synergi.com.na

Geen advertensies sal telefonies aanvaar word nie.
No advertisements will be accepted telephonically.

INHOUDSOPGAWE CONTENTS

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RATES & DEADLINES

To avoid disappointment of an advertisement not appearing on the date you wish, please book timeously. Classified smalls, notices and display smalls: 13:00, two working days prior to placing. A handling fee of 15% is payable on cancellations received in writing by 13:00 two days before scheduled publication. No cancellation will be accepted if received after this deadline.

RATES:
(Monday * Friday)

- Classifieds Smalls: N$112.30 for the first 20 words and N$2.15 (15% Vat included) for every word thereafter
- Display Smalls: N$108.10 per col/cm (15% Vat included)
- School notices: N$66.70 (15% Vat included) per col/cm
- Churches: N$66.70 (15% Vat included) per col/cm
- Sport Clubs: N$66.70 (15% Vat included) per col/cm
- Births, engagements, marriages, deaths, In memoriam: N$66.70 (15% Vat included) per col/cm
- Legal Notices: N$745.80 for the first 300 words and N$2.40 (15% Vat included) for every word thereafter

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Republikein reserves the right to withhold or cancel any advertisement order that has been accepted. Republikein accepts no liability for failure to publish an advertisement received by telephone.

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Please report errors immedi*ately. Republikein accepts no responsibility for more than one incorrect insertion of any advertisement of any cost beyond the cost of the space occupied by the faulty advertisement. No re*publication will be given due to small typographical errors which do not lessen the effectiveness of the advertisement. Republikein does not accept responsibility for mispresentation in advertisements.

TODAY IS... WORLD BLOOD DONOR DAY

The history of blood donation goes back further than you might expect, reaching as far back as the 17th century. The medical specialists of the time knew that blood was a vital element in the body and losing too much of it was bound to have tragic consequences on the patient. So it was that experimentation began, and a whole new breed of heroes was born that contribute their blood so that others may live. Blood Donors save lives every day by giving of themselves so those accident victims and those in need of transfusions for surgeries can live.

001 Sterfgevalle Death Notices

In Liefdevolle Herinneringe

Charles Mouers (Snr)
*28 Augustus 1961/
+7 Junie 2024

ROUDIENSTE
Woensdag 12 Junie 2024 @18:00pm
St Judas Thadeus Katolieke Kerk Usakos
Vrydag 14 Junie 2024 @18:00pm
E17 Erongo Straat Usakos

BEGRAFNIS DIENS
15 Junie 2024 @11:00am
St Judas Thadeus Katolieke Kerk Usakos

Kontak Persone vir enige navrae:
Andre: 0811487171
Jaren: 0811289789
Charlo: 0818561869

009 Vakatures Vacancies

PHARMACIST - KHABUSER PHARMACY REQUIREMENTS:
- Currently registered as a Pharmacist with Pharmacy Council of Namibia
- At least 5 (five) years working experience with Unisolve, preferably in a community Pharmacy
- Must have at least 5 (five) years working experience with Tecnyfarma Technology
- Preference will be given to Namibians

Please send CV
Closing Date: 30 June 2024
Khabuser Pharmacy
P O Box 372
KEETMANSHOOP
Tel: 063 - 223309
Fax: 063 - 222702
Email: khabuseradmin@iway.na
DM0202400416212

GENERAL SUPERVISOR Duties: General Office work, Workshop production, Security, Quotations, Fleet Management
Background: Drivers license Code BE, Grade 12, Computer knowledge, Reading of drawings, Welding background, Light construction background.
Please contact Mega Shade Namibia at 061-254116.
DM0202400416189

WANAHEDA MEDICAL CENTRE Is looking for a qualified Registered Nurse with experience of
· 5 years and above
· Should be registered with the HPCNA
· Certificate in VMMC will be a privilege.
Position is available immediately. Preference given to Namibian citizens. Due date is 20 June 2024.
Please email necessary documents to: nancy@wanmedcentre.com
DM0202400416246

010 Spesiale dienste Services

DO YOU URGENTLY NEED CASH? Get up to 75% of your vehicle's value in 45 min! Justa car! Mooo-laah when you need it! Autocash 061-400676.
DM0202400415761

DO YOU NEED MONEY? Get a quick Loan from Kitenge Cash Loans. Same day approval. Call: 081-8529291.
DM0202400416216

016 Te huur To Let

TO LET Conveniently situated in the heart of Windhoek, Tré Office suites boasts a prime location with easy access to Government Office Park, restaurants, and other amenities. Immerse yourself in a thriving business district that fosters collaboration and networking opportunities. Affordable and transparent pricing offers competitive rates with no hidden fees.
Contact us now at: frontofficelika@gmail.com or SMS/Whatsapp: 081-7369216 Monday to Friday: 8.30 - 17.30
DM0202400415473

WINDHOEK: Huis te huur om te erf. Skakel: 081-2430149.
DM0202400416187

KLEINE KUPPE: A posh 2 bedroom flat available 1 July. Breath taking view and parking area. Rent N$7 400. Deposit negotiable. Contact 081-5535952.
DM0202400416116

022 Allerlei te koop Goods for Sale

MACK ELECTRIC cc
Nickel Str. 52 - Prosperita
Tel. 061-225160
Email: Mack@iway.na
For supply and installation of gate motors and garage doors
Agent for: MARTIN DOOR SYSTEMS SINCE 1936
"The World's Finest, Safest Doors"

025 Motors Vehicles

2014 ISUZU KB 250 DIESEL EXTENDED CAB 2x4 - Kilometres 181,000.000 Price N$200,000 mint condition, one owner, full service record, under body, rubberized, roll-bar, nudge bar, Escape Gear seat covers, metallic paint, no rust. Contact Guenther on WhatsApp: +27 62 6252 096 (RSA number).
DM0202400415871

035 Regskennisgewings Legal Notices

LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATES LYING FOR INSPECTION In terms of section 35 (5) Act 66 of 1965 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for the inspection of all persons interested therein for a period of 21 days (or longer, if specially stated) from the date specified or from the date of publication hereof, whichever may be the later, and at the offices of the Masters and Magistrates as stated. Should no objection there to be lodged with the Masters concerned during the specified period, the executors will proceed to make payments in accordance with the accounts.
Registered number of estate: E767/2022
Surname: Loubser
Christian names: Elizabeth
Identity number: 420727 0012 4
Last address: Swakopmund, Erongo.
Master office: Windhoek.Magistrate Swakopmund
Advertiser, and address
Hamilton Chartered Accountants
PO Box 20198
Windhoek
14 June 2024.
Tel: 061-224893.
DM0202400416220

035 Regskennisgewings Legal Notices

IN THE High Court Of Namibia Main Division - Windhoek
Case No: HC-MD-CIV-ACT-MAT-2023/03660
In the matter between: BLANCA LUCILLE MAREKA Plaintiff
And
CARLO ALOYSIUS MAREKA Defendant
NOTICE OF WITHDRAWAL AS LEGAL PRACTITIONERS OF RECORD IN TERMS OF RULE 44(6)
KINDLY TAKE NOTICE that the undersigned herewith withdraw as Legal Practitioners of record for the Defendant in this action.
KINDLY TAKE NOTICE that the Defendant must notify all parties concerned of its/their new address for service as contemplated in Rule 44(8) within 10 (ten) days, and unless the Court directs otherwise, any of the other parties may before receipt of such Notice,of its new address for service of documents, serve any documents on the Defendant at the Defendant's last known address or given address.
The last known address of the Defendant is RCC offices, Ondangwa, Oshikoto Region, Republic of Namibia.
KINDLY FURTHER TAKE NOTICE that the Defendant is hereby informed of the provisions of Rule 44(3) and Rule 44(4) which provides as follows:"Rule 44(3) Where a party terminates the authority of his or her legal practitioner, that party must without delay give notice to the registrar and to all other parties of the termination of his or her former legal practitioner's authority and, if he or she has appointed another legal practitioner to act for him or her, of the latter's name and address and the legal practitioner so appointed must without delay file a notice of representation with the registrar and all other parties"."Rule 44(4) Where the party referred to in subrule (2) does not appoint another legal practitioner to represent him or her, that party must, in the notice of termination of his or her former legal practitioner's authority also notify all other parties of an address within a flexible radius for the service on him or her of all documents in those proceedings".
DATED AND SIGNED AT WINDHOEK ON THIS 13 TH DAY OF MAY 2024.
DR WEDER, KAUTA & HOVEKA INC.
PER: MS. S PAULUS
LEGAL PRACTITIONER FOR THE DEFENDANT
3 RD FLOOR WKH HOUSE
JAN JONKER ROAD
WINDHOEK
(OUR REF MAT95383/SP/enh)
DM0202400416261

035 Regskennisgewings Legal Notices

IN THE High Court Of Namibia Main Local Division, Windhoek
Case Nr. HC-MD-CIV-ACT-CON-2023/01064
In the matter between:
STANDARD BANK NAMIBIA LIMITED PLAINTIFF and
RAFFAEL AWASEB FIRST DEFENDANT
OTILIE AWASES SECOND DEFENDANT
NOTICE OF SALE IN EXECUTION
In EXECUTION of a Judgment of the High Court of Namibia, given on the 11th day of August 2023, a Judicial Sale by PUBLIC AUCTION will be held of and at the undermentioned immovable property on 25 JUNE 2024 at 10:00 at ERF NO. 2313 (A PORTION OF ERF 2181), KUISEBMOND,WALVIS BAY of a:CERTAIN: ERF NO 2313 (A PORTION OF ERF 2181) KUISEBMOND SITUATED: IN THE MUNICIPALITY OF WALVIS BAY REGISTRATION DIVISION "F"; ERONGO REGION MEASURING: 326 (THREE TWO SIX) SQUARE METRES HELD BY: DEED OF TRANSFER NO T6239/2002 SUBJECT: TO ALL THE TERMS AND CONDITIONS CONTAINED THEREIN
The following improvements are on the property (although nothing in this respect is guaranteed): 3x bedrooms, 1x lounge, 1x kitchen, 1x dining, 1x bathroom, 1x sh/hwb/wc, 1x garage and 1x carport.
The property will be sold by the Deputy Sheriff to the highest bidder subject to the conditions of sale.The conditions of sale to be read out by the Deputy Sheriff, Walvis Bay, at the time of the sale and which conditions may be inspected prior to the sale at the offices of the Deputy Sheriff Walvis Bay, and at the offices ofENSafrica Namibia (incorporated as Lorentz Angula Inc.), Ground Floor, Unit 4,Ausspann Plaza, Dr. Agostinho Neto Road, Windhoek.
Dated at WINDHOEK on this 22nd day of APRIL 2024.
ENSafrica Namibia (incorporated as Lorentz Angula Inc.)
Legal Practitioner for Plaintiff
Ground Floor, Unit 4, Ausspann Plaza
Dr. Agostinho Neto Street
WINDHOEK
(Ref: MC21057)
DM0202400416193

035 Regskennisgewings Legal Notices

REZONING NOTICE Take notice that RITTA KHIBA PLANNING CONSULTANTS (TOWN AND REGIONAL PLANNERS) CC on behalf of the owner of Erf 6638, Andrew Kloppers,Street No. 34-40, Khomasdal Extension 4, intends on applying to the Municipal Council of Windhoek and the Urban and Regional Planning Board for: REZONING OF ERF 6638, KHOMASDAL EXTENSION 4 FROM "GOVERNMENT" TO "INSTITUTIONAL" AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.
Erf 6638, Khomasdal Extension 4 is zoned "Government" and is approximately 13898 m 2 in extent. There is an existing building situated on the erf. Once Council approves the proposed rezoning the intention is to utilize the erf for 'Institutional'purposes.
The number of vehicles for which parking will be provided on-site will be in accordance with the Windhoek Town Planning Scheme.Take notice that the locality plan, current and proposed zoning of the Erf lies for inspection on the town planning notice board at the Customer Care Centre, Main Municipal Offices, Rev. Michael Scott Street, Windhoek.Further take notice that any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Municipal Council of Windhoek, 5th floor, office 516 and with the applicant in writing,not later than 12 July 2024.
APPLICANT:
RITTA KHIBA PLANNING CONSULTANTS CC
P O Box 22543, Windhoek
Tel: 061 - 225062 or
Fax:088614935 (*fax to email*)
Mobile: 0815788154
Email Address:tp2@rkpc.com.na/info@rkpc.com.na
MUNICIPALITY OF WINDHOEK:
Mr. Hugo Rust Town Planner
Department Of Urban and Transport Planning
Office: +264 61 290 2378
Email:Hugo.Rust@windhoekcc.org.na
DM0202400416250

They say someone is truly never gone until you stop remembering them.

I think there is truth in this.....

When you left this earth a great part of me went missing. But I think you left some of yourself behind, for me to find.

When you left this earth I gathered your things and held them close. I closed my eyes and for a moment it felt like you were here with me again.

When you left this earth I went through my pictures. I studied your face harder than I ever have and for a moment those pictures brought you to life once more.

When you left this earth I found as many reasons as I could to talk about you. I tell stories about you and for a moment we are living in those memories again.

Every day I find as many reasons I can to not let the rest of you leave this earth and everyday it brings me peace to know that as long as I remember you a part of you will always be here.

Regskennisgewings Legal Notices

IN THE High Court of Namibia
Held at Main Division
Windhoek
Case Number: HC-MD-CIV-ACT-CON-2022/01220
In the matter between:
FIRST NATIONAL BANK OF NAMIBIA LIMITED, Plaintiff
and
FRIEDEL LAURENTIUS DAUSAB, Defendant
NOTICE OF SALE IN EXECUTION
Pursuant to a Judgement of the above Honourable Court granted on the 8th March 2024, the following immovable property will be sold "voetstoots" by the DEPUTY SHERIFF for the District of WINDHOEK on Thursday, the 4 th day of July 2024, at 10:30 at Remainder Extent of Erf 3082,Section No. 35, Extension 8, Otjomuise, Windhoek, Namibia.
CERTAIN: Remainder Extent of Erf 3082, Section No. 35, Extension 8, Otjomuise,
Windhoek, Namibia
SITUATE: In the Municipality of Windhoek Registration Division "K"
RESERVE PRICE: (a) The property will be sold by the deputy-sheriff of High Court of Namibia, Windhoek, to the highest bidder in terms of Rule 110(1)(a), in terms of which the property will be sold at no less than 75% of:
1.1 the established municipal value; alternatively,
1.2 established market value market value
should it be established that it is a primary residence. The valuation will be held with the Deputy Sheriff for inspection together with these conditions.
(b) Interest at 8.5% interest per annum from 30 days after sale to date of full and final payment;
(b) Deputy Sheriff's fees
IMPROVEMENTS: Sectional Title Unit:
1 x Lounge 1 x Kitchen 2 x Bedrooms 1 x Bathroom 1 x Carport
The "Conditions of Sale in Execution" will lie for inspection at the office of the Deputy Sheriff of Windhoek and at the Head Office of Plaintiff in Windhoek at Plaintiff's Attorneys, Koep & Partners at the undermentioned address.
Dated at Windhoek this 15th day of May 2024.
KOEP & PARTNERS LEGAL PRACTITIONERS FOR PLAINTIFF
33 SCHANZEN ROADWINDHOEK
REF: OD/ma/79048/DEB919
DM0202400415847

IN THE HIGH COURT OF NAMIBIA
MAIN DIVISION – WINDHOEK
CASE NO: HC-MD-CIV-ACT-CON-2022/00468
In the matter between:
BANK WINDHOEK LIMITED, Execution Creditor
And
FREDERICK JACOBUS BEUKES, Execution Debtor
NOTICE OF SALE IN EXECUTION
Pursuant to Judgement of the above Honourable Court, the following immovable property will be sold without reserve and voetstoots by the Deputy Sheriff of the District of Rehoboth on the 03rd JULY 2024 at 10H00 of the undermentioned property:
CERTAIN Erf No. REHOBOTH F382
SITUATE In the Municipality of Rehoboth Registration Division "M" Hardap Region
MEASURING 1115 (One One One Five) Square Metres
IMPROVEMENTS Dwelling consist of: Three bedrooms (bic), lounge, dining room, kitchen (bic), 1 bathroom, carport, thatched roof.
TERMS: 10% of the purchase price and the auctioneers' commission must be paid on the date of the sale. The further terms and conditions of the sale will be read prior to the auction and lie for inspection at the office of the Deputy Sheriff, Rehoboth and at the offices of the execution creditor's attorneys.
DATED at WINDHOEK this 04th day of June 2024
DR WEDER, KAUTA & HOVEKA INC.
Legal Practitioners for Plaintiff
3rd Floor,
WKH House, Jan Jonker Road
Ausspannplatz
WINDHOEK
(Ref. T. LUVINDAO/MAT75495/tdk)
DM0202400416338

NOTICE: Notice In terms of Section 35 (5) of The Administration of Estates Act 66 of 1965:
In terms of Section 35(5) of Act 66 of 1965, notice is hereby given that copies of the liquidation and distribution account (first unless otherwise stated) in the estate specified below will be open for the inspection of all persons interest herein for a period of 21 (twenty one) days from Friday, 21st of June 2024 at the offices of Master of the High Court at Windhoek.
Should no objection thereto be lodged with the Master concerned during the specified period, the Executor will proceed to make payments in accordance with the account.
Registered number of the Estate: E 281/2023, name and surname of the deceased:
CAROLINE WOERMANN, with ID number 7311170032084, whose last residence was at STRAND, WESTERN CAPE, SOUTH AFRICA.
Theunissen, Louw & Partners,
Schutzen Haus,
no. 1 Schutzen street,
Windhoek
Ref: MAT3415 NS
DM0202400416342

REZONING NOTICE Take notice that RITTA KHIBA PLANNING CONSULTANTS (TOWN AND REGIONAL PLANNERS) CC on behalf of the owner of Erf 6638, Andrew Kloppers,Street No. 34-40, Khomasdal Extension 4, intends on applying to the Municipal Council of Windhoek and the Urban and Regional Planning Board for:
• REZONING OF ERF 6638, KHOMASDAL EXTENSION 4FROM"GOVERNMENT" TO "INSTITUTIONAL" AND
• CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.
Erf 6638, Khomasdal Extension 4 is zoned "Government" and is approximately 13898 m 2 in extent. There is an existing building situated on the erf. Once Council approves the proposed rezoning the intention is to utilize the erf for 'Institutional'purposes.
The number of vehicles for which parking will be provided on-site will be in accordance with the Windhoek Town Planning Scheme.Take notice that the locality plan, current and proposed zoning of the Erf lies for inspection on the town planning notice board at the Customer Care Centre, Main Municipal Offices, Rev. Michael Scott Street, Windhoek.Further take notice that any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Municipal Council of Windhoek, 5th floor, office 516 and with the applicant in writing,not later than 12 July 2024.
APPLICANT:
RITTA KHIBA PLANNING CONSULTANTS CC
P O Box 22543, Windhoek
Tel: 061 – 225062 or Fax:088614935 (fax to email)
Mobile: 0815788154
Email Address:tp2@rkpc.com.na/info@rkpc.com.na
MUNICIPALITY OF WINDHOEK:
Mr. Hugo Rust Town Planner
Department Of Urban and Transport Planning
Office: +264 61 290 2378
Email:Hugo.Rust@windhoekcc.org.na
DM0202400416250

NOTICE ESTATE LATE GERT JACOBUS VAN ZYL
ESTATE NUMBER E 1546/2023
Identity Number: 340710 0007 4
Notice is hereby given that the First and Final Liquidation and Distribution Account in the Estate of the Late GERT JACOBUS VAN ZYL, Identity Number 340710 0007 4, Widowed and who died on 13 July 2023 at Otjiwarongo, Estate Account No. E 1546/2023 will be open for inspection at the offices of the Magistrate's Office in OTJIWARONGO and at the offices of the Master of the High Court in Windhoek for a period of 21 days as from 21 JUNE 2024.
VAN DER WESTHUIZEN & GREEFF
EXECUTORS/AGENTS
PO BOX 47
OTJIWARONGO
TEL: 067-304156
DM0202400416322

NOTICE TO CREDITORS IN DECEASED ESTATES All persons having claims against the estate mentioned below are hereby called upon to lodge their claims with the executors concerned, within 30 days (or otherwise as indicated) calculated from the date of publication hereof.
Estate number: E 965 / 2024
Surname: Wood
Christian names: Gareth Martin
Date of birth: 9 June 1965
Passport Number: GBR 511060329
Last address: Aberdeen, United Kingdom
Date of death: 13 December 2023
Master of the High Court: WINDHOEK
Married in community of property to:
Name and address of executor or authorised agent:
CRONJE TRUSTEES AND EXECUTORS (PTY) LTD
1 JAN JONKER ROAD
WINDHOEK NAMIBIA
MAT 10654
heike@cronjelaw.com
Date: 12.06.2024 Tel No. 081 146 9407
Notice for publication in the Market Watch on: Friday, 21 June 2024.Period allowed for lodgement of claims if other than 30 days:
DM0202400416343

IN THE High Court of Namibia
Main Division, Windhoek
Case Number: HC-MD-CIV-ACT-CON-2021/02206
In the matter between:
STANDARD BANK OF NAMIBIA LIMITED, Plaintiff
and
ZEMBURUKEE KAVETUNA, 1st Defendant
EXCLUSIVE MULTIMEDIA INVESTMENTS CC, 2nd Defendant
NOTICE OF SALE IN EXECUTION
Pursuant to a Judgement of the above Honourable Court granted on the 27 September 2021, the following immovable property will be sold "voetstoots" by the Deputy Sheriff for the District of Okahandja on Friday, 5 July 2024, at 12h00 at Erf 890, Extension 3, Osona Village Okahandja, Republic of Namibia.
CERTAIN: Erf 890, Extension 3, Osona Village Okahandja, Republic of Namibia
SITUATE: In the Municipality of Okahandja Registration Division "J"
RESERVE PRICE: (a) The property will be sold by the Deputy Sheriff of the High Court of Namibia, Okahandja to the highest bidder in terms of Rule 110(1)(a), in terms of which the property will be sold at no less than 75% of:
1.1 the established municipal value; alternatively,1.2 established market value market value should it be established that it is a primary residence. The valuation will be held with the Deputy Sheriff for inspection together with these conditions.
(b) Interest at 9.75 % per annum from 30 days after sale to date of full and final payment;(c) Deputy Sheriff's fees
IMPROVEMENTS: 1x Lounge, 1x Kitchen, 2x Bathrooms, 2x Bedrooms, 1x Carport.
The "Conditions of Sale in Execution" will lie for inspection at the office of the Deputy Sheriff in Okahandja, and at the Head Office of Plaintiff in Windhoek at Plaintiff's Attorneys, Koep & Partners at the undermentioned address.
Dated at Windhoek this ____ day of JUNE 2024.
KOEP & PARTNERS
LEGAL PRACTITIONERS FOR PLAINTIFF
33 SCHANZEN ROAD
WINDHOEK
REF: NG/077705/DEB685
DM0202400416240

NOTICE ESTATE LATE JACOBUS JOHANNES ROUX
Estate Number: E 893/2024
Identity Number: 540831 0022 2
Creditors and Debtors are hereby called upon to file their claims and to pay their debtsto the undersigned within 30 days from date of publication hereof.
VAN DER WESTHUIZEN & GREEFF
EXECUTORS/AGENTS
PO BOX 47
OTJIWARONGO
TEL: 067-304156/7/8
DM0202400416333

IN THE Court of 141
Held at Main Divi
Windhoek
Case Number: HC-MD-CIV-ACT-CON-2021/00342
In the matter between:
FIRST NATIONAL BANK OF NAMIBIA LIMITED, Plaintiff
and
AMRAM UAAKA, Defendant
NOTICE OF SALE IN EXECUTION
Pursuant to a Judgement of the above Honourable Court granted on the 13th August 2021, the following immovable property will be sold "voetstoots" by the Deputy Sheriff for the District of Okahandja on Friday, the 28 th day of June 2024, at 12:00 at Erf 382, Nau-Aib, Okahandja, Namibia.
CERTAIN: Erf 382, Nau-Aib, Okahandja, Namibia
SITUATE: In the Municipality of Okahandja Registration Division "J"
RESERVE PRICE: (a) The property will be sold by the deputy-sheriff of High Court Of Namibia, Okahandja to the highest bidder in terms of Rule 110(1)(a), in terms of which the property will be sold at no less than 75% of:
1.1 the established municipal value; alternatively,
1.2 established market value market value
should it be established that it is a primary residence. The valuation will be held with the Deputy Sheriff for inspection together with these conditions.
(b) Interest at 8.5% interest per annum from 30 days after sale to date of full and final payment;
(b) Deputy Sheriff's fees
IMPROVEMENTS: 1 x Lounge 1 x open-plan kitchen 1 x Dining Room 3 x Bedrooms 2 x Bathrooms
The "Conditions of Sale in Execution" will lie for inspection at the office of the Deputy Sheriff of Okahandja and at the Head Office of Plaintiff in Windhoek at Plaintiff's Attorneys, Koep & Partners at the undermentioned address.
Dated at Windhoek this 15th day of May 2024.
KOEP & PARTNERS LEGAL PRACTITIONERS FOR PLAINTIFF
33 SCHANZEN ROAD
WINDHOEK
REF: OD/ma/77267/DEB594
DM0202400415848

LIQUIDATION AND DISTRIBUTION ACCOUTNS IN DECEASED ESTATES LYING FOR INSPECTION In terms of section 35 (5) of Act 66 of 1965 notice is hereby given that the First and Final Liquidation and Distribution account in the estate specified below will be open for the inspection to all persons interested therein for a period of 21 (twenty one) days from the date of publication hereof, at the office of the Master of the High Court, Windhoek and the Magistrate's Court, Oshakati.
Should no objection thereto be lodged with the Master or Magistrate concerned during the specified period, the Executor will proceed to make payments in accordance with the account.
MASTER'S REF. NO: E 2042/2023
ESTATE LATE NOVATA BRASIUS ID NO: 500203 00057, UNMARRIED
DATE OF DEATH: 05 DECEMBER 2022
LAST ADDRESS: OSHAKATI WEST, OSHANA REGION
TANGENI P. AUSIKU AGENT OF THE EXECUTRIX
AUSIKU ATTORNEYS
P. O. BOX 27078, WINDHOEK, 11 DELIUS STREET,
ERF 3989 WINDHOEK-WEST
EMAIL: tangeni@ausikuattorneys.com
TEL: +264 85 2153291
DM0202400416363

NOTICE ESTATE LATE ANDREW KOTZEE
ESTATE NUMBER E 2017/2023
Identity Number: 650910 0140 9
Notice is hereby given that the First and Final Liquidation and Distribution Account in the Estate of the Late ANDREW KOTZEE, Identity Number 650910 0140 9, Married In Community of Property to ANNALINE LORAINA KOTZEE and who died on 30 August 2023 at Katutura Hospital,Windhoek, Estate Account No. E 2017/2023 will be open for inspection at the offices of the Magistrate's Office in OTJIWARONGO and at the offices of the Master of the High Court in Windhoek for a period of 21 days as from 21 JUNE 2024.VAN DER WESTHUIZEN & GREEFF
EXECUTORS/AGENTS
PO BOX 47
OTJIWARONGO
TEL: 067-304156
DM0202400416321

IN THE High Court of Namibia
Held At Main Division Windhoek
Case Number: HC-MD-CIV-ACT-CON-2021/01095
In the matter between:
FIRST NATIONAL BANK OF NAMIBIA LIMITED, Plaintiff
and
NIKANOR SHIKONGO, Defendant
NOTICE OF SALE IN EXECUTION
Pursuant to a Judgement of the above Honourable Court granted on the 21st April 2022, the following immovable property will be sold "voetstoots" bythe DEPUTY SHERIFF for the District of WINDHOEK on Thursday, the 4th day of July 2024, at 12:00 at Erf 1136 (a Portion of Erf 1068) No. 44, Hochlandpark, Windhoek, Namibia.
CERTAIN: Erf 1136 (a Portion of Erf 1068) No. 44, Hochlandpark, Windhoek, Namibia
SITUATED: In the Municipality of Windhoek, Registration Division "K"
RESERVE PRICE:(a)The property will be sold by the deputy-sheriff of HIGH COURTOF NAMIBIA, WINDHOEK to the highest bidder in terms of Rule 110(1)(a), in terms of which the property will be sold at no less than 75% of:
the established municipal value; alternatively,
established market value market value
should it be established that it is a primary residence. The valuation will beheld with the Deputy Sheriff for inspection together with these conditions.
(b) Interest at 8.5% interest per annum from 30 days after sale to date of full and final payment;
(b) Deputy Sheriff's fees
IMPROVEMENTS: 3x Bedrooms (Main en-suite), 2x Full Bathrooms with BIC, 1x Dressing Room, 1x Guest Toilet, 1x Laundry Room, 1x TV Room , 1x Lounge, Open Plan Kitchen with BIC, 2x Garages, , Other: swimming pool, fire place, bachelor flat with half bathroom S/T.
The "Conditions of Sale in Execution" will lie for inspection at the office of the Deputy Sheriff of Windhoek and at the Head Office of Plaintiff in Windhoek at Plaintiff's Attorneys, Koep & Partners at the undermentioned address.
Dated at Windhoek this 15th day of May 2024.
KOEP & PARTNERS
LEGAL PRACTITIONERS FOR PLAINTIFF
33 SCHANZEN ROAD
WINDHOEK
REF: OD/ma/77311/DEB655
DM0202400415849

IN THE High Court of Namibia
Main Division, Windhoek
Case No: HC-MD-CIV-ACT-CON-2022/00463
In the matter between:
BANK WINDHOEK LIMITED
Execution Creditor
And
BALINDA LATITIA BEUKES
Execution Debtor
NOTICE OF SALE IN EXECUTION
Pursuant to Judgement of the above Honourable Court, the following immovable property will be sold without reserve and voetstoots by the Deputy Sheriff of the District of Rehoboth on the 03rd JULY 2024 at 11H00 of the undermentioned property:
CERTAIN Erf No. REHOBOTH H15
SITUATE In the Municipality of Rehoboth Registration Division "M" Hardap Region
MEASURING 3150 (Three One Five Zero) Square Metres
IMPROVEMENTS Vacant Erf
TERMS: 10% of the purchase price and the auctioneers' commission must be paid on the date of the sale. The further terms and conditions of the sale will be read prior to the auction and lie for inspection at the office of the Deputy Sheriff, Rehoboth and at the offices of the execution creditor's attorneys.
Dated at Windhoek this 04th day of June 2024
DR WEDER, KAUTA & HOVEKA INC.
Legal Practitioners for Plaintiff
3rd Floor, WKH House,Jan Jonker Road
Ausspannplatz,
WINDHOEK
(Ref. T. LUVINDAO/MAT75493/tdk)
DM0202400416288

IN THE HIGH COURT OF NAMIBIA
(Main Division)
CASE NO: HC-MD-CIV-ACT-CON-2023/00802
NOTICE OF MOTION
In the matter between:
BANK WINDHOEK LIMITED, Applicant Plaintiff
AND
MATHEUS PENOMUKWATHI NAMBAHU, Respondent / Defendant
PLEASE TAKE NOTICE THAT this the above-named Applicant / Judgment Creditor will make application to this Court on FRIDAY, 19 JULY 2024, at 10:00 or as soon thereafter as counsel may be heard, for an order in the following terms:
1. An order declaring the following immovable property specially executable:
CERTAIN: Erf No. 745 Katutura
SITUATE: In the Municipality of Windhoek, Registration Division "K" Khomas Region
MEASURING: 263 (two six three) square metres
HELD: Under Deed Of Transfer No. T6225/2011
SUBJECT: To the conditions contained therein.
2. Costs of suit on a scale as between attorney and client.
3. Further and or alternative relief.
TAKE NOTICE FURTHER THAT the affidavit of ATHALIA EUNICE WALLACE, together with the annexures hereto will be used in support of this application. TAKE NOTICE FURTHER THAT the Applicant/Plaintiff has appointed Dr. Weder,Kauta & Hoveka Inc. of 3rd Floor, WKH House, Ausspannplatz, Jan Jonker Road,Windhoek, Namibia, at which the Applicant/Plaintiff will accept notice and service of all process in these proceedings.TAKE NOTICE FURTHER THAT the Applicant/Plaintiff will seek an order declaring the mortgaged property(ies) to be executable. The Respondent/Defendant is herewith advised of the Plaintiff's intention to seek an order declaring the immovable property(ies) executable as provided for by Rule 108(2).
TAKE NOTICE FURTHER THAT if you intend to oppose this application you are required to:
1. Within 10 days from the date of service of this application on you, deliver your notice(s) of intention to oppose the application and to place relevant facts and/or circumstances before this Honourable Court under oath showing why the immovable property(ies) should not be declared executable. Failure to do so may result in the immovable property(ies) being declared specifically executable.2. Further that you are required to appoint in such notification an address within a flexible radius from the court, referred to in rule 65(5) at which you will accept notice and service of all documents in these proceedings.
If no notice of intention to oppose is given, the application will be moved on the 19th day of July 2024, and the respondent(s) is/are cautioned to be present in person and or represented by a legal practitioner.
KINDLY SET THE MATTER DOWN ACCORDINGLY.
Dated at Windhoek this 12th day of June 2024.
DR WEDER, KAUTA & HOVEKA INC.
LEGAL PRACTITIONERS FOR PLAINTIFF
WKH HOUSE, JAN JONKER RD
AUSSPANNPLATZ, WINDHOEK
REF: LUVINDAO-MAT88869/LVS
TO: THE REGISTRAR
HIGH COURT – MAIN DIVISION, WINDHOEK
(Service by eJustice)
AND TO: MATHEUS PENOMUKWATHI NAMBAHU
ERF 4163, WINDHOEK WEST-WINDHOEK, NAMIBIA
and
60 SCHONLEIN STREET, WINDHOEK-WEST, WINDHOEK,NAMIBIA
(Service by the Deputy Sheriff)
AND TO: ALL LESSEES
ERF NO. 745, KATUTURA, WINDHOEK, NAMIBIA
(Service by the Deputy Sheriff)
DM0202400416288

NOTICE All persons having claims against the estates specified, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise) from the date of publication hereof.
Registered number of estate: E 1405/2023
Master's Office: Windhoek
Surname: CLAASEN
First names: WILLEM HENDRIK
Date of Birth: 16 DECEMBER 1960Identity number: 6012160059 9
Last address: Walvis Bay, Erongo Region
Date of Death: 17 FEBRUARY 2011
Christian names and surname of surviving spouse: RUTH RHONA (MULLER)
Name and (only one) address of executor or authorised agents:
G N SEPTEMBER
SEPTEMBER & ASSOCIATES
P O BOX 1521, WALVIS BAY
NAMIBIA
Period allowed for lodgement of claims: 30 days,
Advertiser, and Address:
SEPTEMBER & ASSOCIATES
P O BOX 1521, WALVIS BAYNAMIBIA
WALVIS BAY Date: 10 JUNE 2024Tel: 064-220041
Notice for publication in the REPUBLIKEIN on 21 JUNE 2024.
DM0202400416324

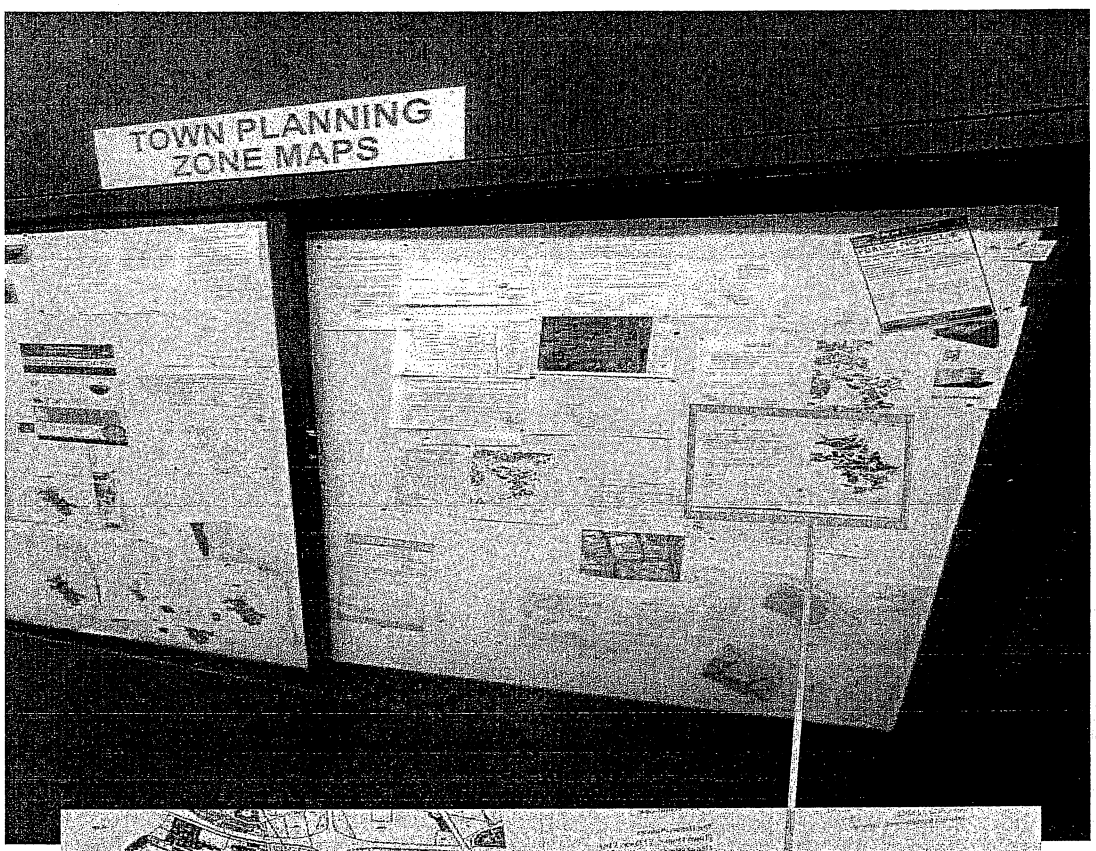
NOTICE All persons having claims against the estates specified, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise) from the date of publication hereof.
Registered number of estate: E 464/2024
Master's Office: Windhoek
Surname: CLARKSON
First names: MARY
Date of Birth: 13 MAY 1932
Identity number: 3205130070081
Last address: Mitchells Plain Cape, South Africa
Date of Death: 08 August 2004
Christian names and surname of surviving spouse: NONE
Name and (only one) address of executor or authorised agents:
G N SEPTEMBER
SEPTEMBER & ASSOCIATES
P O BOX 1521, WALVIS BAY, NAMIBIA
Period allowed for lodgement of claims:
30 days, and Address:
SEPTEMBER & ASSOCIATES
P O BOX 1521, WALVIS BAY, NAMIBIA
Date: 10 JUNE 2024
Tel: 064-220041
Notice for publication in the REPUBLIKEIN on 21 JUNE 2024.
DM0202400416325

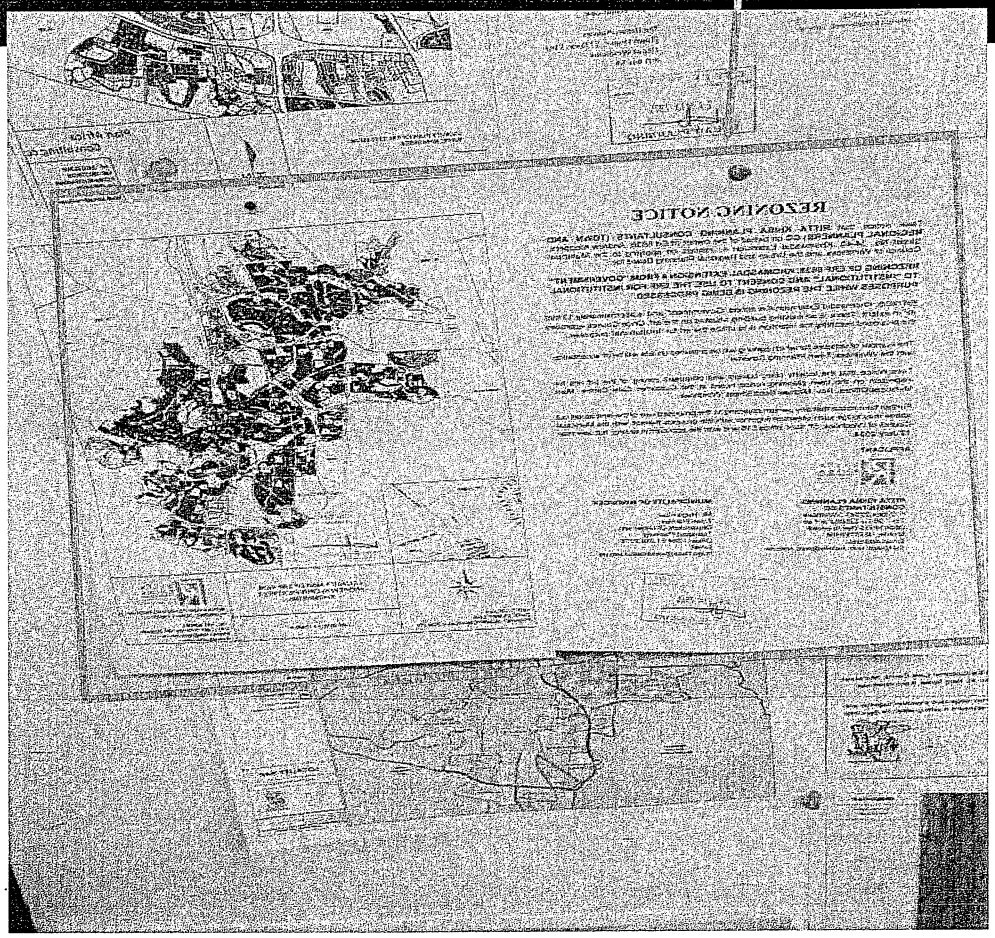
NOTICE NOTICE TO CREDITORS IN DECEASED ESTATES
All persons having claims against the estates specified, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise) from the date of publication hereof.
Registered number of estate: E 676/2024
Master's Office: Windhoek
Surname: WILLIAMS
First names: JOHN GOLDIE
Date of Birth: 16 JUNE 1966
Identity number: 660616 0129 8
Last address: Walvis Bay, Erongo Region
Date of Death: 30 JANUARY 2024
Christian names and surname of surviving spouse: JOHANNA WILLIAMS (BLOM)
Name and (only one) address of executor or authorised agents:
G N SEPTEMBER
SEPTEMBER & ASSOCIATES
P O BOX 1521, WALVIS BAY, NAMIBIA
Period allowed for lodgement of claims: 30 days, and Address:
SEPTEMBER & ASSOCIATES
P O BOX 1521, WALVIS BAY, NAMIBIA
Date: 10 JUNE 2024
Tel: 064-220041
Notice for publication in the REPUBLIKEIN on 21 JUNE 2024.
DM0202400416326

Market Watch
TO ADVERTISE CALL:
Classifieds
T: 061 297 2175

MUNICIPAL NOTICE

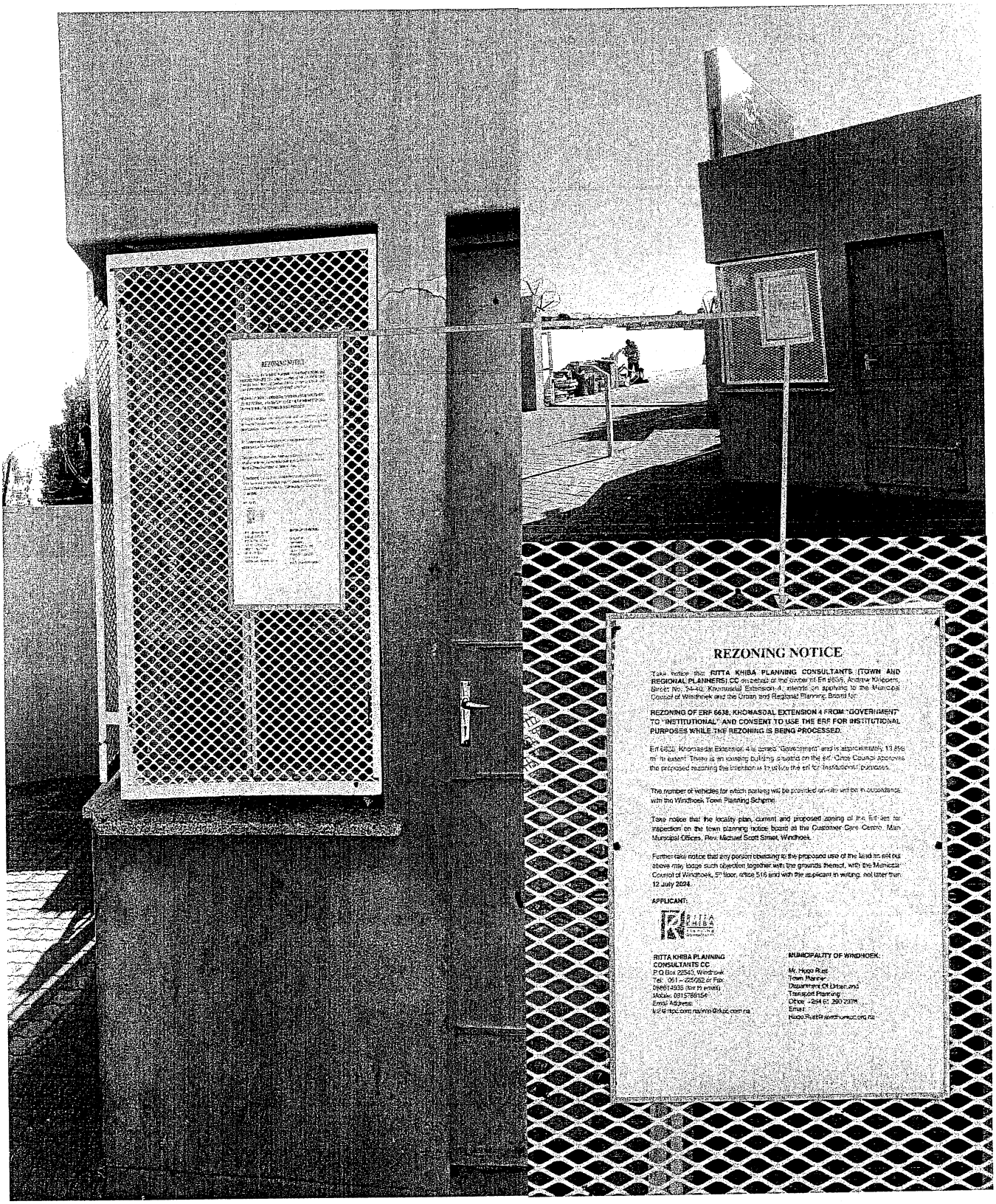
ERF 6638, 34-40 ANDREW KLOPPERS STREET, KHOMASDAL





ON-SITE NOTICE

ERF 6638, NO.34-40 ANDREW KLOPPERS STREET, KHOMASDA



LIST OF REGISTERED [illegible]IS POSTED

nampost

by Ritter Khiba Planning Consultants cc for 6638, Khomasdal

Sender's reference no.	Addressee's name and address		Registration no.
Erf 2300, Henry van Eck lane Street, Khomasdal	HD van Neel P.O.Box 24395 Windhoek	BA 002 757 186 NA	
Erf 2301, Henry van Eck lane Street, Khomasdal	Z.E van Wyk P.O.Box 4308 Rehoboth	BA 002 757 209 NA	
Erf 2302, Henry van Eck lane Street Khomasdal	E Kainarumbi P.O. Box 25896 Windhoek	BA 002 757 212 NA	
Erf 2303, Henry van Eck lane Street Khomasdal	L.D. Cloete P.O.Box 70248 Khomasdal	BA 002 757 230 NA	
Erf 2304, Koester Street Khomasdal	J. Zacharias P.O.Box 10917 Khomasdal	BA 002 757 226 NA	
Erf 2306, Koester Street Khomasdal	E.W. Cloete P.O.Box 3341 Windhoek	RR 014 576 756 NA	
Erf 2307, Koester Street Khomasdal	D.J & J.H Van Wyk P.O. Box 23207 Windhoek	RR 014 576 760 NA	
Erf 2309, Koester Street Khomasdal	G.C.J. Marton P.O.Box 11877 Klein Windhoek	RR 014 576 773 NA	
Erf Re/2770, Florence Nightingale Street Khomasdal	Unam Private Bag 13317 Windhoek	RR 014 576 787 NA	
Erf 2779, Paul van Hartes Road, Khomasdal	Michelle McLean PS Private Bag 13186 Windhoek	RR 014 576 800 NA	
Erf 2786, Paul van Hartes Road, Khomasdal	Tutongeni Properties P.O Box 72127 Funcky Town	RR 014 576 813 NA	

studio print 28054

Number of items 11 Received by W

Date-stamp

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

P1/185

P.O. Box 22543, Windhoek
1012 Virgo Street, Doradopark
Tel: +264 61 225062 | Fax 2 Email +264 88814935
Cell: +264 812505559 / 81578 8154 | Email: tp2@rkpc.com.na/ info@rkpc.com.na
TOWN AND REGIONAL PLANNERS & ENVIRONMENTAL CONSULTANTS

RITTA KHIBA Planning Consultants

L/RE/ Erf 6638, Khomasdal **14 June 2024**

DELIVERY OF AFFECTED NEIGHBOURS COMMENT FORM

REZONING OF ERF 6638, KHOMASDAL EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED

ERF NO.	OWNER	CONTACT DETAILS	SIGNATURES
1. 2305	Hoinie Kwedhi	0813796117	HKwedhi
2. 2308	Z.Z. Coetzee	081 2084809	Z. Coetzee
3. 6596	Windhoek United Congregational Church	081 3025 800	

P.O. Box 22543, Windhoek
1012 Virgo Street, Doradopark
Tel: +264 61 225062 | Fax 2 Email +088614935
Cell: +264 815788154/+264 812505559 | Email: tp2@rkpc.com.na/info@rkpc.com.na
TOWN AND REGIONAL PLANNERS & ENVIRONMENTAL CONSULTANTS

RITTA KHIBA Planning Consultants

14 June 2024

L. K. Kwedhi

Koester Street

COMMENTS OF AFFECTED NEIGHBOURS:

REZONING OF ERF 6638, KHOMASDAL EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED

Erf 6638 Andrew Kloppers Street, Khomasdal Extension 4 is zoned 'Government' and is approximately 13 898 m² in extent. There is an existing building situated on the erf. Once Council approves the proposed rezoning the intention is to utilize the erf for 'Institutional' purposes.

As the neighbouring erf owner/occupant you are duly notified to comment on the rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal in accordance with the Urban and Regional Planning Act, No 5 of 2018.

I Loinie Kaurapawa Kwedhi

Owner of **Erf 2305**, Khomasdal.

- Have (no) objections to the proposed Rezoning;
- Object to the Rezoning for the following reasons:

.....

.....

.....

Signature Hkwedhi Date 31 July 2024

Further take note that this notice will expire within 14 days of the receipt of this letter. The return address for comments is: info@rkpc.com.na / tp2@rkpc.com.na/ P.O. Box 22543 Windhoek.

P.O. Box 22543, Windhoek
1012 Virgo Street, Doradopark
Tel: +264 61 225062 | Fax 2 Email +088614935
Cell: +264 815788154/+264 812505559 | Email: tp2@rkpc.com.na/info@rkpc.com.na
TOWN AND REGIONAL PLANNERS & ENVIRONMENTAL CONSULTANTS

RITTA KHIBA Planning Consultants

14 June 2024

COMMENTS OF AFFECTED NEIGHBOURS:

REZONING OF ERF 6638, KHOMASDAL EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED

Erf 6638 Andrew Kloppers Street, Khomasdal Extension 4 is zoned 'Government' and is approximately 13 898 m² in extent. There is an existing building situated on the erf. Once Council approves the proposed rezoning the intention is to utilize the erf for 'Institutional' purposes.

As the neighbouring erf owner/occupant you are duly notified to comment on the rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal in accordance with the Urban and Regional Planning Act, No 5 of 2018.

I, Sr Sharon De Wee

Owner of **Erf 6596**, Khomasdal.

(•) Have no objections to the proposed Rezoning;

- Object to the Rezoning for the following reasons:

Church Secretary of the Windhoek United Congregational Church Khomasdal.

WINDHOEK UNITED CONGREGATIONAL CHURCH P.O.Box 10135, Windhoek Namibia 25-06-2024 Tel: 061-[illegible] Fax: 061-[illegible]

Signature: [signature] Date: 25 June 2024

Further take note that this notice will expire within 14 days of the receipt of this letter. The return address for comments is: info@rkpc.com.na / tp2@rkpc.com.na/ P.O. Box 22543 Windhoek.

P.O. Box 22543, Windhoek
1012 Virgo Street, Doradopark
Tel: +264 61 225062 | Fax 2 Email +088614935
Cell: +264 815788154/+264 812505559 | Email: tp2@rkpc.com.na/info@rkpc.com.na
TOWN AND REGIONAL PLANNERS & ENVIRONMENTAL CONSULTANTS

RITTA KHIBA Planning Consultants

14 June 2024

G. C. J. Mouton

P.O. Box 11877

Klein Windhoek

COMMENTS OF AFFECTED NEIGHBOURS:

REZONING OF ERF 6638, KHOMASDAL EXTENSION 4 FROM 'GOVERNMENT' TO 'INSTITUTIONAL', AND CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED

Erf 6638 Andrew Kloppers Street, Khomasdal Extension 4 is zoned 'Government' and is approximately 13 898 m² in extent. There is an existing building situated on the erf. Once Council approves the proposed rezoning the intention is to utilize the erf for 'Institutional' purposes.

As the neighbouring erf owner/occupant you are duly notified to comment on the rezoning of Erf 6638, Andrew Kloppers Street, Khomasdal in accordance with the Urban and Regional Planning Act, No 5 of 2018.

I..... GERRIT C.J MOUTON .....

Owner of **Erf 2309**, Khomasdal.

- (•) Have no objections to the proposed Rezoning;
- Object to the Rezoning for the following reasons:

.....

.....

.....

Signature .....Date 11/07/2024

Further take note that this notice will expire within 14 days of the receipt of this letter. The return address for comments is: info@rkpc.com.na / tp2@rkpc.com.na/ P.O. Box 22543 Windhoek.

GOVERNMENT GAZETTE

OF THE

REPUBLIC OF NAMIBIA

N$21.60 WINDHOEK - 14 June 2024 No. 8379

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No. 278 2024

REZONING OF ERF 967, PIONIERSPARK

Plan Africa Consulting cc, Town and Regional Planners, intends to apply to the City of Windhoek for:

- **Rezoning of Erf 967, Pionierspark, Gous Street From residential with a density of 1:900 to hospitality for purpose of a Hotel Pension, comprising of 13 rooms; and**
- **Consent to use Erf 967, Pionierspark, Gous Street for the purpose of a Shop, Conference center and Restaurant.**

Erf 967, Windhoek measures a total area of 1125m². The respective erf is zoned "residential" with a density of 1:500. The owner wishes to rezone the erf to "hospitality" for the purpose of a hotel-pension. The objective of the proposed rezoning is to add 3 additional rooms to the existing 10 rooms of the accommodation establishment. The most feasible alternative for meeting the accommodation demand within the City of Windhoek would be intensifying development.

The locality plan of the erf lies for inspection on the Town Planning Notice Board at the City of Windhoek and at Plan Africa Consulting CC, No. 8 Delius Street, Windhoek West.

Any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Okahandja Municipality and with the applicant (Plan Africa Consulting CC) in writing within 14 days of the last publication of this notice (final date for objections is **5 July 2024**).

Applicant:
Plan Africa Consulting cc
Town and Regional Planners
P. O. Box 4114, 8 Delius Street, Windhoek (West)
Tel: (061) 212096 Cell: 0812716189
Fax: (061) 213051
Email:pafrica@mweb.com.na

No. 279 2024

REZONING OF ERF 6638, KHOMASDAL EXTENSION 4

Ritta Khiba Planning Consultants (Town and Regional Planners) CC on behalf of the owner of Erf 6638, Andrew Kloppers, Street No. 34 to 40, Khomasdal Extension 4, intends on applying to the Municipal Council of Windhoek and the Urban and Regional Planning Board for:

Rezoning of Erf 6638, Khomasdal Extension 4 from "Government" to "Institutional" and consent to use the erf for institutional purposes while the rezoning is being processed.

Erf 6638, Khomasdal Extension 4 is zoned "Government" and is approximately 13 898m² in extent. There is an existing building situated on the erf. Once Council approves the proposed rezoning the intention is to utilize the erf for "institutional" purposes.

The number of vehicles for which parking will be provided on-site will be in accordance with the Windhoek Town Planning Scheme.

The locality plan, current and proposed zoning of the erf lies for inspection on the Town Planning Notice Board at the Customer Care Centre, Main Municipal Offices, Rev. Michael Scott Street, Windhoek.

Any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Municipal Council of Windhoek, 5th floor, office 516 and with the applicant in writing, not later than **12 July 2024**.

Applicant:
Ritta Khiba Planning Consultants cc
P .O. Box 22543, Windhoek
Tel: 061 - 225062 or Fax: 088614935
Mobile: 0815788154
E: tp2@rkpc.com .na/info@rkpc.com.na

Municipality of Windhoek:
H. Rust Town Planner
Department of Urban and
Transport Planning
Office: +264 61 290 2378
E: Hugo.Rust@windhoekcc:org.na

No. 280 2024

REZONING AND CONSENT USE NOTICE ERF 3620, SWAKOPMUND EXTENSION 1

Stewart Planning Town and Regional Planners has been appointed, as above, and in terms of the Swakopmund Town Planning Scheme and Urban and Regional Planning Act, for the rezoning of Erf 3620, Swakopmund Extension 1 from "general residential" to institutional.

Erf 3620, Swakopmund Extension 1 is developed and has an area of ±2,560m². It is situated in north-central Swakopmund in a well-established predominantly residential but mixed-use neighbourhood and wedged between Vineta and Tamariskia.

The intention of this rezoning and consent use application is for permission to establish a Place of Instruction (Private School) on Erf 3620, Swakopmund Extension 1 as an extension to the existing and adjacent Swakopmund Private School situated on Erven 1772, 1774 and 3622, Swakopmund Extension 1.

The full application is available to download from www.sp.com.na/projects or can be inspected at Town Planning Department: Municipality of Swakopmund, Room Number CO-12, corner of Rakotoka Street and Daniel Kamho Avenue, Swakopmund.

Any person that has objections to the proposed rezoning may lodge such objection, in writing, together with grounds thereof, with the Municipality of Swakopmund: Town Planning and the applicant on **Thursday, 4 July 2024**.

Applicant:
Stewart Planning, Town and
Regional Planners
P. O. Box 2095, Walvis Bay
Tel: 064 280 770
E: mario@sp.com.na

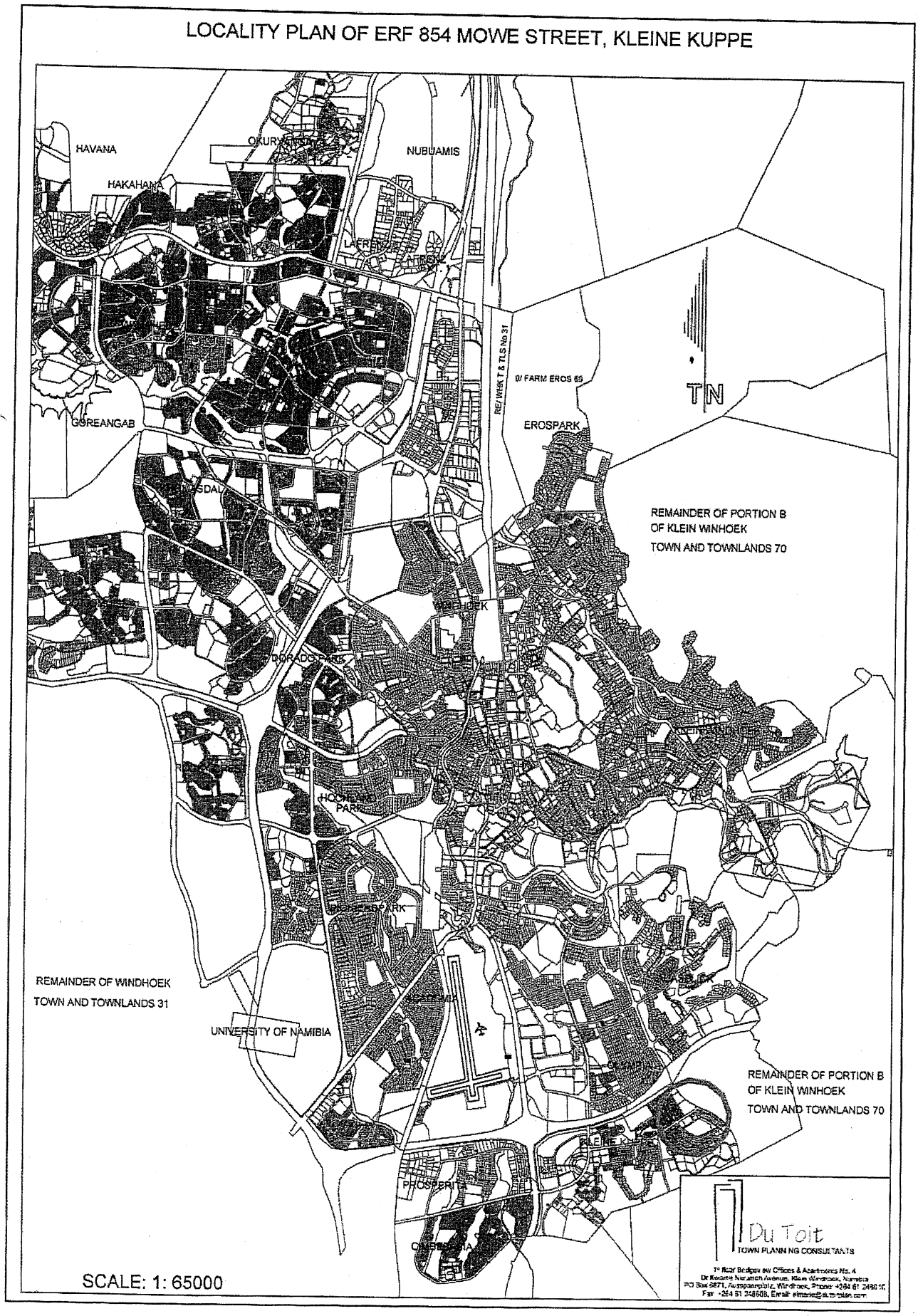
Municipality:
Chief Executive Officer
Municipality of Swakopmund
Town Planning Section
P. O. Box 53, Swakopmund
Tel: 064 410 4418
E: jheita@swkmun.com.na

No. 281 2024

REZONING OF ERF 1400, KUISEBMOND PROPER

Stewart Planning Town and Regional Planners intends to apply to the Municipality of Walvis Bay, and/or Ministry of Urban and Rural Development for the following statutory approval:

Rezoning of Erf 1400, Kuisebmond Proper (20 Kingklip Street). Rezoning from "single residential" (1:300) to "general residential" 1 (1:150) with consent to proceed with development while the rezoning is in progress.


LOCALITY PLAN OF ERF 854 MOWE STREET, KLEINE KUPPE
HAVANA
HAKAHANA
NUBUAMIS
GOREANGAB
EROSPARK
REMAINDER OF PORTION B
OF KLEIN WINHOEK
TOWN AND TOWNLANDS 70
REMAINDER OF WINDHOEK
TOWN AND TOWNLANDS 31
UNIVERSITY OF NAMIBIA
REMAINDER OF PORTION B
OF KLEIN WINHOEK
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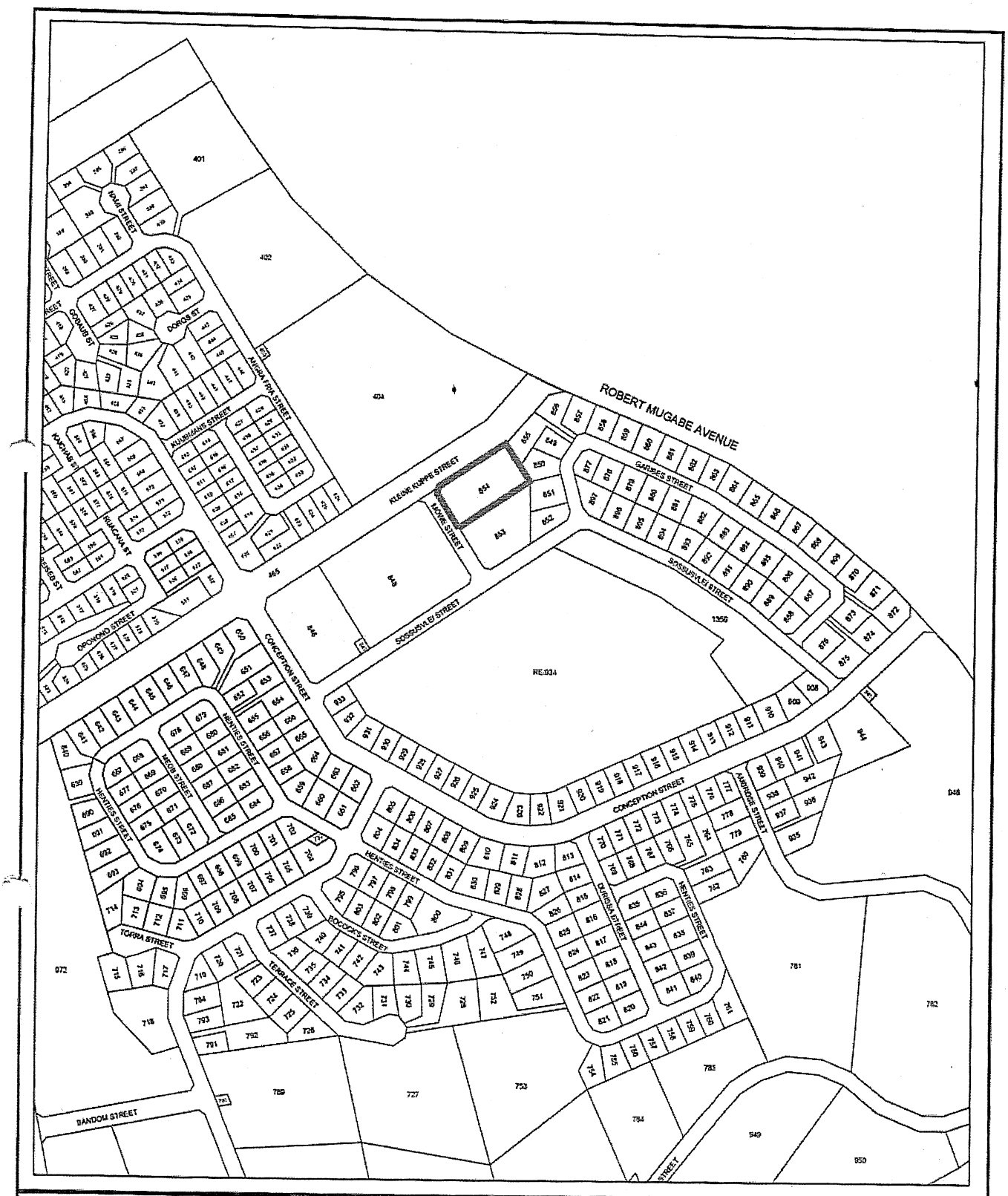
SCALE: 1: 65000
Du Toit
TOWN PLANNING CONSULTANTS



Scale: 1/5000

DATE: FEB 2023

PLAN NO.853KK_L

TN

LOCALITY PLAN OF ERF 854
MOWE STREET
KLEINE KUPPE

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6571, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com

CITY OF WINDHOEK

✉ 59, Windhoek ☎ +264 61 2902911

MINUTES of the monthly meeting of the

MUNICIPAL COUNCIL OF WINDHOEK

scheduled to be held on **Thursday, 25 January 2024**, but postponed until further notice and held with the monthly meeting on **Thursday, 29 February 2024 at 17:30**, but **commenced at 17:48**, in the new Council Chambers, Windhoek.

ENQUIRIES:	Ms T Edward/mgo Ms M Garises	**REF:**	2902(2501)2024.cm
TELEPHONE:	2902597/2902557	**DATE:**	2024-03-01

PRESENT

Councillor Ms QO Kamati	Chairperson/Mayor
Councillor J Uapingene	Deputy Chairperson/Deputy Mayor
Councillor B Araeb	Chairperson of Management Committee
Councillor A Kwenani	Member of Management Committee
Alderwoman FN Kahungu	Member of Management Committee
Councillor Ms M Pienaar-Lombardt	Member of Management Committee

Councillor Dr JS Amupanda (arrived 18:08 during the speech)
Councillor Ms SS Gawanas (arrived 18:11 during discussion of Item 4)
Councillor Ms CC Hanases (virtually)
Councillor Ms I Keister (virtually)
Councillor Ms N Larandja
Councillor I Skrywer (arrived 18:11 during discussion of Item 4)

ABSENT WITH LEAVE

Councillor SS Nujoma	Member of Management Committee
Councillor J Hecht	
Councillor Dr OS Uukule	

IN ATTENDANCE

Mr M Matyayi	Chief Executive Officer
Mr DR Adams	Acting Strategic Executive: Infrastructure, Water and Technical Services
Mr PR van Rensburg	Strategic Executive: Urban and Transport Planning
Mr OA Hekandjo	Strategic Executive: Electricity
Mr FI Maanda	Strategic Executive: Housing, Property Management and Human Settlement
Ms JJ Comalie	Strategic Executive: Finance and Customer Services
-	Strategic Executive: Economic Development and Community Services
Mr F Neputa	Strategic Executive: Information and Communication Technology
Mr LS Ileka	Head: City Police
Mr AM Nikanor	Acting Strategic Executive: Human Capital and Corporate Services
Mr B Ngairorue	Corporate Legal Adviser
-	Acting Manager: Mayoral and Council Affairs
Mr HN Akwenye	Manager: Corporate Communication, Marketing and Public Participation
-	Chief Internal Auditor
Ms KA Krotz	Manager: Operations and Committee Services
Ms T Edward	Senior Officer: Corporate and Strategic Meetings
Ms M Garises	Senior Officer: Corporate and Strategic Meetings

ALSO PRESENT

Mr CMU Rupingena	Strategy Advisor: Smart Cities
Mr C Eita (left 20:15 during discussion of Item 10.2.5)	Manager: External Relations and Networking

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[Municipal Council Minutes: 2024-02-29(01-25)]

10.2.8 **FNS.1 [UTP] APPLICATION FOR THE REZONING OF ERF 854, 1 TO MöWE STREET, KLEINE KUPPE FROM 'BUSINESS' WITH A BULK OF 1.0 TO 'GENERAL RESIDENTIAL' WITH A DENSITY OF 1:50 m²**
(L/854/KK)

On proposal by Councillor B Araeb, it was

RESOLVED

1 That the rezoning of Erf 854, Kleine Kuppe from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50 m² be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

2 That a minimum of one (1) parking bay per equal or less than three (3) bedroom units, or two (2) parking bays per equal or greater than four (4) bedroom units, plus one (1) parking bay per three (3) units, or part thereof, exclusively for visitors' parking, be provided on-site.

3 That the parking and access be maintained as per approved building plans.

4 That no access to be allowed over any stormwater catch pit or structure.

5 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme, stating:

5.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drainpipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:

- The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or

- The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.

5.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

6 That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent use or subsequent activities thereto be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

Q.O

7 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto be for the applicant's account.

8 That only one (1) service connection from the municipal electrical network be allowed to the erf, and further distribution be from the main LV kiosk/board of each erf.

9 That for erven that are zoned 'general residential', 'business', 'office', 'institutional' or 'industrial' and a service connection larger than 3 x 60 ampere is required, the applicant and/or his/her electrical Engineering representative contact the Strategic Executive: Electricity, well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation.

10 That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

11 That the applicant acknowledge receipt of the Council Resolution and accept the conditions in writing, within twenty eight (28) days of receipt of this letter.

12 That it be noted that in terms of section 110 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) any person who is aggrieved by the decision of the local authority may appeal against that decision to the Minister.

12.1 That the Notice of the Appeal and the Grounds for the Appeal be lodged within twenty one (21) days from the date of this Notice to the Minister and local authority whose decision is the subject of the appeal.

13 That the resolution be implemented prior to confirmation of the minutes.

RESOLUTION 20/02/2024

THE MEETING CLOSED AT 22:00

MINUTES APPROVED

.....
CHAIRPERSON

.....
CHIEF EXECUTIVE OFFICER

04/04/2024
.....
DATE

Republic of Namibia

Ministry of Urban and Rural Development

Enquiries: N. Khoa
Tel: (+264+61) 297-5221
Fax: (+264+61) 297-5305
Email: nkhoa@murd.gov.na

Government Office Park
Luther Street

Private Bag 13289
Windhoek, 10001
Namibia

Our Ref: 17/3/5/W3/18 Ext 1
Your Ref:

Du Toit Town Planning Consultants
P. O. Box 6871
Ausspannplatz
WINDHOEK

Dear Mrs. Du Toit,

SUBJECT: ITEM NO. 280/2024: KLEINE KUPPE EXTENSION 1: REZONING OF ERF 854

Your application letter dated 19 April 2024 has reference.

Kindly be informed that the Urban and Regional Planning Board has during its meeting held on 11 September 2024, recommended that the application be deferred to a next meeting.

Please find attached the Urban and Regional Planning Board minutes of the above mentioned meeting.

Yours faithfully,

SECRETARIAT
URBAN AND REGIONAL PLANNING BOARD

Ministry of Urban and Rural Development
Division: Planning
30 OCT
P/Bag 13289
WINDHOEK

Item

280/2024
17/3/5/W3/18 Ext 1

Date

11 September 2024

KLEINE KUPPE EXTENSION 1: REZONING OF ERF 854 (MUNICIPAL COUNCIL OF WINDHOEK / DU TOIT TOWN PLANNING CONSULTANTS) (Kl.Ku.A/1-MG-5AC-Y5,Z5)

The Board recommended that the matter be deferred to a next meeting to enable the applicant to do the following:

1. submit the General Notice No. 484 of 2023;
2. submit a signed Local Authority recommendation letter;
3. Council Resolution to refer to Kleine Kuppe Extension 1 (submit a copy of the Council Resolution mandating the addition of extension numbers on official documents from the Local Authority);
4. the current and proposed zoning plans to refer to Kleine Kuppe Extension 1; and
5. Re-advertise to refer to Kleine Kuppe Extension 1 in the newspapers and Government Gazette.

Ministry of Urban and Rural Development
Division: Planning
30 OCT 2024
P / Bag 13289
WINDHOEK

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@duloitplan.com

22/08/2024

SUBMISSION: SUBDIVISION OF ERF 1928 (a portion of Erf 1900), Klein Windhoek into Portion A & Remainder

1	**Application by Consultant or Owner of the Erf/ Portion/ Farm on the prescribed form.**	✓
2	**Previous Council approval (if applicable)**	n/a
3	A) **Locality and Detailed Sketch Plan** (Illustrating the whole boundary of the Local Authority area under which the application is made)	✓
	B) **Portion Number (s) or Erf number (s)** from Surveyor General's Office	n/a
	C) ~~**Existing Zoning**~~ **Plan/Zoning Certificate**	✓
	D) ~~**Intended Zoning**~~ **Plan**	
	E) **Subdivision/Consolidation Plan**	✓
	F) **Parking Layout**	n/a
	G) **Copy of diagram / Extract of General Plan**	✓
4	**Conditions to be registered** *(if applicable)*	✓
5	**Special Power of Attorney** including Revenue Stamps with relevant initials	✓
6	**Closure Certificate and Environmental Clearance Certificate** (*if applicable*)	n/a
7	**Previous Board approvals (Townships Board or NAMPAB)** *(if applicable)*	n/a
8	**Road Authority approval together with the sketch plan indicating the access point (s)** *(if applicable)*	n/a
9	A) **Copy of Founding Statement (CC 1/2)** (*if registered in the name of Close Corporation*)	✓
	B) **Copy of Company Resolution** (*if registered in the name of a Company*)	n/a
10	**Copy of Title Deed or Certificate of Registered Title**	✓
11	**Conditions of Establishment** attached to all copies *(if applicable)*	n/a
12	**Proof of Payment of CoW submission Fee**	✓
13	**Credit Clearance Certificate**	✓

Electronic copy – *date requested:*			**Sent**
Application in .doc format			
All annexures (pdf)			
All relevant plans and drawings (pdf)			
Advertisements & Notices	**Dates placed**	**Closing date**	**Date Sent**
Proof of Advertisements	GG		
	New Era		
	Republik		
Proof of Neighbour Notices (list of registered letters)			
Proof of Notice on Site			
Proof of Notice on LA Board			
Copies of all objections received			

The Gateway to Endless Opportunities

City of Windhoek

Vision: To be a Sustainable and Caring City by 2027

FORM 1

CHECKLIST FOR TOWN PLANNING APPLICATIONS

Please submit the application and supporting documents in the sequence indicated below:

NO.	REQUIRED DOCUMENT	ANNEXURE	ATTACHED (YES or NO or N/A)
1.	**Full Application with motivation by Consultant or Owner of the Erf / Portion/ Farm including the prescribed Urban and Regional Planning Board Form(s).**	ANNEXURE A	YES
2.	**Previous Council's Approval** (if applicable)	ANNEXURE B	N/A
3.	A. **Locality and Detailed Plans** (Illustrating the whole boundary of the Local Authority area under which the application is made)	ANNEXURE C	YES
	B. **Portion Number (s) or Erf number (s) from Surveyor General's Office** (if applicable)		N/A
	C. **Existing Zoning Plan** / Zoning Certificate		YES
	D. **Intended Zoning Plan**		N/A
	E. **Subdivision / Consolidation Plan** (with contours)		YES
	F. **Approved Parking Layout** (stamped and signed by the City of Windhoek's Planning, Design & Traffic Flow Division Staff)		N/A
	G. **Copy of the Diagram or Extract of the General Plan Approved by the Surveyor General**		YES
4.	**Conditions to be registered** (if applicable – this is mandatory for all subdivision applications)	ANNEXURE D	YES
5.	**Special Power of Attorney** including Revenue Stamps with relevant initials	ANNEXURE E	YES
6.	**Closure Certificate** (if applicable)	ANNEXURE F	N/A
	Environmental Clearance Certificate (if applicable)		N/A
7.	**Previous approvals of the Minister of Urban and Rural Development** (including the recommendations of the Urban and Regional Planning Board, Townships Board or NAMPAB, if applicable)	ANNEXURE G	N/A
8.	**Roads Authority approval together with the sketch plan indicating the access point(s)** (if applicable)	ANNEXURE H	N/A
9.	1. **Copy of Founding Statement (CC 1/2) or Business Registration** (if registered in the name of Close Corporation, Company or Organisation Name)	ANNEXURE I	YES
	2. **Copy of Resolution** (if registered in the name of a Company or Organisation)		N/A
10.	**Copy of Title Deed, Deed of Transfer or Certificate of Registered Title**	ANNEXURE J	YES
11.	**Conditions of Establishment** (if applicable)	ANNEXURE K	N/A
12.	**Proof of Payment of the City of Windhoek Application Fee**	ANNEXURE L	YES
13.	**Credit Clearance Certificate**	ANNEXURE M	YES

Note: Any required additional documents that are not listed on the checklist may be attached after No. 13

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: 1928 KWhk_Sub

Strategic Executive
Department of Urban and Transport Planning
Windhoek City Council
P O Box 59
WINDHOEK

22 AUGUST 2024

For Attention: Ms K Asino

Dear Ms Asino

APPLICATION FOR THE SUBDIVISION OF ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK

Application is herewith submitted in terms of Section 105 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) on behalf of the owner of the erf, the sole member of Tavira Investment CC (CC/2003/1801), to the City of Windhoek and the Urban and Regional Planning Board for the:

- Subdivision Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek into Portion A (± 470,5m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (± 470,5m²).

1. INTRODUCTION

The erf is under the registered ownership of Tavira Investment CC. See the Title Deed attached as **Annexure J**. Tavira Investment CC appointed Du Toit Town Planning Consultants to complete the town planning procedures required by the Municipality and the Urban and Regional Planning Board for the subdivision of Erf 1928, Schwabe Street, Klein Windhoek. The Special Power of Attorney from the sole member of the Closed Corporation, authorizing Du Toit Town Planning Consultants, to attend to the subdivision of the erf, is attached as **Annexure E**. The Amended Founding Statement is attached as **Annexure I.**

2. ERF INFORMATION

2.1. Locality, size, and zoning

The project erf is located along Schwabe Street within the Klein Windhoek suburb, just south of the Klein Windhoek business district and Sam Nujoma Drive. The Erf is 941m² in extent and is zoned 'residential' with a density of 1 dwelling per 350m² (Zoning Certificate attached as **Annexure C3)**. It is one of 3 erven with a density of 1 dwelling per 350m² and was included in Amendment Scheme 84.

See figure 1 overleaf illustrating the locality of Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek. The locality plan attached as **Annexure C1** for optimal clarity

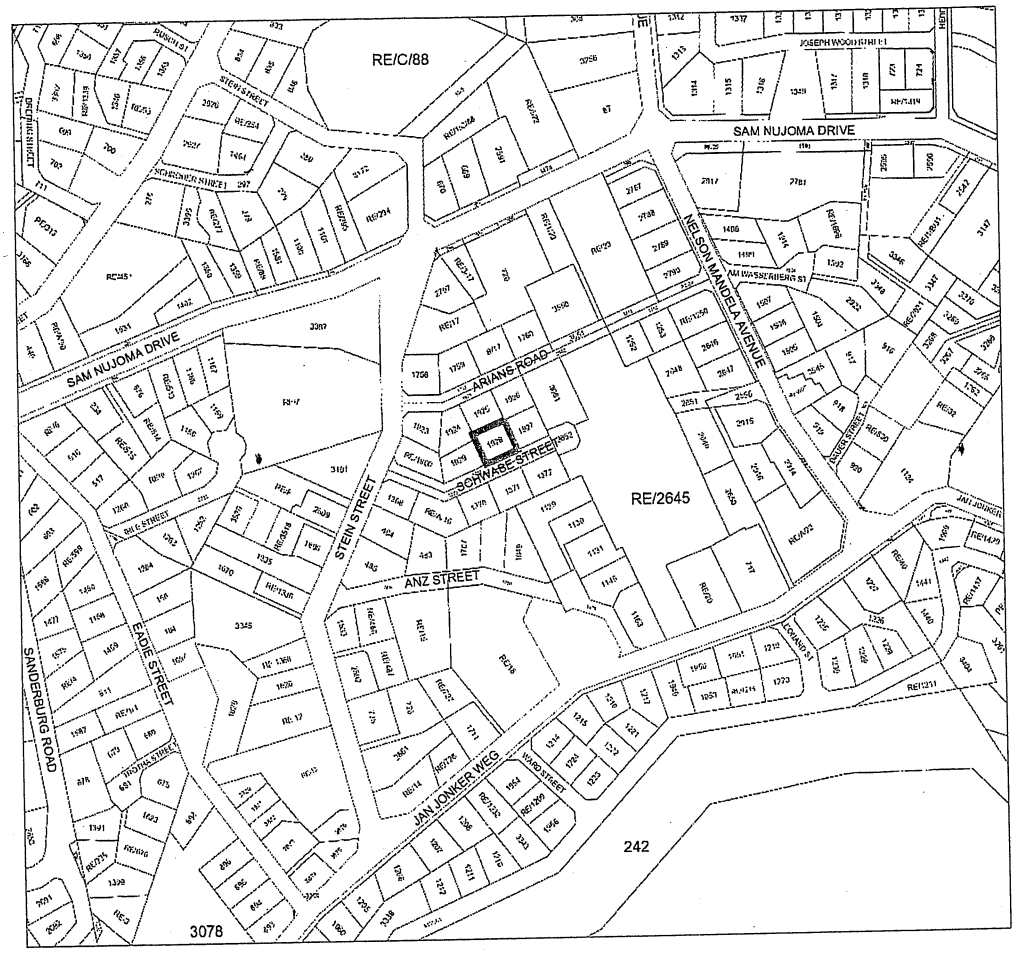


Figure 1: Locality of Erf 1928, Klein Windhoek

1.2. Current land use development

The Erf is currently used for residential purposes and accommodates a residential dwelling on the western portion of the erf. The area of the proposed Remainder of Erf 1928 is undeveloped. The image below depicts the position of the buildings on the erf.

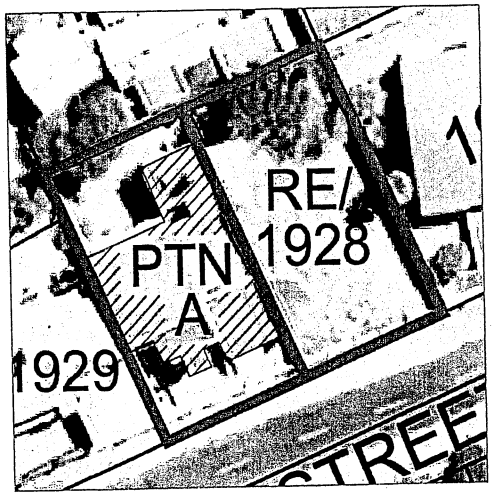


Figure 2: Buildings on Erf 1928, Klein Windhoek

3. REGISTERED CONDITIONS

The conditions registered against Erf 1928 (a Portion of Erf 1900), Klein Windhoek are contained in Deed of Transfer T6429/2003 - see copy attached as **Annexure J**. The old conditions is registered against the property. The conditions should be replaced with the standard Zoning Scheme conditions as attached upon the registration of the new erf. See conditions to be registered attached as **Annexure D**.

4. PROPOSAL

As mentioned, the eastern part of Erf 1928 (a Portion of Erf 1900), Klein Windhoek is vacant/undeveloped. This part of the property is not utilised by the owner. The owner, therefore, wishes to subdivide the Erf to create a new erf for interested buyer. The zoning of Erf 1928 (a Portion of Erf 1900), Klein Windhoek and the size allow for a subdivision of the property into two new erven and the remainder. Erf 1928 (a Portion of Erf 1900), Klein Windhoek will be subdivided as shown below. The subdivision plan is attached as **Annexure C2**.

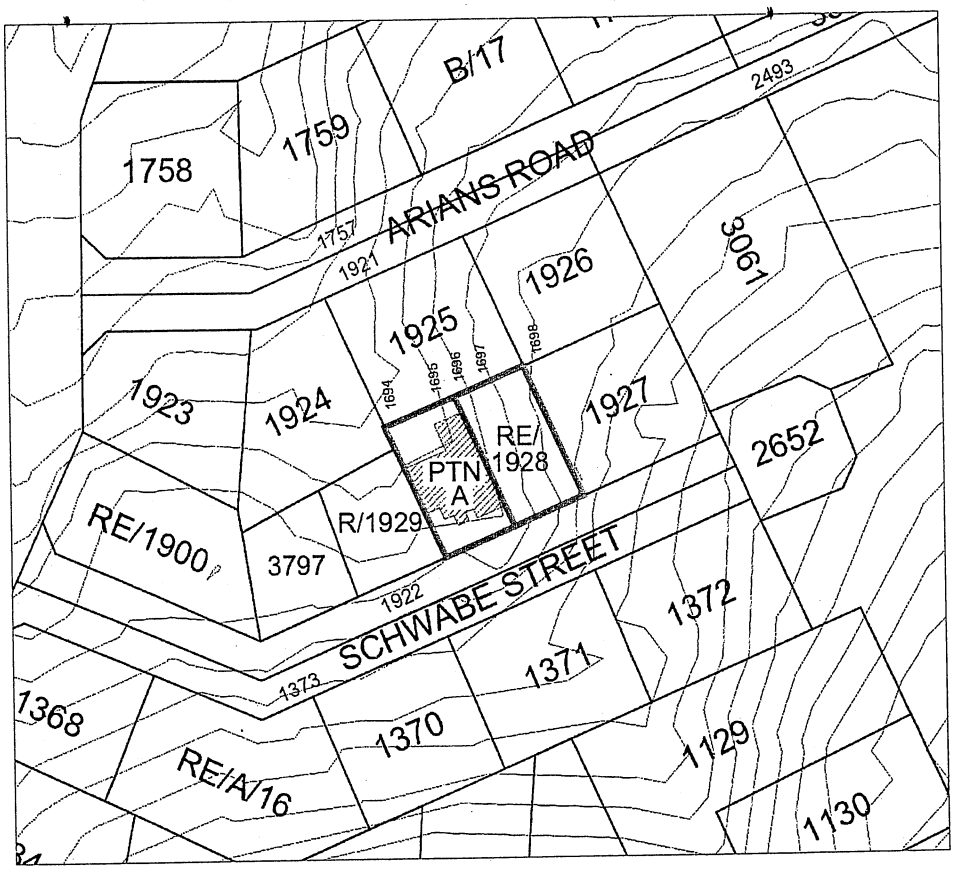


Figure 3: Subdivision plan

PROPOSED PORTIONS	SIZE
Portion A	±470,5m²
Remainder	±470,5m²

Table 1: Subdivided portion sizes

4.1. MOTIVATION (NEED AND DESIRABILITY)

Optimizing Land Use: The eastern section of Erf 1928, which is currently vacant, presents an opportunity to enhance land use efficiency. Subdividing this area will facilitate its development, maximizing the utility of available land. This approach supports the goal of creating a more functional and economically viable property.

Addressing Housing Demand: Klein Windhoek has experienced growth and increased demand for residential properties. It remains a very popular suburb due to its central location within the larger Windhoek. The creation of the new erf will contribute to meeting this demand, providing additional residential options within the area. This aligns with broader municipal objectives to accommodate population growth and improve housing availability.

Promoting Sustainable Development: By developing a previously unused portion of the erf, the subdivision supports sustainable land use practices. This approach helps to prevent urban sprawl and encourages the use of existing infrastructure and resources efficiently. It also aligns with the principles of sustainable urban development by making optimal use of available land within established urban boundaries.

Compliance with Zoning Regulations: The zoning designation for Erf 1928, Klein Windhoek, permits subdivision into smaller erven. The planned subdivision conforms to these zoning regulations, ensuring that the development complies with local land use policies and planning standards. This adherence enhances the project's feasibility and aligns it with municipal planning objectives.

The owner could also have chosen to apply for consent for two dwellings on Erf 1928 (a Portion of Erf 1900), Klein Windhoek) instead of subdividing it, which would have resulted in the same outcome.

Enhancing Property Value: The subdivision of the erf is expected to increase the overall value of the property. By creating new erven, the owner can capitalize on the development potential of the land, which can lead to economic benefits for both the owner and the local municipality through increased property taxes and development activity.

Contributing to Urban Growth: The subdivision will contribute positively to the growth and development of Klein Windhoek. By providing new parcels for development, it supports the municipality's strategic goals of fostering well-planned urban expansion and ensuring that growth occurs in a structured and manageable manner.

Infrastructure Utilization: The development of the subdivided parcels will make use of existing infrastructure and services, including roads, utilities, and public amenities. This efficient use of current infrastructure supports cost-effective development and reduces the need for extensive new infrastructure investments.

5. ACCESS AND SERVICES

Erf 1928 (a Portion of Erf 1900), Klein Windhoek is connected to the municipal services network including water supply, sewer, and electrical supply. Access to the new Remainder of Erf 1928 will remain from Schwabe Street and the proposed Portion A will also have direct access from Schwabe Street.

6. ADVERTISING PROCEDURES AND COMMENTS

In terms of the new Urban and Regional Planning Act, 2018 (Act 5 of 2018), Part 7 of sub regulation 10(4), the immediate neighbouring landowners need to be notified in writing of the intention to subdivide Erf 1928, Klein Windhoek. Upon instruction to do so by Council, our office will contact the respective neighbours.

7. CREDIT CHECK/CLEARANCE

The Municipal account of the applicant is in good standing with COW. See copy of Credit Check/Clearance obtained.

8. CONCLUSION

The subdivision of Erf 1928 (a Portion of Erf 1900), Klein Windhoek into Portion A and Remainder can be considered as the Erf is very large and underdeveloped. The newly created portion will be within the approved density of the area. Approval of the subdivision will not have any negative effect on any of the surrounding properties.

Council is kindly requested to support the application.

9. APPLICATION

Application is herewith made that:

9.1. Erf 1928 (a Portion of Erf 1900), Klein Windhoek be subdivided into Portion A (± 470,5m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (±470,5m²)

9.2. The standard conditions be registered against Portion A and the Remainder:

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 Windhoek Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act 2018 (Act 5 of 2018).

B) The building value of the main building, excluding the outbuilding to be erected on the erf shall be four times the municipal valuation of the erf.

10.ATTACHMENTS

Attached 3 copies of the following documents

Annexure	**A1:**	Prescribed Application Form
Annexure	**C1:**	Locality Plan
	C2:	Erf Diagram
	C3:	Zoning Certificate
	C4:	Subdivision Plan
Annexure	**D:**	Conditions to be registered
Annexure	**E:**	Special Power of Attorney

Annexure	**I:**	Copy of Amended Founding Statement
Annexure	**J:**	Copy of Title Deed
Annexure	**L:**	Proof of Payment
Annexure	**M:**	Credit Check Certificate

On the background of the motivation above, it is trusted that Council will favourably consider this application. Should you need any additional information, please do not hesitate to contact our offices on the above proposed subdivision.

Kind regards,

Dorette Opperman

FORM 7 OF ANNEXURE 4

MINISTRY OF URBAN AND RURAL DEVELOPMENT

NOTICE OF INTENTION TO APPLY FOR SUBDIVISION OF LAND

TO WHOM IT MAY CONCERN

Please take note that **DU TOIT TOWNPLANNING CONSULTANTS**
(full names of applicant)

intends to apply to **CITY OF WINDHOEK**
(authorised planning authority or other local authority or to the Board*)

for consent to subdivide ~~or consolidate~~

ERF 1928 (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK
(full description of land concerned, e.g. erf number, street address and urban area)

into **PORTION A (± 470,5m²) AND REMAINDER (± 470,5m²)**

Please further take note that -

(a) the plan of the land lies for inspection at room ..... of the offices of the authorised planning authority other local authority or the Board;*

(b) any person having objections to the subdivision concerned or who wants to comment, may lodge such objections and comments, together with the grounds, in writing with the authorised planning authority or other local authority or the Board* and with the applicant within 14 days of the last publication of this notice.

The recommendation of the authorised planning authority or other local authority or the Board*, if any, and any conditions determined by it with regard to the subdivision are as follows:

.....

.....
Signature of applicant

22/08/2024
Date

Address of applicant: 1st floor, Bridgeview building, Dr. Kwame Nkrumah Ave K/Nhk

* Delete whichever is not applicable.

FORM 8 OF ANNEXURE 4

MINISTRY OF URBAN AND RURAL DEVELOPMENT

APPLICATION FOR SUBDIVISION OF LAND

NB: Applicants are requested to complete this application form carefully and give sufficient particulars, as failure to do so may lead to unnecessary correspondence which may delay the final decision on the application.

TO: The Secretary*
Urban and Regional Planning Board
Private Bag 13289
Windhoek

1. Full names and residential and postal address of applicant:
Du Toit Town Planning Consultants
P O Box 6871
Ausspannplatz
WINDHOEK

2. Land Owner
TAVIRA INVESTMENT CC
Sole member: Mr Frans Carel Persendt
(Attach a power of attorney if land owner is not applying personally.)

3. Registered name(s) and number(s) of the land:
ERF 1928 (A PORTION OF ERF 1900), KLEIN WINDHOEK

4. Approximate sizes of the land and new portions:

ERF NO	**SIZE**
Portion A	470,5m²
Remainder	470,5m²
TOTAL	**941m²**

5. Is the land situated within an approved local authority area or outside an approved local authority area:
INSIDE

6. The reasons for the proposed subdivision*:
SEE LETTER ATTACHED

7. If buildings are to be erected, for which purpose(s) will they be used?
RESIDENTIAL

8. In what manner, and by whom, will water, electricity, storm water drainage, streets and sewerage be supplied to the relevant portions of land?
CONNECTED TO EXISTING MUNICIPAL SERVICES

9.1 What is the zoning (zoning scheme)?
'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 350m²

9.2 What is the proposed minimum building value of the main building, excluding the outbuildings, on each portion of land?
FOUR TIMES MUNICIPAL VALUATION OF THE ERF

10. If access is to be taken from a public road, has permission been obtained from the Roads Authority? **N.A**

11. Is any portion of the land situated within 100 metres from the median of a building or restriction road?
NO

12. Is the consolidation with other portions of land intended?
NO

13 Motivate the proposed new boundaries, in particular any unusual boundaries:
THE NEW BOUNDARIES WERE DETERMINED TO MAKE ALL PORTIONS ALMOST EQUAL IN SIZE AND ACCOMMODATE THE EXISTING DWELLING.

14. Motivate the size of the new erven or portions of land in relation to the surrounding areas:
THE SIZES OF THE NEW PORTION A AND REMAINDER OF ERF 1928, KLEIN WINDHOEK IS SIMILAR TO OTHER PROPERTIES IN THE VICINITY.

15. If buildings will lie within 3 metres of a proposed boundary, submit the comments of the authorised planning authority or other local authority or the Board;* as well as proposals for a fire wall and fire prevention methods.
APPROVAL FROM THE WINDHOEK MUNICIPALITY IS ATTACHED. THE APPROVED BUILDING PLANS INDICATE THE NECESSARY FIREWALLS THAT HAS BEEN BUILT FOR COMPLIANCE.

16. If a new street or portion of a street is created which is to be transferred to the authorised planning authority or other local authority, submit the comments of the authorised planning authority or other local authority or the Board* regarding who will be responsible for the design and construction of the street. **N.A**

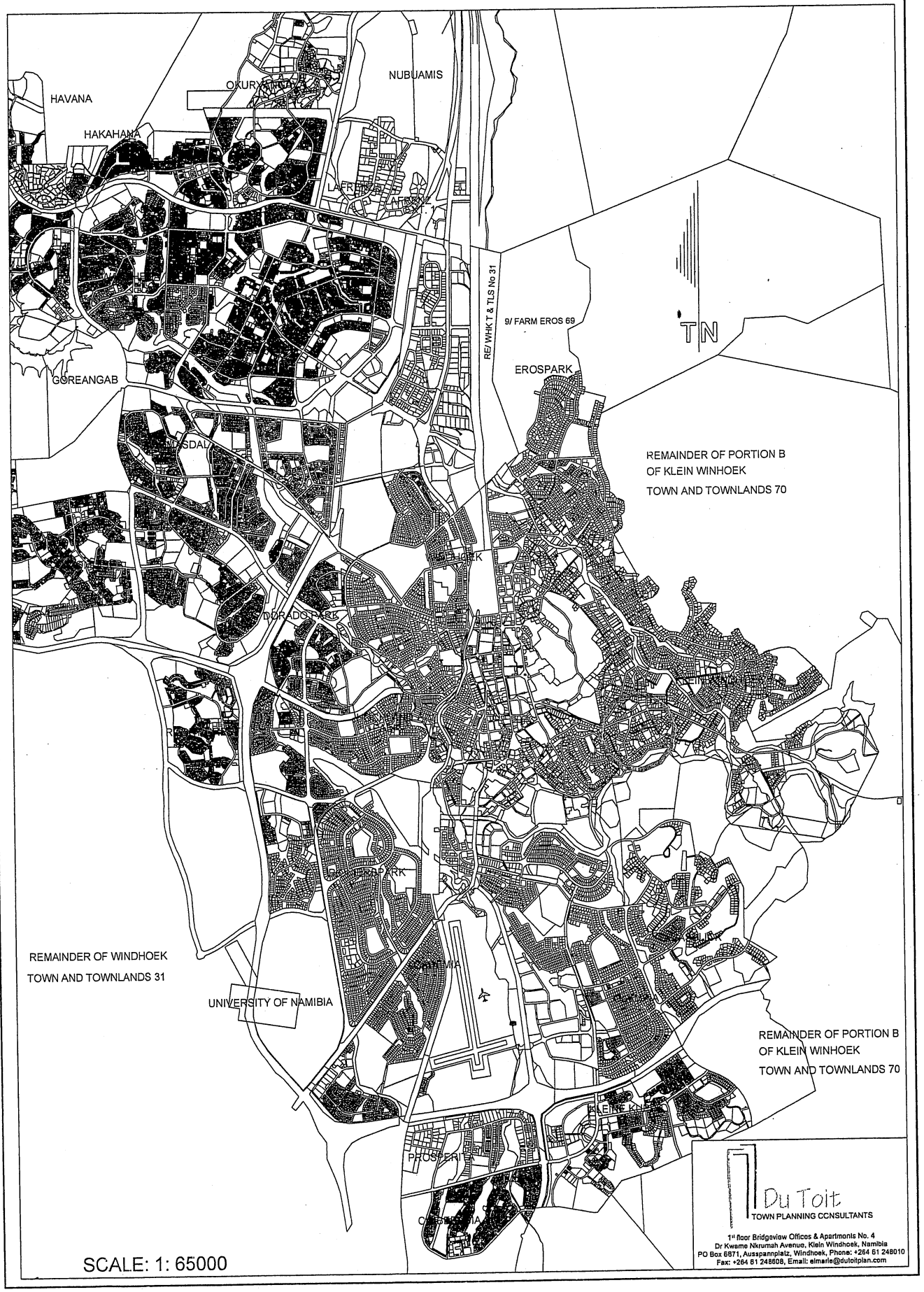
17. If any closure of a street or open space is involved, has all the necessary legal procedures been followed? **N.A**

Spencer
Signature of applicant

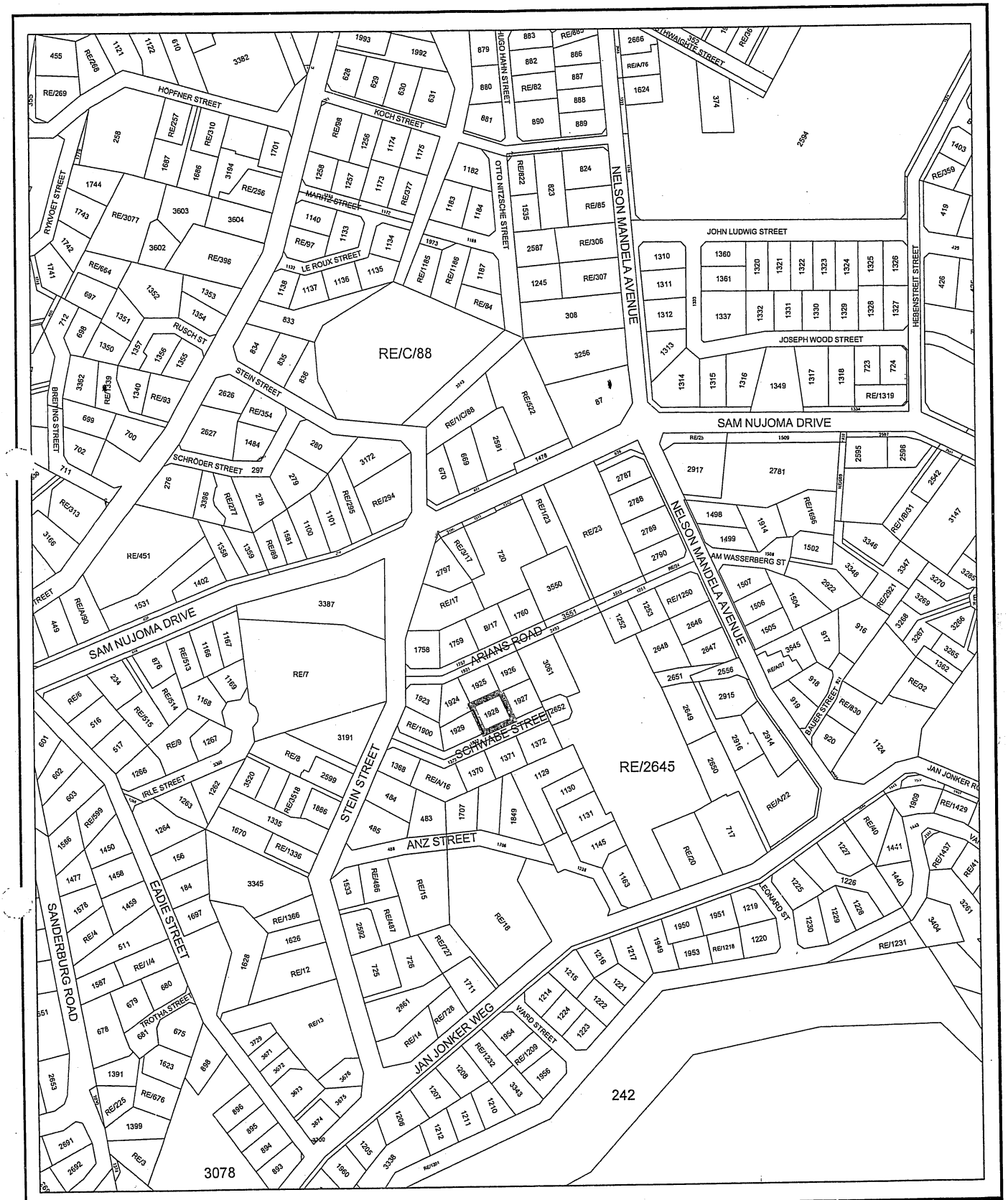
22/08/2024
Date

* Delete whichever is not applicable.

LOCALITY PLAN OF ERF 1298 SCHWABE STREET KLEIN WINDHOEK



Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



Scale: 1/5000

DATE: MAR 2023

PLAN NO. 1298KW_L

TN

LOCALITY PLAN OF ERF 1298
SCHWABE STREET
KLEIN WINDHOEK

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com

The Gateway to Endless Opportunities

City of Windhoek

Vision: To be a Sustainable and Caring City by 2027

ZONING CERTIFICATE

in accordance with the Windhoek Zoning Scheme, which is prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018)

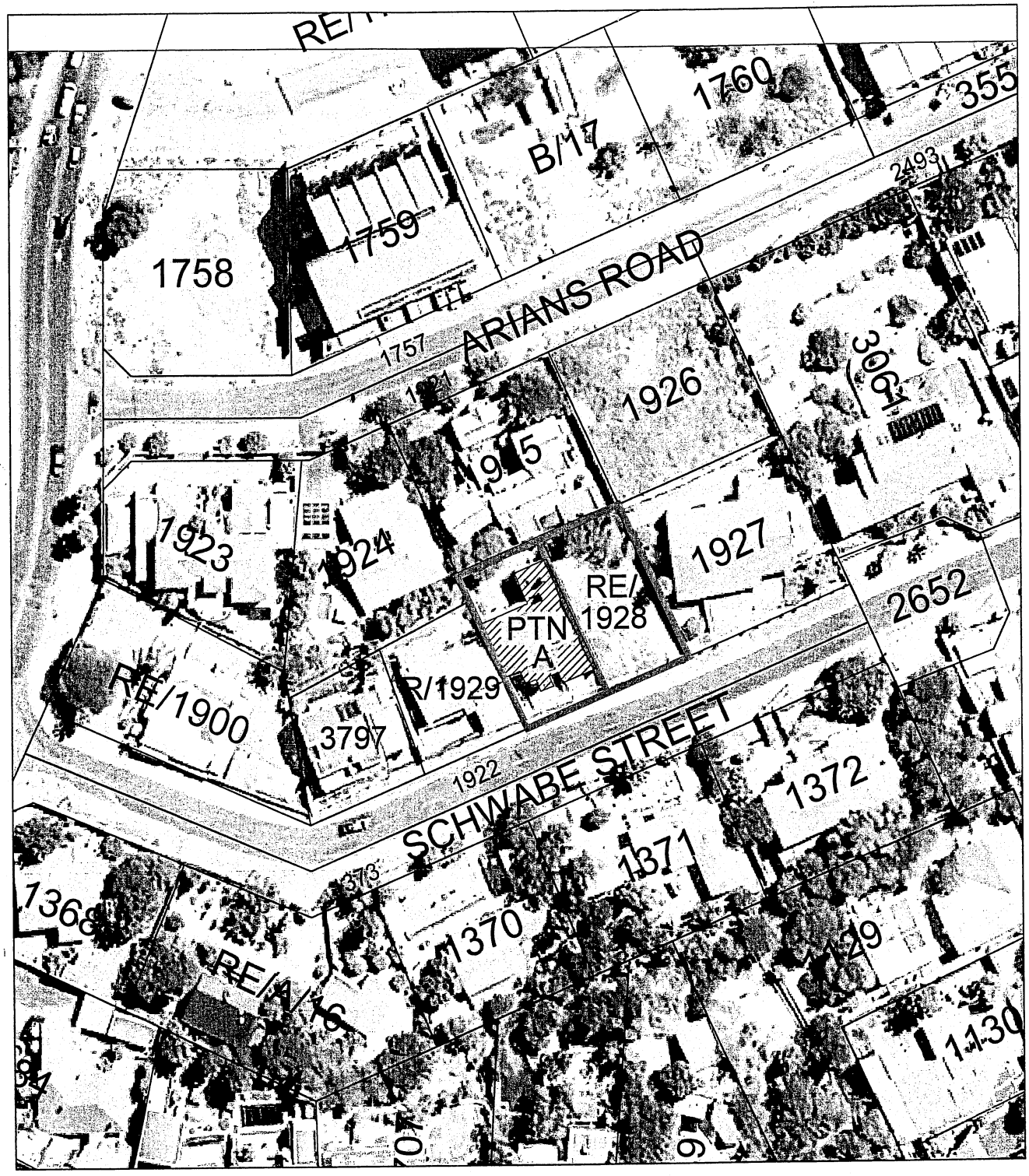
ERF DESCRIPTION:	ERF 1928 of KLEIN WINDHOEK/KLEIN WINDHOEK BLOCKS/LUDWIGSDORF	
TOWNSHIP EXTENSION:		
STREET NAME:	SCHWABE STR	
STREET ADDRESS:	5 SCHWABE STR	
USE ZONE:	RESIDENTIAL	- Refer to Table B
PRIMARY USES:	DWELLING UNITS	
CONSENT USES:	RESIDENTIAL BUILDINGS; PLACES OF PUBLIC WORSHIP; PLACES OF INSTRUCTION; SOCIAL HALLS; INSTITUTIONS; SPECIAL BUILDINGS; BED & BREAKFASTS; RESIDENT OCCUPATIONS	- Refer to Table H
DENSITY:	1 DWELLING / 350M²	- Refer to Table E
BULK FACTOR:	0	- Refer to Table F
COVERAGE:	50 %	- Refer to Table G
ERF SIZE:	941 m²	- Refer to Table B
PARKING:	To be confirmed with the Transportation Department for erven in the business zone, restaurants, grouped housing schemes, hotels, bed & breakfasts, resident occupations, places of amusement, social halls, churches, etc)	
STREET BUILDING LINES:		- Refer to Table B
POSITION OF BUILDINGS:		
FLOOD LINE:		
HEIGHT RESTRICTION:		
STREET RESERVATION:		- Refer to Table J
OTHER LAND RESERVATION:		- Refer to Table A
OTHER:		

PLEASE NOTE:

The ZONING SCHEME and MAP are open for inspection at the Urban Policy Division, 5th Floor, City of Windhoek. The information provided herein must be verified by the applicant by inspection of the Scheme and Map.

Your attention is further directed to any condition which may be registered against your property in the title deeds or that is contained in the township establishment conditions. You may be required to furnish a certified copy of the title deeds or township establishment conditions before building plans are approved.ZONING SCHEME and MAP are open for inspection at the Urban Policy Division, 5th Floor, City of Windhoek. The information provided herein must be verified by the applicant by inspection of the Scheme and Map.

Your attention is further directed to any condition which may be registered against your property in the title deeds or that is contained in the township establishment conditions. You may be required to furnish a certified copy of the title deeds or township establishment conditions before building plans are approved.



EXISTING BUILDINGS

SIZES: PORTION A = ±470,5 m²
RE/1928 = ± 470,5 m²

Scale: 1/1000

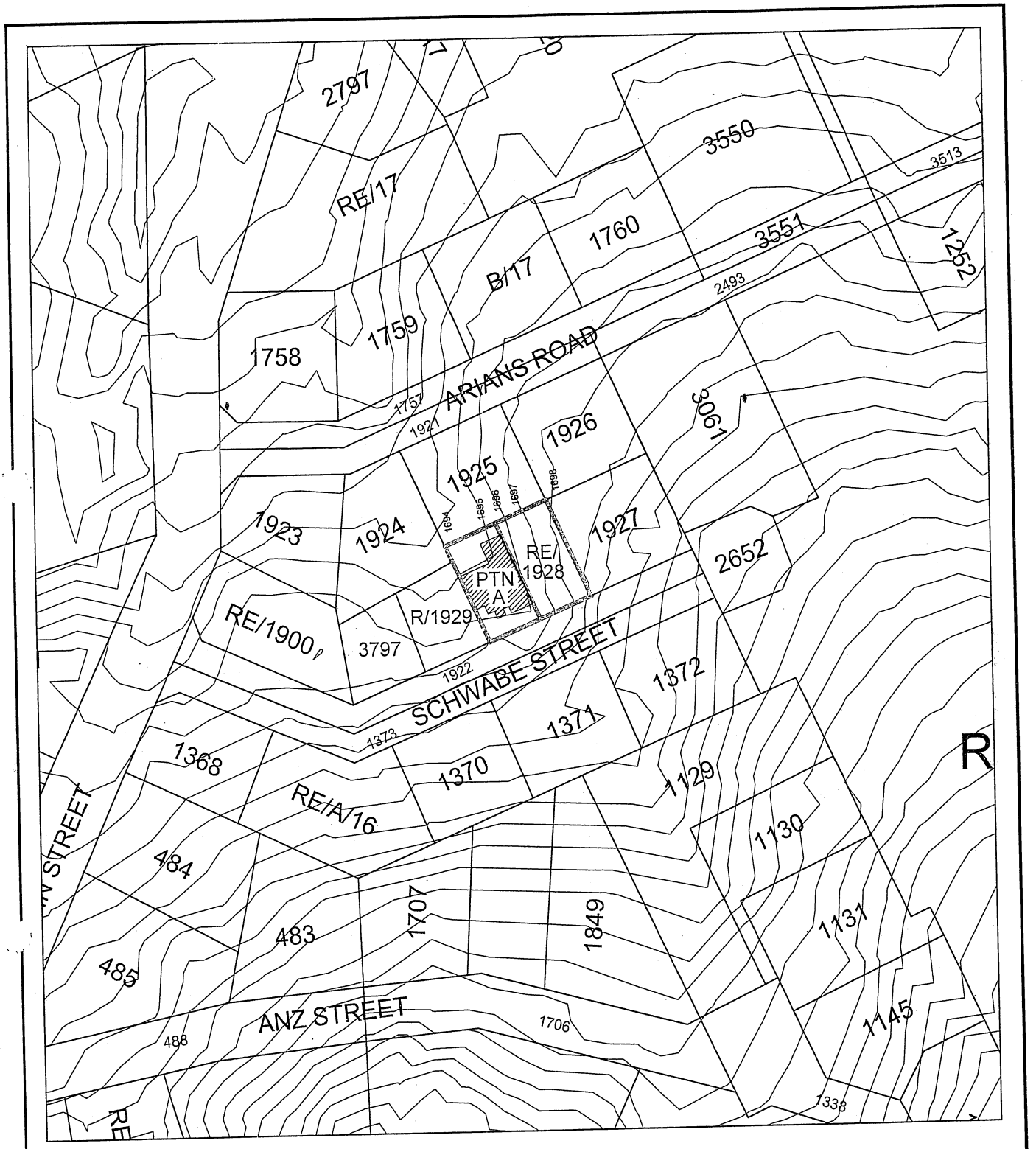
DATE: MAR 2023

PLAN NO. 1928KW_S

TN

SUBDIVISION OF ERF RE/1928
KLEIN WINDHOEK INTO
PORTION A AND
REMAINDER 1928

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



EXISTING BUILDINGS

SIZES: PORTION A = ±470,5 m²
RE/1928 = ± 470,5 m²

Scale: 1/1500

DATE: MAR 2023

PLAN NO. 1928KW_S

TN

SUBDIVISION OF ERF RE/1928
KLEIN WINDHOEK INTO
PORTION A AND
REMAINDER 1928

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com

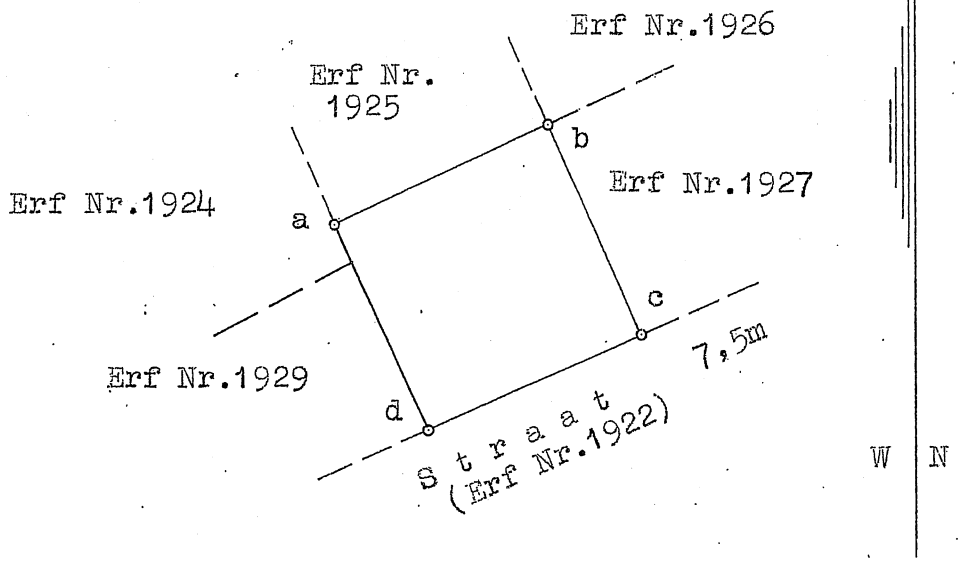
GOEDGEKEUR 182 **Nr. A. 217/73**

LANDMETER-GENERAAL. 27/8/73.

SYE Meters		Rigtingshoeke ° ′ ″		KOÖRDINATE y Stelsel 22/17 x		BEN.
ab	31,70	246.55.00	a	-10525,95	+63561,75	(8a)
bc	29,73	335.09.20	b	-10555,11	+63549,32	(7a)
cd	31,70	67.03.20	c	-10567,60	+63576,30	(7d)
da	29,65	155.08.50	d	-10538,41	+63588,65	(8d)
			△	-11841,54	+62072,99	Win 8
			△	-11071,26	+64410,77	Hohe Win

BESKRYWING VAN BAKENS:

a,b,c,d : 15mm ysterpen



SKAAL, 1 : 1000

Die figuur a-b-c-d

stel voor 941 vkm grond, synde

Erf Nr.1928 ('n Ged.van Erf Nr.1900) Klein Windhoek

geleë in die dorp Klein Windhoek,Munisi paliteit Windhoek, Suidwes-Afrika.
Reg.-afd."K".

Opgemeet in tussen September 1958 en April 1973 deur my

Landmeter.

Hierdie kaart is geheg aan Nr. gedateer Registrateur van Aktes.	Die oorspronklike kaart is Nr. A 209/73 Transport / Grondbrief Nr.	M.S. Nr. E. 63/73 & 29/73 Alg. Plan Nr. Noteerplan V5 Lêer Nr. KW H. 3. Breed. Leng.

J.M.Ltd. - Offset

IN FAVOUR OF THE LOCAL AUTHORITY

Conditions to be registered against new erf

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 Windhoek Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act 2018 (Act 5 of 2018).

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.

NAMIBIA REVENUE N$5

SPECIAL POWER OF ATTORNEY

I, the undersigned

FRANS CAREL PERSENDT

duly authorized thereto and acting on behalf of

TAVIRA INVESTMENTS CC, THE OWNER OF ERF 1928, KLEIN WINDHOEK

do hereby nominate, constitute and appoint

DU TOIT TOWN PLANNING CONSULTANTS

with power of Substitution, to be my lawful Agent in my name, place and stead, to make the necessary application to the **CITY OF WINDHOEK MUNICIPALITY** and the **MINISTRY OF URBAN AND RURAL DEVELOPMENT** vide the Urban and Regional Planning Board for:

- **SUBDIVISION OF ERF 1928, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER**

at the cost of the applicant and generally for effecting the purpose 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 Agent shall lawfully do or cause to be done, by virtue of these present.

Signed at Windhoek this 13 day of August 2024, in the presence of the undersigned witnesses

WITNESSES:

1. _____

2. _____

_____
SUBSCRIBER

REPUBLIC OF NAMIBIA

CC 2

BUSINESS AND INTELLECTUAL PROPERTY AUTHORITY - BIPA

CLOSE CORPORATIONS ACT, 1988
(Sections 12, 13, 14, 24, 27, 29, 47 and 60)
(Regulations 2, 3 and 13)

CC2

Amended Founding Statement

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

REGISTRATION NUMBER OF CORPORATION	DATE OF RECEIPT
CC/2003/1801	

PART A

		Dates of commencement of change
Full name of corporation	TAVIRA INVESTMENTS CC	*
Previous name of corporation (if applicable)*		*
Literal translation of name (if applicable)*	N/A	*
Shortened form of name (if applicable)*		*
Description of principal business*	FARMING, TOURISM, GENERAL TRADING, IMPORTS, EXPORTS, MANUFACTURING, SERVICES, FISHING, CONSULTING, CATERING DEVELOPMENT, FINANCING, MINING, INVESTMENT IN MOVABLE AND IMMOVABLE ALL MATTERS RELATING THERETO	*
Date of end of financial year*	END OF FEBRUARY EACH YEAR	*

PART B

Postal address*	P. O BOX 1857, WINDHOEK, NAMIBIA	* 2024-08-02
Email address:	fcpersendt@gmail.com	
Address of registered office (not post office box)*	ERNST & YOUNG,7TH FLOOR, METJE BEHNSEN BUILDING, INDIPENDENCE AVENUE, NAMIBIA	* 2024-08-02
Name and address of accounting officer*	ERNST & YOUNG, P.O. BOX 1857, WINDHOEK, NAMIBIA	* 2024-08-02

(Attach written consent to appointment)

Full name of association or body of which accounting officer is a member: OF THE INSTITUTE OF CHARTERTED ACCOUNTANTS OF NAMIBIA 2024-08-21

Membership/Practice No. 9410 2024-08-21

Signature of previous accounting officer: Ernst & Young

Signature of current accounting officer: Ernst & Young

* See note 2 on page 2

CC 2

NAME OF CORPORATION TAVIRA INVESTMENTS CC

REGISTRATION NUMBER	CC/2003/1801

PART C

	Date of Change
MEMBERS ONE (1)	
Full names and surname FRANS CAREL PERSENDT	
Identity number or date of birth (i) Year 6 8 Month 0 1 Day 0 5 0 1 1 9 0	2024 -06- 0 2
Registration number (ii)	2024 -06- 0 2
Percentage of interest 100% Particulars of contribution N$100.00	2024 -06- 0 2
Residential address NO. 5 SCHWABE STRASSE, KLEIN WINDHOEK, NAMIBIA	
Postal address P. O BOX 30704, PIONIERSPARK, WINDHOEK, NAMIBIA	
Email address: fcpersendt@gmail.com	
Signature of member or representative	

Full names and surname	
Identity number or date of birth (i) Year Month Day	
Registration number (ii)	
Percentage of interest Particulars of contribution	
Residential address	
Postal address	
Email address:	
Signature of member or representative	

Witness Signature

Date of signature 15 APRIL 2024

Full names THEMBA MANGENA

Residential address UNIT 19, MEDAWAS FLATS, KHOMASDAL, WINDHOEK, NAMIBIA

Business address OFFICE 38, TRE' OFFICES, 3-5 GRIMM STREET WINDHOEK, NAMIBIA

Postal address P O BOX 55358, ROCKY CREST, WINDHOEK, NAMIBIA

Email address: mangenathemba@gmail.com

CC 2

NAME OF CORPORATION **TAVIRA INVESTMENTS CC**

REGISTRATION NUMBER	CC/2003/1801

MEMBERS WHO CEASE TO BE MEMBERS

Full name and surname of member	Identity number	Signature
ROSA MARINA JOHNSON (PERSENDT)	**6 8 0 1 2 0 0 0 9 1 1**	RM Johnson

Membership ceases on the date of registration of the Amended Founding Statement.

Witness Signature _____ Date of signature **15 APRIL 2024**

Full names **THEMBA MANGENA**

Residenttial address **UNIT 19, MEDAWAS FLATS, KHOMASDAL, WINDHOEK, NAMIBIA**

Business address **OFFICE 38, TRE' OFFICES, 3-5 GRIMM STREET WINDHOEK, NAMIBIA**

Postal address **P. O BOX 55358, ROCKY CREST, WINDHOEK, NAMIBIA**

Email address **mangenathemba@gmail.com**

FOR OFFICE USE

Amended Founding Statement registered

_____

Registrar of Close Corporations

02·08·2024

Date

Data Processing

Classification _____

Recorded

Initials and date _____

N$60,00 fee payable in terms of the Act and as set out in the regulations

Prepared by me

CONVEYANCER
C.J. GOUWS

ORIGINAL
STAMPED.
DUTY N$3200,00
FEES

28 NOV 2003 No. B 7134 2003
N$ 815 400 -00 with preference for
an additional amount not exceeding N$ 53 850-00
Deputy REGISTRAR OF DEEDS.
DEEDS OFFICE
WINDHOEK

27 JAN 2012 No. B 237 2012
MORTGAGED with preference for
for N$ 1 800 000,00 with preference for
an additional amount not exceeding N$ 450 000,00
Deputy
DEEDS OFFICE
WINDHOEK
REGISTRAR OF DEEDS

8000002038

DEED OF TRANSFER T 6429 2003

FOR INFORMATION ONLY

BE IT HEREBY MADE KNOWN:

THAT **CHRISTIAAN JOHANNES GOUWS**

appeared before me Deputy Registrar of Deeds at Windhoek, he/she the said Appearer being duly authorised thereto by a power of attorney granted to him/her by

STEIN PROPERTY CLOSE CORPORATION

(REGISTRATION NUMBER CC/2000/1532)

dated the 3rd OCTOBER 2003 and signed at WINDHOEK

and the said Appearer declared that his/her said constituent had truly and legally sold on 3rd OCTOBER 2003

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

TAVIRA INVESTMENTS CC

(Registration Number CC/2003/1801)

Its Successors in Title or Assigns

CERTAIN Erf No. 1928 (a Portion of Erf 1900), KLEIN WINDHOEK

SITUATE In the Municipality of Windhoek Registration Division "K"

MEASURING 941 (NINE FOUR ONE) Square Metres

FOR INFORMATION ONLY

First registered and still held by Certificate of Registered Title No. T 3048/2003 with Diagram No. A 217/73 relating thereto

SUBJECT to the following conditions imposed in terms of Section 19 of the Townships and Division of Land Ordinance, 1963 (Ordinance 11 of 1963), and created in the said Certificate of Registered Title No. T 3048/2003, namely:-

IN FAVOUR OF THE MUNICIPALITY

(i) The erf may be used for residential purposes only and only one dwelling house, designed for occupation by a single family, together with the necessary outbuildings and appurtenances may be erected thereon. The main building of which the minimum value shall be N$10 000,00 may be occupied by one family only, and the outbuildings/servants' quarters by only the bona fide domestic servants who render their services on the erf.

(ii) The owner of the erf shall without compensation be obliged to allow the laying of water pipelines, stormwater drains and sewerage mains and overhead and underground electrical supply lines across the erf, if deemed necessary by the local authority and in such a manner and position as may from time to time be agreed upon, and to allow the temporary deposit on the land adjoining such works, of such material as may be excavated during the course of construction, maintenance and removal of any of the aforesaid. This shall include the right of access to the erf at any reasonable time for the aforesaid purposes or other works pertaining thereto, subject thereto that the local authority shall compensate for any damage caused in execution of any such works.

FOR INFORMATION ONLY

(iii) It shall not be permitted to drill or excavate for water on the erf.

(iv) No dairy, livery stable, cowshed, slaughter pole, piggery, workshop, bakery, sausage factory or any offensive trade may be established or conducted on the erf. "Offensive trade" shal mean any of the trades mentioned in Regulation 1(a) of Government Notice 141 of 1926 dated 20 November 1926, as amended.

(v) Except with the permission of the local authority no person shall have the right to make or cause to be made any bricks, tiles, earthenware pipes or any articles of a like nature on th erf or any part thereof for any purpose whatsoever except for the purpose of erecting a building on the erf.

(vi) No cattle, pigs, sheep, goats, baboons, apes, beasts of prey or draught animals may be kept on the erf.

(vii) There shall be no obstruction or deviation of the natural course of stormwater over the erf, without consultation with and approval by the local authority.

(viii) The owner of the erf shall be responsible for the building at his own cost of rtaining walls to prevent any portion of the erf falling into the street, or vice versa: Provided that where an owner has finished off his boundary with the street effectively before the elevation or reduction of the level of the street the cost of a retaining wall which may be necessary because of such an elevation or reduction of the level of the street shall be borne by the local authority.

(ix) No buildings or structures or any portion thereof except the boundary walls, fences, fire walls or railway lines as the case may be shall without the consent of the Local Authority be erected nearer tghan 5 metres to any street boundary or within 3 metres to any lateral or rear boundary of the erf.

A street boundary is any boundary common to a street, a lateral boundary is a boundary with at least one end on the street boundary and a rear boundary is any boundary other than a lateral or street boundary.

WHEREFORE the Appearer renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same; and that by virtue of these presents the said TRANSFEREE Its Successors in Title or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom the State, however, reserving its rights, and finally acknowledging that the purchase price is the sum of N$330 000,00.

FOR INFORMATION ONLY

SIGNED at WINDHOEK on 28 NOV 2003

together with the Appearer, and confirmed with my seal of office.

Signature of Appearer

In my presence

REGISTRAR OF DEEDS

Transfer Duty Receipt No 1090355692 for N$17 940,00 issued by the Receiver of Revenue Windhoek on 19th November 2003

(Checked) 1.....2.....

I the undersigned, Conveyancer hereby certify in terms of Section 78(b) of Act 23/1992 ("the Act") that the above immovable property is not contained in the main valuation roll, a provisional valuation roll or any other register held by the local authority.

CONVEYANCER

Name: CHRISTIAAN JOHAN GOUWS

2018-11-21 MORTGAGED (No. B 6738 2018

for N$ 1207 000-00 (with preference as to

an additional amount not exceeding N$ 300 000-00

Maiumani J.K.

DEEDS OFFICE, WINDHOEK.

REGISTRAR OF DEEDS.

FOR INFORMATION ONLY

193

INV2024253307

CITY OF WINDHOEK

P O Box 59, WINDHOEK NAMIBIA
Telephone No: (061) 290 2911

TAX INVOICE

VAT Reg. Number 2646057-01-5

Invoice Number	: INV2024253307	**Date Issued :**	8/22/2024
Account Number	: N/A	**Vote Number :**	5000132050048
Name	: DU TOIT TOWN PLANNING CONSULTANTS	**Reference Number :**	ERF 1928 KW
Address	: N/A	**System Reference :**	INV404907
		Issued By :	89687 - IIPINGE (L)
		Contact Details :	+264 61 290 2264

Description : SUBDIVISION OF ERF 1928 (A PORTION OF ERF 1900), KLEIN WINDHOEK INTO PORTION A AND REMAINDER

PAYMENT DUE

Total Amount Excluding VAT	**: N$** 950.00
Total VAT Amount	**: N$** 142.50
Total Amount Payable	**: N$** 1092.50

INVOICE DETAILS

Department : 4010 - URBAN PLANNING

Tariff Code	: N/A
Tariff Description	: N/A
Quantity Provided	: 1
Unit Price	**: N$** 950.00
Tariff Amount Excluding VAT	**: N$** 950.00
Tariff VAT Amount	**: N$** 142.50
Tariff Total Amount	**: N$** 1092.50
Service Code	: N/A

Standard Bank

Receipt

Standard Bank

Transaction with transaction id 48939056 submitted successfully.

NAD 1,092.50

CITY OF WINDHOEK

FIRST NATIONAL BANK NAMIBIA

62012146115

Transaction ID

48939056

From

DU TOIT

Date

Aug 22, 2024

Payment Priority

Normal

My Reference

COWAppFee Erf 1928 KWhk

Their Reference

1298 KWhk Subdivision

Disclaimer

Any confirmation of a transaction must not be constructed as a confirmation of credit into a beneficiary's account
Due to the nature of the internet, transactions may be subjected to interruption, transmission blockout, delayed transmission and incorrect data transmission.
The Bank is not liable for malfunctions in communication facilities not within its control that may affect the accuracy of timeliness of messages and transactions you send.
All transactions are subject to our verification and our normal fraud checks

CITY OF WINDHOEK

195

Department of Finance and Customer Service
Debt and Risk Management Division
PO Box 59, Windhoek, Namibia

DEBT MANAGEMENT CREDIT CHECK FORM

Surname: PERSENDT First name(s): FRANS CAREL

Erf/stand no: 1928 Township: KLEIN WINDHOEK

If company or registered under cc: TAVIRA INVESTMENT CC

Namibian I. D / Passport no.: 680105 01190

Postal/Private Bag address: 30704 Township of address: PIONIERSPARK

Physical Residential or Business address:

Tel no (H) Cell

CREDIT CONTROL

Service Accounts

Credit Control Officer Comments:

Account number 10777342 – N$4613.65 (current)

Name of Credit Controller: Tjipera

Signature:

CITY OF WINDHOEK
09 AUG 2024
Date Stamp
CREDIT CONTROL

SUNDRY DEBTORS - LAND SALES

Comments:

NO ACCOUNTS

Name of Credit Controller: S HAMEN

Signature:

Accountant Land Sales:

09 AUG 2024
Date Stamp

ERF 1928 KW

LIST OF REGISTERED ITEMS POSTED

NAMPOST

by DU TOIT TOWN PLANNING CONSULTANTS

Sender's reference no.	Addressee's name and address	Registration no.
ERF 1925	SHERBROOKE INVESTMENTS CC P O BOX 11823 KLEIN WINDHOEK	BA 003 221 332 NA
ERF 1924	EVERGREEN INVESTMENTS CC P O BOX 11483 KLEIN WINDHOEK	BA 003 221 329 NA
ERF RE/1929	ZEST INVESTMENT 17CC P O BOX 97484 MAERUA MALL, WINDHOEK	BA 003 221 315 NA
ERF 1372	FINNISH SCHOOL P O BOX 90669 KLEIN WINDHOEK	BA 003 221 377 NA
ERF 1371	KD. LERSCH P O BOX 11164 KLEIN WINDHOEK	BA 003 221 346 NA
ERF 1926	CMD DEGADO P O BOX 86209 EROS	BA 003 221 350 NA
ERF 1927	EY BOTHA P O BOX 581 WINDHOEK	BA 003 221 363 NA

studio print 13647

Number of items 7 Received by Jo-Ann

Date-stamp

KLEIN WINDHOEK 2024.09.12 NAMIBIA

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

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: Erf 1928 KW PP Rep

Strategic Executive
Department of Urban and Transport Planning
Windhoek City Council
P O Box 59
WINDHOEK

CITY OF WINDHOEK
DEPT OF URBAN AND TRANSPORT PLANNING
07 OCT 2024
URBAN PLANNING
BP2

07 OCTOBER 2024

For Attention: Ms. Kristofina Asino

Dear Ms. Asino

PUBLIC PARTICIPATION REPORT: SUBDIVISION OF ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK

Our application submitted 22 August 2024 for the:

- Subdivision Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek into Portion A (± 470,5m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (± 470,5m²).

Herewith the summary of the public participation process:

Electronic copy			**Sent**
Application in .doc format			22 August 2024
All annexures (pdf)			22 August 2024
All relevant plans and drawings (pdf)			22 August 2024
Advertisements & Notices	**Dates placed**	**Date published**	**Closing date**
Proof of Advertisements	GG	n/a	n/a
	Newspapers	n/a	
Proof of Neighbour Notices (list of registered letters)	Sent per registered post		03 October 2024
Proof of Notice on Site	n/a		
Proof of Notice on LA Board	n/a		
Copies of all objections received	One objection lodged		

Attached to this letter:

- Addresses received from CoW
- Proof of mail sent
- Example of letter sent
- Copies of returned forms

One objection was received from the neighbouring owner of Erf 1927 Schwabe Street, Klein Windhoek.

Please do not hesitate to contact me should you require any further information.

Kind Regards

Tjijama Tjitemisa

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T Tjitemisa
Tel: +264 81 416 6169
Ref: Erf 1928KW_addresses

The Windhoek City Council
P O Box 59
WINDHOEK

Dear Ms Stella

02 SEPTEMBER 2023

ERF OWNERS AND ADDRESSES: ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK

Good day ma'am

Could you kindly provide me with the names and addresses (and phone numbers/email addresses where available) of the owners of the following properties, please:

ERF NO	NAME & ADDRESS	TEL/EMAIL
1925 KW Arians Road	Sherbrooke Investments CC Box 11833 Klw	0811247787 doff-ecwi@afol.com.na
1924 KW Arians Road	Evergreen Investments CC Box 11483 Klw	0811273833 dawn@dawn-adams195.com
1926 KW Arians Road	Cmd Pegado Box 86209 Eros	semaiwe@mail.com cc@gmail.com
1927 KW Schwabe Street	Cy Botha (Pensioner) Box 581 Windhoek	0813783381
Re/1929 KW Schwabe Street	Zest Investment 17CC Box 91484 Maerua mall	0817043454
1372 KW Schwabe Street	Finnish School Box 90669 Klw	0811560604 lothusfishing@gmail.com

1371 KW Schwabe Street	KD. Lersch Box 11164 KW	08/26[illegible]0604
2652 KW Schwabe Street	City	

Thank you
Tjijama Tjitemisa

201

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: D Opperman
Tel: +264 81 835 2021
Ref: 1928KW_Letters

ERF 1927, SCHWABE STREET
EY BOTHA
P O Box 581
Windhoek

12 SEPTEMBER 2024

Dear Sir/ Madam

SUBDIVISION OF ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK

Our office is currently applying on behalf of the owner the erf, Tavira Investment CC in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No.5 2018), to the Windhoek City Council and the Urban and Regional Planning Board for the:

- Subdivision Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek into Portion A (± 470,5m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (± 470,5m²).

In terms of the new Urban and Regional Planning Act, 2018 (Act 5 of 2018), you as the owner of an adjacent property are hereby granted the opportunity to comment on the proposal. We kindly request that you provide us with your comments no later than **03rd of October 2024.**

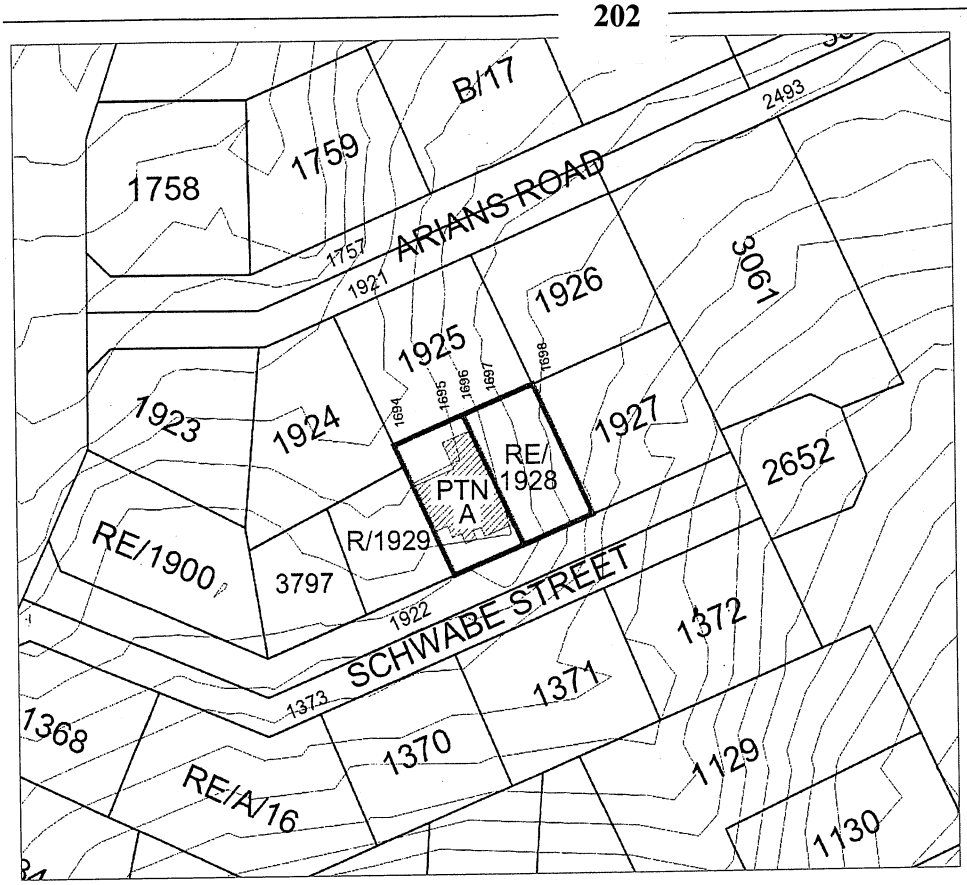
ERF INFORMATION

The project erf is located along Schwabe Street within the Klein Windhoek suburb, just south of the Klein Windhoek business district and Sam Nujoma Drive. The Erf is 941m² in extent and is zoned 'residential' with a density of 1 dwelling per 350m². It is one of 3 erven with a density of 1 dwelling per 350m² and was included in Amendment Scheme 84.

The Erf is currently used for residential purposes and accommodates a residential dwelling on the western portion of the erf. The area of the proposed Remainder of Erf 1928 is undeveloped.

PROPOSAL

The eastern part of Erf 1928 (a Portion of Erf 1900), Klein Windhoek is vacant/undeveloped. This part of the property is not utilised by the owner. The owner, therefore, wishes to subdivide the Erf to create a new erf for interested buyer. The zoning of Erf 1928 (a Portion of Erf 1900), Klein Windhoek and the size allow for a subdivision of the property into two new erven and the remainder. Erf 1928 (a Portion of Erf 1900), Klein Windhoek will be subdivided as shown overleaf.



PROPOSED PORTIONS	SIZE
Portion A	±470,5m²
Remainder	±470,5m²

Access to the new Remainder of Erf 1928 will remain from Schwabe Street and the proposed Portion A will also have direct access from Schwabe Street.

In light of the above, your comments on the intended application will be highly appreciated. Kindly note that should we not receive any comments by the closing date of **03rd** of **October 2024**, we would assume you do not have any objection.

Kind regards

Tjijama Tjitemisa

SUBDIVISION OF ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK

Name:.....

Address:.....

.....

Telephone :..... Email: .....

I, the owner of Erf ....., Schwabe Street, Windhoek

(Please indicated with "x" in appropriate box)

☐ **do not object to** ☐ **do object to**

- Subdivision Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek into Portion A (± 470,5m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (± 470,5m²).

If objecting, please state the reasons:

.....

.....

.....

.....

.....

.....

_____ _____

Signature **Date**

Kindly take note that comments should reach our office by 03 October 2024
You can return the form to the following email address: planner1@dutoitplan.com

SUBDIVISION OF ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK

Name: Conceição Maria de Oliveira Regado

Address: P.O. Box 86209 EROS

erf 1926

Telephone : 0811299225 Email: esmdaporo21@gmail.com

I, the owner of Erf 1926, Schwabe Street, Windhoek

(Please indicated with "x" in appropriate box)

[X] **do not object to** [ ] **do object to**

- Subdivision Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek into Portion A (± 470,5m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (± 470,5m²).

If objecting, please state the reasons:

.....

.....

.....

.....

.....

.....

Signature

26/9/24
Date

Kindly take note that comments should reach our office by 03 October 2024
You can return the form to the following email address: planner1@dutoitplan.com

SUBDIVISION OF ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK

Name: E Botha

Address: Schwabestrasse No 7
Klein Windhoek

Telephone: 223082 Email: _____

I, the owner of Erf 1927, Schwabe Street, Windhoek

(Please indicated with "x" in appropriate box)

[ ] **do not object to** [X] **do object to**

- Subdivision Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek into Portion A (± 470,5m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (± 470,5m²).

If objecting, please state the reasons:

THE REASON FOR OBJECTING IN THIS MATTER IS AS FOLLOWS: I BOUGHT MY PROPERTY (ERF 1927) IN THIS LOCATION BECAUSE I PREFFER SPACE BETWEEN DWELLINGS. IN THE MEANTIME THE CITY HAS REDUCED THE ZONING IN THE AREA FROM 1:900 TO 1:500 WITHOUT MY CONSENT. I OBJECT TO ANY HIGHER DENSITY OF DWELLINGS

E J Botha
Signature

30/9/2024
Date

Kindly take note that comments should reach our office by 03 October 2024
You can return the form to the following email address: planner1@dutoitplan.com

I will not support the relaxation of any building lines - and the next owner of developer must keep to the 50% coverage

E J Botha

Revised.

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Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: Erf 1928 KW PP Rep

Strategic Executive
Department of Urban and Transport Planning
Windhoek City Council
P O Box 59
WINDHOEK

24 OCTOBER 2024

For Attention: Ms. Kristofina Asino

Dear Ms. Asino

REVISION: PUBLIC PARTICIPATION REPORT: SUBDIVISION OF ERF 1928, (A PORTION OF ERF 1900), SCHWABE STREET, KLEIN WINDHOEK INTO PORTION A AND THE REMAINDER OF ERF 1928, KLEIN WINDHOEK

Our application submitted 22 August 2024 and the public participation report submitted 7 October 2024 for the:

- Subdivision Erf 1928 (a Portion of Erf 1900), Schwabe Street, Klein Windhoek into Portion A (± 470,5m²), and the Remainder of Erf 1928 (a Portion of Erf 1900), Klein Windhoek (± 470,5m²); refers.

Herewith the summary of the public participation process:

Electronic copy			**Sent**
Application in .doc format			22 August 2024
All annexures (pdf)			22 August 2024
All relevant plans and drawings (pdf)			22 August 2024
Advertisements & Notices	**Dates placed**	**Date published**	**Closing date**
Proof of Advertisements	GG	n/a	n/a
	Newspapers	n/a	
Proof of Neighbour Notices (list of registered letters)	Sent per registered post		03 October 2024
Proof of Notice on Site	n/a		
Proof of Notice on LA Board	n/a		
Copies of all objections received	One objection lodged		

Attached to this letter:

- Addresses received from CoW
- Proof of mail sent
- Example of letter sent
- Copies of returned forms

One objection was received from the neighbouring owner of Erf 1927 Schwabe Street, Klein Windhoek.

Mrs Botha objected to the creation of the policy area that would allow rezonings to a density of 1:500. She also noted that she will not support a relaxation of building lines along her boundary nor a relaxation of the coverage.

Response to objection:

- The Klein Windhoek Office and High Density Policy area was approved in 2005 and Erf 1928, Klein Windhoek is included in the 1:500 density area.
- Erf 1928 was then rezoned to 'residential' with a density of 1:350m² vide Resolution 370/10/2008. Similar objections were issued by Mrs Botha and other neighbours.
- The rezoning was included in Amendment Scheme 84. The application approved per abovementioned resolution also included a subdivision of the erf in the exact same size as our application, but no proof could be found that the subdivision was finalised after the approval of Amendment Scheme 84.
- The rezoning is inline with the previous structure plan of Windhoek as well as the proposed new structure plan, and although there is understanding for the reluctance of neighbours to accept change such as densification, it is a very important principle we need to apply in our urban areas.
- The matter regarding the relaxation of the building line and coverage can be addressed with the building plans. Since Mrs Botha's dwelling is only single storey, a double storey building on her boundary can have a negative effect on her living environment. It would still be possible to relax the western boundary should the owner wish to do so or position the new building in such a way that it is within the building lines and coverage.

Council is kindly requested not to support the objection.

Please do not hesitate to contact me should you require any further information.

Kind Regards

Dorette Opperman

ANNEXURE A

Pre-Feasibility Study on Low-Carbon Public Transport in Windhoek

Assessment of additional greening measures to enhance the planned extension of the municipal bus fleet

Green Climate Fund Readiness Support Program

March 2016

german cooperation
DEUTSCHE ZUSAMMENARBEIT

Ministry of Works and Transport

KFW

GOPA

Pre-Feasibility Study on Low-Carbon Public Transport in Windhoek

Assessment of additional greening measures to enhance the planned extension of the municipal bus fleet

for

KfW Entwicklungsbank

Federal Ministry
for Economic Cooperation
and Development

KfW

Green Climate Fund Readiness Support Program
KfW No. 194/12

March 2016

MOVE WINDHOEK

City of Windhoek

GOPA

in consortium with

AFC
Consultants International

intec
GOPA International Energy Consultants

RODECO CONSULTING GMBH

GOPA Consultants
Hindenburgring 18, 61348 Bad Homburg, Germany
Phone +49 6172 930-528 Fax: +49 6172 930-550 Email: bernd.brunnengraeber@gopa.de

Acknowledgements

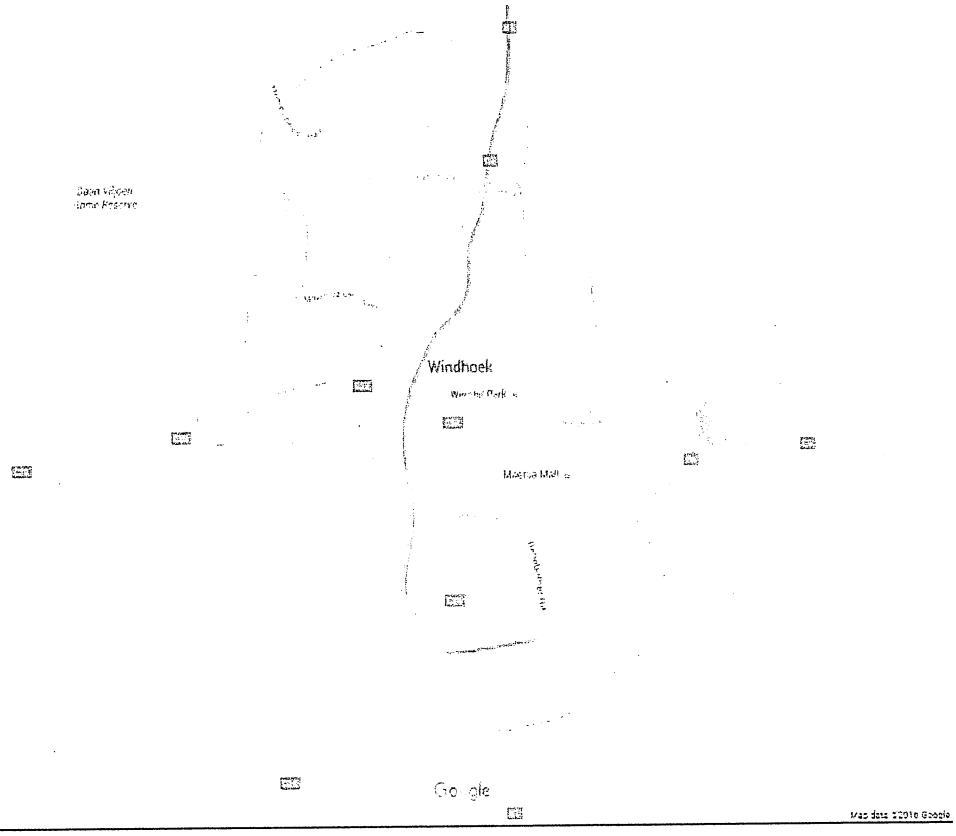
Special thanks for their collaboration and support are extended to the Namibian Ministry of Environment and Tourism, the Ministry of Works and Transport, the Department of Community Services and the Public Transport Division of the City of Windhoek, the local office of the KfW Development Bank (KfW), as well as the local GIZ team embedded in the Ministry of Works and Transport.

0 Executive Summary

Windhoek, the capital of the Republic of Namibia, is a fairly spread out city of some 390.000 inhabitants (calculation based on census 2011-08-28). It has a rigid separation between residential and work areas, a modern road infrastructure and a comparatively high motorization rate.

The Municipality, henceforth referred to as the City of Windhoek (CoW), itself provides a public transport service with a fleet of about 60 vehicle units. Sedan taxis numbering around 6800, operated by private operators also play a big role in Windhoek´s public transport and presently have the highest market share. During peak hours, traffic congestion on the major arterials has become a serious problem already today. Growth rates in the city population (3.1%), as well as in vehicle population make it likely that this problem will aggravate considerably over the next years, unless adequate counter-measures are taken.

Figure 1 Map of Windhoek - central boundaries



Credits: google maps

The City of Windhoek is driving for an enhancement of the public transport system, to increase the quality of life for the inhabitants, alleviate traffic congestion and mitigate greenhouse gas emissions from transport.

0.1 Stakeholders

In this endeavor, the Municipality and the Ministry of Works and Transport are being supported by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, who have overseen the elaboration of the "Sustainable Urban Transport Master Plan for Metropolitan Windhoek (MWT, 2013)" and a pre-feasibility study titled "Pre-Feasibility Study for the Sustainable Urban Transport Master Plan (SUTMP) for Windhoek including Rehoboth, Okahandja and Hosea Kutako International Airport" of June 2015. Together with a so-called "Corporate Plan" as an integral part of the project, it outlines the proposed development of the public transport operation provided by the Public Transport Division of the City of Windhoek.

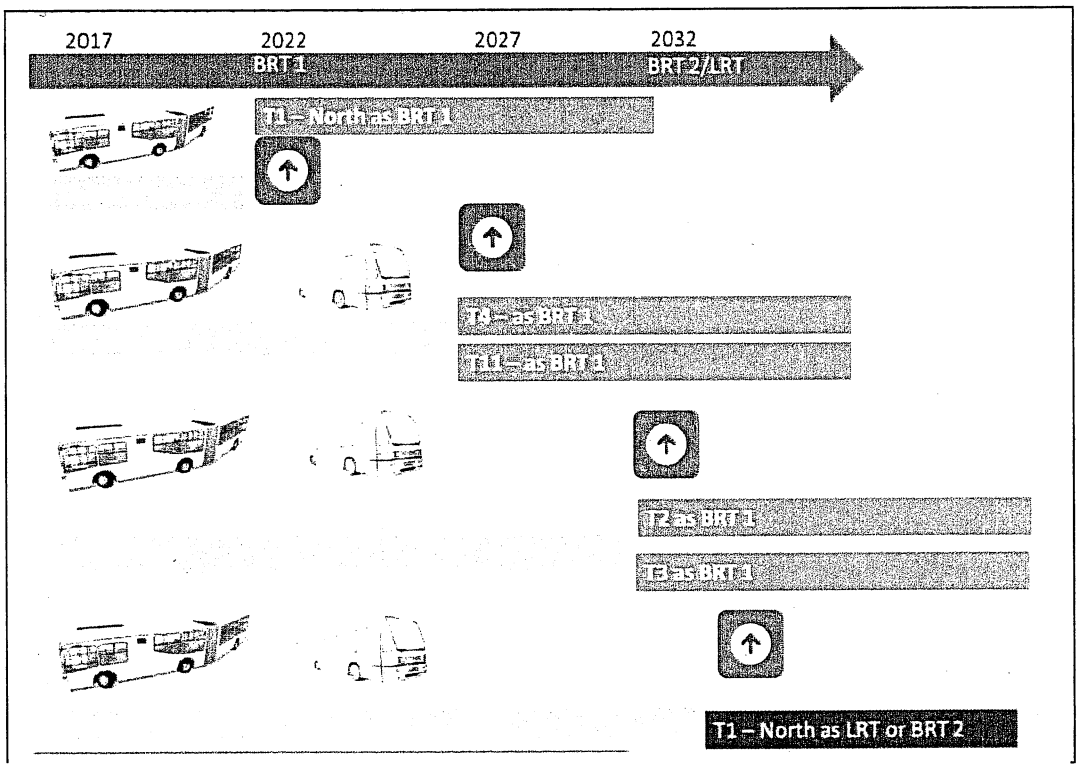


Figure 2 BAU Pre-FS (MWT 2015)

Credits: PFS - CoW

A first expansion of the CoW bus fleet, comprising 26 units, was co-financed by GIZ. A further fleet expansion to bring the total fleet to a level of 130 units by 2022 is considered to be the minimum requirement to ensure a functioning public transport system in Windhoek and is therefore planned, but not yet fully financed.

Equally, extensive additions to the public bus infrastructure are deemed necessary and have undergone layout planning in the pre-feasibility study mentioned above. These include the construction of a CBD central bus terminus, enhancements to bus shelters and bus priority measures, as well as the setup of a new bus depot at the corner of Monte Christo Road and Hosea Kutako Drive.

While funding for these projects is still being sought, the German Development Bank KfW, in cooperation with the Namibian Ministry of Environment and Tourism, as well as the Ministry of Works and Transport are launching an initiative to reduce future emissions of greenhouse gases from the Windhoek transport system.

With funding from the Climate Finance Readiness Support Programme funded by the German Ministry for Economic Cooperation and Development, through the German Development Bank KfW, it is intended to submit a concept note on low carbon public transport in Windhoek to the Green Climate Fund. The pre-feasibility study on hand is therefore designed to underpin the concept note to be submitted and provide climate mitigation strategies that can be integrated emanating from the existing pre-feasibility studies.

Figure 3 latest Diesel Fleet addition (Nov. 2015)

Credits: City of Windhoek

0.2 Green Climate Fund relevance

The public transport project was selected by the Namibian National Designated Authority (NDA) to the GCF (the Directorate of Environmental Affairs (DEA) in the Ministry of Environment and Tourism (MET)) and KfW into the priority shortlist for possible GCF projects. Therefore, the public transport project, along with three other priority projects, will receive further support through the Readiness Support Programme to be developed into a GCF Concept Note.

In preparation of the concept note to be submitted, the pre-feasibility study on hand was developed, with the aim of identifying and quantifying ways and means of rendering Windhoek's public transport more climate friendly in line with the low-carbon development agenda of the GCF.

The identified solutions could then be implemented during the process of expanding the municipal fleet further, as is planned.

It has been agreed that the project should entail the first phase of the Sustainable Urban Transport Master Plan (MWT, CoW, GIZ, 2013), i.e. the seven-year-plan from 2016 to 2022. This includes the full development of the conventional bus system (including bus depots and central bus station) and the development of the first bus rapid transit (BRT) line, i.e. it is a combination of the corporate plan and the pre-feasibility study. Additional "greening" measures would be the introduction of hybrid or electric buses and accompanying measures such as rooftop solar electricity generation (e.g. bus depot, central bus station).

Even though the document on hand does not focus on non-motorized traffic, it is to be pointed out that the success of the planned public transport system in Windhoek is largely dependent on some measure to improve walking possibilities around bus termini and stops. A large portion of the daily commuters in Windhoek have clerical and managerial functions, thus the wearing of elegant footwear is quite common. This fashion demand amongst others such as "door to door" drop off, may be one of several reasons why the taxi system is thriving the way it is.

Table 1 Multi-criteria Decision Matrix

Low-Carbon Public Transport in Windhoek
Pre-Feasibility Study on Additional Greening Measures

Selection of Technologies to be investigated further

Technology Alternatives	Pilot Fleet Scenario (< 5 units)	Substantial Fleet Scenario	Remarks
Natural Gas from Kudu field			
in LNG form	1	0	
in CNG form	0	0	
Biogas from local digesters	1	1	to be further examined
LPG from nearest refinery	1	1	
Serial hybrid propulsion	0	0	Diesel / Electric focus
Parallel hybrid propulsion	0	0	Long distance not a priority
Electric bus: Trolley system	0	0	
Electric bus: Battery based	1	1	
Solar charging from CoW rooftops	1	0	
Solar charging from other sources	1	1	rooftop specific sources
Solar charging from CoW solar park	1	1	
Charging Regime:			
Daytime off-peak direct charging	0	0	check fast charge issues
Offset energy charging	1	1	
Night-time battery pack swap	1	1	
Rain Water harvesting			check with CoW

In order for commuters to change their habits and start using public bus transport, it will be necessary to get used to walking certain distances to and from the nearest bus stop. This could be greatly facilitated by improving sidewalks, especially in the residential areas. The local KfW office has indicated that they would be inclined to assist with the financing of non-motorized traffic measures in Windhoek.

The definitive background of this document on hand is therefore to add on to the existing pre-feasibility study and explore possibilities to minimize the carbon footprint of the required bus fleet.

In an internal brainstorming by the authoring team, a number of possible solutions were identified. In a subsequent stakeholder workshop held on February 9th 2016 a comprehensive but not exhaustive selection was presented to the audience and discussed. During the meeting, a shortlist of technical solutions to be analyzed further was compiled and later expanded further.

The following scenarios were then researched by the GOPA team and their potentials and risks assessed:

1. The use of **natural gas**, which could in future be pumped on the Kudu gas field, off the coast of Oranjemund, which is presently being explored, as propulsion fuel for a part of the city bus fleet.
2. The use of **biogas** from a local source, yet to be researched further. (Kupferberg landfill).
3. The use of **liquid petroleum gas** (LPG) as propulsion fuel for all or a part of the city bus fleet.
4. The use of (initially grid-supplied) **battery-electric** buses as part of the city bus fleet (this is seen as a temporary solution, which would only contribute to reduce GHG in combination with scenario 5).
5. In combination with scenario 4, the charging of a small **electric** bus fleet with solar power, generated either from a solar system installed on the roofs of the planned city bus depot, from other CoW owned roofs or possibly from roofs owned by other organizations, such as Trans-Namib, which could possibly be rented.
6. The implementation of a dedicated **solar park** on the outskirts of Windhoek, on CoW-owned land, to feed the solar charging of the full or a larger bus fleet (and possibly other municipal fleets) through the CoW-owned electric grid (to be seen in combination with option 4).
7. The use of a limited number of **diesel-electric hybrid** vehicles as a pilot.
8. The use of diesel-electric hybrid vehicles for a larger part of the fleet.

As an important additional greening measure, the installation of a **rainwater harvesting** system for outer vehicle cleaning based on water collection from the rooftop of the planned new bus depot was also researched and evaluated (later on referred to as option 9). As a result of the overall evaluation, recommendations were put forward, which prioritize four concepts altogether.

From the beginning, the development process of the proposed project has been focusing on measures that are **inclusive, pro-poor and environmentally sustainable**, i.e. measures that provide manifold co-benefits and a huge potential for sustainable development, in particular for low-income urban households.

Concrete estimates related to the direct and indirect monetary as well as non-monetary co-benefits due to the upgrading of the present bus service are provided in the Corporate Plan (MWT, 2015) of the Pre-Feasibility Study for the SUTMP.

According to these findings, an average four-person household will save about NAD 700 per month, which is about 36% of the average household's transport budget. Moreover, persons travelling for education (i.e. pupils and students) will benefit most from the improved public transport system with an estimated cost saving of 43%. In terms of absolute numbers, the cost savings were estimated as

- NAD 135 per average worker per month
- NAD 230 per average pupil/student per month
- NAD 100 per average part time/unemployed person per month.

Based on an estimated 150,000 person trips utilizing public transport per week as a result of the project, the estimated total household savings are on the order of NAD 70 million per annum.

0.3 Recommendations

As alternative bus propulsion technologies to a purely diesel technology option, both conventional diesel-electric hybrid buses, as well as all-electric battery-buses were identified as possible ways forward. However, both technologies present certain question marks, which require further research in case they are to be pursued. For both technologies (options 5. and 7.), it is therefore recommended to embark on a pilot application first, before expanding to full fleet.

Also, it is recommended to conduct a full-fledged feasibility study in order to detail this way forward further. This proposed study should also address the question on how the operator (City of Windhoek, Public Transport Division) could be prepared organizationally and professionally to be able to face the maintenance and operations challenges which come with the new technologies.

As an additional low-cost greening measure, it was also recommended to implement the rainwater-harvesting scheme proposed by the local KfW representative (option 9).

As the first priority, the fleet expansion itself, already planned in the previous pre-feasibility study and detailed in chapter 3, was identified, requiring a total financing of some 1.3 Bn NAD. The key performance indicators referring to this investment package are in a range together with some of the additional greening scenarios presented in this report. Therefore it should continue to stand in first place. It is proposed to seek funding for this package in the form of concessional loans. Not only does this scenario present a good KPI on investment per tonne CO_2 saved, but also the

implementation of the fleet expansion is the precondition for the realization of any changeover to innovative propulsion concepts.

As shown in chapter 4, the additional climate-friendly measures would cause comparatively small investments. The main return from these investments would not be commercial but purely in the form of greenhouse gas mitigation. Financing for these measures should therefore be sought in the form of grants from the Green Climate Fund or other eligible financial institutions to meet the required funding that these measures would require for implementation.

So, an overview of the proposed measures features as follows:

Table 0-2: Financing Requirement

Financing Requirement (Mio NAD)			
	Initial Investment	**Subsidy for Operations Cost 7yr Period**	**Total Financing Gap**
Partial Project in order of priority			
1. Fleet Expansion	1,297.54	567.77	**1,865.31**
2. Hybrid Pilot	12.17	-0.92	**11.26**
3. Solar Pilot	36.92	13.50	**58,68**
4. Rainwater Harvesting	2.23	0.03	**2.26**
Totals	**1,348.87**	**580.38**	**1,937.50**

Including the additional measures, the total financing gap at this point would be some 1,940 million NAD. This budget is based on the assumption that that all vehicle procurement, including alternative propulsion vehicles, is effected at price levels prevailing with e.g. South African, Indian, Brazilian or Chinese suppliers.

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1.4 List of Acronyms

AC	Alternating Current
BAU	Business as usual
CC	Climate Change
CBD	Central Business District
CoW	City of Windhoek
CNG	Compressed natural Gas
DBN	Development Bank of Namibia
DC	Direct Current
DEA	Directorate of Environmental Affairs
EE	Executing Entity
GCF	Green Climate Fund
GDP	Gross Domestic Product
Gg	Gigagrams (1,000 metric tons)
GHG	Greenhouse Gas
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
GOPA	Gesellschaft für Organisation, Planung und Ausbildung
GRN	Government of the Republic of Namibia
$GtCO_2e$	Gigatons of Carbon dioxide equivalent
IBRD	International Bank for Reconstruction and Development
IDB	International Development Bank
IFC	International Finance Corporation
IMF	International Monetary Fund
IPCC	Intergovernmental Panel on Climate Change
KfW	Kreditanstalt für Wiederaufbau (German Development Bank)
KWh	Kilowatt hour
LDC	Least Developed Country
LNG	Liquefied natural Gas
LPG	Liquefied Petroleum Gas
MAWF	Ministry of Agriculture, Water and Forestry
MET	Ministry of Environment and Tourism
MFMR	Ministry of Fisheries and Marine Resources
MLR	Ministry of Land Reform
MoF	Ministry of Finance
MRV	Measurement, Reporting and Verification
$MtCO_2e$	Megatons of Carbon dioxide equivalent
MTI	Ministry of Trade and Industries
MWh	Megawatt Hour
MWT	Ministry of Works and Transport

NAD	Namibian Dollar
NCCDC	National Climate Change Development Council
NCCDS	National Climate Change Development Secretariat
NCCF	National Climate Change Fund
NDA	National Designated Authority
NDP	National Development Plan
NGO	Non-Governmental Organization
NPCC	National Policy on Climate Change
OEM	Original Equipment Manufacturer
OPM	Office of the Prime Minister
PPP	Public-Private Partnership
ROI	Return on Investment
PRM	Revolutions per minute
SADC	Southern African Development Community
SUTMP	Sustainable Urban Transport Plan
tCO_2e	Tons of Carbon dioxide equivalent
TransNamib	TransNamib Holdings Limited
UNFCCC	United Nations Framework Convention on Climate Change
USD	US Dollar

2 Introduction

2.1 Country Background

Namibia is situated in South-Western Africa and covers a land area of 825,418 km². It has a 1,500 km long coastline on the South Atlantic Ocean. With a population of only 2.3 million (2013) and an average population density of 2.79 persons/km², Namibia has the second-lowest population density of any sovereign country worldwide. In 2013, 55% of Namibia's population lived in rural areas. However, the urban population grew by 49.7% between 2001 and 2011, while the rural population decreased by 1.4% over the same period, illustrating the high rates of rural-urban migration in Namibia (GRN, 2014).

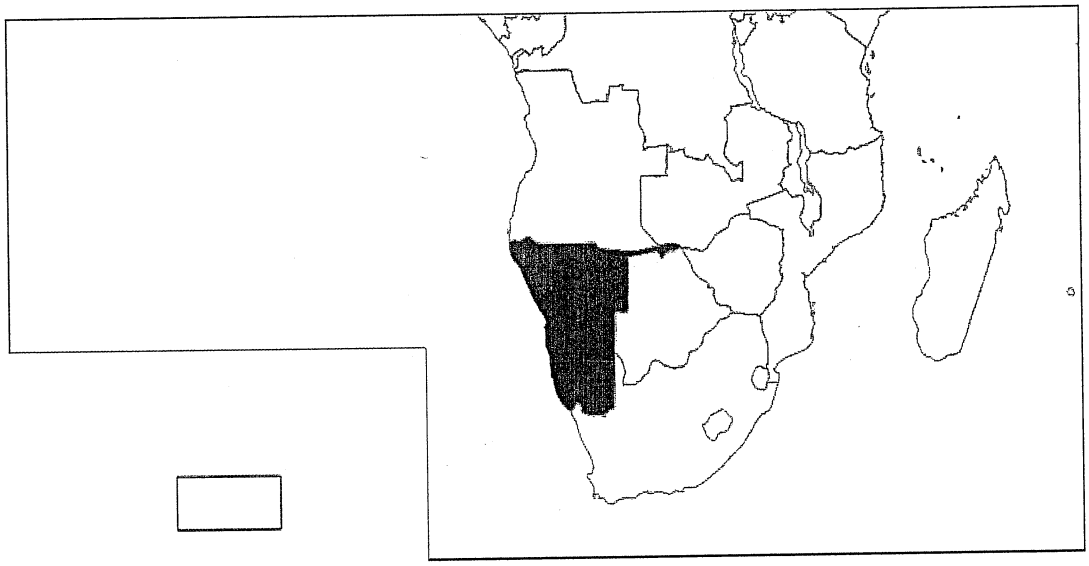


Figure 4 Namibia - geographic context

With a per capita GDP of USD 5,693 (2013), Namibia is ranked among the Upper Middle Income countries in the World Bank's categorization and among the Emerging Market Economies by the International Monetary Fund (IMF). However, wealth and income distribution inequality is among the three highest worldwide, illustrated by a Gini coefficient of 63.9 for the 2003-2012 period (UNDP, 2014). According to UNDP's latest Human Development Report, 32% of Namibia's population lived below the national poverty line, 29% below the international poverty line and 16% in severe poverty in 2013.

So far, the Government of the Republic of Namibia (GRN) submitted three GHG emission inventories for the years 1994, 2000 and 2010 to the UNFCCC. According to these inventories, the most important GHG emitting sectors are agriculture and energy. With an estimated emission figure of 1,737 Gg CO_2e, the Namibian transport subsector (contained in the energy sector) accounted for 16% of Namibia's GHG emissions in 2010.

2.2 Project Background

Windhoek's population is rapidly growing at 3.1 % per annum, above the national growth rate. As a result, more housing, more jobs, new infrastructure and services will be required to meet such demand in the future. One of the key aspects that should accompany such a development is mobility of citizens and the connectivity of infrastructure.

Transport affects Windhoek's resident's daily lives in different ways, for instance in getting to and from work or being able to access essential services such as health, education, recreation in all areas of the City and for all parts of the population. Transport also affects private sector opportunities and the efficiency of the transport system can back-up or constrain business. National statistics (Namibia Statistics Agency, 2012) show that transportation accounts for some 18% of household consumption equating at the time of the survey to approximately NAD 1 900 million nationally. The amount for Windhoek is further estimated to be NAD 343 million. It is interesting to point out that households with no formal education utilize up to 27% of consumption for transport needs.

While the City of Windhoek (CoW) operates on a smaller scale compared to most other cities in the world, the present trends observed on the lives of the inhabitants are comparable:

- reduced accessibility and thus social isolation and exclusion caused by inadequate mobility of the urban poor,
- ever increasing traffic congestion,
- unacceptable high rate of traffic accidents,
- high consumer costs,
- energy dependence and pollution.

The specifics for Windhoek show that 87% are low income earners, who cannot afford own cars; 52% of those cannot afford it at all; on average, low income earners spend 24% on mobility. The non-motorized traffic consists above all by walking (more than 97%), while cycling is almost negligible.

A key task of the Government of Namibia and the City of Windhoek is to cater for the growing population and future demand of the growing economy and to plan for the fast increasing mobility needs. Recognizing this need, the Cabinet in November 2014 has endorsed the Sustainable Urban Transport Master Plan for Metropolitan Windhoek (MWT, 2013) that promotes transit-oriented development, public transport reform and non-motorized transport.

The main objective of the Sustainable Urban Transport Master Plan (SUTMP) is to *build an integrated network within the modes and between the modes that enables unimpaired and safe mobility, affordable for the poor, throughout the City.*

In July 2014, the current GIZ-funded "Technical Assistance Project for the Development of a Pre-Feasibility Study (MWT, 2015) on Urban Transport as per the SUTMP" was launched to advance the achievements of the master plan and support the City of Windhoek in the establishment of the modern public transport service.

This study is therefore prepared against the background of the SUTMP of the City of Windhoek, and the results of the network development and traffic modeling implemented by the current technical assistance project from July 2014 to February 2015.

The network development concept was approved by the City of Windhoek, Ministry of Works and Transport (MWT) and GIZ, and endorsed during an extended stakeholder meeting in October 2014. The lines of the network with high-demand were selected as subject of the pre-feasibility study for installation of mass transit systems of BRT (light and heavy), and LRT.

The proposed project entails the implementation of the first phase of public transport measures as outlined in the pre-feasibility study as part of a long-term programme following the SUTMP.

3 Baseline (BAU) Situation

3.1 Public Transport in Windhoek

For a population of roughly 390 000 inhabitants (calculation based on census 2011-08-28), there is presently a public transport bus fleet of 61 buses which varies based on maintenance and parts availability due to the presence o0f aging fleet components. This capacity is however not adequate to provide sufficient public transport services to cater for the populations´ travel needs even when operating at maximum availability.

The standard mode of transport for Windhoek citizens who do not have access to a private vehicle are the typical sedan taxis, carrying up to 4 passengers. The taxi industry is a major supplier of transport services with 6815 registered taxis and 295 taxi ranks. These taxis are collectively used (carrying multiple routed passengers at the same time) and offer fixed prices according to travel distance and time of day of between NAD 10 and NAD 30 per passenger.

Figure 5 Taxis - traffic congestion

Credits: CoW

There are designated pick-up areas but it is possible to flag down such a taxi almost anywhere in Windhoek and thus they essentially operate close to a "door to door" facility at a fee adding to the popularity. Compared to public bus transport, this way of commuting is comparatively comfortable (with hardly any walking required) but expensive.

For the total traffic load on Windhoek´s major arterials, the proliferation of small (car) taxis adds to the congestion and traffic accident figures especially during peak hours.

3.2 City of Windhoek Bus Operations

Presently, the Public Transport Division of the City of Windhoek under the Department of Community Services is in charge of providing public transport services to the population of the city. For maintenance, spare part supplies and technical administration, there is a technical section and filling station, which also looks after other municipal fleets such as Department of City Police and the Emergency Management Division (including fire and emergency medical services).

The City bus fleet emanating from its original intentions historically to cater to labour mobility for the racially segregated low income populace, still serves predominantly the residential areas of Katutura to the downtown and its surrounding areas such as Academia, Avis, Cimbebasia & Prosperita, Eros, Hochland, Klein Windhoek, Kleine Kuppe, Olympia, Pioneers Park, Robert Mugabe, Suiderhof, University of Namibia, and Windhoek West.

The service is provided from 5:30 am to 6:00 pm with extensions as required.

Figure 6 Buses parked at the current depot

Credits: CoW

The depot site presently occupied by the Public Transport Division at Patterson Street is not sufficient to accommodate a future expanded fleet, nor are the maintenance facilities also at this location. It is therefore planned to move this operation to a site on the corner of Monte Christo Road and Hosea Kutako Drive, as soon as financing for the upgrading of the public transport system will be forthcoming.

Since February 2016, the bus fleet has now been complemented by new MAN[1] buses from South Africa, which were co-financed by GIZ, and new bus lines and a new operations regime and cashless fare-system are being initiated, all running under the trade-name "Move Windhoek[2]".

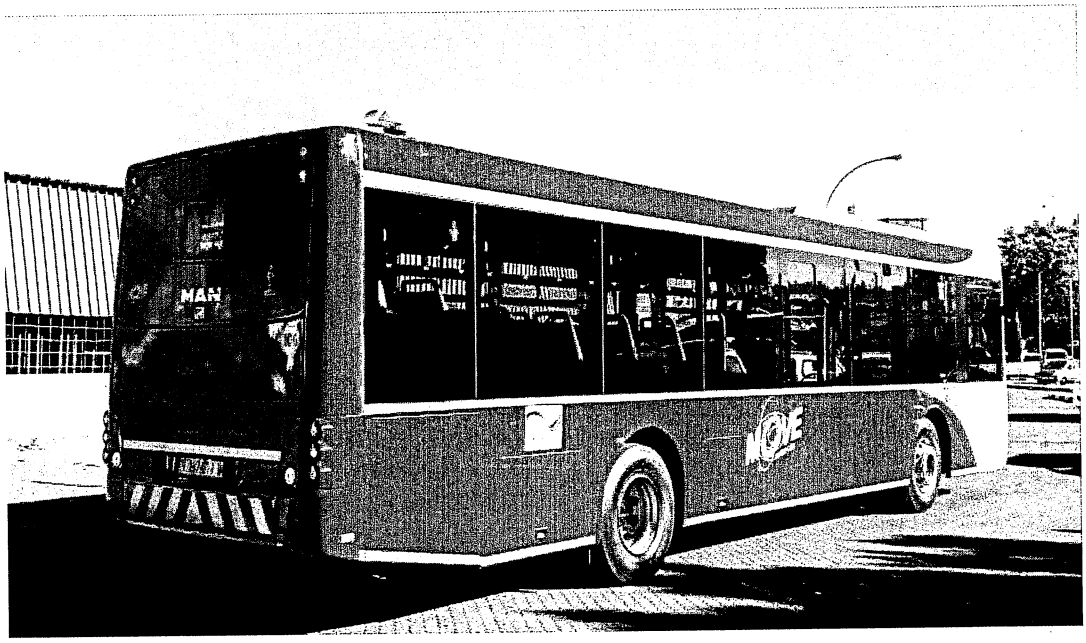


Figure 7 New "Move Windhoek" MAN Diesel Bus
Credits: CoW

At the time of the field visit of the consultant team to the public transport department of the City of Windhoek, out of the total fleet of 78 units, 35 were in operation, consisting of the 10 Mercedes-Benz and the 10 Scania procured in 2010, and 15 SA produced Mercedes-Benz chassis buses, dating back to the 1980´s. The remainder of the fleet was not up and running, mainly due to lack of spare parts, which the original equipment supplier does not stock anymore.

During the team's visit, the 26 MAN buses co-financed by GIZ had partly been delivered and were being used for testing and training purposes, although most of the 26 buses were still parked at the local MAN dealership.

[1] www.corporate.man.eu
[2] http://movewindhoek.com.na/

It is our understanding that the City of Windhoek under the "Move Windhoek" push, planned to start the new operational regime as of March 2016, including the new, cashless ticketing system.

Table 3-1: Fleet Status Quo February 2016

Scenario: Status Quo February 2016			
	Year of Manufacture	Asset Register	Operational
Old fleet Mercedes-Benz/Nissan	1975 to 1992	58	15
Middle Age Fleet Scania/Mercedes-Benz	2010	20	20
New Fleet MAN [1.)]	2015	26	26
Total		**104**	**61**
Replacement forecast till 2018			15
Remaining existing fleet 2018			46

1.) not yet fully put into service

Once the 26 new buses will be in operation, the operational fleet will comprise 61 units (of course this figure fluctuates on a daily basis). It is however expected that the 15 units commissioned before 1992 will soon have to be taken out of service, due in part to the lack of spare part availability, as well as for other intrinsic operational reasons. At that point the fleet status will stand at 46 buses.

This figure does not reflect the expectation of the corporate plan, prepared in June 2015, that without any vehicle acquisitions, the fleet should stand at a minimum of 80 units, thus fulfilling the minimum public transport needs of the Windhoek population.

For the purposes of this study, the actual fleet status mentioned above is taken as a basis for the computation of additional fleet to be procured and investment volumes.

The Corporate Plan also envisages an expansion of the conventional fleet to a total of 116, which was supposed to ascertain an optimal servicing of the routes. 32 of these additional units were planned to be articulated buses.

4 Proposed Fleet Expansion/Renewal

Focusing on the target figure of 116 units, it becomes evident that a fleet expansion will have to take place to reach the Corporate Plan target. It is assumed that the old vehicles now laid up will not be able to be reconditioned and fed back into the system. This option may be technically feasible for a part of this fleet, however, these vehicles are not considered suitable for deployment within the new Windhoek bus system. (One, amongst other reasons: They only dispose of one narrow door with high steps into the corridor, making loading and offloading very time consuming). Likewise, it has to be assumed that the remaining part of the old fleet (commissioned before 1992) will also have to be decommissioned over the next two years, so that a complete fleet renewal for all units having been commissioned before 2010 will be necessary.

4.1 Diesel fleet

The remaining fleet in the BAU scenario, will consist of fairly modern diesel vehicles, all fulfilling Euro 5 or Euro 6 standard. Diesel fuel available in Namibia is also low sulfur (currently rated as 50 ppm Sulphur content and covered by regionally accepted standard – SANS 342 : 2006[3]), so that the actual emissions actually correspond to the respective Euro standards.

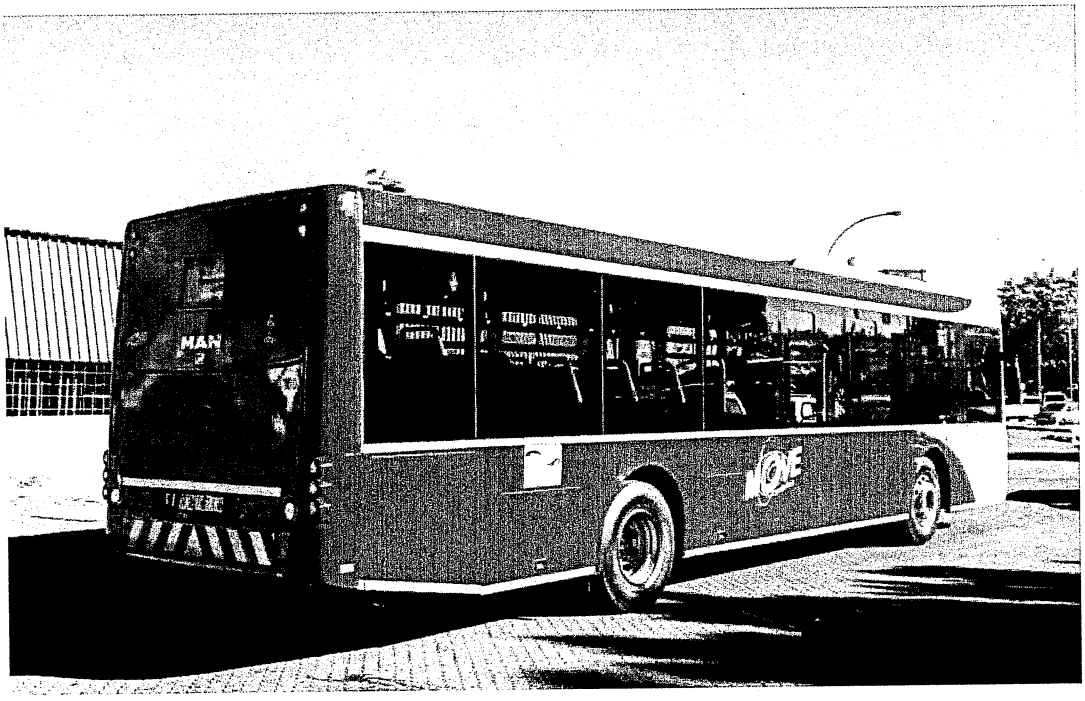


Figure 8 New MAN (diesel) bus (November 20150
Credits: CoW

[3] www.lac.org.na/laws/2013/5222.pdf

In the planning put forward in the Corporate Plan, Phase 1, the total number of conventional buses required to fulfill the basic transport needs of the Windhoek population is 116 units.

Adding to this, the Pre-Feasibility Study of June 2010 foresees the installation of the first of several BRT lines during its first phase, up until 2022, encompassing 14 double articulated, 24 m buses, bringing the total up to 130. This serves as the target fleet size for the purposes of the study on hand, resulting in a differential of 84 units to be procured.

This additional fleet expansion and renewal is proposed to be loan-funded. The total planned fleet expansion comprises the following numbers and vehicle types:

Table 4-1: Fleet Expansion/Renewal

Fleet Expansion/Renewal			
	Fleet Requirement according to phase 1	Existing	Procurement
12 m	84	46	38
18m	32		32
24m f. BRT	14		14
Total Fleet	**130**		**84**

This theoretical fleet expansion/renewal as shown in the table forms the basis and reference scenario for the conceptualization for the additional greening measures, which are in the focus of this document.

The described scenario, referred to as the reference BAU scenario or "Diesel" scenario serves as the baseline for comparison of all other additional greening scenarios analyzed in this document.

The additional greening measures elaborated in the chapters to come generally refer to a change in the propulsion concept of the vehicles to be procured (84), even though in one scenario a conversion of the existing fleet is technically possible resulting in a scope for the conversion of 116 units, other scenarios, proposing to start with a pilot setup refer to a change of propulsion concept only for a part of the fleet to be procured (7 and 10 respectively).

The following assumptions were made for the quantitative simulation of this scenario:

Table 4-2: Assumptions Fleet Expansion

Assumptions
• For the baseline, it is assumed that all trips to be effected by the fleet to be procured would be effected by conventional sedan taxis. • The average occupancy is estimated to be 2.2 according to a multiple sample survey taken in the period between 08.02. and 12.02.16 survey between the hours of 07h00 and 19h30. • It is assumed that no passenger migration from private car usage to public transport will take place, as yet, but also no migration from walking to bus use (both effects probably balance each other out).The reference scenario (diesel) is based on the occupancy calculations of the "Corporate Plan".

The quantitative simulation of this scenario yields the following results:

Table 4-3: Sum-up of quantitative simulation: Diesel Scenario Fleet Expansion

Scenario: Diesel Fleet Expansion	
CO2 net saving p.a. (to)[1.)]	24,261
Capital expenditure fleet (Mio NAD)	280
Capital expenditure infrastructure (Mio NAD)	1,018
Total cost per to CO2 saved (NAD)	6,168
Required subsidy for 7 years operation (Mio NAD)	568

1.) Source for the well-to-tank emissions per liter of diesel is the Genius Databank.

The basic comparison criteria for the various scenarios analyzed is the total subsidy cost per CO_2 mitigation. In order to be able to also compare the performance of the reference scenario (Diesel), the savings in CO_2 for the diesel bus operation over taxi operation is also analyzed. The assumption here is that the operation of the bus fleet renders the operation of a corresponding taxi capacity obsolete, thus creating a CO_2 saving (and traffic load alleviation). The CO_2 generation of the taxi operation to be substituted by bus transport is derived as follows:

Table 4-4: CO_2 saving of redundant taxi operation

Baseline Scenario: Taxi Operation	
Effective taxi pass km replaced by public transport system	376,350,000
Average taxi occupancy (passengers)	2.2
Taxi km	171,068,182
Average taxi consumption (litres)	6.9
Total fuel consumption (litres)	**11,803,705**
Total CO_2 generated (tonne)	**33,877**

As is shown in this scenario, the overall CO_2 generation can be reduced from roughly 34,000 to just below 10,000 to CO_2 at an investment cost of 1.3 bn NAD, bringing the mitigation cost to NAD 6,168 per tonne of CO_2. This amount covers for the total investment in rolling stock, as well as in infrastructure, involving a new bus depot and a new CBD terminus, improvements to bus shelters and priority measures, as well as the infrastructure investment for the first BRT-line.

5 Proposed additional Greening Measures

5.1 Selection Process

In order to identify the most suited solutions for a greening of the future fleet additions to be investigated further in the GCF-Pre-Feasibility Study, a stakeholder workshop was held at the Windhoek Country Club on February 10th, 2016 which included representatives from the Ministry of Environment and Tourism who are the nationally designated authority, the City of Windhoek who are the bus operator, KfW, GIZ and GOPA.

A comprehensive and practical, but not exhaustive list of technical concepts for the greening of the public transport system in Windhoek was presented and discussed by all in attendance.

A consensus was reached, that the following options described in this report should be investigated further to check for their physical, financial and legal feasibility. If this investigation was to be positive, the solutions would then be conceptualized in detail, costed and the respective performance in terms of the GCF investment criteria be evaluated.

Table 5-1: Result of Stakeholder Workshop

Technology Alternatives	Pilot Fleet Scenario (< 5 units)	Substantial Fleet Scenario	Remarks
Natural Gas from Kudu field			
in LNG form	1	0	
in CNG form	0	0	
Biogas from local digesters	1	1	To be further examined
LPG from nearest refinery	1	1	
Serial hybrid propulsion	0	0	Diesel/Electric focus
Parallel hybrid propulsion	0	0	Long distance not a priority
Electric bus: Trolley system	0	0	
Electric bus: Battery based	1	1	
Solar charging from CoW rooftops	1	0	
Solar charging from other sources	1	1	Roof top specific sources
Solar charging from CoW solar park	1	1	
Charging Regime:			
Daytime off-peak direct charging	0	0	Check fast charge issues
Offset energy charging	1	1	
Night time battery pack swap	1	1	
Rain Water Harvesting			Check with CoW

The options to be researched in more detail were:

1. The use of natural gas, which could in future be pumped on the Kudu gas field, off the coast of Oranjemund, which is presently being explored, as propulsion fuel for a part of the city bus fleet.
2. The use of biogas from a local source, yet to be researched further (Kupferberg landfill).
3. The use of LPG as propulsion fuel for all or a part of the city bus fleet.
4. The use of (initially grid-supplied) battery-electric buses as part of the city bus fleet (this is seen as a temporary solution, which would only contribute to reduce GHG in combination with 5).
5. In combination with option 4 , the charging of a small electric bus fleet with solar power, generated either from a solar system installed on the roof of the planned city bus depot, from other CoW owned roofs or possibly from roofs owned by other organizations, such as Trans-Namib, which could possibly be rented.
6. The implementation of a dedicated solar park on the outskirts of Windhoek, on CoW owned land, to feed the solar charging of the full or a larger part of the bus fleet (and possibly other municipal fleets) through the CoW owned electric grid (to be seen in combination with a battery-electric bus fleet, as described under option 4).

Concerning the perceived alternatives of a charging regime, it was subsequently learnt that the battery swapping option was not really feasible in connection with the size of fleet operating in Windhoek, let alone for a pilot application.

After discussions with representatives of KfW it was also decided to add an additional technology to the list of options to be investigated further, resulting in additional scenarios:

- The use of diesel-electric hybrid vehicles as a pilot
- The use of diesel-electric vehicles for a large part of the fleet

As an additional ecological measure, which could be combined with any of the above scenarios to be investigated, rainwater harvesting in conjunction with a closed loop outer vehicle cleaning system for the bus fleet was incorporated into this study. Even though this measure does not primarily target the reduction of CO_2 emissions, it would be a vital element in the effort to protect the scarce fresh water resources of the region. This measure is conveniently referred to as "Option 9" in the chapters to come, even though it does not compete with the 8 low-carbon scenario options presented.

5.2 Eliminated Options

In a subsequent process of analysis and elimination, some of the options originally defined were discarded for various reasons:

Option 1: The use of natural gas from on the Kudu gas field for propulsion

The Kudu gas field[4] is some 170 km off the south coast of Namibia. The gas is located some 4.5 km underground in a complex network of porous rocks. At this point, there is only a planning of how to implement the 170 km tie-back solution to bring the product on shore:

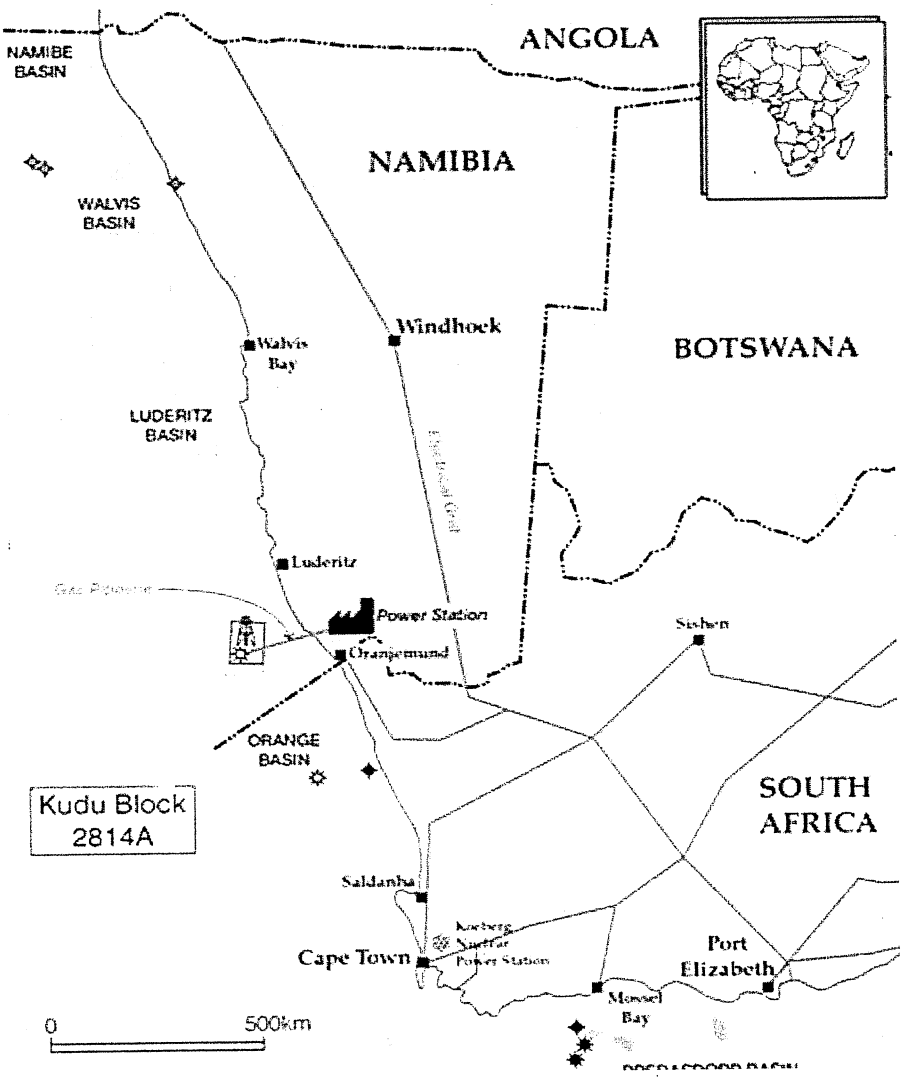


Figure 9 Overview of the Kudu Gas Field

[4] https://www.namcor.com.na/kudu-gas

From the manifold at a central point in the gas field, the gas will enter a single pipeline which will run for some 170 km until it reaches the coast near Uubvlei, some 25 km north of Oranjemund. Once on land, the gas will be treated at a gas conditioning plant, from which it is fed into the power station, and this gas conditioning plant will be built at the same site as the Power Station[5].

Compressed natural gas (CNG), consisting mostly of methane, is an excellent fuel which can be used for the propulsion of passenger and utility vehicles. Especially for buses in inner city operation as it offers the advantage of reduced gaseous emissions over the comparative use of Diesel fuel. All over the world, there are several thousand CNG buses in operation. The only drawback over liquid petroleum gas (LPG), also called "autogas", consisting of butane and propane, is the fact that it is very difficult to transport. So nearly all CNG filling stations in the world are being supplied by pipeline rather than by truck transport.

As mentioned, this is merely a planning at this point, and the public debate on the investment for the Kudu Gas tie-back pipeline and power plant has not been concluded, as yet. Further, there would be the need to transport and store the CNG in Windhoek, roughly 825 km away assuming Oranjemund is the landed point for the natural gas.

A telephone conversation with Mr Muyenga Muyenga, Head Strategic Support at NamPower on the current state of affairs concerning the Kudu gas field development yielded the following feedback:

"Mr Muyenga indicated that, once a decision will be taken, the Kudu gas will be pumped up to Uubvlei – that is the location where the power station will be. As on the use of gas, phase I of Kudu project development is on the power station only; then during 1 to 3 years of running the power station, there is a possibility for other users to ***use additional gas - if found****; the power station will use natural gas and not liquefied natural gas;* ***(meaning that a liquefaction plant would have to be built in case any product should be transported to Windhoek)****. As on the price, there is an indicative price for gas, but the negotiation on this matter is still ongoing".*

It appears that at the present moment in time there is no basis which would give any grounds to assume that vehicle fuel for Windhoek would become available during the next few years from this source. Even though the reserve has been known for some decades, there has not been a decision yet, on whether the investment cost for the construction of a 170 km tie-back pipeline to Oranjemund would be viable or not. The referring discussion is ongoing.

Even if gas would be pumped to shore one day and would become available at Oranjemund, the establishment of a dedicated supply chain to take the fuel to Windhoek and use it for bus fuel would remain an obstacle which could not be solved economically. Natural gas, could, in principle, be converted into liquid natural gas (LNG) and then be stored and transported in cryogenic containers under constant chilling. For vehicle consumption, it would have to be reconverted into compressed natural gas (CNG), which is highly pressurized. However, such a procedure would

[5] http://www.mme.gov.na/petroleum/kudugas/

be highly uneconomical and any CO_2 saving would most likely be used up by additional energy consumption process utilized for transportation and chilling of the fuel.

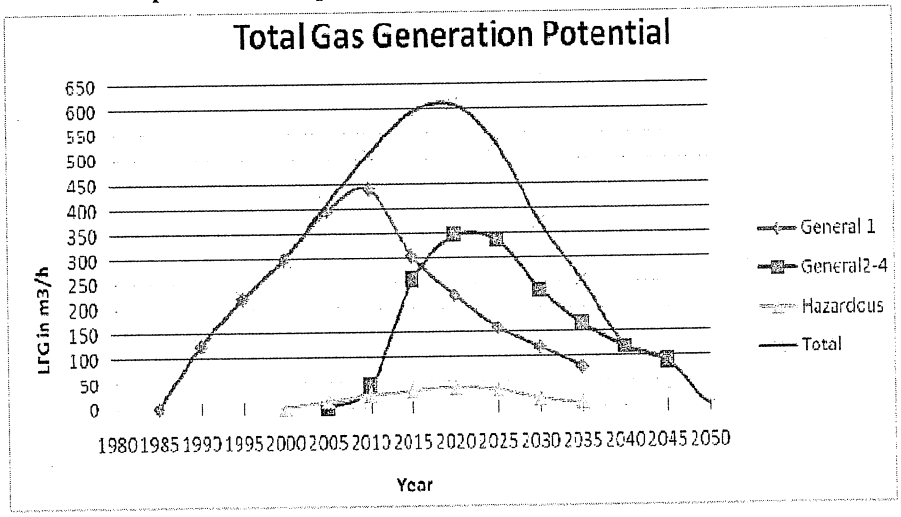
Option 2: The use of biogas for propulsion from the Kupferberg landfill

Biogas can be burnt in the same engines as CNG. It also mainly consists of methane, but generates even less emissions than CNG. As far as CO_2 is concerned, savings of up to 46% over diesel engine emissions can be expected. Like CNG, this fuel is presently not available in Windhoek on a large scale. Installing a CNG-engine bus fleet would allow the use of this fuel, if an appropriate source could be opened up.

Research into the status of studies which have been carried out on a possible exploitation of biogas emissions from the nearby Kupferberg landfill have shown, that much like is the case with the Kudu gas field, the obstacles are too high and the current state of planning does not give any ground to assume with certainty, that enough fuel will be available from there to power a sizable bus fleet.

The Kupferberg Landfill serves as the only general and hazardous waste disposal site for the capital of Namibia, Windhoek. It is located on the western side of the C26 road between Windhoek and Walvisbaai, being approximately 11km southwest of Windhoek. The landfill is estimated to have been in operation since 1984, and with the development of new cells, it is estimated that it will continue to receive waste until 2023 under the current contract. The landfill receives various wastes comprising predominantly domestic, but also industrial/commercial and garden wastes. In addition, there is an enclosed area which receives Rating 3 and 4 hazardous wastes. The Kupferberg Landfill has been operated and managed by Enviro-Fill Namibia (Pty) Ltd since 2005, under contract to the City of Windhoek.

Figure 5-2: Graph of Gas field production forecast



Some of the obstacles identified are described in some more detail here:

Table 2 Kupferberg Landfill site info and statistics (Envitech Solutions - March 2009)

Landfill Details	Landfill Name	Kupferberg Landfill Site
	Landfill Owner	City of Windhoek
	Landfill Operator	Enviro-Fill Namibia Pty (Ltd.)
	Permit Classification	Not Required * /GMB¯and H:h R3,4
Location	Altitude above Sea	1750m
	GPS Coordinates	22°38'04" S, 17°01'14" E
Weather (last 4 years)	Temperature (°C)	Mean: 18.3, Mean Min: 11, Mean Max: 26
	Annual Rainfall (mm)	460 (average), Summer rain (Nov – Apr)
Site Life	Commenced	1984 (estimate)
	Current Expected	2023 (under current contract)
Landfill Type	Geometry	Development into Rise/Hill
General Waste: Airspace	Utilised to Date (m^3)	1 050 000 (estimate)
	Available (m^3)	1 500 000 (under current contract)
	Total (m^3)	2 550 000
Hazardous Waste: Airspace	Utilised to Date (m^3)	111 000 (estimate)
	Available (m^3)	189 000
	Total (m^3)	300 000
Slope		1:3
Daily Rate of Deposition	General Waste (m^3)	210
	Hazardous Waste (m^3)	32
Cover	Daily	150mm
	Final Capping	None in place

The studies scrutinized by the team predict a theoretical biogas generation (600 normal cbm p.a. as a peak maximum), which would be insufficient to even power half of the planned public transport bus fleet.

The construction of a pipeline between Kupferberg landfill site and the proposed new location of the city bus depot would stretch some 35 km and cross several highways. The investment cost, not including land rights is estimated to touch on 200 Mio NAD, and would therefore be prohibitive for the quantities in discussion.

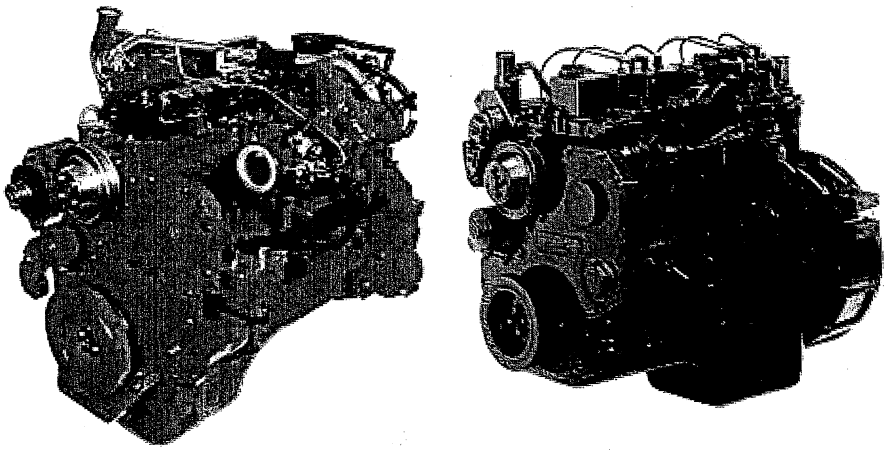
5.3 Analyzed Options

Option 3: The use of LPG as propulsion fuel

With options 1 and 2 not being seen as feasible, the use of LPG as an option for the bus fleet was analyzed in more detail. Liquid petroleum gas (LPG), also termed "autogas", is a mixture between propane and butane and thus a by-product of the fossil fuel industry. It is separated from raw oil and raw gas during extraction or during refining. 55% of LPG stocks are separated as accompanying products during oil and gas extraction. The remaining 45% of global LPG production are obtained as a byproduct during the refinery process.

It is estimated that more than 13 million vehicles (of various types) run on LPG worldwide. For transit buses however, LPG propulsion is still somewhat of a niche market.

Figure 5-3: Picture of Cummins Westport LPG Heavy Duty Engines for transit buses



Credits: Cummins Westport

LPG although being a fossil fuel derivative, offers some CO_2 emission savings over Diesel propulsion (in the range of 16%), but is not used as wide spread in buses as is CNG. It has benefits such as the fact that it can be transported in trucks fairly easily, since it does not require any chilling or very high pressures. So, for most of the LPG filling stations in the world, the mode of supply is by truck, just the same as for diesel and petrol.

At the time of writing, there is practically no LPG vehicle operation in Windhoek, understood by our investigations to be based primarily on the lack of a supply regime to facilitate transport demand needs if such a market was to be fostered. LPG however is being imported from neighbouring South Africa as informed by Afrox[6] and is being used in Namibia domestically, being sold mostly in the form of 9 kg containers, for cooking and heating purposes.

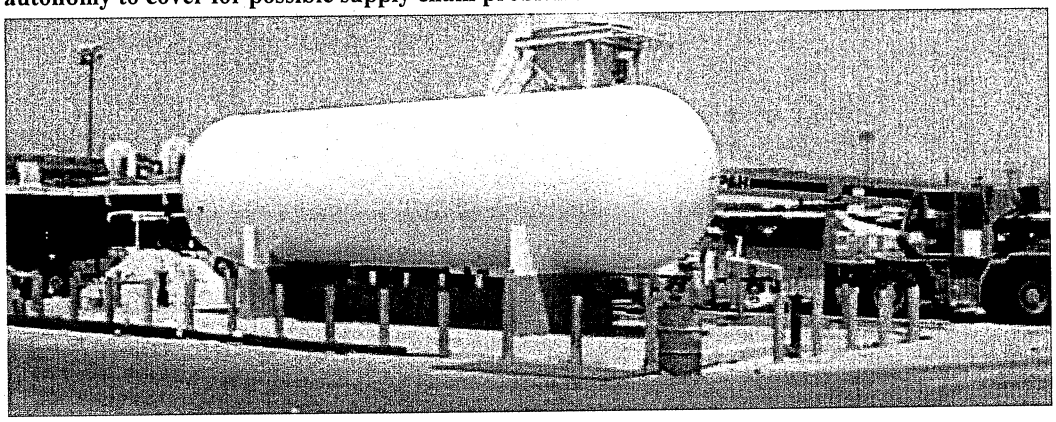
[6] www.afrox-namibia.com

So, for LPG to work as a primary fuel on a basis of the municipal bus fleet, dedicated storage, pumping and filling facilities would have to be built on the premises of the planned depot (same as would be for the *business as usual* case for Diesel). For space requirements and other logistical reasons, it would probably make sense to change the whole fleet to LPG, instead of just a partial fleet.

Presently, there is only one importer for LPG in Windhoek, (Afrox[7]), which works with different types of containers. It is unlikely that Afrox would want to and be in a position to take over the role of an importer and supplier in the case of the municipal fleet changing over to LPG. For this scenario, it was therefore assumed, that the fleet operator itself would have to, at least in an initial phase, see to the supply of fuel from the nearest refinery itself.

A detailed calculation was made concerning the continuous supply and transportation of LPG in dedicated tank trucks from either Cape Town or Sasolburg (both in South Africa), which appear to be the most likely sources of this commodity. It is assessed that two full sized trucks would have to drive this supply chain in a day and night operation. In the bus depot, a storage tank providing for one week of autonomy would represent a buffer stock.

Figure 5-4: Picture of LPG storage facility required to guarantee approximately one week of autonomy to cover for possible supply chain problems



One of the advantages of a possible use of LPG for the Windhoek bus fleet would be the fact that this would be the only option which would technically allow the conversion of the existing vehicle units for LPG consumption. Such a conversion would technically be possible, although it may not be economical in every case.

Nonetheless, this scenario would be the only option other than diesel (in the business as usual scenario) allowing for the complete fleet to run on a single fuel. However, for the purposes of the study on hand, it was assumed that only the 12 m and the 18 m buses would be converted to run

[7] www.afrox-namibia.com

on LPG, since it is uncertain, whether a suitable LPG driven engine for a 24 m vehicle is available in the market.

The purchase price mark-up of an LPG-powered vehicle over a conventional diesel vehicle is in the range of 8 to 10%. The total capital expenditure would be in the range of 33 Mio NAD, bringing about an annual mitigation of 1,473 tonnes CO_2 equivalent.

Table 5-3: Sum-up of quantitative simulation: LPG Propulsion

Scenario: LPG Propulsion	
CO_2 net saving p.a.(to)	1;473
Capital expenditure fleet (Mio NAD)	32
Capital expenditure infrastructure (Mio NAD)	1
Total cost per to CO_2 saved (NAD)	9,647
Required subsidy for 7 years operation (Mio NAD)	84

Table 5-4: Assumptions LPG Propulsion

Assumptions
As there is no LPG for vehicle use available in Windhoek at this point, it is difficult to ascertain a probable market price. Therefore, the South African pump price for diesel fuel was discounted at a rate of 30%, corresponding to the price differential in most European countries, was marked up by the transport costs and put in comparison with the Windhoek diesel pump price, so as to retain the comparability between diesel fuel and LPG.

Option 4: The use of (initially grid-supplied) battery-electric buses

In most countries, electric propulsion is seen as a prime solution for excessive noise and mitigation of gaseous emissions, but also the generation of greenhouse gases. Under the heading of electric vehicle propulsion, a host of different concepts is being considered. In order to understand the range of options available, a short overview of the fundamental technical setups is given:

Trolleybus-technology:

This is the oldest form of electric propulsion for road vehicles. Many fleets all over the globe were operated this way, mostly with large vehicles (12 m buses are not known) and on high volume routes. Today, most trolleybus-systems are on the retreat, partly due to lack of flexibility and partly due to the extremely high infrastructure costs. Only in cases where a trolleybus system is sharing infrastructure with tram systems, their operation seems to be sustainable.

Since for each km of bus route infrastructure an initial investment of approximately 1 million USD has to be budgeted, it can be said that for a city like Windhoek, not having extremely high volume public transport routes, this concept does not seem to offer a solution. The purchase price of a trolley bus is at least double that of a comparable conventional diesel bus.

Battery- bus technologies:

In recent years new and more efficient energy storage systems have been developed, which seem to make it feasible to run purely battery operated buses. However, there is a complexity driven by choice of charging methodology and storage technology responsiveness.

Several approaches are being tested in various transport systems presently such as;

a) Slow charging:

A charging time of around 6 to 8 hours makes that charging can only take place outside of bus operation time. Therefore the charge necessarily has to give autonomy for a full operations shift. Therefore, vehicles have been developed, which profess to dispose of enough energy for 250 to 280 operating km between charges. Depending on the technical layout of the vehicle, the installation of such high capacity storage system reduces the available passenger capacity by up to 30 standee places.

b) Fast charging:

There are charging concepts, which allow a vehicle to be completely recharged within approximately 2 hours, making intra-shift recharging an option (e.g. during a lunch break or off-peak down time). One such fast charging station is to be budgeted at some 100,000 USD, making this concept questionable from a commercial point of view at this time. There are no reliable experience learnings on the actual lifespan of vehicle batteries. It can be assumed however, that the fast charging technology has an adverse effect on battery pack lifespan.

Figure 5 Electric commuter bus - UK

Credits: http://cdn.londonreconnections.com/2013/Electric-Bus-MK.jpg

c) Flash charging or opportunity charging:

In order to minimize the space and weight requirement for battery packs even further, modern charging technologies rely on the bus stop-based charging mechanisms able to charge a vehicle conductively or inductively within seconds. In some cases, the battery is replaced by a super capacitor, yielding additional weight savings. An example can be found at http://metro.kingcounty.gov/am/innovations/examples/battery-buses.html.

d) Battery swapping systems:

Instead of charging a battery pack, a fairly fast swapping of battery packs is a time saving option. With the weights involved, only automated or semi-automated systems a really viable. An automated battery swapping station is to be budgeted at roughly 6 Mio USD. The battery swap requires the vehicle to pass the depot, so only one off-peak call is realistic during a day shift, meaning that the battery capacity would still have to last for half a shift, which in Windhoek is more than 100 km.

Generally it can be said, that the more advanced the charging technology, the higher the investment cost and, complexity of an electric vehicle system. These extremely advanced systems probably lend themselves from an economic rationale to extremely high volume corridors.

Selection rationale:

It is not seen as the role of the Pre-Feasibility Study authoring team to advise on which system should be employed exactly. In many instances, focusing on a definite technology also implies the indication of the referring OEM.

However, for the financial simulation of the various options a concrete technical solution, representing the likely most successful solution, had to be assumed. The rationale for this selection process will be given here:

Windhoek is a medium sized city, spread out geographically with a distinct separation between residential, administrative and industrial precincts, thus generating relatively high commuter movements and accentuated peak–hours. Public transport by bus is not yet common in Windhoek, due to a high degree of motorization and the prevalence of sedan-taxis plying all over the city.

Compared to most other cities operating electric buses, Windhoek is relatively small and has no currently anticipated high volume routes. The city has a good highway system and is spread out, showing low population density in areas overall and thus limited scarcity of space.

From these facts, it becomes evident that Windhoek is not the typical candidate to be an early adopter of a very advanced electric vehicle system in a commercially efficient way.

The City of Windhoek as a bus operator is today running a fleet of some 61 conventional busses and has limited experience and professionalism concerning complicated and innovative technologies. The average operating distance per day in the Windhoek bus fleet, even in the planned scenario is relatively low (at around 220km per day), operating time relatively short, in the sense that there is hardly any movement of people after the end of the evening peak hour.

From these facts it can be concluded that, out of the available technological concepts introduced above, probably the one featuring the lowest investment, degree of innovation and technological complexity would be the indicated solution. The slow charging technology is perhaps not the high performance option, but offers a reasonable reliability and cost prediction.

It turns out that the City of Cape Town[8], which is running a dedicated transit bus system quite successfully, is presently also contemplating to go electric with their system, and have issued an initial tender of 10 vehicles, also with slow-charging technology and an autonomy of 250 km. This project is in the late tendering stage at the time of the editing of this report and no information on submitted bids are available at this time. However, it is interesting to note that Cape Town has adopted a similar approach: Battery-electric buses with slow-charging technology. At a later stage, it is proposed to add a solar power generating facility, much in the same way as is envisaged in this document.

Therefore, this scenario is based on the assumption that a slow charging technology should be adopted. This does not mean that other technological options are considered unviable or could not be considered in the future.

The price levels for electric vehicles vary greatly between European and North American suppliers and suppliers from China, India, Brazil and South Africa. Since China is a major supplier of electric vehicle technology, the Chinese price levels were assumed for the quantitative simulation. This does not mean that, depending on the specification, a higher price technology could not be the best-suited solution.

Currently, any electric charging option would initially depend on the national grid until there can be some offset or direct charging attributed to a renewable energy source such as solar. Namibia having one of the best solar resources in the world (and the presence of two extensive desert's) is a suitable candidate to develop solar power for electricity to provide power for a bus fleet.

The operational simulation of this scenario yields in the following results:

Table 5-5: Sum-up of quantitative simulation: Battery-Electric Propulsion (Grid-supplied)

Scenario: Battery-Electric Propulsion	
CO_2 net saving p.a. (to) [1.)]	-4,742
Capital expenditure fleet (Mio NAD)	240
Capital expenditure infrastructure (Mio NAD)	12
Total cost per to CO_2 saved (NAD)	22
Required subsidy for 7 years operation (Mio NAD)	58

1.) Source for CO_2-calculations is the SAPP grid reference

However, the calculations arrive at negative CO_2 values above are premised due to the fact that the electric power mix in Namibia is largely depending on coal and gas generated power, imported

[8] http://www.tct.gov.za/en/home/

from neighboring countries, based on the specific CO_2 generation per KWh ranges at 0.98 (Source: SAPP Grid Emission Factor Reference[9]). This value is higher than Diesel.

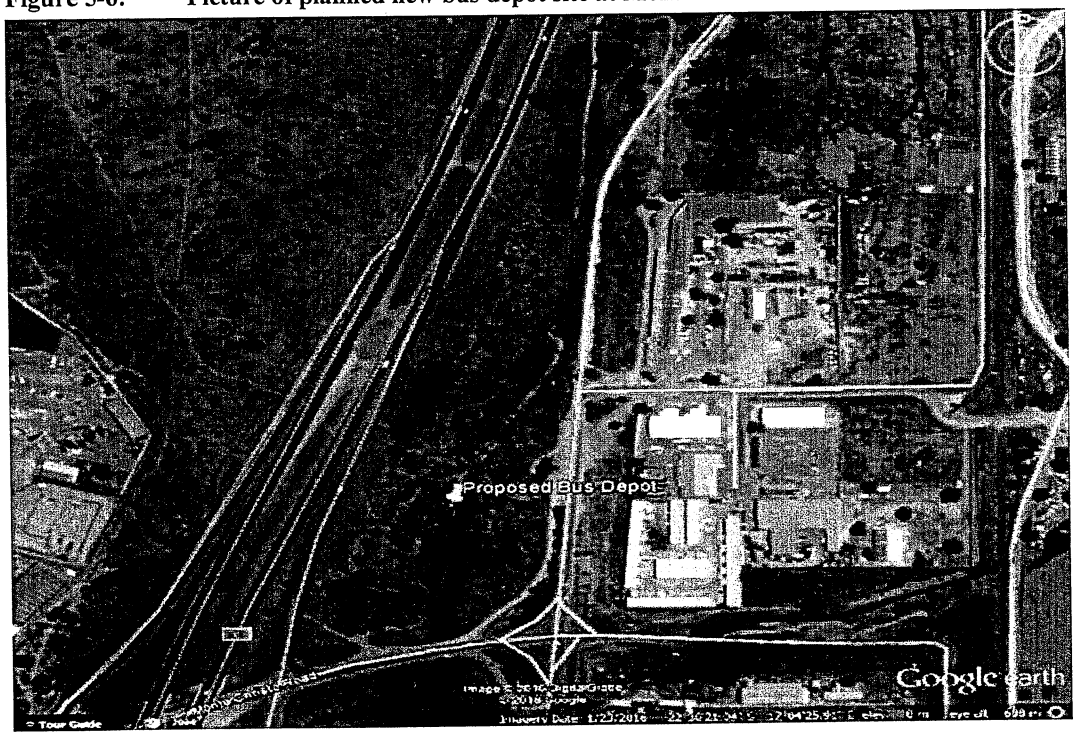
Namibia currently imports up to 60% of its electrical energy via the Southern Africa Power Pool. For this reason, the scenario described here sadly does not lead to any CO_2 savings. On the contrary therefore, the total CO_2 generation will be increased. This option therefore needs a cleaner source of power to be relevant at this stage.

An electrification of the Windhoek bus fleet would therefore only make sense in conjunction with either option 5 or 6.

Option 5: Operation of a small electric bus fleet with solar power, generated from a rooftop solar system

Building on option 4, the operation of a small electric bus fleet with solar power, generated from a solar system installed on the roofs of the planned city bus depot at corner Monte Christo Road/ Hosea Kutako Drive is envisaged. For future expansion, there may a possibility to generate additional power on other CoW owned roofs or from roofs contracted for power generation, for instance from TransNamib.

Figure 5-6: Picture of planned new bus depot site at Monte Christo Rd.



[9] www.sapp.co.zw/docs/SD%20Bulletin,Sept,%202013.pdf

Solar technology is progressing in acceptance and use within Southern Africa and Namibia as a whole. The technology available for electricity generation is quite mature and as can be seen by the South African IPP program, is very well sponsored by investors.

Namibia has suitable irradiation levels at an average of 2,600 kWh/m^2 per annum, with 3,000 kWh/m^2 per annum in southern parts of Namibia and 2,300 KWh/ m^2 in the Windhoek area. With this intensity of insolation, a usable area of some 2,500 sqm of pv-panels should provide the daily energy to run a full shift of a 12m city bus. The daily consumption for a city bus of 12m is assumed to be 400 KWh, and up to 450 KWh including charging and storage losses.

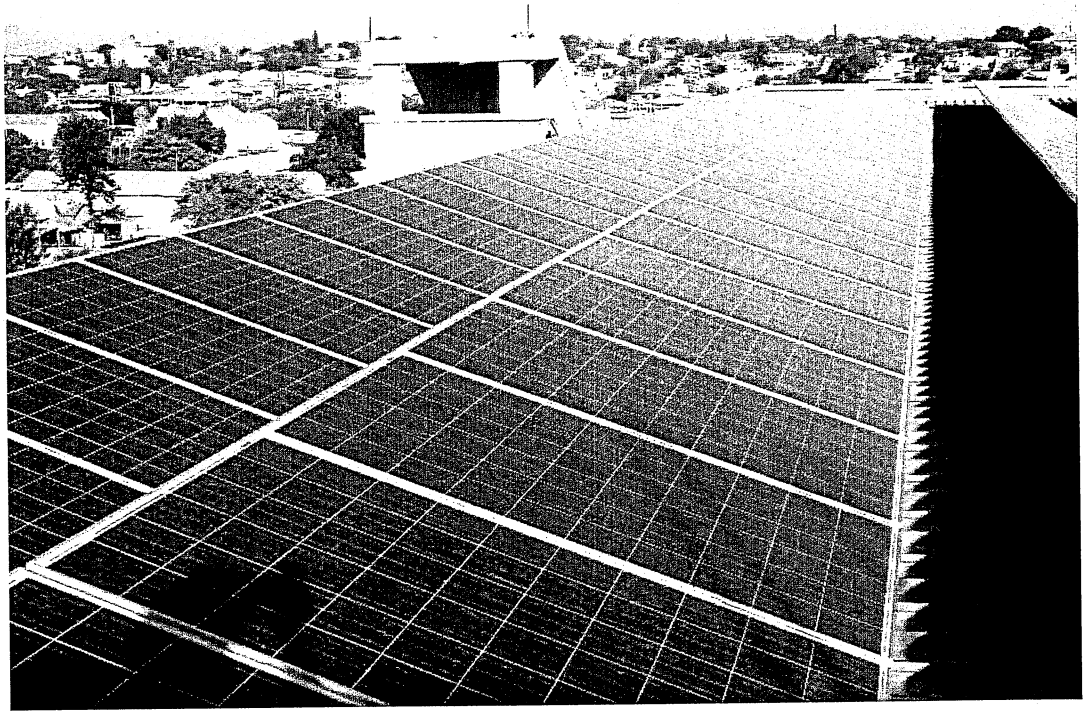


Figure 7 A rooftop PV system - Windhoek (NDC)

Credits: RDJ Consulting Services (www.rdjconsulting.co.za)

In order to make electric propulsion for the city bus-fleet climate-friendly, it is advised to change the supply of energy to a solar power source, thereby reducing CO_2 emissions to zero. The first hand option would be to use the roof area planned for the new bus depot for the installation of solar panels and implement a solar power plant, which during insolation hours, would feed its output into the city grid. In an offset system, a similar amount of energy would then be drawn during night hours for the slow-charging of the bus fleet. This procedure would provide a smoothing effect on the city power system in that generation would take place during high consumption hours for the city and charging during the low-demand period at night. In fact, it is conceivable that, depending on the arrangements with the municipal power company, any residual energy left in the vehicle batteries at the end of the shift could be fed back into the system in order to smooth

out the high-demand period between 19h00 and 22h00. Charging could take place in the low-demand period between 22h00 and 5h00.

The preliminary planning of the new bus depot seems to allow for a total roof area that can be utilized of some 10,000 sqm. It therefore may also be possible to install additional PV arrays on the rooftop of the planned central bus terminus in Windhoek CBD, however, it is uncertain how suitable this area is going to be for solar generation (shading situation). The installation of dispersed arrays on larger bus stops is a theoretical option but the commercial viability is unlikely, due to possible high connection costs. For the simulations of this scenario, only the rooftop area on the planned bus depot was assumed to be available for power generation, providing for a daily output of some 1,840 KWh. This is a conservative assumption, with upward potential.

This depot installation would provide enough output for the supply of 4 to 5 vehicle units, depending on route characteristics and topography, but also on the calculation methodology (weekly output against average weekly consumption or daily output against maximum daily consumption?), on certain days could perhaps provide energy utilisation for up to 7 units.

This solar energy installation would provide the basis to launch a pilot solar bus operation in Windhoek. Even if initially the amount of energy available would be limited, it would provide the following opportunities:

- It would provide the possibility to test the available electric propulsion technology without risking the performance of the whole fleet.
- It would provide a showcase for solar-powered public transport with a high visibility, not only in Namibia, but in the region and the world. A sustained operation of solar buses in Windhoek would have the potential to build an image of Windhoek as a frontrunner for solar technologies, and of Namibia as an ecologically oriented sunshine nation.

When dimensioning a pilot project like this, two major considerations play a major role:

- If possible, this fleet should be entirely powered by solar energy, in order to rightfully be able to call it solar public transport.
- On the other hand, the fleet cannot be too small, since certain investments are independent of the number of vehicles operated. E.g. big steps have to be taken in order to provide an adequate maintenance infrastructure, capacity development for maintenance staff and drivers, etc. One entire high-visibility CBD line should be operated with this fleet, the duty-roster making provisions for vehicle down-times.

As an optimal compromise between these two paradigms, a fleet size for the pilot is suggested to be seven 12m units.

It is proposed however, that other municipal roofs or roofs on railway installations should be contracted as an extension to the solar roof based in the new bus depot. If such agreements can be

reached and the rooftop- capacity can be expanded, the fleet size of the solar pilot could also be increased.

The calculated KPI´s for this scenario present themselves as follows:

Table 5-6: Sum-up of quantitative simulation: Solar Pilot

Scenario: Solar Pilot	
CO2 net saving p.a.(tonnes)	427
Capital expenditure fleet (Mio NAD)	16
Capital expenditure infrastructure (Mio NAD)	20
Total cost per to CO2 saved (NAD)	**13,139**
Required subsidy for 7 years operation (Mio NAD)	22

This pilot would obviously have a strong innovative character. It would not be the first bus in the world operating exclusively (or rather predominantly) on solar power, there are precedent cases, for instance in Adelaide, Australia, but it would certainly be an all-Africa first.

Option 6: The implementation of a dedicated solar park on the outskirts of Windhoek, on CoW-owned land, to feed the solar charging of the city bus fleet (and possibly other municipal fleets) through the CoW-owned electric grid.

As a scaling up vision footing on the solar-pilot scenario, the construction of a full solar park on the outskirts of Windhoek is envisaged. The City of Windhoek owns extensive farmland beyond the city borders, leased out to various tenants. A part of these long-term land-leases have the option to be terminated at relatively short notice, according to statements made by a high-ranking representative of the City of Windhoek, Department of Community Services, and could hence be earmarked for a solar park project. (This is information provided by the Strategic Executive of the CoW Department of Community Services, Mr. George Mayumbelo). In practice, this would mean that one portion of a farm located suitably close to an existing medium voltage line (probably 11KV) would be dedicated to the construction of a solar park. The fact that the power grid is the property of the City of Windhoek who is the local power distribution operator, this would facilitate the realization of this scheme.

The capacity of the solar park could be balanced out with the projected energy consumption of a full solar fleet. (Evidently, only the parts of the fleet which are planned to be procured could be specified to be run electric). The existing fleet would run on Diesel for at least another 8 years.

In order to feed the fleet referenced under this scenario, a total usable area of some 312,000 sqm of solar paneling would be required. Together with the ancillary installations, access space and fencing cordon, an area of about 350,000 sqm should be envisaged.

However, the solar park concept is fully scalable. Depending on the City's decision on the size of the park, a part of the municipal fleet could run electrically, the full fleet (to be procured), additional municipal fleets, possibly private vehicles and obviously the generated solar power could also be used to substitute conventional grid electricity.

The charging regime could be the same as under option 5, in an offset modus the solar park output would be fed into the city grid and charging could take place during the low-demand hours at night.

Compared to scenario 5 (Solar Pilot) with only about 10,000 sqm usable solar generation area, the economies of scale are not expected to be considerable, since, contrary to the pilot scheme, a solar park would require a complete security setup and facility management, transformation and transmission of electricity.

Table 5-7: Sum-up of quantitative simulation: Solar Park

Scenario: Solar Park	
CO2 net saving p.a.(to)	9,616
Capital expenditure fleet (Mio NAD)	240
Capital expenditure infrastructure (Mio NAD)	452
Total cost per to CO2 saved (NAD)	**6,274**
Required subsidy for 7 years operation (Mio NAD)	82

Option 7: Use of diesel-electric hybrid vehicles in a pilot setup

A lower-innovation/lower technological risk alternative to full-electric propulsion is the use of diesel-electric hybrid vehicles. (There are also CNG-Diesel bi-fuel vehicles, which are commonly also denominated as hybrids – these are not meant here)

Under the heading of hybrid vehicle propulsion, a host of different concepts is being denominated. In order to understand the range of options available, a short overview of the fundamental technical setups is given:

Conventional hybrid vehicles – serial configuration:

Primary source of energy is diesel fuel. Instead of a large and powerful diesel engine, which is capable of providing the acceleration to pull away from stops and negotiate inclines, a small diesel engine is deployed which is running continuously at an optimal rpm range and very efficient combustion conditions. This engine is driving a DC generator, which is recharging the battery-pack. The driving power is provided by one or several electric motors (often direct wheel drive), capable of regenerative braking, supplied by the battery pack.

CO_2 savings can be achieved through savings in fossil diesel fuel, owed to more efficient combustion conditions at an optimal and pre-defined rpm range. The second source of fuel savings is the so-called regenerative braking, whereby the braking at stops is effected through a reversal of the power chain, from wheel through motor/generator back to battery pack.

Conventional hybrid vehicles – parallel configuration:

Similar setup as the serial hybrid, except that the diesel engine can also be used for direct propulsion, so that any fault in the electric system does not render the vehicle immobile.

Conventional hybrid propulsion (serial or parallel) has reached a degree of maturity far higher than all-electric vehicles and has been in the market for more than 15 years. Parallel hybrid vehicles have an availability rate comparable to conventional diesel vehicles, even though the serial hybrids have a reduced availability. The mark-up of a hybrid vehicle over a conventional diesel bus is roughly 25-30%, based on a 12 m vehicle.

In London, Shenzhen and Zhengzhou there are fleets of more than 3,000 units each, New York City runs a fleet of more than 1,700 units.

Recently, Volvo has taken to equipping the whole city bus range with conventional parallel hybrid propulsion.

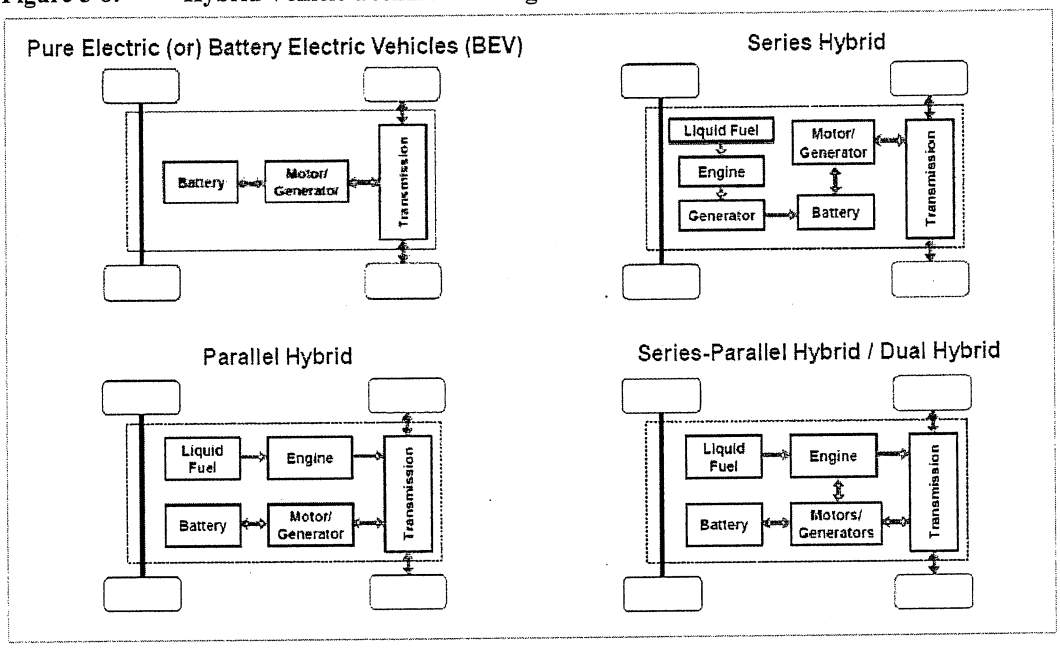
Plug-In hybrid:

A plug-in hybrid is quite a different concept. Here, the primary sources of energy are both diesel and electric power. The vehicles are electrically charged at the beginning of the daily operation and subsequently run alternatively on fossil fuel and electric power. The basic idea is that diesel is being used for the long run, i.e. out of densely populated areas and then switches to electric power when entering a CBD or other sensitive area, where minimal noise and gaseous emissions are key. So really, the aim is to avoid particle matter and NOx emissions to protect the local population or clientele. From a CO_2 emissions perspective, the positive or negative effects depend largely on cleanliness of the electric power used.

The purchase price mark-up on a plug-in hybrid over a conventional diesel bus (based on a 12m configuration) is roughly 45%.

This is an overview of the available technological configurations:

Figure 5-8: Hybrid Vehicle Technical Configurations



Selection rationale:

It is not seen as the role of the Pre-Feasibility Study authoring team to advise on which system should be employed exactly. In many instances, focusing on a definite technology also implies the indication of the referring OEM.

However, for the financial simulation of the various options a concrete technical solution, representing the likely most successful solution, had to be assumed. The rationale for this selection process will be given here:

a.) In an operating situation like in Windhoek, the deployment of a plug-in hybrid would not really make much sense, since most routes go from residential areas to the CBD with no extended stretches of uninhabited areas.

If electric propulsion is being used in the CBD, the populations would probably not understand why diesel would be used in the residential areas.

b.) Between the serial and the parallel layouts, preference is given to the parallel system, the reason being the better availability rates.

This selection does not mean that other configurations are not considered viable.

The pilot project obviously offers limited CO2 savings potential only, however the concept is scalable and unlike the other options investigated, this technology actually has a positive effect on operation costs and does therefore not require any subsidy for the operational phase.

Table 5-8: Sum-up of quantitative simulation: Hybrid Pilot

Scenario: Diesel-Electric Hybrid Pilot	
CO2 net saving p.a.(to)	244
Capital expenditure fleet (Mio NAD)	6
Capital expenditure infrastructure (Mio NAD)	7
Total cost per to CO2 saved (NAD)	**3,604**
Required subsidy for 7 years operation (Mio NAD)	N.A.

Option 8: Use of diesel-electric hybrid vehicles for a large part of the fleet

In the same way as the hybrid bus pilot setup yields positive results in terms of CO_2 mitigation and business economics, it is to be expected that a future scaling up will perform well. The biggest variable is the question of how accentuated the fuel saving over a conventional diesel fuel technology is going to be under the operating conditions prevalent in Windhoek. This is the main reason why an upfront pilot phase is recommended. For the sake of the quantitative simulation, it was assumed that only the 12m and 18m units would be procured as hybrid busses. These are available from serial production from various OEM´s, whereas the 24 m units would have to be custom manufactured, thus weighing on the overall viability of the scenario.

For the full implementation, the following KPI´s have been calculated:

Table 5-9: Sum-up of quantitative simulation: Hybrid Full Project

Scenario: Full Hybridisation	
CO2 net saving p.a.(to)	1,914
Capital expenditure fleet (Mio NAD)	42
Capital expenditure infrastructure (Mio NAD)	8
Total cost per to CO2 saved (NAD)	**2,737**
Required subsidy for 7 years operation (Mio NAD)	N.A.

Option 9: Rainwater-harvesting at proposed bus depot at Monte Christo Road:

(As additional ecological measure, to be combined with any of the above scenarios)

In the beginning of 2015 the Department of Infrastructure, Water and Technical Services has issued a drought response plan, which highlights the severity of the water situation in the region. All citizens, companies and public institutions are called upon to economize their water consumption as far as possible.

As an additional ecological measure, which could be combined with any of the above scenarios to be investigated, rainwater harvesting in conjunction with a closed loop outer vehicle cleaning system for the bus fleet was incorporated into this study. Even though this measure does not primarily target the reduction of CO_2 emissions, it would be a vital element in the effort to protect the scarce fresh water resources of the region.

Presently, the City of Windhoek uses approximately 1,350 cbm of fresh water annually for the outer cleaning of its vehicle fleet. This calculation is based on the operational fleet at the time of the field visit of 35. The current cleaning regime foresees a biweekly pressure-hosing of each unit. The water comes from the mains and is not recaptured and recycled.

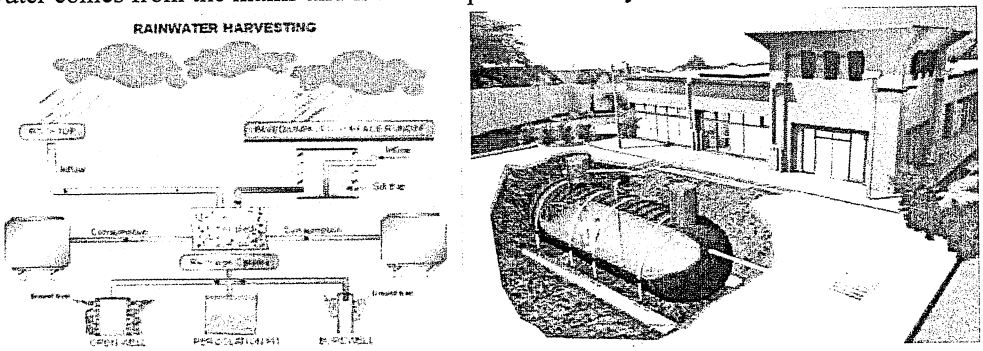


Figure 17 rain water harvesting philosophy

Credits: Radiation India

It is therefore to introduce a modernized system for the proposed new bus depot at Monte Christo Road consisting of the following elements:

- Enclosed commercial vehicle washing bay with three brush portal
- Closed-loop full water recovery system with RO filter
- Rainwater capturing and storage system
- Solar water heating system capable of a continuous temperature increase of 20 degrees Celsius

The above system, described in more detail in the appendix, would run at an additional investment budget of approximately 2.2 Mio NAD, but could save 85% of the water used for outer vehicle cleaning. Three tons of CO_2 could be saved per annum through the use of solar water heating in place of electric heating.

Table 5-10: Investment for Rainwater Harvesting and Vehicle Cleaning

Investment Cost on Greening Measures Outer Vehicle Cleaning	**NAD**
Connected to washing activity (in operations budget)	
Enclosed washing bay	1,026,600
Three brush portal	307,980
Connected to water recycling and rainwater harvesting	
Filtering and (RO) recycling equipment	427,750
Cisterne (180 cbm) and fittings	496,190
Pumping system	769,950
Solar water heating panels and tubing	299,425
Rainwater collection system	239,540
Total for additional measures	**2,232,855**

Investment estimates are uneven figures because they represent conversions of € amounts.

6 Scenario Comparison

An overall evaluation of the scenarios researched in the preceding chapters shows that there is no clear champion amongst the options on hand, but it does become evident, that the expansion and renewal of the existing fleet with conventional diesel vehicles is an important mitigation measure in itself. Improving the public transport system in Windhoek does not only mitigate the emissions of greenhouse gases, but also alleviates the traffic load on the road system and improves the quality of life for the city dwellers.

Looking at the additional greening measures, a decision is also not clear-cut. For lack of energy sources, both the CNG and the biogas option had to be discarded. Bus operation with grid power does not offer any CO_2 savings due to the prevalent energy mix in Namibia, which relies heavily on coal and gas fueled generation (and nuclear). This option therefore had to be discarded, not only because of the un-ecological energy mix, but also for the fact that there is already an increasing scarcity of power in Namibia, which might develop into a power shortage soon.

Note that the following scenario comparison is based on different baselines: For the fleet expansion diesel fuel scenario, the baseline would be the status quo, or "do nothing" scenario, whereas all other scenarios are to be seen on top, i.e. their baseline is the complete diesel scenario. The additional greening measures can only be implemented in addition to the fleet expansion scenario. Therefore, the diesel scenario is only displayed as a reference point, it does not compete with the so-called additional greening measures, which in turn can only be implemented in conjunction with the fleet expansion proposed under the diesel scenario.

The greenhouse gas mitigation potential lends itself well as a first evaluation criterion for the different scenarios. Since all greenhouse gases are in principle proportional to the emission of CO_2, the CO_2 emissions are taken as the guiding parameter for scenario comparison.

As far as the CO_2 mitigation potential is concerned, the expansion of the conventional diesel fleet offers the highest potential by far, followed by the solar park scenario, both heavy investment options.

Table 6-1: Mitigation Potential

Mitigation Potential CO2 saving to p.a.	
Fleet Expansion Diesel (Baseline Scenario)	24,261
LPG full fleet	1,473
Solar pilot	427
Solar park	9,616
Hybrid pilot	244
Full hybrid	1,914

If the investment cost per tonne of CO_2 saved is taken as the prime criteria, the LPG option is out of competition. This is mainly due to the fact that this fuel is also not readily available in Namibia and that LPG is, though more eco-friendly than diesel fuel, not an ideal fuel for bus propulsion.

The two remaining avenues are diesel-electric hybrid buses or battery-powered full-electric buses. Both technologies are scalable to an extent. In the case of hybrid buses, a mixture between diesel and diesel electric buses in the fleet would not pose any problems, although due to upfront infrastructure investments in maintenance and training, a pilot shows less favorable KPI's than the full-fledged project.

As for full-electric, there is a higher investment in infrastructure, which would make a very small pilot uneconomical. The size of a pilot is also limited upwards, by the availability of clean solar power generated in a dedicated facility for vehicle propulsion. The use of the roof areas of the proposed bus depot offers the possibility to generate enough energy for some 4 to 5 buses at reasonable investment cost. (Possibly a limited upscaling would be possible if other roofs in the vicinity could be contracted for solar power generation) Therefore, in the case of full-electric propulsion, the investment KPI's for the solar pilot look better than the full scenario, this requires the construction of a full-fledged solar park on the outskirts of the city.

Table 6-2: Capital Investment

Capital Investment (Mio NAD)	
Fleet Expansion Diesel (Baseline Scenario)	1.297.54
LPG full fleet	33.12
Solar pilot	36.92
Solar park	691.20
Hybrid pilot	12.17
Full hybrid	50.40

Focusing on the average emissions of CO_2 generated per kilometer of travel, the full scenario is evidently the frontrunner, with the solar pilot lagging a little behind, due to the fact that grid electricity is used to supplement solar power. This could be avoided if additional roof area is to be found for the installation of solar modules. The hybrid options are the runners-up and the LPG comes in last, but is still considerably better than the diesel-fuel scenario.

Table 6-3: CO_2 emissions per kilometer travelled

Emission Levels CO2 Emissions (kg per km)	
Fleet Expansion Diesel (Baseline Scenario)	1.77
LPG full fleet	1.37
Solar pilot	0.58
Solar park	0.00
Hybrid pilot	1.16
Full hybrid	1.27

In comparing the two technologies on hand beyond the KPI figures given here, it has to be stressed that the diesel-electric hybrid propulsion for buses has been around for at least 15 years, is a proven technology with known performance parameters, a high degree of technological maturity and very little performance risk. Electric bus propulsion in itself also looks back on a 30 year history, but this is the trolleybus domain, which unfortunately does not appear to be appropriate for Windhoek´s operational characteristics. More advanced electric bus technologies; especially battery powered systems, have not yet reached a technological comparable maturity. China has taken the global lead in the development of these technologies and has introduced substantial state subsidies for the operation of electric busses. The background is the advanced degree of pollution in Chinese megacities. The deployment of electric buses is therefore not a measure to reduce the emission of greenhouse gases, but an attempt to improve the air quality in the cities.

For the City of Windhoek the beauty of going electric is the possibility to connect the electric bus with solar power generation, a prime opportunity in a country with an insolation of 2,300 KWh per sqm, thus turning the bus system effectively into a solar bus system. The solar pilot would therefore have an important showcasing effect, giving visibility not only to the concept solar power for vehicle propulsion but also to Windhoek as a modern and eco-oriented capital and to Namibia as a sunshine state.

Hybrid buses have, as mentioned earlier, fairly well known performance parameters. For instance, it is known that conventional hybrids with a parallel configuration have availability rates comparable to conventional diesel powered buses.

When it comes to fuel consumption (and the associated CO_2 savings) and fuel saving potential over diesel, there are many contradicting sources. Especially on the northern hemisphere, some operators have reported low fuel savings of below 10% (in some cases even no fuel saving at all), which sometimes is owed to the fact that the small combustion engine does not generate sufficient heat for space heating, so that an additional heating system has to be run. Newer experience reports however, and especially reports from no space heating regions state much higher savings. It appears that high savings require a certain route structure, consisting of an even topography and small distances between stops to make use of the regenerative braking functionality. If these prerequisites are fulfilled, fuel savings and CO_2 mitigation of up to 25% over conventional diesel

propulsion can be achieved. However, there is a certain amount of uncertainty as to exact mitigation rate which would be achievable under Windhoek´s operational conditions.

Looking at the portfolio of options from a business point of view, the hybrid scenarios move higher to the top of the list, featuring negative cost differentials. This means that the use of hybrid propulsion not only mitigates greenhouse gas emissions, but has the potential to render operations more profitable.

The comparison of the subsidy requirements for the different options on the portfolio does not change the overall assessment. Obviously the fleet expansion itself requires the highest amount of subsidy, followed by the LPG option and the project of a solar park, which is a groundbreaking and long-term investment.

Table 6-4: Required Operations Subsidy

Required Operations Subsidy for first 7 yrs (Mio NAD)	
Fleet Expansion Diesel (Baseline Scenario)	567.77
LPG full fleet	84.37
Solar pilot	21.76
Solar park	81.67
Hybrid pilot	0.00
Full hybrid	0.00

The comparison of the aggregated mitigation costs per tonne of CO_2 avoided shows a slightly different picture: Here, the hybrid options are clearly in front, followed by the solar park option which run pretty much equal with the KPI´s of the original diesel scenario (which is not in competition here, since it is the prerequisite that any of the other options can even be implemented). Last in line from this angle is the LPG concept.

Table 6-5: Mitigation Costs

Mitigation Cost per to of CO2 (NAD)	
Fleet Expansion Diesel (Baseline Scenario)	6,168
LPG full fleet	9,647
Solar pilot	13,139
Solar park	6,274
Hybrid pilot	3,604
Full hybrid	2,737

The various comparison KPI´s are also presented in an overview table for easier reference:

Table 6-6: Scenario Comparison Overview

Scenario Comparison Overview	Reference fleet	CO2 Saving	Investment	Operational Cost Differential	Required Subsidy for first 7 yrs	Mitigation Cost per to of CO2
	Units	to p.a.	Mio NAD	Mio NAD p.a.	Mio NAD	NAD
Fleet Expansion Diesel (Baseline Scenario)	84	24,261	1,297.54	68.42	567.77	**6,168**
LPG full fleet	116	1,473	33.12	10.17	84.37	**9,647**
Solar pilot	7	427	36.92	2,62	21,76	**13,139**
Solar park	84	9,616	691.20	9.84	81.67	**6,274**
Hybrid pilot	10	244	12.17	-0.11	-0.92	**3,604**
Full hybrid	70	1,914	50.40	-0.39	-3.28	**2,737**

Ranking:

1	2

7 Expected Performance against GCF Investment Criteria

7.1 Impact Potential

7.1.1 Mitigation

It is expected that the implementation of the proposed project elements (fleet expansion, solar pilot, hybrid pilot and rainwater harvesting) will save approximately 25,000 tonnes of CO_2 per annum, out of which more than 24,000 will stem from the implementation of the fleet and network expansion project described in more detail in the pre-feasibility-study of June 2015.

The CO_2 calculation carried out in this document only considers a shift from the use of sedan taxis to public transport buses. In the long run, it is expected that there would certainly also be a shifting movement from the use of individual transport to a modernized and high performing public transport system, once it is in place. Even though it is difficult to quantify this expected savings potential, it can safely be expected that there will be additional savings in the long run.

This saving would occur on a continuous and sustainable basis.

7.2 Paradigm Shift Potential

7.2.1 Potential for scaling up and replication

Especially the implementation of an electric bus pilot would certainly be groundbreaking step towards the development of a wider solar power generation and usage sector in Namibia and perhaps the whole region.

The fact that another city in the region, Cape Town, is presently following the same pathway is an indication that electrically powered city buses are a future-oriented solution, suitable for cities in this part of the world.

All three propulsion technologies presented in the recommendations of this document are perfectly scalable in a fleet size range higher than the pilot fleets proposed. One of the upward restrictions for the solar powered bus is the generation capacity, which in turn is a function of the areas, which can be made available for the installation of solar arrays. Here, it is unknown at this point if additional rooftop areas can be contracted to feed a larger fleet. However, should the electric bus pilot prove successful, a change to scenario 6" Electric bus fleet fed from a solar park" would be possible at any instance. According to statements of the Strategic Executive of the Community Services Department, it would be possible for the City of Windhoek to make suitable farmland on the outskirts of Windhoek available for the construction of a solar park at relatively short notice.

7.2.2 Potential for knowledge and learning

As has been pointed out in the descriptions of the various scenarios, both, the adoption of a hybrid bus, as well as of an electric bus technology represents a big challenge for the present bus operating company, which is the public transport division of the City of Windhoek. The implementation of any of these two pilots would not be thinkable without linking them with intensive training and knowledge transfer activities.

Therefore, knowledge transfer would have to be an integral part of any project concept building on this study.

7.2.3 Contribution to the creation of an enabling environment

All of the options presented in this report have the potential to bring about a paradigm shift in Namibia's public transport system and beyond. Especially the options 4 and 5 would be suitable to provide a very visible showcase of the potential and possibilities offered by solar power generation technologies.

7.3 Sustainable Development Potential

From the beginning, the development process of the proposed project has been focusing on measures that are inclusive, pro-poor and environmentally sustainable, i.e. measures that provide manifold co-benefits and a huge potential for sustainable development, in particular for low-income urban households.

7.3.1 Economic Co-Benefits

Concrete estimates related to the direct and indirect monetary as well as non-monetary co-benefits due to the upgrading of the present bus service are provided in the Corporate Plan (MWT, 2015) of the Pre-Feasibility Study for the SUTMP.

According to these findings, an average four-person household will save about NAD 700 per month, which is about 36% of the average household's transport budget. Moreover, persons travelling for education (i.e. pupils and students) will benefit most from the improved public transport system with an estimated cost saving of 43%. In terms of absolute numbers, the cost savings were estimated as

- NAD 135 per average worker per month
- NAD 230 per average pupil/student per month
- NAD 100 per average part time/unemployed person per month.

Based on an estimated 150,000 person trips utilizing public transport per week as a result of the project, the estimated total household savings are on the order of NAD 70 million per annum.

7.3.2 Environmental Co-Benefits

All technologies described under options 2 to 8 would reduce the noise, gaseous and particle emissions from the public transport system considerably and hence contribute to the quality of life of the Windhoek population.

7.4 Country Ownership

Namibia has been an active participant in international climate finance related processes. It participated in the UNFCCC-supported finance needs assessment exercises and, in 2012, offered to host the GCF. The country has established a strong international profile on environmental issues through its progressive environmental laws and policies, as well as its advocacy in the international arena, including at the Rio conventions.

7.4.1 Alignment with National Climate Change Policy/Strategy and Action Plan

Namibia was one of the first countries in Africa to have developed and prepared a comprehensive Climate Change Policy (GRN, 2011) as well as a Climate Change Strategy and Action Plan (GRN, 2015). While the National Policy on Climate Change of 2011 formulates the national vision on addressing climate change, the National Climate Change Strategy and Action Plan is the key instrument to implement the Policy over a period of eight years from 2013 – 2020.

The transport sector has been identified as one of two priority themes under Namibia´s mitigation agenda (together with "Sustainable Energy and Low Carbon Development"). The strategic aims explicitly defined under the transport theme are

Strategic Aim 1:	Foster other sources of transportation that do not contribute or have less GHG emissions by introducing an improved public transportation system.
Strategic Aim 2:	Promote the fuel efficiency in transport system toward low GHG emission.
Strategic Aim 3:	Scope the potential for carbon tax – including positioning Namibia as a carbon-neutral tourism destination.

Namibia´s Climate Change Action Plan Framework (GRN, 2015 p. 43 ff.) breaks down the activities under each transport-related strategic aim in more detail. The following activities, which would be an integral part of the proposed project, are listed explicitly:

- Look into ways to improve the transport system e.g. through transport master plan including biking, walking particularly in urban towns and sustainable public transport
- Explore other possible means of transportation that have less or do not contribute to GHG emission
- Improve quality of services (especially in terms of duration of travel to desired destination and cleanliness) to attract mass population e.g. public transport
- Encourage fuel switching, for instance to the use of LPG.

Summarizing, since the proposed project directly contributes to the mitigation theme "Transport" and corresponding strategic aims, it is perfectly aligned with Namibia´s priorities for low-emission development as identified in the National Climate Change Strategy and Action Plan.

7.4.2 Alignment with National Development Plans

Namibia´s Vision 2030 (GRN, 2004) envisages that, by 2030, a "safe and cost-effective transport infrastructure is available throughout the country, as well as specialized services, in their different modes, to balance its demand and the supply thereof, in an economically efficient way." The proposed project would contribute directly towards the achievement of this vision.

Namibia´s Fourth National Development Plan NDP4 (GRN, 2012) covers the period 2013 – 2017. Among others, a desired outcome of NDP4 with regards to public infrastructure is that "By 2017, Namibia shall have a well-functioning, high quality transport infrastructure [...]".The proposed project is fully aligned with this outcome.

7.5 Efficiency and Effectiveness

A detailed quantitative simulation of the various scenarios discussed in this paper was carried out. It was established that the expansion and renewal of the CoW bus fleet, already proposed in the previous pre-feasibility study, but adapted to the current situation in the document on hand, is going to require an initial financing of 1,300 Mio NAD, but would be the prerequisite to assure a sustainable, bus based public transport operation in Windhoek. This measure would yield a mitigation of 6,168 NAD per tonne of CO_2 avoided. The operational deficit would be 69 Mio NAD p.a. initially.

The implementation of the solar pilot scenario would require an investment of 37 Million NAD and yield mitigation costs of NAD per tonne of CO_2 avoided. An operational deficit of NAD 2,6 Mio NAD would be incurred initially.

The implementation of the hybrid pilot scenario would require an investment of 12 Million NAD and yield mitigation costs of NAD 3,604 per tonne of CO_2 avoided. Operationally, this measure would yield a pay-back of 110,000 NAD p.a. from the start.

For none of these investments there would be private investors standing by. As is known, private public transport investors in African countries do not normally invest in bus fleets, but rather into collective taxi operations.

For each of the above mentioned scenarios, there is a definite perspective of these scenarios to turn economically viable in the medium term.

The public bus operation is expected to become more viable with a gradual increase in ridership and fares. Once the transit system will be high frequency and the route network more extensive,

this will enhance its popularity further. A rise in crude oil and petrol prices will accelerate the shift from individual transport mode to public transport mode. In expectation of this development, a subsidy on deficit in operational costs for a period of 7 years of operation is included in the financial simulation.

The additional costs connected to the electric pilot will not be recovered by the savings in fuel, but the system is scalable and, if the pilot should be successful, the system could be scaled up into a dimension, which will be self-sustainable in the long run.

The hybrid technology is already economically viable from the start, featuring a negative additional cost even in the pilot stage.

It is proposed to seek preferential loan funding for the fleet expansion scenario and grant funding for the additional greening measures (Solar pilot, hybrid pilot and rainwater harvesting).

Co-Financing Possibilities: Even though the document on hand does not focus on non-motorized traffic, it is to be pointed out that the success of the planned public transport system in Windhoek is largely dependent on some measure to improve walking possibilities around bus termini and stops. A large portion of the commuters in Windhoek have clerical and managerial functions, elegant footwear is quite common. This may be one of the reasons that the taxi system is thriving the way it is. In order for commuters to change their habits and start using public bus transport, it will be necessary to get used to walking certain distances to and from the nearest bus stop. This could be greatly facilitated by improving sidewalks, especially in the residential areas. The local KfW office has indicated that they would be inclined to assist with the financing of non-motorized traffic measures in Windhoek.

7.6 Rationale for GCF Involvement and Exit Strategy

It can justifiably be expected that the provision of a high-performing public transport system in Windhoek would bring about a strong modal change from the presently predominant sedan-taxi system to the bus-based public transport. In the medium term, there would certainly also be an increase in ridership from individual transport. All this, combined with the ongoing population growth is almost certain to guarantee a sustainable capacity utilization of the proposed fleet of 130 units.

Initially, and for some time, this operation is not going to be profitable, and a deficit will have to be financed. Therefore, an operational subsidy is being proposed in this document for initially 7 years.

It is expected that during this time-span, the operational and commercial situation of public transport in Windhoek will stabilize in a sense that a higher buying-power ridership will establish itself and that using public transport will become more attractive, firstly due to rising fuel prices and secondly due to increasing traffic congestion in Windhoek.

Should there be no support for the establishment of a high-performing public transport system in Windhoek during the next few years, it is to be expected that the presently predominant private taxi system will fill the gap and establish itself as the main form of public transport. In future, it would then be very difficult to replace the present vehicle sizes by more eco-friendly and less traffic-space consuming vehicle types.

7.7 Risk Analysis

The various options presented in this paper feature different levels of risk-taking.

Option 1, the so-called "Diesel-scenario" is fairly risk-free in a sense that the operational results, the social benefits, the CO_2 mitigation KPI's can be expected to be reached with a great amount of certainty. Nevertheless, a substantial effort to professionalize the organization will be required, and the assessment is based on the assumption that the fleet operator, the public transport division of the City of Windhoek will receive adequate support in maintenance, fleet management and operations.

In contrast, the implementation of the alternative propulsion technologies proposed also bear certain operational and technological risks. Especially the long-term performance of the battery-packs as an element in electric and hybrid propulsion cannot be assessed with certainty today. Should the battery packs have to be replaced in shorter intervals than assumed, this could change the operational cost considerably and impact the subsidy levels.

7.8 Multi-Stakeholder Engagement

Even though the document on hand does not focus on non-motorized traffic, it is to be pointed out that the success of the planned public transport system in Windhoek is largely dependent on some measure to improve walking possibilities around bus termini and stops. A large portion of the commuters in Windhoek have clerical and managerial functions, elegant footwear is quite common. This may be one of the reasons that the taxi system is thriving the way it is. In order for commuters to change their habits and start using public bus transport, it will be necessary to get used to walking certain distances to and from the nearest bus stop. This could be greatly facilitated by improving sidewalks, especially in the residential areas.

8 Recommendations

The pre-feasibility study on hand shows the potential to bring about substantial reductions in greenhouse gas emissions from Windhoek´s passenger transport. Even though investments involved are substantial, there is a high potential to initiate a sustainable change, not only in the technologies employed in public transport, but also in the commuting and travelling behavior of the local population and beyond.

The shortlisted scenarios largely correspond to the evaluation criteria laid out by the Green Climate Fund. Nevertheless, it is recommended to carry out a full-fledged feasibility study referring to the recommended scenarios in order to detail the technical, operational and business requirements further and the true financial and economic parameters.

Further, it is recommended that these proposals be submitted to the Green Climate Fund Secretariat in the form of a concept note and a feedback be sought on whether the Green Climate Fund would be willing to engage in such investment.

Priority 1:

As for the results of the quantitative simulations, it becomes evident, that, apart from being a precondition for the implementation of any of the additional greening measures proposed, the expansion and modernization of Windhoek´s public transport fleet itself is a key greenhouse gas mitigator, merely for the fact that it makes a large number of trips by private motorcar or sedan taxi redundant. Therefore, the fleet expansion project (under the diesel fuel BAU scenario) is on top of the financing priority list. At the same time, it has to be observed that none of the other options are even feasible, unless a fleet expansion including the accompanying infrastructure measures such as the construction of a CBD bus terminal, enhancements to bus stops and bus priority measures and especially the construction of a new bus depot at the corner of Monte Christo Road and Hosea Kutako Drive is envisaged for the near future. A secondary option, which would reduce the financing requirement greatly, would be the implementation of the conventional bus system only, as per Corporate Plan, bringing the fleet size to 116 and doing without the heavy investments into a full-fledged BRT corridor for the time being. An operation with 18m instead of 24 m buses along the proposed route, in conjunction with bus priority measures and lane separation could also be a first step on the way to a future BRT-system.

Priorities 2 and 3:

Following second after this priority, both, the diesel-electric hybrid (second priority), as well as the full-electric bus in connection with solar charging (third priority) appear to be interesting options for a sustainable greening of the Windhoek public bus fleet. Both have their individual merits: Whereas the solar pilot might well be a breakthrough for Namibia´s solar sector and thus have a high potential for the energy sector, independently of public transport, the hybrid pilot might open the way to a cleaner and at the same time economically viable form of public transport.

The combined KPI for the two recommended options would read as follows:

Table 8-1: Recommended Propulsion Options

Recommended Propulsion Options	Solar Pilot	Hybrid Pilot	**Total / Average**
CO2 net saving p.a.(to)	427	244	**671**
Capital expenditure fleet (Mio NAD)	16.45	5.50	**21.95**
Capital expenditure infrastructure (Mio NAD)	20.47	6.67	**27.14**
Total cost per to CO2 saved (NAD)	13,139	3,604	**8,371**
Required subsidy for 7 years operation (Mio NAD)	21.76	-0.92	**20,84**

Ranking:

1	2

In order to be able to evaluate the suitability of each of the considered options 5 (solar pilot) and 7 (hybrid pilot), it is strongly recommended to carry out a more thorough feasibility study, going into the details of the various OEM´s and the technologies available.

From the point of view of the pre-feasibility study on hand, it is recommended to initiate two pilot projects alternatively or in parallel, referring to options 5 and 7. A parallel pilot bears the risk of overstretching the technical and organizational possibilities of the operator. Strong efforts will have to be undertaken to prepare the workshop and spare parts management organization to cope with these challenges. In the case of the electric buses, it is expected that the OEM will have to maintain a local presence in order to assure a friction-free functioning of the pilot fleet. The hybrid fleet may be operated and maintained by CoW staff after proper training and the OEM would ensure availability of spare parts and may have to come in in case any problems should arise.

Thus it is practical that both technologies have the potential to be scaled up to full fleet. However, none of the two technologies would make the investment into a full fleet conversion advisable without full strategic support and financial backing at this point.

In the case of the hybrid bus, this is due to the persisting uncertainty concerning the actual fuel saving and CO_2 mitigation over diesel propulsion under the grid operating conditions prevailing in Windhoek. However, with the introduction of solar power complementation, grid challenges should decrease and improve mitigation certainty. In the case of full-electric vehicles, this is due to the technological and performance risks to be factored in at this point of technological and market development. The rate of degradation of the battery packs is one of the major variables in the quantitative simulation of electric bus operation today. This could be examined in terms of purchase contracts.

The adoption of either of the two recommended technologies represents a leap frog for the present setup of the public transport division within the City of Windhoek, more so for the electric bus

than for the hybrid. The installation of an adequate and high-performance maintenance organization and suitable organizational procedures is a precondition for success and will certainly present a financial challenge to be overcome.

The comparison of the performance of these two pilots will then point the way to the long term development of the CoW bus fleet.

Should the hybrid solution prevail (option 7), the solar pilot could well be continued as a showcase project, making use of the self-generated electric power from the bus-depot rooftop. Even if the employed bus technology should prove to be unreliable or commercially underperforming, the rooftop solar power generation system would certainly be a groundbreaking step for the Namibian solar energy sector and possibly contribute to boost the development of solar power.

Should the full-electric solution prevail (option 5) the hybrid bus fleet could be sold off or continued until decommissioning.

Priority 4:

As priority 4, it is recommended to implement the project for rainwater harvesting and ecological outer vehicle cleaning described under option 9.

This project does not primarily aim at the mitigation of greenhouse gas emissions, but rather is it aimed at saving on water consumption. At the same time it could also function as a fairly low-cost showcase to promote rainwater harvesting systems, combined with solar water heating and modern day vehicle cleaning.

If the rainwater harvesting scheme should be added to this scenario, another 2 Mio NAD would have to be planned for, which would increase the mitigation by another 3 to of CO_2 p.a.

Financing Requirement

The initial investment for the whole package, including the rainwater-harvesting scheme would run at approximately NAD 1,350 Mio. The operational losses expected for a seven year period of initial operation would run at NAD 580 Mio, bringing the total financing gap to NAD 1,940 Mio. (appr. 113 Mio €). Out of this total, only about NAD 72 Mio (€ 4.2 Mio) would be caused by the additional greening measures included in the recommendation of this report (hybrid pilot, solar pilot and rainwater harvesting), the remainder being attributed to the planned fleet expansion project, including infrastructure (diesel scenario).

Looking at the complete picture, from fleet expansion to rainwater harvesting, the financial gaps yet to be closed are the following:

Table 8-2: Financing Requirement

Financing Requirement (Mio NAD)			
	Initial Investment	**Subsidy for Operations Cost 7yr Period**	**Total Financing Gap**
Partial Project in order of priority			
1. Fleet Expansion	1,297.54	567.77	**1,865.31**
2. Hybrid Pilot	12.17	-0.92	**11.26**
3. Solar Pilot	36.92	21.76	**58.68**
4. Rainwater Harvesting	2.23	0.03	**2.26**
Totals	**1,348.87**	**580.38**	**1,937.50**

The fleet expansion and modernization project can be seen as the measure which will enable the City of Windhoek to offer a modern bus-based public transport system at all and is therefore the centerpiece of the whole scheme. If this step is not taken, as shown in the referring calculations on existing fleet and replacement previsions, the system, which is already rudimentary today, will probably succumb to private and poorly regulated taxi competition over the next years.

This budget is based on the assumption that that all vehicle procurement, including alternative propulsion vehicles, is effected at price levels prevailing with e.g. South African, Indian, Brazilian or Chinese suppliers. This does not mean that other, higher technology and higher price options may not figure as the indicated solutions in a future tendering process.

Finance for this project (priority 1) is proposed to be sought as a mix of soft loans for fleet and infrastructure from the Green Climate Fund or other eligible agencies.

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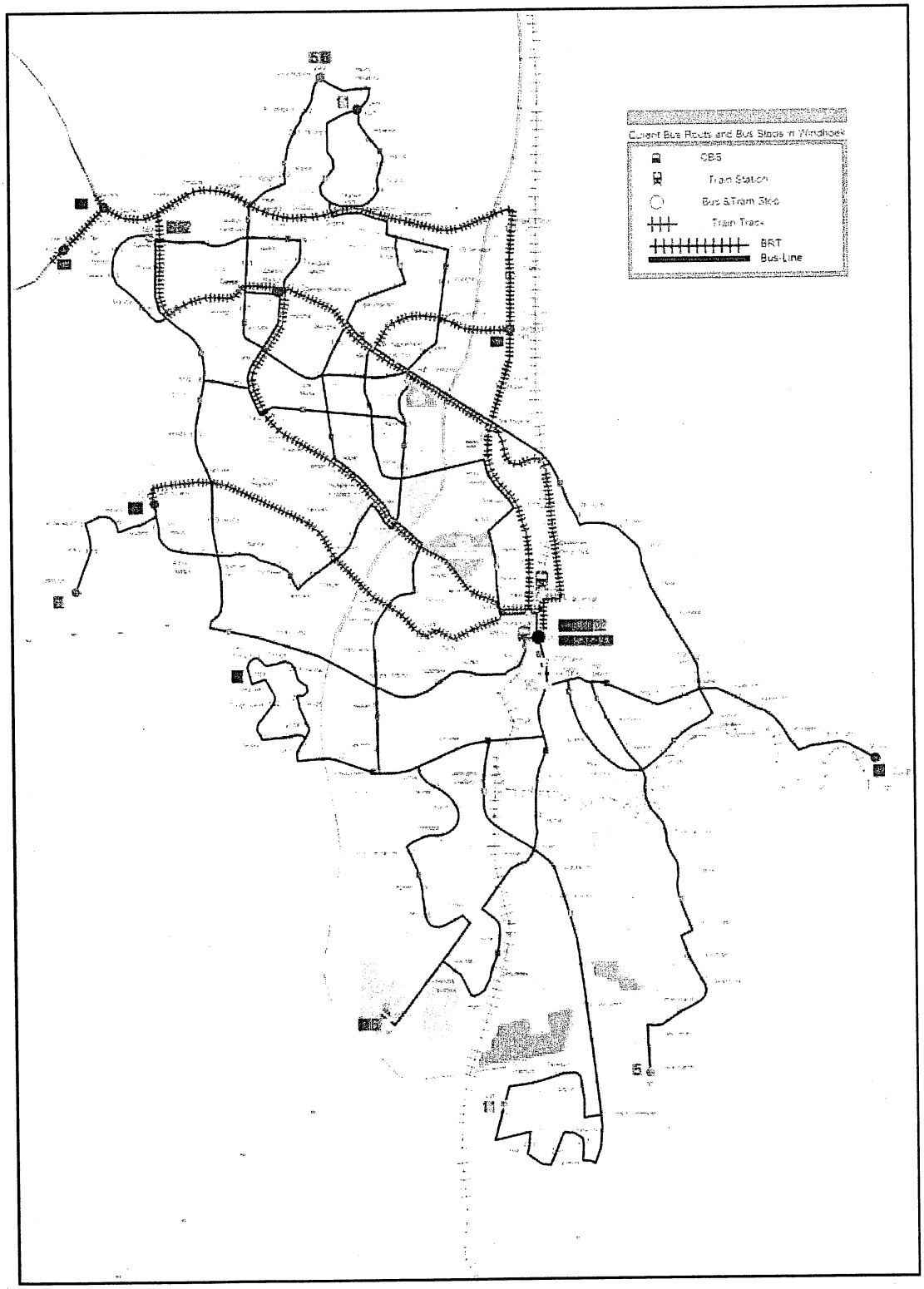
APPENDICES

Appendix 1

Public Transport Map of Windhoek

Planned transit network under Corporate Plan



Appendix 2 : Quantitative Simulations

Scenario: Diesel Fleet Expansion **Scope/Target Fleet:** Total fleet planned for procurement under Corporate Plan and PFS June 15 (84)		
	Baseline	**Scenario**
CO2 Generation		
Fuel consumption (ltr)	11.803.705	3.038.220
CO2 generation (to)	33.877	9.616
km travelled	171.068.182	5.430.000
Total operating costs per km (NAD)	3,92	31,50
CO2 net saving p.a.(to)		**24.261**
Capital expenditure fleet		**NAD**
12m busses (38)	46	85.500.000
18m busses (32)	38	114.240.000
24 busses (14)	32	79.800.000
Total vehicles		**279.540.000**
Capital expenditure infrastructure (phase 1 as of PFS)		**NAD**
Total infrastructure (as in chapter 2.4 concept outline)		**1.018.000.000**
Operational Result	**NAD**	**NAD**
Opex based on km travelled	670.587.273	171.045.000
Revenues		102.627.000
Net losses / subsidy requirement		**68.418.000**
Key performance indicators		
Depreciation period rolling stock (yrs)		8
Depreciation period buildings & installations (yrs)		22
Total cost first year p.a. (NAD)		**149.633.227**
Total cost per to CO2 saved (NAD)		**6.168**
Required subsidy for 7 years operation (NAD)		**567.766.773**

Scenario: LPG Propulsion **Scope / Target Fleet:** Total conventional fleet (116) (existing vehicles to be converted)		
	Baseline	**Scenario**
CO2 Generation		
Fuel consumption (ltr)	3.839.160	5.455.358
CO2 generation (to)	12.151	10.152
CO2 saving from propulsion (to)		1.999
CO2 generation transport (to)		525
CO2 net saving p.a.(to)		**1.473**
Capital expenditure fleet		NAD
Conversion existing fleet per units (46)	46	20.463.560
Premium on new 12m busses (38)	38	5.201.440
Premium on new 18m busses (32)	32	6.296.480
Total vehicles		**31.961.480**
Capital expenditure infrastructure		NAD
120.000 ltr. storage tank		650.180
Pumping and pipework		205.320
6 filling bays		307.980
Total infrastructure		**1.163.480**
Operational Expenditure	NAD	NAD
Fuel	41.270.970	47.237.704
Maintenance		4.200.000
Differential operational costs p.a.		**10.166.734**
Key performance indicators		
Depreciation period rolling stock (yrs)		8
Depreciation period buildings & installations (yrs)		22
Total cost first year p.a.(NAD)		**14.214.804**
Total Cost per to CO2 saved (NAD)		**9.647**
Required subsidy for 7 years operation (NAD)		**84.368.641**

Scenario: Battery-Electric Propulsion (grid supplied) **Scope / Target Fleet:** Planned Procurement (38 12m buses, 32 28m buses, 14 24m buses)		
	Baseline	**Scenario**
CO2 Generation		
Fuel consumption Diesel (ltr)	3.038.220	
Energy Consumption (KWh)	30.047.996	14.651.294
CO2 generation (to)	9.616	14.358
CO2 saving (to)		**-4.742**
Capital expenditure fleet		NAD
Premium on new 12m busses		89.300.000
Premium on new 18m busses		97.760.000
Premium on new 24m bus		52.640.000
Total vehicles		**239.700.000**
Capital expenditure infrastructure		NAD
Cabling, substation, charging		8.700.000
Maintenance infrastructure, tooling		2.100.000
Human capacity development and training		900.000
Total infrastructure and HCD		**11.700.000**
Operational expenditure p.a.	NAD	NAD
Fuel	32.660.865	21.025.608
Maintenance & lubricants		-800.000
Provision f. battery pack replacement		5.750.000
Tyres		1.200.000
Self-Insurance and accident cost		2.200.000
Revenue losses due to loss of passenger capacity		6.157.620
Revenue losses due to reduced availability		4.105.080
Differential operational cost p.a.		**6.977.443**
Key performance indicators		
Depreciation period rolling stock (yrs)		8
Depreciation period buildings & installations (yrs)		22
Total cost first year p.a.(NAD)		**37.471.761**
Total Cost per to CO2 saved (NAD)		**-7.902**
Required subsidy for 7 years operation (NAD)		**57.902.308**

Scenario: Rooftop Solar Power Generation in connection with battery-electric propulsion Scope / Target Fleet: Pilot Fleet of 10 12m vehicles		
	Baseline	**Scenario**
CO2 Generation		
Fuel consumption Diesel (ltr)	308.700	
Grid Energy Consumption (KWh)		262.282
CO2 generation (to)	977	257
CO2 Net saving (to)		**720**
Capital expenditure fleet		NAD
Premium on new 12m busses		16.450.000
Total vehicles		**16.450.000**
Capital expenditure infrastructure		NAD
PV arrays, controllers, inverters, cabling, charging		17.472.000
Maintenance infrastructure, tooling		2.100.000
Human capacity development and training		900.000
Total infrastructure and HCD		**20.472.000**
Operational expenditure	NAD	NAD
Fuel	3.318.525	403.822
O&M on solar and charging installations		349.440
Maintenance & lubricants on vehicles		200.000
Provision f. battery pack replacement		685.000
Tyres		30.000
Self-Insurance and accident cost		300.000
Revenue losses due to loss of passenger capacity		1.786.050
Revenue losses due to reduced availability		1.190.700
Differential operational cost p.a.		**1.626.487**
Key performance indicators		
Depreciation period rolling stock (yrs)		8
Depreciation period buildings & installations (yrs)		22
Total cost first year p.a.(NAD)		**4.613.282**
Total Cost per to CO2 saved (NAD)		**6.407**
Required subsidy for 7 years operation (NAD)		**13.497.402**

Scenario: City Owned Solar Park in connection with battery-electric propulsion Scope / Target Fleet: Planned Procurement (38 12m buses, 32 28m buses, 14 24m buses)		
	Baseline	**Scenario**
CO2 Generation		
Fuel consumption Diesel (ltr)	3.038.220	
Grid Energy Consumption KWh	30.047.996	
CO2 generation (to)	9.616	
CO2 Net saving (to)		**9.616**
Capital expenditure fleet		NAD
Premium on new 12m busses		89.300.000
Premium on new 18m busses		97.760.000
Premium on new 24m busses		52.640.000
Total vehicles		**239.700.000**
Capital expenditure infrastructure		NAD
PV arrays, controllers, inverters, cabling, charging		448.500.000
Maintenance infrastructure, tooling vehicle fleet		2.100.000
Human capacity development and training		900.000
Total infrastructure and HCD		**451.500.000**
Operational expenditure	**NAD**	**NAD**
Fuel	32.660.865	0
Maintenance & lubricants on vehicles		-400.000
Provision f. battery pack replacement		5.750.000
Tyres		350.000
Self-Insurance and accident cost		2.000.000
O&M on solar and charging installations		8.970.000
Land lease (calculative) on 50 hectares		1.500.000
Grid transmission charges (calculative)		750.000
Expected feed-in revenues		-2.074.780
Revenue losses due to loss of passenger capacity		15.394.050
Revenue losses due to reduced availability		10.262.700
Differential operational cost p.a.		**9.841.105**
Key performance indicators		
Depreciation period rolling stock (yrs)		8
Depreciation period buildings & installations (yrs)		22
Total cost first year p.a.(NAD)		**60.326.332**
Total Cost per to CO2 saved (NAD)		**6.274**
Required subsidy for 7 years operation (NAD)		**81.666.406**

Scenario: Diesel-Electric Hybrid (Pilot) **Scope / Target Fleet: 10 12m busses**		
	Baseline	**Scenario**
CO2 Generation		
Fuel consumption (ltr)	308.700	231.525
CO2 generation (to)	977	733
CO2 net saving to p.a.(to)		**244**
Capital expenditure vehicles		NAD
Premium on new 12m busses (10)		5.500.000
Total vehicles		**5.500.000**
Capital expenditure infrastructure		NAD
Dedicated workshop equipment		3.079.800
Human capacity development, trainings		2.224.300
Tanks and filling infrastructure		1.368.800
Total infrastructure and HCD		**6.672.900**
Operational expenditure	NAD	NAD
Fuel	3.318.525	2.488.894
Additional maintenance & lubricants		160.000
Provision f. battery pack replacement		171.000
Additional tyre consumption		90.000
Self-Insurance and accident cost		60.000
Revenue losses due to loss of passenger capacity		238.140
Revenue losses due to reduced availability		238.140
Differential operational cost p.a.		**-110.491**
Key performance indicators		
Depreciation period rolling stock (yrs)		8
Depreciation period buildings & installations (yrs)		22
Total cost first year p.a.(NAD)		**880.322**
Total Cost per to CO2 saved (NAD)		**3.604**
Required subsidy for 7 years operation (NAD)		**-916.912**

Scenario: Diesel-Electric Hybrid **Scope / Target Fleet:** Planned Procurement conventional (38 12m busses and 32 18m busses)		
	Baseline	**Scenario**
CO2 Generation		
Fuel consumption (ltr)	2.419.140	1.814.355
CO2 generation (to)	7.657	5.742
CO2 net saving to p.a.(to)		**1.914**
Capital expenditure vehicles		NAD
Premium on new 12m busses (38)		20.900.000
Premium on new 18m busses (32)		21.120.000
Total vehicles		**42.020.000**
Capital expenditure infrastructure		NAD
Dedicated workshop equipment		3.079.800
Human capacity development, trainings		2.224.300
Tanks and filling infrastructure		3.079.800
Total infrastructure and HCD		**8.383.900**
Operational expenditure	NAD	NAD
Fuel	26.005.755	19.504.316
Additional maintenance & lubricants		850.000
Provision f. battery pack replacement		1.200.000
Additional tyre consumption		150.000
Self-Insurance and accident cost		500.000
Revenue losses due to loss of passenger capacity		1.703.268
Revenue losses due to reduced availability		1.703.268
Differential operational cost p.a.		**-394.903**
Key performance indicators		
Depreciation period rolling stock (yrs)		8
Depreciation period buildings & installations (yrs)		22
Total cost first year p.a.(NAD)		**5.238.684**
Total Cost per to CO2 saved (NAD)		**2.737**
Required subsidy for 7 years operation (NAD)		**-3.277.100**

Rainwater Harvesting System and Outer Vehicle Cleaning System (additional measure for water economy)

Status Quo Outer Vehicle Cleaning		
Fleet	35	
Washing regime	biweekly	
Washes per vehicles and year	26	
Washing method	pressure hosing, cold water with detergent.	
Pressure hose throughput p.h.	800	ltr
Water consumption per bus	400	ltr
Total water consumption outer cleaning present fleet	**364**	**cbm**
Total water consumption outer cleaning full fleet	**1352**	**cbm**
Proposed Solution Outer Vehicle Cleaning		
Absolute figures refer to reference fleet of 35 units		
Enclosed commercial vehicle washing bay with three brush portal		
Closed-loop full water recovery system with RO filter		
Gross water consumption per vehicle	600	ltr
Recovery rate	90%	
Net consumption	60	ltr
Total water consumption outer cleaning full fleet p.a.	**203**	**cbm**
Water savings p.a.	1.149	cbm
Water saving %	85%	
Water Tariff p. cbm	25	NAD
Savings in water bill p.a.	28.730	NAD
Solar Water Heating Solution		
Water Heating Requirement while Bay is in Operation:		
Gross consumption per wash	600	ltr
Washing time (including manoeuvering)	0,333	hours
Gross consumption per hour	1.802	ltr
Heating range from 20 to 40 degrees Celsius	20	degrees
Formula for power required for water heating:		
"Water volume times 4 times temp differential divided by 3412"		
Heating power required	7,03	KW
Collector peak power	10	KW
Expected collector area	20	sqm
number of modules	10	

Savings from Solar Water Heating		
Duration:		
washes	3380	vehicles
time spent	0,33	hours
Total hours water heating	1115,4	hours
Total KWh p.a.	7.846	KWh
Electrictiy Bill savings p.a.	11.141	NAD
CO2 savings	3.319	kg
Rainwater Harvesting		
Windhoek Rainfall	360mm	p.a.
Average annual precipitation	370	l/sqm
Annual consumption (including office and workshop)	320000	l
Required Area	865	sqm
Water savings p.a.	320	cbm
Water bill savings p.a.	8.000	NAD
Investment Cost on Greening Measures Outer Vehicle Cleaning		**NAD**
Connected to washing activity		
Enclosed washing bay		1.026.600
Three brush portal		307.980
Connected to water recycling and rainwater harvesting		
Filtering and (RO) recycling equipment		427.750
Cisterne(180 cbm) and fittings		496.190
Pumping system		769.950
Solar water heating panels and tubing		299.425
Rainwater collection system		239.540
Total for greening measures		**2.232.855**
Operating Costs (regular operation cost of vehicle cleaning facility omitted)		**NAD p.a.**
Energy consumption pumping		9.500
Maintenance on greening measures		35.000
Total		**44.500**
Savings and Net Operating Costs		**NAD p.a.**
Water		36.730
Energy		11.141
Total through greening measures		**47.871**
Net operating costs for greening measures		3.371

Appendix 3: Overview Vehicle Price Levels

Average vehicle prices used for quantitative simulations (based on Chinese/South African price levels)

Assumed Standard Bus Prices NAD	**12m**	**18m**	**24m**
Conventional Diesel	2.250.000	3.570.000	5.700.000
Diesel-Electric Hybrid	2.800.000	4.230.000	6.470.000
Full Battery Electric	4.600.000	6.625.000	9.460.000
Mark-up Hybrid	550.000	660.000	770.000
Mark-up Electric	2.350.000	3.055.000	3.760.000

For comparison: Global transit bus price overview 2015 by Busworld Academy (in USD)

H&E HD Transit Bus Market: Regional Market Price Scenario, Global, 2014

Market	Conventional (Diesel & CNG)	Hybrid	Electric
	$200,000–$225,000	$280,000–$340,000	$410,000–$500,000
	$60,000–$90,000	$125,000–$200,000	$280,000–$350,000
	$75,000–$110,000	$175,000–$255,000	$325,000–$410,000
	$420,000–$580,000	$620,000–$700,000	$850,000–$980,000
	$300,000–$410,000	$450,000–$540,000	$595,000–$680,000
	$130,000–$180,000	$245,000–$325,000	$400,000–$500,000
ROW	$100,000–$350,000	$195,000–$500,000	$300,000–$700,000

Appendix 4: Fossil Fuels KPI´s

Comparison of Fossil Fuels Source: Genius Databank								
	Energy content		**CO2 direct**	**CO2 indirect**	**Sums**		**CO2/Kwh**	**Saving**
Petrol	9,00	Kwh/ltr	2,33	0,544	2,874	kg CO2/ltr.	0,3193	
Diesel	9,89	Kwh/ltr	2,64	0,525	3,165	kg CO2/ltr.	0,3200	
LPG	6,96	Kwh/ltr	1,64	0,221	1,861	kg CO2/ltr.	0,2674	16,45%
CNG	10,00	Kwh/ cbm	2,01	0,375	2,385	kg CO2/cbm	0,2385	30,49%
Biogas							0,1849	42,23%

Appendix 5
Excerpt of Electric Bus Tender Document issued by the Cape Town City Council

Technical and Functional Requirements

12m Rapid Transport Feeder Bus: Category M_3 - Class I

The bus shall be **low- entry**, of nominal length 12m and be classified as a rapid transport **feeder bus** with **one door on the left hand side (LHS)** positioned forward of the front axle, and as a minimum, **one door on the right hand side (RHS) of the bus** positioned between the front and rear axle of the bus.

The buses shall satisfy the general requirements specified in the *Part C4: Standard Technical Specification for Low-Entry Battery Powered Electric Buses.* A summary of the requirements and special provisions are set out below.

Bus Category	M_3		
Class	Class 1		
Bus type	Rapid Transport Feeder Bus (single deck)		
Item	**Nominal**	**Minimum**	**Maximum**
General Weights and Dimensions			
Vehicle length	12m		
Vehicle width (excluding mirrors)			2.5m (for GVM < 12 tons) 2.6m (for GVM > 12 tons)
Vehicle height (Road to highest point)			3.5m
Floor height above road surface during operation	340 mm		
Floor height above road surface at right side bus stations (RHS Doors.)	340 mm	320 mm	360mm
Floor height, at step, above road surface at left side bus stops (LHS Doors).			< 340mm subject to ramp accessibility requirements
Passenger area ceiling height		2200mm	
Outer wheel Track radius			9.5m
Doors and Ramps			
Passenger Doors – Left side		1	1
Passenger Doors – Right side		1	1
Boarding Ramp length Right (measured from RHS near side tyre wall)	350mm	350mm	440mm
Boarding Ramp length Left (measured from LHS near side tyre wall)		380mm	
Boarding Ramp deployment time (from initiation to full deployment)			2.5 seconds
Boarding Ramp slope			1 in 12
Free door width on any passenger door (excluding emergency doors)		1100mm	
Doorway height		2000mm	

Bus Category	M_3		
Class	Class 1		
Bus type	Rapid Transport Feeder Bus (single deck)		
Item	**Nominal**	**Minimum**	**Maximum**
Seating			
Seat Pitch (excluding preferential seats)		730mm	
Seat width		420mm	
12m Bus: Number of passenger seats (2 x 2 seating configuration) including preferential seats but excluding flip downs and driver seat.		34	
12m Bus: Total passengers			
Standing Passenger Design Density			6.25 passengers per m^2
Number of preferential seats		6	
No. of wheelchair/cycle bays		1	
Length of wheelchair/cycle bay	1800mm	1800mm	
Flip down seats in wheelchair/cycle bay per bay	2		
Power and Performance			
Power plant	Electric battery		
Overnight charging from min to max SOC			5hrs
Performance on gradient under full load conditions	80 km/hr on 4% Able to negotiate a 16% up-grade		
Range (at max SOC without recharge)		200km	
Auxiliary Electrical power supply		1KW, 24VDC	
General			
Useful vehicle life		12 years or 1 million km.	
Distance from ground surface level to the lower edge of the wing mirrors		1800mm	
Outside edge of wing mirror to the outside edge of body			250mm

The following specific requirements shall apply:

a. The buses shall be designed and manufactured to operate on the left hand side of a two-way road or in a dedicated busway.

b. The buses shall be capable for picking up passengers at open kerb side bus stops on the left hand side of the road and at "closed" bus stations on the right hand side of a bus lane.

c. The buses shall be capable of aligning at bus stations and bus stops so that accessibility aids (boarding bridges or ramps) can be deployed allowing easy access for those with physical disabilities.

d. The dimensions of the bus shall satisfy the nominal lengths subject to the functional requirements for station docking being met (e.g. independent arrival and departure, swept path criteria)

Appendix 6: Literature Review

Policy Documents and Legislation

- National Climate Change Strategy and Action Plan (GRN, 2015)
- National Policy on Climate Change for Namibia (GRN, 2011)

Existing Transport Documents

- Sustainable Urban Transport Master Plan (MWT, 2013)
- Pre-Feasibility Study for the SUTMP (MWT, 2015)

Other Reference Documents

- Vision 2030 (GRN, 2004)
- NDP 4 (GRN, 2012)

Concept Note

Low-Carbon Public Transport in Windhoek

Namibia | Development Bank of Namibia (DBN)

26 February 2018

GREEN CLIMATE FUND

GREEN
CLIMATE
FUND

Concept Note

The Green Climate Fund (GCF) is seeking high-quality projects or programmes.

Accredited entities may choose to submit a concept note, in consultation with the relevant national designated authority, to present the proposed project or programme idea in order to receive early feedback and recommendation.

Project/Programme Title: **Low-Carbon Public Transport in Windhoek**

Country/Region: **NAMIBIA / AFRICA**

Accredited Entity (pending): DEVELOPMENT BANK OF NAMIBIA (DBN)

National Designated Authority: **Ministry of Environment and Tourism**

PROJECT / PROGRAMME CONCEPT NOTE

Please submit the completed form to fundingproposal@gcfund.org[1]

A. Project / Programme Information	
A.1. Project / programme title	**Low-Carbon Public Transport in Windhoek (Move Windhoek)**
A.2. Project or programme	**Project**
A.3. Country(ies) / region	**Namibia / Africa**
A.4. National designated authority(ies)	**Ministry of Environment and Tourism** Mr. Petrus Muteyauli Deputy Director, Multilateral Environmental Agreements Department of Environmental Affairs Tel.: +264 61 284 2701 Fax: +264 61 240 339 E-mail: pmuteyauli@yahoo.co.uk E-mail: pmuteyauli@met.na
A.5. Accredited entity (pending)	Development Bank of Namibia
A.6. Executing entity / beneficiary	Executing Entity: ❖ **City of Windhoek (Municipality)** Beneficiary: ❖ **General Public - Public Transport users approx. 170 000 direct beneficiaries (Population – approx. 390 000)** ❖ **Transport Operator - City of Windhoek (Municipality)**
A.7. Access modality	Direct ☐National
A.8. Project size category (total investment, million USD)	Micro (≤10) ☐ **Small (10<x≤50) ☐X** Medium (50<x≤250) Large (>250) ☐
A.9. Mitigation / adaptation focus	**Mitigation ☒** **Adaptation X☐** Cross-cutting ☐
A.10. Public or private	**private**

[1] Please use the following naming convention for the file name: "[CN]-[Agency short name]-[Date]-[Serial number]" (e.g. CN-ABC-20150101-1)

A.11. Results areas *(mark all that apply)*	*Which of the following targeted results areas does the proposed project/programme address?*
	Reduced emissions from: ☒ **Energy access and power generation** (E.g. on-grid, micro-grid or off-grid solar, wind, geothermal, etc.) ☒ **Low emission transport** (E.g. high-speed rail, rapid bus system, etc.) ☒ **Buildings, cities, industries and appliances** (E.g. new and retrofitted energy-efficient buildings, energy-efficient equipment for companies and supply chain management, etc.) ☐ Forestry and land use (E.g. forest conservation and management, agroforestry, agricultural irrigation, water treatment and management, etc.)
	Increased resilience of: ☐ Most vulnerable people and communities (E.g. mitigation of operational risk associated with climate change – diversification of supply sources and supply chain management, relocation of manufacturing facilities and warehouses, etc.) ☐ Health and well-being, and food and water security (E.g. climate-resilient crops, efficient irrigation systems, etc.) ☐ Infrastructure and built environment (E.g. sea walls, resilient road networks, etc.) ☐ Ecosystems and ecosystem services (E.g. ecosystem conservation and management, ecotourism, etc.)
A.12. Project / programme life span	**5 (Five)..... years**
A.13. Estimated implementation start and end date	**Start: ...2018.....** **End: ....2024.....**

B. Project/Programme Details

The Fund requires the following preliminary information in order to promptly assess the eligibility of project/programme investment. These requirements may vary depending on the nature of the project/programme.

B.1. Project / programme description (including objectives)

The Move Windhoek project seeks to:

- Move the majority of the general public passengers from cars (being both public taxis which is the major transport source and private cars) to buses
- Increase the availability and reliability of mass public transport
- Reduce and eventually eliminate fossil fuel use in public passenger transport
- Introduce a Bus Rapid Transit (BRT) system (by 2022)
- Pilot the use of electric and hybrid fuel buses towards replication
- The utilisation of Solar PV electricity production for bus charging/electricity offset
- Utilising water harvesting to support a drought and water use reduction strategy

Project Area understanding:

Windhoek is an urban centre and is also the capital city of Namibia housing a population of some 390 000 people as per last Census and projections. Being an urban centre and the capital city, Windhoek plays a major role in the country's population which is rapidly growing at 3.1 % (listed as 4.3% in some statistics) per annum and is above the national growth rate of 1.4%[2].

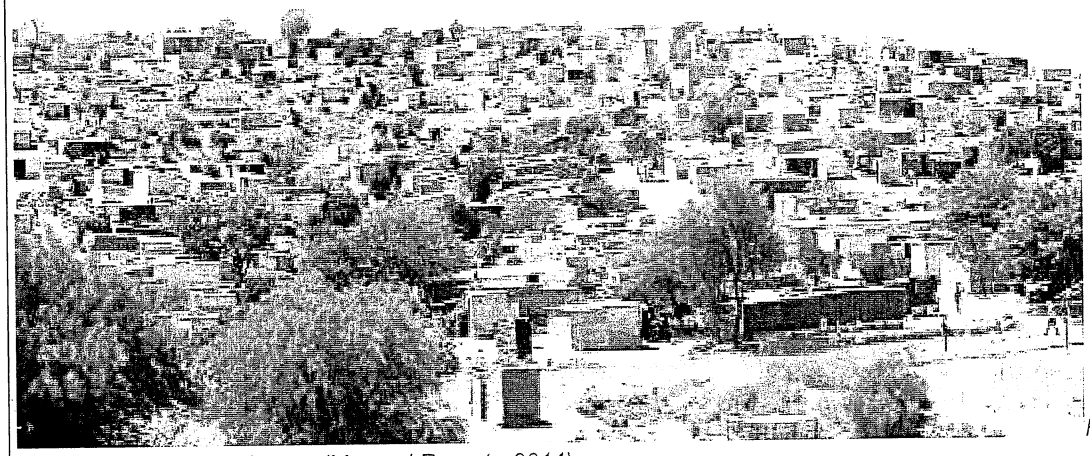


Figure 1 Rapid urbanization issues (Mayoral Report - 2014)

Development of any country is closely linked to people movement. Developing urban centers are known for their congested roadways and increased rates of road related crashes. Windhoek is no exception. As a result, more transportation, new infrastructure and services will be required to meet such demand now and in the future with the resultant negative consequences if not mitigated.

The Government of the Republic of Namibia is very aware that public transport plays a very important role in the management of a city, town or the country as a whole. Some of the co-benefits of public transport are the reductions seen in pollution and congestion, the affordability of transport

[2] 2011 Namibia Population and Housing Census

for people who cannot afford their own means of transport and thus public transport is one of the location connectivity enablers[3].

Transport affects Windhoek's resident's daily lives in different ways, for instance in getting to and from work or being able to get access to essential services such as health, education, recreation and social connectivity in all areas of the City and for all parts of the population. Transport also affects private sector opportunities and the efficiency of the transport system can back-up or constrain business activities. Further, there is the issue of public perception towards public transport systems and in the case of Windhoek, taxis.

The drive for this project supports the view that an efficient transport system is thus required to access economic opportunities and help achieve Government's national development plans and strategies to which the Government is committed. This project can further impact citizens to provide opportunities through the efficient use of capital at the macro level for economic growth and improved livelihood and resultant poverty reduction at the micro level.

Clear benefits of improved public transport thus accrue such as;

- Increased access to job opportunities
- Poverty reduction impact
- Reduced GHG per km of travel
- Reduced noise and vibration
- Improved air quality
- Higher mobility
- Increased travel safety
- Reduced crashes

Figure 2
Taxis - Traffic impeding behaviour (move Windhoek website)

The Public Transport Operator:

The City of Windhoek (CoW) is a legacy transport operator and is vigorously striving for an enhancement of the current public transport system, execute passenger / public behaviour

[3] Madeiski. E.. Simbi. Y.,Shangheta, B. @ 2014

changes, to increase the quality of life for the inhabitants, public transport users (local, national and international), alleviate traffic congestion (Within the city and immediate surrounding national road networks) and mitigate greenhouse gas emissions from transport use.

The existing mode of transport or system in Windhoek is driven mainly by cars which create congestion, increased road based hazards and high per passenger kilometer fuel demand resulting in higher GHG emissions and particulates. Thus the planned "Move Windhoek" public transport project (www.movewindhoek.com.na).

Project Objectives:

The key objectives of "Move Windhoek" can then be described as;

a) Sustainable transport development and integrated mode network
   *Reliability/ Economic rational / High demand
b) Alignment with the national Sustainable Urban Transport Master Plan (SUTMP)
c) Mitigate greenhouse gas (GHG) emissions
d) Reduction of cars on the road in the urban context
e) Integration with non-motorised transport modes
f) Inclusive and pro-poor facilitation
g) Safer mobility

The "Move Windhoek" project ultimately has a clear alignment that speaks directly to meeting the Sustainable Development Goals and the Government's strategic aims such as the development National Development Plan (NDP5), the National Climate Change Strategy and Action Plan and other national strategies now being implemented under the Namibian Harambee Prosperity Plan (HPP).

The project which follows on from the national Sustainable Urban Transport Master Plan (SUTMP) is planned to provide a clear pathway for the development and use of a sustainable transport system within the defined central transport hub of Namibia and is coined under the term "Move Windhoek" and fully captured in the SUTMP.

Although the Windhoek Corporate Transport Plan focuses on the city and local transport, the integration of inter-urban and regional public transport is also taken into account in this project. This applies in particular to the terminals of regional bus and minibus services and their integration into the urban public motorised and non-motorised transport network.

Actions required will thus be;

Priority - *Partial Project in order of priority*	**Actions / Impacts**
1. Fleet Expansion	**Increasing fleet size / reducing car use** • Windhoek´s public transport fleet itself is a key greenhouse gas mitigator, merely for the fact that it makes a large number of trips by private motorcar or sedan taxi redundant. • Increase of fleet size to 116 buses
2. Hybrid Pilot	**Greening of the Windhoek public bus fleet** • diesel-electric hybrid • Solar PV Field / Rooftop systems • offsetting electricity needs with Solar PV production • reduced fossil fuel use further
3. Solar Pilot	**Greening of the Windhoek public bus fleet** • full-electric bus • Solar PV Field / Rooftop systems • offsetting electricity needs with Solar PV production • eliminate fossil fuel propulsion

4. Rainwater Harvesting	**Water use reduction** • Installing water harvesting and filtration system • increase water re-use • collect run off water • Water reduction technology

The "Move Windhoek" fleet expansion and modernization project can be seen as the measure which will enable the City of Windhoek to offer a modern bus-based public transport system to all as a substitute to the current system based primarily on taxi (cars) and private cars, and is therefore the centrepiece of the whole scheme.

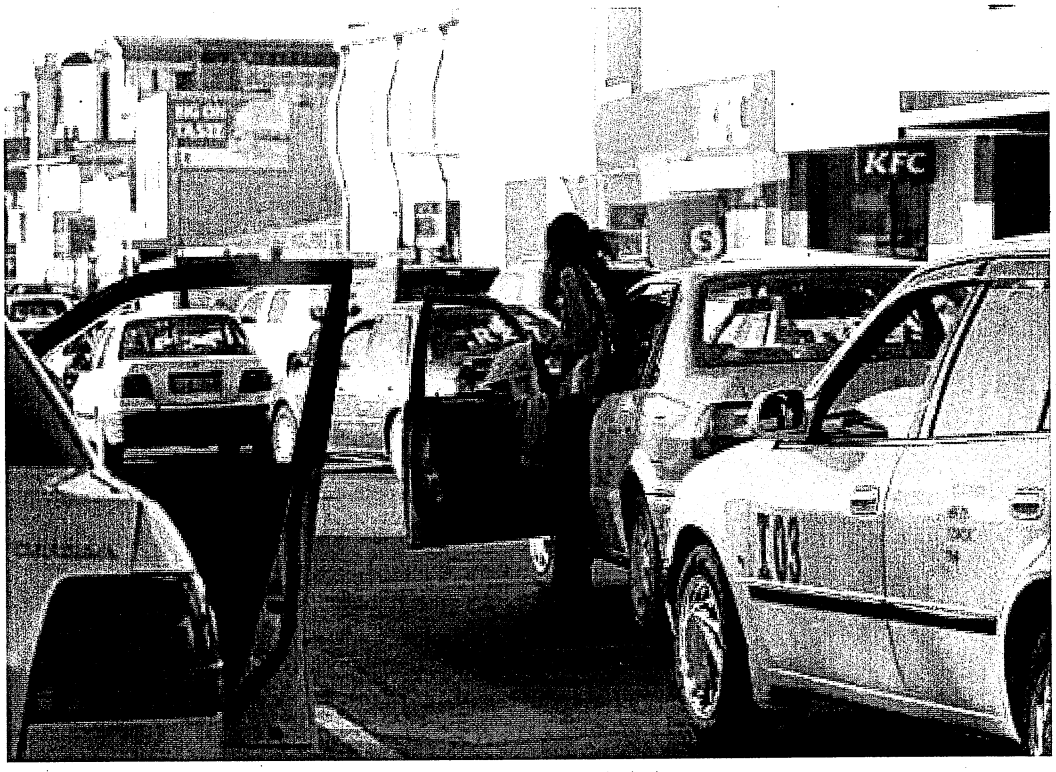


Figure 3 Taxi based public transport (Move Windhoek website)

If these steps are not taken, as shown in the referring calculations on existing fleet and replacement provisions, the system, which is already rudimentary today, will probably succumb to private cars and poorly regulated taxi competition within the next few years.

Project Sponsor background:
It is important in providing a background to the project and the project sponsor, that a clear understanding of the country circumstances set the tone.

Namibia is a relatively young country having gained independence in 1990 from South African rule. Additionally, Namibia was prior to independence ruled under the "Apartheid" system which placed restrictions on where people could live and so the design of the urban areas throughout the country is such that there is a clear demarcation between where workers reside and where they work.

Windhoek has a broad distribution of residential areas, is approximately 645 square kilometres in size and is a fairly spread out city (based again primarily on the Apartheid influence and origins) of some 390 000 inhabitants with a comparatively high motorization rate. Expensive residential areas are located in specific parts of the city. Such a settlement structure, however, does not represent the socio-economic characteristics of the different parts of the city. Low income households with large household sizes in high population density areas are located mainly towards the North and North-West.

The areas with the highest population are Okuryangava, Wanaheda, Goreangab and Havana with figures ranging from 4 401 to 28 000 inhabitants. Thus, all the low-income households are generally decentralized from the Central Business District (CBD) and are located to the outskirts of the downtown. This facilitates a clear "peak" traffic flow pattern coupled with high influx of taxis and private cars.

Windhoek, the capital of the Republic of Namibia, is no exception to the "peak" traffic flow patterns. This thus presents a clear challenge in public passenger movement and mitigation of the resultant GHG emissions.

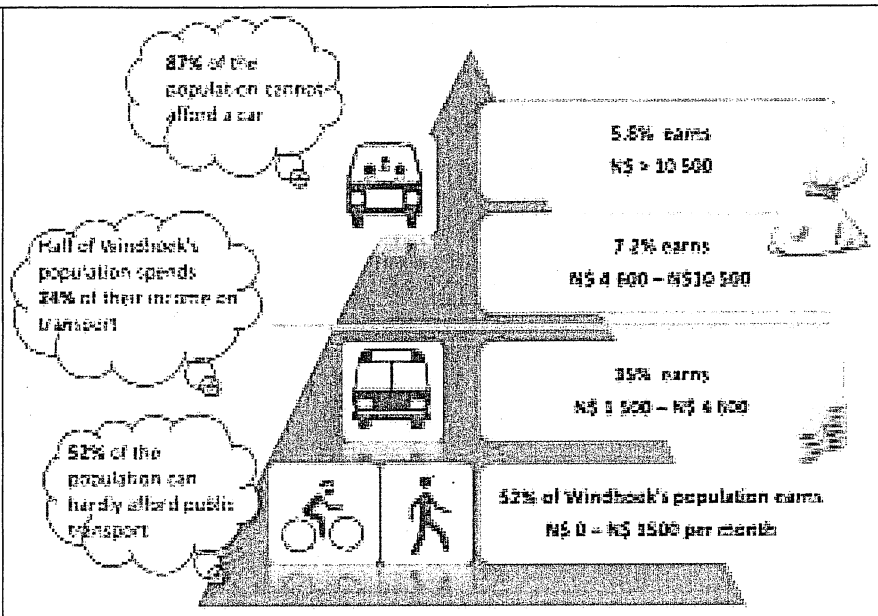
Figure 4 City of Windhoek buses (move Windhoek website)

The bus operator, City of Windhoek is a municipality (http://www.windhoekcc.org.na/) that has traditionally operated a bus service pre-1990 and so is not new to bus operations. The bus operator (City of Windhoek) is thus a public entity with no current private partner or influence and is today running a fleet of some 79 diesel buses (whose numbers vary based on maintenance challenges).

The operation itself is handled by the Public Transport Division which is one of nine Divisions at the municipality. This Division is responsible for safe, reliable, effective, efficient and fully integrated public transport provision.

While the City of Windhoek (CoW) operates on a smaller scale compared to most other cities in the world and mostly from Monday to Friday (as part of the legacy phenomena), the present trends observed are comparable. Reduced accessibility and thus social isolation and exclusion caused by inadequate mobility of the urban poor, ever increasing traffic congestion, unacceptable high rates of traffic accidents, high consumer costs, energy dependence and pollution make this project a necessity.

The populace characteristics of Windhoek is mainly comprised of low income earners where it is stated that 87% of them cannot afford to own cars generally; 52% of those low income earners cannot afford it at all.



On average, low income earners spend 24% of their income on mobility. The non-motorised traffic consists above all of walking (more than 97%), while cycling is almost negligible.

In terms of the current bus fleet, these buses vary in age from purchase / acquisition during the period 1975 – 2015 as shown below;

	Year of Manufacture	Asset Register	Operational
Old fleet Mercedes-Benz/Nissan	1975 to 1992	58	15
Middle Age Fleet Scania/Mercedes-Benz	2010	20	20
New Fleet of MAN buses	2015	26	26
Total		104	61

The current fleet is operated on some 13 Lines and various routes covering approximately 7 097 994 km per annum and operated mainly during peak travel periods. The service competes with taxis.

The average operating distance per day in the Windhoek bus fleet, even in the planned scenario is relatively low (220km per day) which fits into the current ranges of electric buses.

The operational lines to be activated fully are;

In 2015 (full service):

Route	Frequency	length trip m	roundtrip time	Trips / day Mo-Fr	Sa	SoHoli	km/a	time/a
Line 1: Eveline Court <-> Rocky Crest	20	17450	2,3	47	38	36	557.562,4	37.277,3
Line 1A: Eveline Court <-> CBS	20	11570	1,7	47	38	36	369.684,6	26.626,7
Line 1B: Soweto Market <-> CBS	10	7620	1,2	76	52	49	377.083,3	28.866,8
Line 11: Okuryangava <-> Prosperita	15	23310	3,0	62	52	49	991.654,0	63.813,0
Line 12: Eveline Court <-> Eros Park <-> CBS	15	18750	2,5	54	38	36	664.200,0	44.280,0
Line 2: Goreangab <-> CBS	15	13940	2,0	62	52	49	593.035,5	42.542,0
Line 3: Otjomuise West <-> UNAM	30	17280	2,5	40	38	36	492.134,4	35.600,0
Line 3X: Otjomuise <-> UNAM	30	13270	1,5	14	0	0	92.146,9	5.208,0
Line 4: Havana <-> Avis	30	17290	2,5	40	38	36	492.419,2	35.600,0
Line 4X: Havana <-> CBS	8	11290	1,6	88	56	0	561.067,8	40.378,0
Line 5: Eveline <-> Kleine Kuppe	15	20550	2,5	54	38	36	727.963,2	44.280,0
Line 6: Maxuilili <-> UNAM	15	21200	3,0	54	38	36	750.988,8	53.136,0
Line 8: Eveline Court <-> Otjomuise	30	15030	2,0	40	38	36	428.054,4	28.480,0
				678	516	435		
						revenue km/a	7.097.994,6	486.087,8
						non-revenue km/a (5%)	354.899,7	24.304,4
						Total	7.452.894,3	510.392,2

Describe financial status and how the project/programme sponsor will support the project/programme in terms of equity, management, operations, production and marketing.

Financial Status

CoW budgets on an annual basis for its operations which includes a mix of subsidy support and collected revenue. The financing strategy for this project is proposed as a mix of equity funding (state funding) and soft loans for fleet and infrastructure from the Green Climate Fund or other eligible agencies along with the requisite grant portion to help facilitate fast tracking of "greening" measures and provide financial viability.

A number of assumptions drive the financial model such as;

- The Net Present Value (NPV) is calculated at the discount rate set at 10%, and is applied to operational side only, since infrastructural and fleet/rolling stock acquisition rolling / investments are considered under funding from public sector obligation sources.
- The prices of imported goods (LRT rolling stock and BRT fleets) are included at current market level.
- The level of risks/other costs that may occur during implementation of the project is integrated into the cost mode and is set at 10% for CAPEX and 5% for OPEX.
- The effect of inflation is not taken into account.

Analysis centres on the entire public transport network of Windhoek and the interdependencies with local, national and regional public transport systems.

Table 1 Financing needs based on option combinations

	Initial Investment
	USD
1. Infrastructure	27.11714
2. Hybrid Pilot	0.869285714
3. Solar Pilot	21.85061224
4. Rainwater Harvesting	0.159285714
Totals	49.99632367

The operator being a municipality entity is a partially subsidised service from the public sector and all cost will be structured as public funds.

This project is estimated to cost approximately USD49.996 million towards initial investment. The City is trying its best to help itself along with Government and Partner support and so part of the needed bus fleet has been procured already in the interim with the provision of the new MAN Fleet. The fleet additions are co-financed by the Municipality (CoW) and the Ministry of Works and Transport with support by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

B.3. Market overview

Market Overview:

The market dimension is driven in part by the traditional context of the populace being separated by economic lines and the further differentiation of work and residence by distance. There is even further complication to service delivery based on the population numbers in the project area (Windhoek) growing rapidly, along with the seasonal migratory movement of people through the urban centre of Windhoek as they move.

The Labour Force Survey of 2013 counted 158 104 households in the immediate project area. The annual population growth rate nationally is estimated at 1.7% (2011) and in Windhoek between 3 - 5%. The forecast therefore suggests the increase of the population in 2017 to 462,500 inhabitants, and by 2032 to 808,000 persons, which will constitute an increase of about 47%. It is however likely that the Windhoek population will continue to grow at a much higher rate based simply on the impacts of drought and other such factors causing people to seek livelihoods in urban centres. This ultimately attributable mainly to economic migration growth, since the region is one of the most significant economic regions in the country.

One of the implications of this high population increase is that the volume of traffic to transport people to and from their working places will increase considerably. There are indications and reports that point o mobility needs for a million people in Windhoek within twenty years.

The table below (

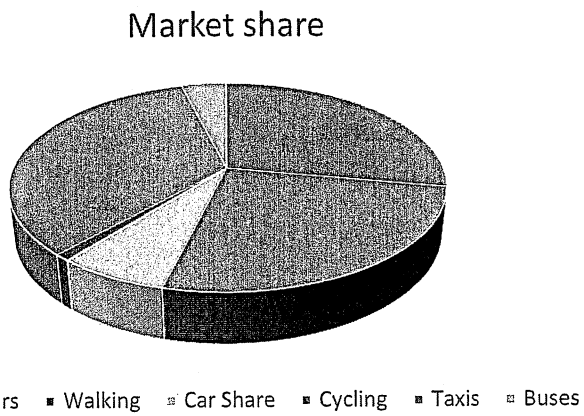
Table 2 Passenger numbers 2015 – 2022) shows how the public transport (bus) market is expected to grow in demand by an average of 226% from 2015 to 2022.

Table 2 Passenger numbers 2015 – 2022

Lines	2015	2022	
Designation	demand of the maximum intersection	demand of the maximum intersection	**% growth**
1 North	1180	2607	**121%**
1 South	80	357	**346%**
2	540	1143	**112%**
3 West	260	1040	**300%**
3 South	180	460	**156%**
4 North	570	1317	**131%**
4 East	50	313	**526%**
5 North	240	580	**142%**
5 South	30	117	**290%**
6	190	457	**141%**
8	120	400	**233%**
11 North	600	1390	**132%**
11 South	40	247	**518%**
12 North	330	743	**125%**
12 East	230	517	**125%**

Competition:
The key competition comes from the taxis (cars) and private cars. This is so as they offer flexibility in door to door delivery and on demand response at the micro and macro levels. Their flexibility further extends to high utilisation of narrow streets. The size of Windhoek's registered taxi fleet as registered in the Master Plan is about 6,815 taxis, which is equivalent to 190 taxis for every 10,000 inhabitants.

The new public transport system countermands this however in the high volume periods by improving defensive driver behaviour due to the reduced on the road competition and I premised on reduced traffic volumes as people switch to a much more comfortable and faster moving public transport system.



The market in terms of "competing alternatives, has the current passenger movement consisting of private cars 28%, walking 26%, car share 7%, cycling 1%, taxis 34% and buses 4%.

Baseline Scenario: Taxi Operation	
Effective taxi pass km replaced by public transport system	376,350,000
Average taxi occupancy (passengers)	2.2
Taxi km replaced	171,068,182
Average taxi consumption (litres)	6.9
Total fuel consumption (litres)	**11,803,705**
Total CO_2 generated (to)	**33,877**

It is therefore apparent that any upscaling in the bus fleet and improved services have a great potential to reduce fuel use, reduce fuel demand imports and increase bus usage / market share and reduce taxi usage.

Previously, the bus service operated with tokens and or cash. A new system utilising smart card technology has already been introduced with an implementation period of three months (May – July 2011) set aside for user awareness and comfort. The implementation period provided smart cards for free as an additional incentive. Since then, a parallel system of tokens, cash and smart cards had been used.

Actual fares are regulated and published annually in the municipality's tariff table which is provided as public information after being tabled before the council for approval.

Income / revenue is gained from fares and non-fare sources as outlined below;

Category	**Percentage % (annualized)**
Fares	93%
Advertising revenue Bus Hire (non-route) Fines ( ) Smart Card replacements	7%

B.4. Regulation,

The City of Windhoek is a Municipality and so its bus operations are subject to the regulation of the Ministry of Works and Transport. The Ministry of Works and Transport is responsible for sectoral policy and regulation. The Windhoek taxi industry is regulated by the Ministry of Works and

taxation and insurance	Transport and the City of Windhoek. The City also through its Department of City Police issues taxi permits for operation within the city limits. This permitting process occurs on a bi-annual basis. The Ministry of Works and Transport through its' Directorate of Transportation Policy and Regulation coordinates the; • Road Traffic and Transport Act (22) of 1999 • Road Traffic and Transport Regulations • Labour-Based Works Policy • SADC Protocol on Transport • SACU (Revised Agreement) • Almaty Protocol on Transit Transport Cooperation and Corridor Development (United Nations) As such the regulator and the operator have mutual interlinks and no further licences or permits would be required.
B.5. Implementation arrangements	The overall "Move Windhoek" project has an outlook based on work done in the SUTMP with a timeline till 2032. However, the attached Low Carbon Transport Pre-feasibility Study covers "Phase 1" which has a timeline as per this application Concept Note 2018 – 2024. This timeline is due in part to the fact that the City of Windhoek (The transport operator) has already started implementing the overall project as per the project plan and schedule and with the support of the Namibian Government's bilateral partner The German government (via its funding and implementing agencies - KfW Entwicklungsbank (Development Bank) and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH). *Figure 5 Part of the new bus fleet*

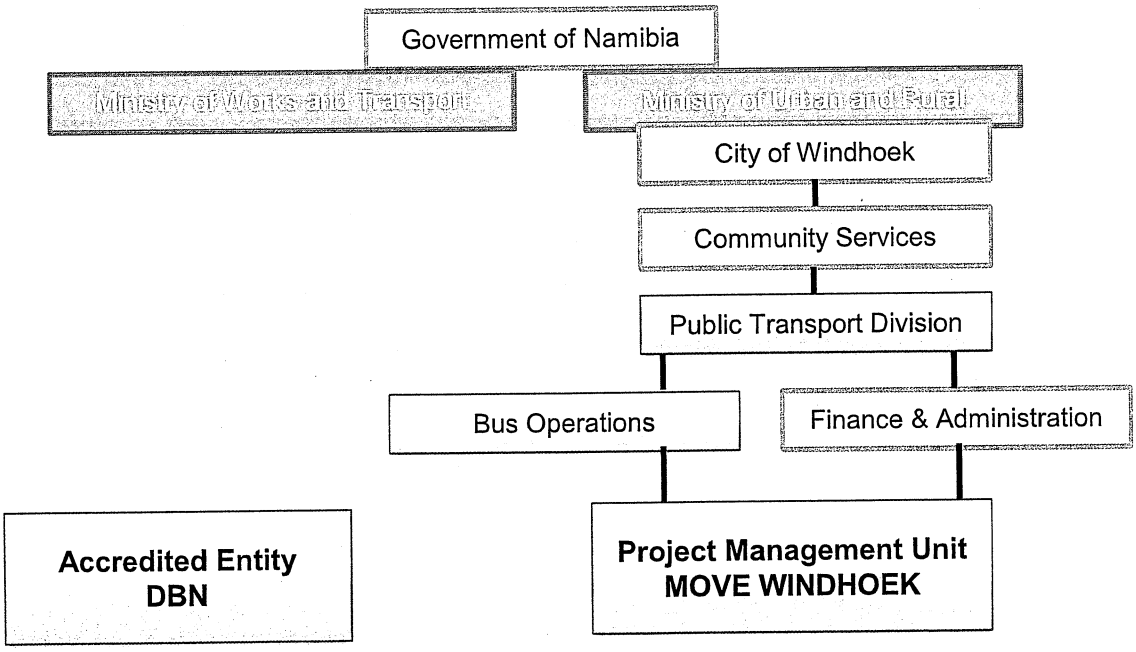
		Phase 1		Phase 2	
	Length of the route (m)	2017	Level of completion	2018-22	Level of completion
Line T1:	11600	2320	20%	9280	100%
Line T2:	11400	0	0%	0	0%
Line T4:	7300	0	0%	3650	50%
Line T11:	2600	0	0%	1560	60%
Line T3:	7200	0	0%	0	0%
Total:	40100	2320		14490	

Line 1, mainly following the Independence Avenue from City Centre (CBS) via Katutura to Wanaheda, is the most central line and will be the first one to be updated to a higher level of operation.

The first upgrade of the system will be from bus to BRT 1.

Operational Arrangements

The responsible Division within the City of Windhoek will be the Public Transport Division.



The division is;

- Tasked with the provision of a safe, reliable, effective, efficient and fully integrated public transport in Windhoek

- Tasked with ensuring that public transport best meets the needs of passengers by improving levels of service and the cost thereof
- Tasked with managing the provision of public transport infrastructure
- Tasked with ensuring mobility and accessibility to the residents of Windhoek.

Although construction on many major components have not yet begun, with the acquisition of a part of the new fleet of buses, the new formatted operational regime has already begun (since March 2016).

The new regime has also instituted a new "cashless" ticketing system.

Key Contractual Agreements.

The City of Windhoek will be the bus operator and so no contracts or additional operational permits will be required. In terms of road and other such infrastructure, construction will commence once the City's planning colleagues have fully permitted construction.

Various construction companies will be selected via competitive bidding processes handled through the City of Windhoek's Tender Board, which is itself regulated and has oversight from the City Council. Further oversight will occur from the competitive tender process according to DBN policies and guidelines and the oversight ministry for local governments (the Ministry of Urban and Rural Development).

All projects will be compliant as required by the existing Environmental Management Act (EMA 2007). The EMA 2007 requires an environmental certificate of compliance be issued for projects which are listed as "Listed Activities". Transportation is listed as a Listed Activity and would therefore require a certificate of compliance. This certificate would be obtainable after an environmental impact assessment (EIA) has been carried out and the projects implications were assessed by the Environment Ministry.

The EIA must be carried out by an independent third party which the EMA 2007 require to be a competent authority.

Full implementation will be developed from the feasibility study to follow.

Strategic Timetable

Standard bus routes will be enhanced along with the development of a rapid transit line (T1) through the project period (2018 – 2024). And so, from the introduction of the new service, the network will be served as a whole system according to the demand levels identified by the Sustainable Urban Master Transport Plan model.

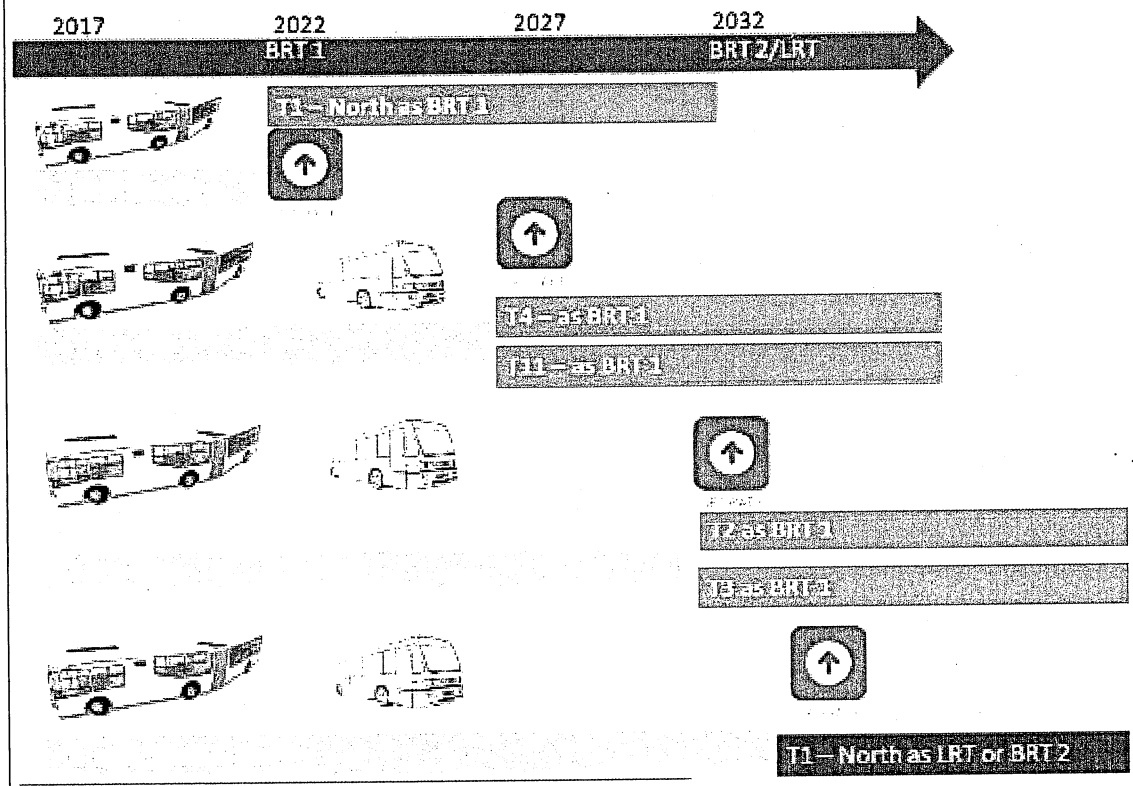


Figure 6 Introduction of the BRT and BRT2/LRT Elements in the Network

The construction timetable sees construction taking place at the following pace;

The timetable also requires development of further supportive actions as detailed below;

Phase	Aspect	Content
2016	Institutional Framework	Realisation of enabling framework as described in PuT corporate plan
2016	Taxi Integration	Redefine the roles of taxi according to international best practice to complement PuT backbones and feeders
2017	Legal Framework	Insure legal framework for provision of public transport service by commercial operators
2017	Land reservation	Land-use for right of way and supporting infrastructure
2017	Monitoring urban development	Balanced development according to the master plan
2017	Revisit demand values	Check the public transport demand values and their impact on SUTMP pre-feasibility study results.
2017 - 2022	Enable policy reforms for public Transport	Integrate the public transport policy reform agenda into the White Paper on transport and in other strategic level documents
2017 - 2032	a. Promote the system development	Organise marketing promotion and awareness campaigns Coordinate the urban development needs and monitor the development patterns

		b. Enable cooperation between the stakeholders	State as a provider of the public transport
		c. Earmarking funds for public transport funding	Start the reforms and gradual change in the institutional setting
		d. Institutional reform and adherence to mobility charter	Cooperation and coordinated action between all stakeholders involved is a pre-requisite for system development and upgrade.
		e. Continuation of cross-institutional cooperation	

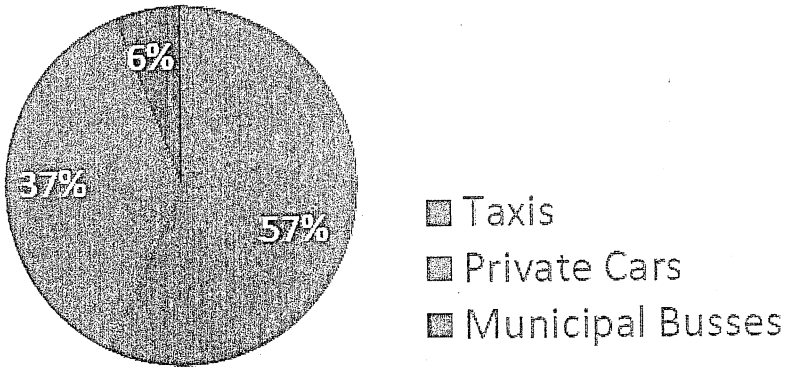
C. Financing / Cost Information

C.1. Description of financial elements of the project / programme

Grant financing and concessional loans will be required and is being requested to help expand the current public transport system so as to reduce the impact of people movement, reduce fossil fuel usage and thus greenhouse gas emissions.

Namibia as a whole has approximately 43% of its population (based on the 2011 census) living in urban areas coupled with a median age of 21, growing from an urban based population of 28% as measured in 2001.

The project therefore has clear beneficiation when the expansion of public transport helps reduce motor car usage from approximately 376 350 000 km per annum with a corresponding people movement via mass transit to an estimated 7 097 994 km per annum.



Namibia although classified as a middle income country has a Gini Coefficient of around 0.63 elaborating the level of inequality with wealth and income distribution amongst the highest in the world. According to DBN reports, 32% of Namibia's population lived below the national poverty line, 29% below the international poverty line and 16% in severe poverty in 2013.

The Government of Namibia has committed itself to the "Harambee Prosperity Plan" which is an action plan to fast track activities and policies to reduce hunger,

increase access to decent shelter, improve youth employment and access to basic social services. (www.op.gov.na). Thus a blend of grant funding and concessional loans is crucial to the success of the transport project and increases the impact of other funds such as ticket income, government subsidy funds and the funding from other Direct Finance Institutions.

CoW budgets on an annual basis for its operations which includes a mix of subsidy support and collected revenue. The financing strategy for this project (priority 1) is proposed to be sought as a mix of equity funding (state funding) and soft loans for fleet and infrastructure from the Green Climate Fund or other eligible agencies along with requisite grants to help facilitate fast tracking of "greening" measures.

This phase of the project is estimated to cost approximately USD 50 million towards initial investment. Part of the needed bus fleet has been procured already in the interim with the provision of the new MAN Fleet is co-financed by the Municipality (CoW) and the Ministry of Works and Transport are being supported by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

The table below clearly shows that for a paradigm shift to take place, huge investment needs to take place and is disaggregated here.

Table: CAPEX Financing Requirement

	Initial Investment
1. Infrastructure	27.11714
2. Hybrid Pilot	0.869285714
3. Solar Pilot	21.85061224
4. Rainwater Harvesting	0.159285714
Totals	49.99632367

Analysis centres on the entire public transport network of Windhoek and the interdependencies with local, national and regional public transport systems.
The operator being a municipality is a partially subsidised service from the public sector and all cost will be structured through public funds.

The sub-components minus subsidies are broken down (based on local currency) to be;

ITEM / COST	**YY 1-7 In USD**
Route construction/road upgrade	11.39071
Facilities construction	7.677143
Fleet purchase (Conventional)	0
Fleet purchase (Hybrid)	0.869286
Fleet & Solar purchase (Solar Plant & Electric)	21.85061
Rainwater Harvesting	0.159286
Stations' construction, incl. CBS and Depot	
Land Acquisition BRT	3.11
Systems (associated construction, installations)	

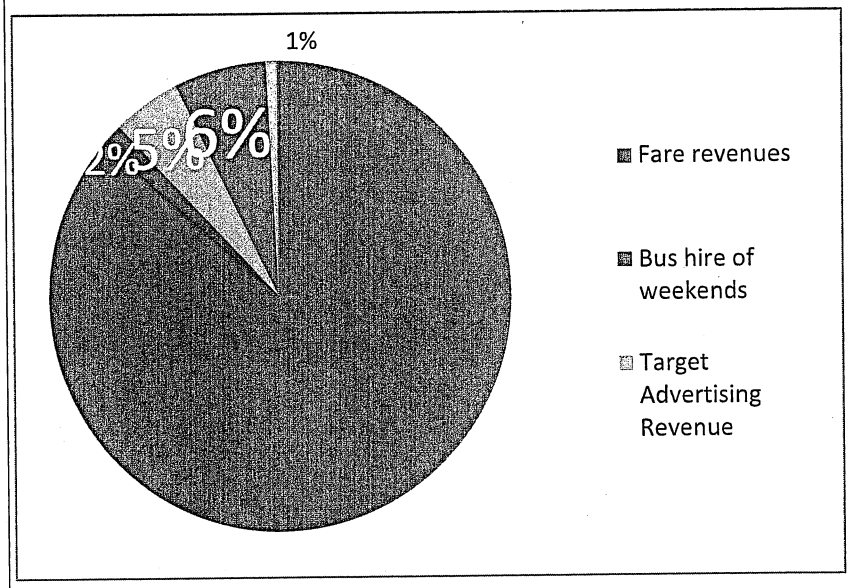
CAPEX Risks and other costs	4.939286
TOTALS	49.99633

Revenue Blend:

The financial outlook of the proposed project shows that budgeted income from revenue will only cover USD 68.8 million for the 7 year period. This shows that the level of Grant funding support will be required to facilitate a definitive paradigm shift.

Table: Revenues

Category	**YY1-7**	
Fare revenues	**59.44**	**86%**
Revenues on Weekdays	44.81	65%
Revenues on Saturdays Christmas and NY eves	8.72	13%
Revenues on Sundays and public holidays	5.92	9%
Other revenues	**9.37**	**14%**
Bus hire of weekends	1.04	2%
Target Advertising Revenue	3.34	5%
Smart card replacing	0.09	0%
Fine collection	4.33	6%
Miscellaneous (selling buses)	0.57	1%
Total revenues	**68.8**	**100%**



- a financial model that includes projection covering the period from financial closing through final maturity of the proposed GCF financing with detailed assumptions and rationale;

A number of assumptions drive the financial model such as;

- The Net Present Value (NPV) is calculated at the discount rate set at 10%, and is applied to operational side only, since infrastructural and fleet/rolling stock acquisition rolling / investments are considered under funding from public sector obligation sources.
- The prices of imported goods (LRT rolling stock and BRT fleets) are included at current market level.

		• The level of risks/other costs that may occur during implementation of the project is integrated into the cost mode and is set at 10% for CAPEX and 5% for OPEX. The effect of inflation is not taken into account.				
C.2. Project financing information		**Financial Instrument**	**Amount**	**Currency**	**Tenor**	**Pricing**
	Total project financing (a) = (b) + (c)		.....50..... ...	million USD ($)		
	(b) Requested GCF amount	(i) Senior Loans (ii) Subordinated Loans (iii) Equity (iv) Guarantees (v) Reimbursable grants * (vi) Grants *	.....34	million USD ($) million USD ($) million USD ($) million USD ($) million USD ($) million USD ($)	(15) years ( ) years	(5) % ( ) % ( ) % IRR
		** Please provide detailed economic and financial justification in the case of grants.*				
		Total Requested (i+ii+iii+iv+v+vi)	.....34..... ...	million USD ($)		
	(c) Co-financing	**Financial Instrument**	**Amount**	**Currency**	**Name of Institution**	**Seniority**
		Subordinated Loans Options Options Options	.....15.....	million USD ($) million USD ($) million USD ($) million USD ($)	....	pari passu Options Options Options
		Lead financing institution: ...DBN.....				
	(d) Covenants					
	(e) Conditions precedent to disbursement					

D. Expected Performance against Investment Criteria	
Please explain the potential of the Project/Programme to achieve the Fund's six investment criteria as listed below.	
D.1. Climate impact potential *[Potential to achieve the GCF's objectives and results]*	The project has definitive mitigation impacts as clearly highlighted with the: • change in mobility behaviour (Shift from cars to buses) • reduction in vehicle kilometers (From 171 million km to 7 million km) • low carbon impact pathways (Solar Power generation – 0.4 MW) • low carbon transportation (Hybrid / Electric – 17 buses) • reduced fossil fuel use • corresponding GHG reductions outlined in the estimates. • high direct beneficiary numbers (170 000 direct beneficiaries) • High replicability It is expected that the implementation of the proposed project elements (fleet expansion, solar pilot, hybrid pilot and rainwater harvesting) will save approximately 25,000 tonnes of CO_2 per annum, out of which more than 24,000 will stem from the implementation of the fleet and network expansion project described in more detail in the pre-feasibility-study of June 2015. This saving would occur on a continuous and sustainable basis and the initial impacts are disaggregated below; **Mitigation Potential** CO_2 saving tons p.a. (against the Baseline Scenario) Fleet Expansion Diesel 24,261 LPG full fleet 1,473 Solar pilot 427 Solar park 9,616 Hybrid pilot 244 Full hybrid 1,914 **Beneficiaries**: As the project targets public transportation within the capital city which itself also acts as a cross road to the country and regional transport movement, the number of direct beneficiaries will be in excess of the city's public transport population which currently stands at approximately 170 000 persons.
D.2. Paradigm shift potential *[Potential to catalyze impact beyond a one-off project or programme investment]*	The proposed Move Windhoek project has the following potential areas; **Scaling-up** The options 5 (hybrid buses) and 7 (electric bus / solar component) offer clear opportunity for upscaling to 100% of the bus fleet once a clear study has been undertaken to identify any risks or challenges that the bus operation faces with these technologies identified. **Knowledge sharing** Clear lessons can be gathered and shared from the Move Windhoek project. Option 7 has a definitive mitigation and paradigm shift benefits and are encouraging to say the least at this time with a sister city (Cape Town, South Africa) embarking on a tender to procure a similar technology. This would provide near field added support to the CoW operations.

	The initial pilots in both Namibia and South Africa would be complementary and the launch needed to provide on the ground knowledge banks and ensure a base for sustainability. Further, Move Windhoek has already committed to carrying out fleet expansion and testing of new bus types[4] such as the articulated buses with the current test bus being 22 meters long and has a seating capacity for up to 120 passengers plus additional standing passengers. **Enabling Environment** Options 5 and 7 of the Low Carbon Transport pre-feasibility study as stated above provide clear opportunities to transform urban transportation in Africa and beyond while providing compelling evidence of a low-carbon way forward for transportation and knowledge growth. This project once fulfilled will definitely help move perceptional barriers to low carbon transport use especially for urban transport use. The public transport system although now reformed, existed before the project and in essence is a paradigm shift from the status quo. As such the project possesses a natural sustainability effect if implemented fully and consistently. The sustainability of the project is clearly defined by the implementation plan as outlined by the SUTMP and the initiative of the initial steps already taken. **Regulation and Policy** Being a break away from the status quo transport system that exists, this project helps inform regulation and policy in so many ways. Least of which will be how law makers can set incentives for transport operators that demonstrate clear commitment to low-carbon pathways. Impacts on the future national climate change strategy / strategies will also benefit from this project as any future inputs or decisions will be effectively informed. We also see further impacts on the energy industry when the technology starts to be mainstream and charging stations become relevant. Room also exists for a better understanding of the operational metrics that would ultimately inform the role of Public/Private partnerships (PPP) or other such cooperative models.
D.3. Sustainable development potential *[Potential to provide wider development co-benefits]*	The project will be a game changer for Namibia and so benefits will be felt across the socio-economic groups affected. Concrete estimates related to the direct and indirect monetary as well as non-monetary co-benefits due to the upgrading of the present bus service are provided in the Corporate Plan of the Pre-Feasibility Study for the SUTMP. Jobs created will amount to approximately 60 direct jobs added resulting in a final full time direct job number of 330. Indirect jobs have not been quantified at this stage but up to a 1000 indirect jobs is not unrealistic. According to the findings of the SUTMP, an average four-person household will save about USD50 per month, which is about 36% of the average household´s transport budget. Moreover, persons travelling for education (i.e. pupils and students) will benefit most from the improved public transport system with an estimated cost saving of 43%. In terms of absolute numbers, the cost savings were estimated as

[4] http://movewindhoek.com.na/news/city-windhoek-tests-articulated-bus-urban-transport

	• USD9.64 per average worker per month • USD16.43 per average pupil/student per month • USD7.14 per average part time/unemployed person per month. Based on an estimated 150,000 person trips utilizing public transport per week as a result of the project, the estimated total household savings are on the order of USD5 million per annum. Foreign currency savings will also accrue based simply on the fact that Namibia is not an oil producing nation and imports a major portion of its electricity. However, the foreign currency impact has not yet been fully quantified. Transport affects Windhoek's resident's daily lives in different ways, for instance in getting to and from work or being able to access essential services such as health, education, recreation in all areas of the City and for all parts of the population. Clear planning in the SUTMP has taken into account the needs for access to services. The Move Windhoek project once fully implemented will improve access to all social services that would otherwise be delayed or even restricted. No clear environmental impact assessment has been carried out at this stage but the indicative outcome of the project has clear benefits that will benefit air quality and GHG reductions to very appreciative levels once fully implemented. This is a matter to be fully defined in further studies. The Project provides improved gender sensitive access. In the Windhoek area, 76% of income is derived from salaries and 66.2% are female headed households that depend on their salaries. It stands to reason therefore that effective transport will be a clear impact on income availability and quality of life. The Move Windhoek project will definitely enhance access to work and increase productivity levels and certainty.
D.4. Needs of recipient *[Vulnerability to climate change and financing needs of the recipients]*	Namibia has had noticeable changes in climate as captured and detailed in the Namibian Vulnerability and Adaptation assessment report (2008). The report indicates that increased droughts and higher variability in rainfall can be expected and are currently being experienced. The predicted increases in temperature and evaporation, and increased rainfall variability, will exacerbate the existing challenges faced by Namibia as the driest African country south of the Sahara. From the perspective of this project, the indication is therefore increased urbanization as the effects of climate change increase hardship on rural residents. This in turn will increase mobility of the populace and definitely increase the rate of public transport or even general mobility needs overall.

D.5. Country ownership *[Beneficiary country ownership of project or programme and capacity to implement the proposed activities]*	Namibia is a signatory to United Nations Framework Convention on Climate Change and has thus prepared its National Communications up to and including the most recent Third National Communication to the UNFCCC (Ministry of Environment and Tourism, 2015) As a response to Namibia's obligations under the United Nations Framework Convention on Climate Change (UNFCCC) as ratified in 1995, Namibia was one of the first countries in Africa to have developed and prepared a comprehensive Climate Change Policy (GRN, 2011) as well as a Climate Change Strategy and Action Plan (GRN, 2015). While the National Policy on Climate Change of 2011 formulates the national vision on addressing climate change, the National Climate Change Strategy and Action Plan is the key instrument to implement the Policy over a period of eight years from 2013 – 2020. Namibia is implementing the National Climate Change Strategy & Action Plan (NCCSAP) for the periods 2013 – 2020. A number of strategic aims are outlined in the NCCSAP (2013 – 2020) framework covering the agendas of Adaptation, Mitigation and Cross-cutting issues. Under mitigation and specifically towards "sustainable energy and low carbon development", the strategic aim is to; I. Foster other forms of transportation that do not contribute or have less GHG emissions by introducing improved transportation systems II. Promote fuel efficiency in transport systems toward low GHG emission III. Promote and develop renewable energies at all levels to reduce GHG IV. Develop and diversify secure energy backup system (energy security) and efficient use of energy V. Promote reduction of GHG emissions from industries (both public and private) Namibia´s Climate Change Action Plan Framework breaks down the activities under each transport-related strategic aim in more detail. The following activities, which would be an integral part of the proposed project, are listed explicitly: • Look into ways to improve the transport system e.g. through transport master plan including biking, walking particularly in urban towns and sustainable public transport • Explore other possible means of transportation that have less or do not contribute to GHG emission • Improve quality of services (especially in terms of duration of travel to desired destination and cleanliness) to attract mass population e.g. public transport • Encourage fuel switching, for instance to the use of LPG. Namibia´s Vision 2030 envisages that, by 2030, a "safe and cost-effective transport infrastructure is available throughout the country, as well as specialized services, in their different modes, to balance its demand and the supply thereof, in an economically efficient way." The proposed project would contribute directly towards the achievement of this vision. Namibia´s Fourth National Development Plan NDP5 covers the period 2017 – 2022. Among others, a desired outcome of NDP5 with regards to public infrastructure is that "By 2022, Namibia shall have a well-functioning, high quality transport infrastructure [...]". The proposed project is fully aligned with this outcome.

	Given Namibia's history, the City of Windhoek has a considerable history of providing public transport and other public service delivery such as Fire, Police and Rescue Services. These all require an active fleet, well trained personnel and responsive scheduling The Municipality (CoW) and the Ministry of Works and Transport is being supported by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, who have over-seen the elaboration of the "Sustainable Urban Transport Master Plan for Metropolitan Windhoek (MWT, 2013)" and a pre-feasibility study titled "Pre-Feasibility Study for the Sustainable Urban Transport Master Plan (SUTMP) for Windhoek including Rehoboth, Okahandja and Hosea Kutako International Airport" of June 2015. The CoW has along with its partners and key stakeholders, have conducted various community forums, meetings and has an active web portal http://www.movewindhoek.com.na/ which details all actions and receives public comments and complaints towards system improvement.
D.6. Effectiveness and efficiency *[Economic and financial soundness and effectiveness of the proposed activities]*	Provide details of the below and specify other relevant factors (i.e. debt service coverage ratio), if available.

Overview	Reference fleet	CO2 Saving	Investment	Operational Cost Differential	Required Subsidy for first 7 yrs	Mitigation Cost per to of CO2
	Units	ton p.a.	Mio NAD	Mio NAD p.a.	Mio NAD	NAD
Solar pilot	58	3,538	305.90	21,71	108,30	**108,86**
Hybrid pilot	10	244		-0.11	-0.92	**3,604**

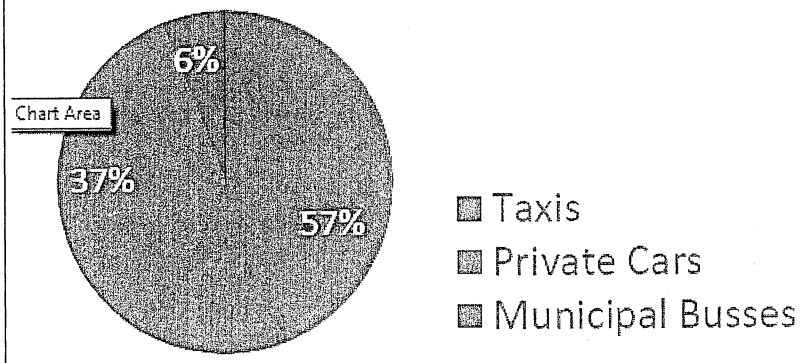
- Co-financing ratio (total amount of the Fund's investment as percentage of project)
- Economic and financial rate of return
  - With the Fund's support
  - Without the Fund's support

E. Brief Rationale for GCF Involvement and Exit Strategy

Please specify why the GCF contribution is critical for the project/programme.

Please explain how the project/programme sustainability will be ensured in the long run, after the project/programme is implemented with support from the GCF and other sources.

Should there be no support for the establishment of a high-performing public transport system in Windhoek during the next few years, it is to be expected that the presently predominant private taxi system will fill the gap and establish itself as the main form of public transport.



In future, it would then be very difficult to replace the present vehicle sizes by more eco-friendly and less traffic-space consuming vehicle types.

F. Risk Analysis

Please describe the financial and operational risks and discuss mitigating measures.

Based on the fact that the operator is a Municipality, the risk factors are very different from that of a private operator. However the risk profile is very relevant and cannot be dismissed. The table below outlines the risks and the mitigation that would mitigate the effect of the risk.
The highest risk comes from sustainability and passenger acceptance.

	Risk factor	Mitigation
Financial risks:	CAPEX cost inflation	Further costs reassessment at the feasibility study level
	Lack of funding	Earmarking funds for public transport funding - Institutional reform and adherence to mobility charter - Continuation of cross-institutional cooperation
	High CAPEX costs	Grant funding to cover initial CAPEX items such as Hybrid, Electric busses and the needed infrastructure, training and regulations to ensure continuity of the paradigm shift.
Operational risks:	Uncertainty in system acceptance	Work with marketing department at early stages of the system introduction to assure public awareness - Campaigns to advertise the system – improve image - Adherence to implementation and operational concepts
	Passenger number miscalculation – higher than anticipated	Constant monitoring of passenger numbers / economic signals
	Passenger number miscalculation – higher than anticipated	Constant monitoring of passenger numbers / economic signals
	Change in mobility pattern	Constant system monitoring Legislation / Possible toll fees to dissuade use of other mobility methods
	Residence distribution	Monitor inhabitant behaviour
	Absence of the policy environment for system improvement	Integrate an public transport policy reforms into the White Paper on transport and other strategic level documents - Adherence to corporate plan

		- Cooperation between the involved stakeholders
	Lack of skill for Hybrid Bus technology	Include training component in delivery contract - Organise needed training capacities for drivers, include training programmes into the capacity building plans (including study / training of public transport operation at peer institutions world-wide, hiring driver trainers, etc.).
	Lack of skill for Electric Bus technology	Include training component in delivery contract - Organise needed training capacities for drivers, include training programmes into the capacity building plans (including study / training of public transport operation at peer institutions world-wide, hiring driver trainers, etc.).
	Lack of skill for LRT technology	Include training component in LRT delivery contract - Organise needed training capacities for LRT drivers, include training programmes into the capacity building plans (including study / training of public transport operation at peer institutions world-wide, hiring LRT driver trainers, etc.).
	Maintenance / Technology challenges	Include technical support in delivery contracts and have clear spares and maintenance delivery parameters.

At this point, no environmental impact or social safeguard has been carried out to date. However, the SUTMP feasibility study annexed to this Concept Note delves into the environmental aspects (Pre-feasibility study section 8.5.1) of the project from a purely engineering point of view.

Key area / activity	Issue raised	Mitigation required
Land Use/Right of Way	Planned operational improvements 2018 – 2024 period.	Construction to take place within the existing right of way and so no new right of way / land challenges are expected during the
	Planned operational improvements 2024 and beyond.	expansion beyond this involving expansion of the BRT systems will however necessitate additional construction works and acquisition of improved right of way lands

G. Multi-Stakeholder Engagement

On Wednesday 18 November 2015 a great milestone for the urban transport system in Windhoek was reached by officially launching "Move Windhoek", the brand for the implementation of the Sustainable Urban Transport Master Plan (SUTMP) for City of Windhoek and its surrounding areas. At the launch the first new bus was officially handed over to the City of Windhoek.

On the 24th of November "Move Windhoek" started its tour through Windhoek with an information bus. The goal of this bus is to introduce the population of Windhoek to a modern bus network. The City Of Windhoek together with GIZ created the information bus, which will explain to the people how the bus system works and convince them from its advantages. Every Tuesday and Thursday the bus will be placed at different locations in Windhoek and inform people about the new bus lines which are operating since mid of August in Katutura.

The kids are not left out either, they can also engage in the Information desk by creating their own buses. The company MAN, who also produced the new buses for Windhoek, sponsored bus

templates for the kids. While the kids enjoy making the little bus templates the adults have the chance to ask questions about the project and get the timetables for the new bus lines.

Figure 7 Stakeholder briefings – 2015 (move Windhoek website)

H. Status of Project/Programme

1) A pre-feasibility study is expected to be completed at this stage. Please provide the report in section J. **PROVIDED**
2) Please indicate whether a feasibility study and/or environmental and social impact assessment has been conducted for the proposed project/programme: Yes ☐ No X
   (*If 'Yes', please provide them in section J.*)
3) Will the proposed project/programme be developed as an extension of a previous project (e.g. subsequent phase), or based on a previous project/programme (e.g. scale up or replication)?
   Yes ☐ No X
   (*If yes, please provide an evaluation report of the previous project in section J, if available.*)

I. Remarks

J. Supporting Documents for Concept Note

X Map indicating the location of the project/programme
X Financial Model
x Pre-feasibility Study (SUTMP)
☐ Feasibility Study (if applicable)

☐	Environmental and Social Impact Assessment (if applicable)
☐	Evaluation Report (if applicable)

ANNEXURE C

Inquiry into the Low Carbon Public Transport Concept Meeting
Tuesday, 30 July 2024 @ 10h30
Boardroom E206
City of Windhoek

PRESENT

City of Windhoek (CoW)

- Clarence MU Rupingena – Strategy Advisor: Smart Cities and Transport
- Erwin Kamundu – Section Head: Planning and Control
- Imanuel Johannes – Public Transport Planner
- Tjavanga Hengari - Control Room Operator: Public Transport
- Patricia Sem - Control Room Operator: Public Transport
- Hilda TN Nathnael – Coordinator: Smart Cities and Transport

Beyond Zero Energy (BZE)

- Dr. Jerry Mameja
- Ernst Keister

AGENDA

- Introductory between BZE and CoW

DISCUSSION

BEYOND ZERO ENERGY

On 26 February 2018, the City submitted a concept paper with the Green Climate Fund, requesting 52uSD to develop a low carbon transportation system. The BZE with the GCF are working on a project with the Environmental Investment Fund (EIF) in the Ministry of Environment and Tourism to get Namibian entities accredited to the GCF (The GCF supports developing countries on carbon related projects.)

The GCF works through the Nationally Designated Authority (NDA) responsible for climate related projects in Namibia. To implement a project, the Ministry needs to nominate direct access entities which gets accredited to receive funding from the GCF.

There are also carbon credits, divided into: compliance market (where entities are required to comply with emission targets during a certain time period) and the voluntary carbon market (where entities voluntarily exchange or trade carbon credits as they implement climate resilient

projects.) Namibia doesn't have any of these yet, there is a framework on the compliance carbon market that is being developed.

The BZE got Korean companies to collaborate with Namibian companies to pick up on carbon credits. The BZE is currently creating a digital platform where Korean companies can invest in projects and pick up on carbon credits. DBN is leading this process and there will be a delegation going to Korea to meet with these companies (i.e Hyundai, Kia, LG and Samsung). The City can link up with these companies.

This BZE wants to revive the project submitted by the City through the Development Bank of Namibia (DBN). These are the typical projects smart cities must have.

CITY OF WINDHOEK

- ***Low carbon transportation system***

The City through funding from KfW consulted GOPA Consulting and Dr. David Jarred to plan the transport system. Although the City did not have a challenge of carbon emission in Namibia, the city submitted the concept note. The City was working with Cape Town to pilot electric buses however the project ended when the Head of Department in the Cape Town office left.

A project of this magnitude is a National project. The project lead from the City was Mr. Mayumbelo and the Ministry was represented by the Director of Transport, Dr. Cedric Limbo.

- ***Clean Mobility Transition for the City of Windhoek***

On 31 July 2023, the City submitted another similar project "*Clean Mobility Transition for the City of Windhoek*" through the MAF to the DBN that can also be considered. (Mr. Kamundu)

- ***Reviving the Low Carbon transportation system project***

The City is excited that the project is being revived. The city needs infrastructure and resources to offer an impactful service to the residents.

The City needs to get the by-ins of the ministries (Ministry of Works and Transport, Ministry of Urban and Rural Development and Ministry of Environment) (Mr. Rupingena)

These projects in Namibia don't have a potential to attract investors other than getting grants and this is why the Ministries play a big role.

BEYOND ZERO ENERGY

The National Designated Authority (NDA) developed a National Determined Contribution (NDC) stated a USD15 billion budget that needs to be supported by 2030. There are no projects

to support but this low carbon emission project can be supported and DBN is being accredited as a medium enterprise (can receive USD 200-250 million per project) and they can receive funding for this project.

The DBN also has readiness funding to develop the concept to the level where it is ready to go for funding.

A project of this magnitude will only work with a robust and smart capital structure. It might even have up to six (6) funders, i.e. grant, passion funding (where you get money and start paying in 20 years), equity, normal debt, etc.

RESOLVED

BZE

- To arrange engagement with DBN
- To arrange a meeting with Petrus from MoE

CoW

- Inform the CEO of this project

Meeting adjourned at 11h45

ANNEXURE D

Inquiry into the Low Carbon Public Transport Concept Meeting
Monday, 19 August 2024 @ 10h00
City of Windhoek

PRESENT

City of Windhoek (CoW)

- Clarence MU Rupingena
- Johanna Shikukutu
- Kenneth Neumbo
- Toini Paulus
- Hilda TN Nathnael

Beyond Zero Energy (BZE)

- Jerry Mameja
- Ernst Keister

Development Bank of Namibia (DBN)

- Mahevo Kadhepa

AGENDA

- Introductory between DBN and CoW

DISCUSSION

BEYOND ZERO ENERGY

The Green Climate Fund (GCF) is a United Nation's (UN) funding for adaptation and mitigation for developing countries. In order for organizations to access this funding, they need to be accredited. BZE is working to accredit entities such as DBN and AgriBank.

Mitigation is about reducing greenhouse gas emissions and on mitigation, DBN is key.

Adaptation has to do with resilient. Projects under this umbrella include, agriculture, ecosystem management, water, etc. Entities such as AgriBank fall under this theme.

DBN Accreditation application was submitted to the GCF and there is a planned trip to GCF end of September to discuss the application approval process.

The National Determining Contribution (NDC) document states that USD15 billion (USD9 billion is for mitigation and USD6 billion is for adaptation) that we need for climate funding by 2030. Therefore, we need to unlock funding to make this dream a reality.

- ***Low carbon municipal buses project***

GCF is looking for impactful projects. Through the accreditation process, BZE picked up the proposal for low carbon municipal buses project that was previously submitted by CoW. The proposal needs to be revised but BZE sees potential for this project and is one of the projects they want to revive. This project can be co-financed and co-blended through various funding structures, i.e. grant funding.

BZE reached out to the Director of Multi-Lateral Affairs, Ministry of Environment. He said the project halted when the GCF asked that the project be submitted under the project specific accreditation (PSA), that allows countries that are not credited to submit projects.

BZE reached out to GIPF with the City's proposal for low-carbon public transport in Windhoek because GIPF owns shares in China's BYD, the world's largest manufacturer of plug-in electric vehicles. BZE is seeking a by-in by the City.

The project team must have an engagement with GIPF to discuss this project further.

- ***Trip to Korea***

BZE is planning a trip to Korea to go present a proposal on upcoming country's projects. It will be advisable for the City to participate on this project.

CITY OF WINDHOEK

- ***Public transport in Windhoek***

Public transport in the City will impact more lives. People don't have access to job opportunities because of the way the city was planned. Schools, hospitals, offices, etc. are far from the people. Public transport is an enabler to reduce mobility poverty. The Sustainable Urban Transport Master Plan (SUTMP) has identified working on improving mobility between Windhoek and neighboring towns i.e. Okahandja, Rehoboth and Hosea Kutako Airport.

Further, CoW needs buses incase there is a need to evacuate people in a case of a code red. We have no capacity to react in an emergency.

CoW need to have a fully-fledged system, proper bus stops, that has schedules where the bus comes every 10 minutes. This will reduce the number of vehicles on the road.

- ***Stakeholder engagement***

This project involves many stakeholders, such as Ministry of Urban and Rural Development, Ministry of Works, Ministry of Environment, Min of Finance. We need to get these

stakeholder's together. The Mayor of CoW needs to be briefed so she can have courtesy calls with the Ministers.

- ***KfW Funding***

There City received grant funding from KfW worth 11million EURO for the construction of non-motorised transport infrastructure to reduce CO2. By 2026, construction must start. This is part of implementing the SUTMP.

- ***Working with BYD***

There was a request from the City to BYD to work on a pilot project through the City of Cape Town. This project had challenges but should be revived.

DEVELOPMENT BANK OF NAMIBIA

DBN grant funding is very conditional. They fund projects where there a high-level number done, to avoid risks as much as possible. The low-carbon public transport in Windhoek project are the types of projects DBN can support.

DBN has a credit line with KfW where they can also get funds to make this project work.

RESOLVED

BZE

- To assist CoW with item submission to Council
- Share the energy proposal to be presented in Korea
- Arrange engagement with GIPF

CoW

- Request to council
- Prepare brief for the Mayor
- Prepare letters to the Minister of Transport
- Set up a steering committee
- Request to accompany BZE on upcoming trips
- Public Transport Division, to quantify the number of buses

Meeting adjourned at 11h05

ANNEXURE E

Outline of the strategic steps

1. Engagement with the City Council		
	Objective:	The primary goal is to secure the City Council's buy-in and gauge their interest in advancing the carbon-free transportation project. The City Council's role in this project is to express their willingness to reactivate the project, engage the line ministry and all relevant ministries and set the necessary steering structure to steer the project, and their support will lay the groundwork for all subsequent actions.
	Action	The Chief Executive Officer will initiate engagement with the Council to present the project's potential benefits, discuss any concerns, and secure their endorsement. This engagement will also help to identify critical stakeholders within the Council who can champion the project moving forward, bringing a promising future for transportation in Windhoek.
2. Re-opening discussions with vital financial institutions		
	Objective	To explore and confirm further deliberations with critical financial bodies that can provide the necessary funding and resources for the project. Establishing a robust economic foundation is essential for the project's success.
	Action	The Chief Executive Officer will simultaneously re-engage with the National Designated Authority (NDA) and the Development Bank of Namibia (DBN). These discussions will solidify their commitment to the project and explore potential funding avenues such as grant funding. Early-stage financial support from these institutions will be crucial for the project's viability and momentum.
3. Stakeholder consultations		
	Objective	To ensure that the project aligns with the broader urban and national development goals and to obtain the necessary approvals from relevant governmental and non-governmental stakeholders. Collaboration with key stakeholders will be instrumental in overcoming potential regulatory or logistical challenges.
	Action	Following the successful engagement with the Council and the NDA, The Chief Executive Officer will engage with the Ministries of - Transport; Urban and Rural Development; Environment, Forestry and Tourism; and other relevant stakeholders. These consultations will focus on securing their support, addressing regulatory requirements, and ensuring the project complements existing infrastructure and development plans.
4. Proposal revision and expansion		
	Objective	To update and enhance the project proposal by incorporating new data, expanding the scope of services, and addressing additional project elements. A comprehensive and up-to-date proposal will be critical in securing further stakeholder and financial support.
	Action	The Office of the Chief Executive Officer will revise the concept note to include critical components such as road network redesign, integration of dormitory towns and peri-urban suburbs, development of transportation corridors, air quality monitoring and impact analysis and other relevant elements. This revision will consider the feedback and data gathered from stakeholders and potential funders. The proposal will be updated following the completion of Steps 1-3 and contingent upon securing project preparation funding from DBN, GIPF, NDA, and other sources.
5. Engagement with potential sponsors and international participants		
	Objective	To attract sponsorship, international expertise, and potential partnerships to enhance the project's scope and implementation. Leveraging

		international experience and resources will ensure the project's success and sustainability.
	Action	The Chief Executive Officer will reach out to potential sponsors and international participants, including BYD (China), Hyundai EV (Korea), Seoul National University Smart Cities Division (Korea), the City of Cape Town, and others. The Chief Executive Officer will explore their interest and potential levels of participation and support. Additionally, we propose a possible visit to Korea and China within DBN's collaboration agreement with Korea. The details of these engagements, including any agreements or partnerships, will be promptly shared with the City of Windhoek team to ensure transparency and collaboration.
6. Submission of revised funding proposal		
	Objective	To secure grant funding from international development finance institutions (DFIs) and other potential sources. Access to substantial financial resources will be essential for the successful implementation of the project.
	Action	The Chief Executive Officer will submit a revised project proposal to major international funding entities, such as the Green Climate Fund (GCF), Climate Investment Funds (CIF), KfW, Development Bank of Southern Africa (DBSA), and other development finance institutions (DFIs). Additionally, the Chief Executive Officer will ensure that the project is included in the DBN project pipeline as part of its accreditation process. This will help streamline access to funding and facilitate the project's advancement.

Krotz (K.A)

Subject:	Windhoek Urban Structure Plan - Outstanding inputs
Location:	Alderman Matheus Shikongo Committee Room
Start:	Wed 9/25/2024 08:00
End:	Wed 9/25/2024 11:00
Show Time As:	Tentative
Recurrence:	(none)
Meeting Status:	Not yet responded
Organizer:	van Rensburg (P)
Required Attendees:	Matyayi (M); Adams (DR); Hekandjo (OA); Ngairorue (B); Rupingena (CMU); Maanda (F.I); Endjala (V); Asino (KM)
Optional Attendees:	Krotz (K.A); Nanyemba (A)

Good morning All,

Please note the time change upon request of the CEO just received.

Regards,
Pierre

Good afternoon, Colleagues,

Following today's SEF recommendation, I'm sharing this invite to provide a final opportunity for any last inputs before the submission proceeds to MC.

The latest version of the document can be found here as before: T:\UTP\SUS DEV\Structure Plan\WUSP 20 Aug 2024.pdf

Angie, could you please assist with booking the venue?

Regards,
Pierre

25/9/2024.

Windhoek Urban Structure Plan - Outstanding inputs - Mee...

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The following responses to this meeting have been received:

Name	Attendance		Response
van Rensburg (P)	Meeting Organizer	Meeting chair	None
Krotz (K.A)	Optional Attendee		None
Nanyemba (A)	Optional Attendee		None
Matyayi (M)	Required Attendee	In attendance, left 11h20	None
Adams (DR)	Required Attendee	In attendance	None
Hekandjo (OA)	Required Attendee	In attendance	None
Ngairorue (B)	Required Attendee	In attendance	None
Rupingena (CMU)	Required Attendee	In attendance	Tentative
Maanda (F.I)	Required Attendee	In attendance	None
Endjala (V)	Required Attendee	In attendance	None
Asino (KM)	Required Attendee	In attendance.	Accepted

MEMORANDUM

The Gateway to Endless Opportunities

TO : Acting Chief Executive Officer

FROM : Strategic Executive: Urban and Transport Planning

ENQ : Mr P van Rensburg

CC : Mr VV Endjala, Manager Sustainable Development

DATE : 18/12/2024

Dear Mr Hekandjo,

RE: WINDHOEK URBAN STRUCTURE PLAN: SUBMISSION TO MC

1. PURPOSE

The purpose of this memorandum is to provide your office with an update on the progress of the matter following the resolution of the Strategic Executive Forum (SE Forum) on 19 September 2024 and to formally request its inclusion on the agenda for the next Management Committee (MC) meeting.

Your attention to and consideration of this request are greatly appreciated.

2. INTRODUCTION AND BACKGROUND

During the discussion on the release of the Windhoek Urban Structure Plan (WUSP) for mandatory public consultation on 19 September 2024, the SE Forum recommended the submission to the Management Committee, subject to a final meeting with internal stakeholders being held before the end of September 2024.

This meeting was conducted on 25 September 2024, during which extensive discussions took place. It was concluded that, in addition to the inputs captured during the meeting, the Strategy Advisor for Smart Cities would be granted the opportunity to provide further inputs by no later than 4 October 2024. These additional inputs were duly considered, and feedback is hereby provided.

While the comments were under review, a presentation of the Strategic Environmental Assessment (SEA) was held. The outcome of various sessions highlighted the need for alignment between the strategic outcomes of the SEA and the WUSP. Consequently, the project teams working on both documents convened after receiving draft information from the Department of Economic Development and Community Services (EDC) at the end of November. The final aligned feedback, received on 11 December 2024, has now been incorporated into the WUSP.

24/01/2025

3. CONSIDERATION OF COMMENTS FROM THE STRATEGY ADVISOR: SMART CITIES

1. *The Windhoek Urban Structure Plan is recommended to incorporate a comprehensive inventory of all rivers in and around Windhoek, including primary and minor watercourses. This inventory should identify and categories rivers based on their ecological and hydrological significance.*

   In addition to the inventory, the plan should clearly outline land-use policies related to river zones. These policies should specify:

   - Permitted and prohibited land uses along riverbanks and adjacent areas.
   (a) Permitted and prohibited land uses along riverbanks and adjacent areas, which should at a minimum consider the following:
   (i) Environmental Conservation and Green Corridors,
   (ii) Public Open Spaces and Recreational Areas,
   (iii) Sustainable Housing and Low-Density Residential Development,
   (iv) Urban Agriculture and Community Gardens,
   (v) Stormwater Management and Water Retention Zones,
   (vi) Eco-Tourism and Educational Facilities,
   (vii) Mixed Land Uses (but with Strict Policies or Regulations), etc.

Following discussions between the two teams, it was agreed that the categorization and classification of natural features, such as rivers and streams, while acknowledged within the context of applicable development restrictions, is more appropriately addressed in the Strategic Environmental Assessment (SEA). This ensures that these natural features are comprehensively analyzed in terms of their ecological, hydrological, and environmental significance, allowing for a more integrated approach to sustainable urban planning. As a result, this aspect will be thoroughly covered in the SEA study.

The Windhoek Urban Structure Plan (WUSP) incorporates land-use planning across all development zones within the city. As a standard practice, stormwater courses are generally excluded from development due to their critical role in water management and the inherent risks they pose to structural development, such as flooding and erosion.

Regarding development within or adjacent to river courses, it is vital to consider the provisions of the Local Authorities Act, particularly those aimed at safeguarding life and property within identified flood risk zones, such as the 1:50-year flood zones. These regulations serve to minimize the risk of loss of life and damage to infrastructure resulting from flooding events.

By ensuring that natural features like rivers and streams are managed through a combination of the WUSP and SEA, the city can achieve a balanced approach to urban growth that respects environmental constraints while addressing the safety and resilience of its communities.

(b) Set distances (or buffers) from the rivers, ensuring that development is restricted within a specified distance to protect the ecological integrity of these watercourses.

Any development in the vicinity of a river course or other ecologically sensitive areas will, under the provisions of the Environmental Management Act, require comprehensive environmental studies. These studies serve a dual purpose: first, to ensure the protection and preservation of sensitive ecological features, including biodiversity, water resources, and natural habitats; and second, to proactively identify, mitigate, and manage potential environmental and social risks associated with the proposed development.

These assessments typically include baseline environmental analyses, impact evaluations, and the formulation of Environmental Management Plans (EMPs) tailored to address site-specific challenges. By integrating these measures, developers are not only obligated to comply with legal and regulatory frameworks but are also encouraged to adopt sustainable practices that align with broader environmental conservation goals and strategies.

Furthermore, the involvement of stakeholders—ranging from local communities to environmental experts—ensures a more inclusive approach, addressing both ecological concerns and the social implications of development. This process not only safeguards critical ecosystems but also fosters resilience and sustainability in urban planning and development projects.

(c) The 1:50 and 1: 100 flood lines need to be defined to identify areas at risk of flooding. This will help guide responsible development and land use, protecting vulnerable zones from inappropriate construction and land modification.

As previously noted, the Local Authorities Act mandates the protection of both life and property within the 1:50-year flood lines. This requirement is a foundational policy applicable to all Local Authorities across Namibia, ensuring that development activities do not compromise safety or exacerbate flood risks.

In the context of Windhoek, this policy has long been an integral part of the city's development control framework. Any proposed development within or near identified flood zones is rigorously evaluated to ensure compliance with this mandate, with particular attention given to minimizing the risk of flooding and its associated impacts. This practice forms a key component of the city's commitment to sustainable urban growth and disaster risk reduction.

Given the well-established nature of this policy in Windhoek, it is consistently applied to all development applications. As such, no additional elaboration is deemed necessary at this stage, as the city's existing procedures already ensure robust compliance and enforcement.

2. *Currently the NMT Strategy is not prominent in the Windhoek Urban Structure Plan.*

   It is recommended that the Windhoek Structure Plan be revised to include and emphasize the importance of the NMT Strategy. It must give prominence to the Non-Motorised Transport (NMT) Strategy, a vital element of the city's long-term transport vision. The NMT Strategy is an officially approved and adopted document, providing a framework to encourage walking, cycling, and other non-motorised forms of transport in Windhoek.
   - Overlay maps (phase 1) showing the integration of NMT routes, bus stops, and public transport links (from SUTMP) and nodes to ensure coherent, city-wide connectivity. This will create a more accessible, sustainable, inclusive transport network for Windhoek residents.

Further to the above comments provided, it is crucial to highlight that the Windhoek Urban Structure Plan (WUSP), as a strategic development document, is designed to offer overarching guidance for development across the entire Local Authority jurisdiction. Its primary purpose is to establish a foundational framework for urban growth and land-use planning, including high-level infrastructure considerations, rather than to provide detailed designs or specifications for any particular type of infrastructure.

As such, while infrastructure development—such as transportation networks—is addressed in a broad and integrated manner, the WUSP does not delve into the granular details of specific infrastructure systems. Instead, it sets out principles and strategic priorities that inform more specialized planning and design processes conducted at subsequent stages.

That said, the movement of people is a fundamental aspect of urban planning, and the integration of Non-Motorized Transport (NMT) is an essential consideration in promoting sustainable and inclusive mobility. Recognizing this, the WUSP includes extensive references to NMT, underscoring its role in fostering accessibility, reducing dependency on motor vehicles, and enhancing the quality of urban life. Key considerations for NMT within the WUSP include:

- Promotion of Walkability and Cycling: Encouraging the design and development of pedestrian-friendly and cyclist-oriented infrastructure within neighbourhoods and along key transit corridors.

- Integration with Public Transport: Ensuring that NMT infrastructure seamlessly connects to public transportation systems to enhance accessibility and mobility options for residents.
- Safety and Accessibility: Emphasizing the creation of safe, inclusive, and accessible pathways that cater to diverse groups, including children, the elderly, and individuals with disabilities.
- Environmental and Health Benefits: Highlighting the role of NMT in reducing greenhouse gas emissions, improving air quality, and promoting healthier lifestyles.
- Strategic Alignment: Aligning NMT priorities with broader urban planning goals to ensure a cohesive approach to land use, transportation, and environmental sustainability.

By embedding these principles, the WUSP aims to ensure that NMT considerations are not only acknowledged but actively prioritized as part of the city's long-term development strategy as follows:

- Chapter 5: Specifically, under 5.2.9 the existing transport network is considered, including the latest available (2016) trip generations (underscoring the currently developed Windhoek as a monocentric city), and also extracts the proposed public transport solutions from the SUTMP;

- Non-Motorized Transport (NMT) is a key component embedded within **all five core strategies** outlined as overarching objectives of the Windhoek Urban Structure Plan (WUSP), as follows:

  Compact City: Promoting higher-density development, particularly through mixed-use designs, to integrate "daily needs" land uses—such as shops, schools, and workplaces—within close proximity to residential areas. This approach aims to reduce typical travel distances, thereby fostering opportunities for walking and cycling as primary and sustainable modes of transport.

  Transformative City: Transform development to utilise NMT opportunities to facilitate walking and cycling as an important means to move through the city.

  Inclusive City: Advancing proactive policy provisions to encourage mixed land-use development in previously segregated, residential-only townships that are currently situated far from economic and commercial hubs. This approach includes exploring affordable housing options closer to existing economic and commercial centres within the city. By reducing travel distances, these measures create optimal conditions for Non-Motorized Transport (NMT) to become a practical and sustainable travel option, fostering accessibility and inclusivity.

Economically Progressive City: This strategy outlines a range of initiatives designed to stimulate economic growth in existing urban centers, with a particular focus on revitalizing the Central Business District (CBD) which will amongst other aid "walkability".

Additionally, it emphasizes the development of "daily needs" economic activities closer to residential areas, reducing the necessity for long commutes. This localized approach not only supports economic decentralization but also promotes Non-Motorized Transport (NMT) as a practical, sustainable, and accessible mode of travel.

Sustainable City: A series of initiatives are proposed to prioritize Non-Motorized Transport (NMT) and mass transit as key travel options, significantly reducing the carbon footprint of transportation in Windhoek. By enhancing infrastructure for walking, cycling, and public transport, these measures aim to create a more sustainable, eco-friendly urban environment, contributing to improved air quality and reduced reliance on private vehicles.

- The aforementioned strategies is translated into specific policy proposals which can be summarised as follows:

P 8.1: support the development of a system of nodes and corridors that are integrated with the most likely routes for a future public transport and transit system;
P 8.2: support the development of priority NMT routes for the city as proposed in the SUTMP and in accordance with the NMT Strategy;
P 8.3: support the development of the 'Riverwalk' as primary and one of the first NMT developments in the city;
P 12.1: local level node development as well as overall planning layouts and the arrangement of land use must support the objectives of variety, inclusiveness and a high urban quality. This will support mass transit and NMT as viable transport modes in fure;
P 13.1: plan for a system of higher activity land use along the proposed future transport routes and NMT routes. This will enable the reaching of population thresholds and densities required to support a viable public transport system;
P 13.2: develop the proposed NMT system progressively to enable a modal shift from private cars to NMT and public transport modes of transport;
P 18.1: The development of a system of nodes and corridors characterised by mixed land use, higher residential density, a quality public realm and linkages with the NMT and public transportation system
P 18.2: Transform the CBD through the designation of key development and redevelopment areas through the provision of incentives such as increased

bulk and relaxing certain requirements to landowners to intensify land use. This will facilitate the development of a vibrant and walkable CBD with more opportunity and choice and significant residential occupation;
P 23.1: Implement the system of nodes and corridors with the associated mixed land use policy to create high density drivers for viable public transport and NMT;
P 23.2: Conceptualise the proposed River Walk and similar development initiatives in all parts of the city in line with the Council's adopted Non-Motorised Transport Strategy inclusive of a Non-Motorised Transport Design Guideline for Windhoek forming a fundamental part of implementing the Sustainable Urban Transport Master Plan (SUTMP);
P 23.3: Manage the demand for transport by augmenting the current available modes of transport with safe walking and cycling routes (focus on the priority NMT routes identified in the SUTMP and NMT Strategy).

- Furthermore, the principles of Non-Motorized Transport (NMT) and related concepts are further elaborated and visually represented in the following figures. These illustrations aims to provide an understanding of how NMT can be integrated into urban planning, highlighting key elements such as pedestrian pathways, cycling infrastructure, and connectivity with other transportation systems thereby assisting to improve overall quality of life in the city:

  Figure 31: Windhoek Urban Core Travel Patterns;
  Figure 102: Alignment and integration of proposed development Nodes with Transport route proposals;
  Figure 103: The riverwalk as important connector and potential for NMT facilitator;
  Figure 95: Khomasdal Centre Mobility;
  Figure 100: Westlane/Rocky Crest Mobility
  Figure 116: Riverwalk Part 1: Avis Dam to Klein Windhoek
  Figure 117: Riverwalk Part 2: Eros to Paramount
  Figure 118: River Walk Part 3: Paramount to Khomasdal
  Figure 119: River Walk Part 4: Khomasdal to Goreangab Dam
  Figure 152: River Walk Part 1
  Figure 153: River Walk Part 2
  Figure 154: River Walk Part 3
  Figure 155: River Walk Part 4
  Figure 161: Roads and Transport Network
  Figure 162: Excerpt AM Peak Hour Volume Capacity Ratio, BAU Scenario
  Figure 163: Excerpt AM Peak Hour Volume Capacity Ratio, ST Scenario 2032
  Figure 164: Proposed Future Public Transport Systems
- In addition to the strategic development objectives, several sections of the Windhoek Urban Structure Plan (WUSP) specifically focus on Non-Motorized

Transport (NMT) and modern urban transport methodologies. These sections provide specific guidelines and action plans for integrating sustainable transport systems into the city's growth and infrastructure. Key sections include:

Section 9.8.5: Public Transport (including NMT);
Section 9.8.6: Implications of the Structure Plan on the Broader Transportation System – Elaboration on the impact of proposed nodes and corridors, including a revitalised CBD on NMT opportunities;
Section 10.3.4: Promotion of NMT as key urban design principle;
Section 10.4.3: The design of "complete streets" maintaining clear and safe pedestrian space;
Section 10.4.4: Non-Motorised Transport as stand alone urban design principle.

- Finally, it is important to highlight that Non-Motorized Transport (NMT) is deeply embedded within the newly proposed Town Planning and Layout Design Guidelines that accompany the Windhoek Urban Structure Plan (WUSP), particularly concerning the design and specifications of street widths and overall street layout.

  These guidelines provide a comprehensive framework that prioritizes the needs of pedestrians and cyclists alongside other transportation modes. The careful consideration of street widths ensures that roads are designed to accommodate not only vehicles but also safe and comfortable pedestrian pathways, cycle lanes, and other infrastructure necessary for NMT. By incorporating wide sidewalks, dedicated bike lanes, and traffic-calming measures, the guidelines promote a more pedestrian- and cyclist-friendly environment, fostering the use of NMT as a primary mode of transportation.

3. *It is recommended that reference to the entire Riverwalk Project be removed from the Windhoek Urban Structure Plan. The report of the Riverwalk Project as currently available will be in the archives until such a time that it is approved by council for implementation.*

It is widely acknowledged that the connection between urban planning and sustainable urban transport is inseparable, which is why transport plays such a central role in the core strategic objectives of the Windhoek Urban Structure Plan (WUSP), as well as throughout the various policy recommendations, as highlighted in the earlier sections. The integration of transport considerations in these foundational aspects ensures that the city's growth and development are not only efficient but also aligned with sustainability and accessibility goals, providing a roadmap for a well-connected, livable city.

The Riverwalk concept, while also recognised as a potential key transport corridor, is far more than just a pathway for Non-Motorized Transport (NMT). It represents a multifaceted development opportunity that serves as a vital connection between the previously segregated eastern and western parts of the city, bridging this longstanding critical divide. Beyond its role in facilitating NMT, the Riverwalk corridor offers a unique opportunity to regenerate and optimize the surrounding urban environment. By introducing appropriate, planned development, the concept aims to transform the current open space into a vibrant, well-utilized area, minimizing the occurrence of undesirable uses such as illegal dumping and crime. This approach not only improves safety and aesthetics but also enhances the overall quality of life for the residents in the vicinity.

Optimizing land use along the Riverwalk is a critical element of the WUSP, providing the necessary technical foundation to support the concept from a land-use planning perspective. The WUSP aims to ensure that land use within this corridor is strategically organized to encourage sustainable and beneficial developments while protecting the environmental and social values of the area. This approach helps to further develop the concept by establishing a clear, coherent vision for the future, maximizing the value and potential of underutilized land.

Furthermore, the Riverwalk concept presents significant opportunities for the informal economy and tourism. By incorporating spaces for informal commerce, cultural activities, and tourism-related facilities, the development aims to attract both local and international visitors, thereby boosting the city's economy and fostering community engagement. These added elements further enhance the appeal and long-term viability of the project, contributing to a holistic urban renewal strategy that integrates transportation, land use, economic development, and social well-being into a cohesive vision for Windhoek's future.

In terms of alignment with preceding resolutions of the Municipal Council the last known on the subject is from 2015 which amongst other state the following:

3. **That it be noted that various nodes have been identified, at which erven adjacent to the river will be explored to create small business opportunities that will complement the recreational function of the Riverwalk Initiative.**

As outlined in this specific resolution and emphasized above, the functionality of the Riverwalk concept extends far beyond the creation of a simple Non-Motorized Transport (NMT) corridor. As noted in resolution 4 below, the primary function of the Riverwalk will remain as a flood conduit, an essential role given its importance in managing flood risks in the area. Any development within this corridor must, therefore, begin with a thorough consideration of flood management strategies as the foundational element as conducted as an extension of the WUSP.

However, the potential of the Riverwalk concept should not be limited to flood management alone. In addition to this critical function, the development should also incorporate social, economic, and tourism-related considerations, alongside thoughtful land use planning. A holistic approach that integrates these various components will ensure that the Riverwalk serves as a dynamic space that meets multiple objectives, enhancing the quality of life for residents, fostering economic growth, promoting tourism, and supporting sustainable land use practices.

4. **That it be noted that further planning can only continue once the new flood line study of Windhoek have been finalised.**

As mentioned above, flood considerations form the foundational element of the Riverwalk concept, which has been addressed as part of the extended technical feasibility study, detailed in the Structure Plan section covering the Riverwalk. In addition to ensuring that the development meets the necessary flood management parameters, the study was expanded to include an assessment of affected municipal infrastructure. It therefore includes proposals for the relocation of existing infrastructure currently situated within the various riverbeds. This comprehensive approach ensures that all relevant factors are considered in the planning and further development of the Riverwalk concept.

5. **That it be noted that the rezoning of certain areas along the river would be necessitated to accommodate the small business ventures.**

As correctly recognised at the time, a detailed land use plan is essential to accommodate not only the proposed economic and cultural/tourism activities but also to generate the necessary land use and future occupation that will support the concept's viability and enhance its chances of success. This aspect has been addressed and is documented in the WUSP.

12. **That the exact boundaries within which the activities shall be carried out, be defined by the Strategic Executive: Urban Planning and Property Management, and be submitted to Council for approval.**

In addition to confirming the proposed route, the studies executed examined the boundaries of potential flood-prone areas and identified critical land use considerations to support the project. These findings have been incorporated into the WUSP, which can now be presented to the Council as a more comprehensive development guidance document. This integrated approach ensures that the verification of the concept not only addresses flood management but also aligns with broader land use objectives to maximize the potential future project's feasibility and long-term success.

The work done under the WUSP was therefore not only necessary to further develop the proposed concept and well aligned with the existing Council Resolutions, but

serves as an excellent starting point for the continuation of work on the Riverwalk concept which certainly has the potential to transform the landscape of Windhoek and break down previous segregation boundaries from a planning and transport perspective.

4. **Next Steps**
   There is an upcoming meeting with the SEA consultants (Excel Dynamics and SPC) and the Urban Structure Plan consultants (Urban Dynamics) to discuss how the SEA and the Windhoek Urban Structure Plan can be harmonized. The date will be communicated.
   Meeting with the Environmental Consultants working on the SEA.

As highlighted in the introductory remarks, the consultation process with the Strategic Environmental Assessment (SEA) project team, although requiring significant time, was successfully concluded. This led to the clarification and agreement on several critical issues including the refinement and standardization of terminology across the documents to maintain consistency, detailed considerations regarding the proposed urban edge, and the resolution of ecological concerns related to rivers and their adjacent areas.

Additionally, clear guidelines were established for designated no-development zones to safeguard sensitive ecosystems and align with sustainable urban planning principles. This thorough and coordinated approach has strengthened the overall coherence and effectiveness of both the Structure Plan and the SEA.

4. CONSULTATIONS INTERNAL/EXTERNAL

As indicated consultations took place with key stakeholders identified by the SE Forum, specifically the Strategy Advisor for Smart Cities.

Following presentation of the SEA further consultation also took place with the SEA project team, both internal and external.

5. ORGANISATIONAL IMPLICATION

The Windhoek Urban Structure Plan (USP) has significant implications for the organisation. Key organisational impacts include:

1. Strategic Alignment:

The WUSP provides a cohesive vision for urban growth and development, aligning the objectives of the various municipal departments. This promotes a unified approach to planning and ensures that infrastructure, housing, transportation, and environmental goals are integrated into a single framework.

2. Improved Decision-Making:

With a clear roadmap, decision-making processes become more structured and evidence-based. The WUSP acts as a guiding document for prioritising projects, allocating resources, and addressing emerging challenges effectively.

3. **Interdepartmental Coordination:**

The development and implementation of the WUSP require collaboration across multiple municipal departments, such as planning, transportation, housing, and environmental management. This fosters better communication, reduces duplication of efforts, and streamlines operational workflows.

4. **Enhanced Stakeholder Engagement:**

Developing the WUSP involves extensive consultation with stakeholders, including residents, businesses, and interest groups. This participatory approach strengthens public trust, enhances transparency, and builds support for the city's long-term development goals.

5. **Resource Optimisation:**

The WUSP enables more efficient use of financial and physical resources by identifying priority areas for investment and avoiding ad-hoc or redundant developments. It also helps secure funding by demonstrating a clear and strategic approach to city development.

6. **Policy Framework Integration:**

Although not in existence yet, the WUSP will align with and guide future regional and national policies, ensuring compliance and facilitating access to support and funding. It also provides a foundation for developing more detailed policies, regulations, and zoning frameworks.

7. **Risk Mitigation:**

By anticipating urban growth patterns and identifying potential challenges, the WUSP helps the organisation mitigate risks such as uncontrolled sprawl, infrastructure shortfalls, and environmental degradation.

Overall, the WUSP, once approved, will be a transformative tool that strengthens organisational capacity, fosters collaboration, and ensures the city develops in a sustainable, efficient, and inclusive manner.

6. LEGAL & GOVERNANCE COMPLIANCE IMPLICATIONS

The provisions of the Urban and Regional Planning Act (5 of 2018) will be strictly adhered in so far as the preparation, submission and approval of an Urban Structure Plan is concerned.

7. RECOMMENDATION(S)

Based on the information provided above the following is recommended for consideration:

7.1 That the submission for approval to be granted for the public consultation process of the draft Windhoek Urban Structure Plan (as enhanced through further consultation) to commence as considered by the Strategic Executive Forum on 19 September 2024 be placed on the agenda of the next Management Committee Meeting.

Your favourable consideration of the aforementioned recommendations will be greatly appreciated.

Your sincerely,

Mr P van Rensburg
STRATEGIC EXECUTIVE

KATIMA MULILO
342
TOWN COUNCIL

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Her Worship, Cllr Queen Omagano Kamati
Mayor of the City of Windhoek
City of Windhoek
Windhoek, Namibia

Enquiries	:	John Ntemwa
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E-mail	:	jntemwa@kmtc.org.na
Date	:	06 December 2024

Subject: Request for a Sewer Truck and Two Field Bakkies for Operations

Dear Sir/Madam,

I am writing on behalf of the Katima Mulilo Town Council to formally request your assistance in the procurement of essential service vehicles, namely a sewer truck and two field bakkies, to enhance our operational capacity in the water and sewerage sectors.

Background and Justification:

1. Sewer Truck:

CLLRs: Cllr. John N. Ntemwa (Mayor), Cllr. Lascan M. Sikoti (Deputy Mayor), Cllr. Nanungobwa B. Simli-Mapenzi (Member of Mgt), Cllr. Christinah C. Simunega (Member of Mgt),Cllr. Charles K. Musialike (Member of Mgt), Cllr. Lister Shamalaza (Council Member), Cllr. Chrispian S. Mukendwa (Council Member), Mr. Raphael S. Lenyanisa (Chief Executive Officer)

ALL OFFICIAL CORRESPONDENCE MUST BE ADDRESSED TO THE OFFICE OF THE CHIEF EXECUTIVE OFFICER

The Town Council is currently facing challenges in maintaining and managing sewer infrastructure effectively due to a lack of specialized vehicles.

A sewer truck would significantly improve our ability to address blockages, undertake routine maintenance, and respond swiftly to emergencies, thereby minimizing environmental and public health risks.

2. Field Bakkie for Water Section:

The Water Section urgently requires a reliable vehicle for transporting staff and equipment to carry out inspections, maintenance, and repairs on water infrastructure.

3. Field Bakkie for Sewer Section:

A dedicated bakkie for the Sewer Section is essential to enable timely site visits, monitoring, and manual interventions where necessary.

The addition of these vehicles will greatly contribute to the efficient delivery of water and sanitation services, which are critical to meeting the needs of our growing population and supporting sustainable development in Katima Mulilo.

We kindly request your consideration of this matter and assistance in facilitating the procurement of these vehicles

through available partnerships, resource sharing, or funding allocations. We are open to discussions and collaborative efforts to ensure the success of this initiative.

Thank you for your attention to this request. We look forward to your positive response and continued support in improving service delivery for our communities.

Yours faithfully,

JOHN NTEMWA (CLLR)

MAYOR OF KATIMA MULILO TOW

CC: Mr. Moses Matyayi Chief Executive Officer- CoW

CC: Mr. Raphael Liswaniso Chief Executive Officer- KMTC

Municipality of Outjo

7 Hage G. Geingob Ave. P.O. Box 51, Outjo, Namibia
Tel +264 – 67 – 313013 / Fax: +264 – 67 - 313065
E-mail: secretarytoceo@outjomun.com.na

Reference: 3/P

Date: 16 July 2024

Office of the Mayor
City of Windhoek
P.O. Box 59
Windhoek

Dear Hon Kamati

RE: REQUEST FOR DONATION

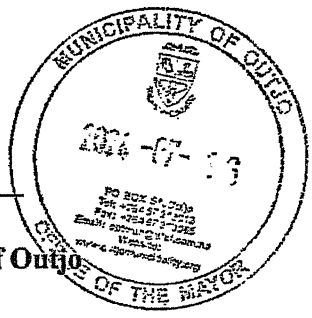
The population of Outjo Informal Settlement Areas (ISA) has been increasing drastically. To date 45% of Outjo population are living in the Informal Settlement area with few basic amenities. Pollutants and poor sanitation are some of the health challenges the town is facing.

Currently Outjo Informal Settlement has approximately thirteen thousand (13 000) residents, this huge number of residents has been a challenge to the Municipality especially on waste collection and management. Poor sanitation generates a high risk of Hepatitis E and Typhoid fever. The piles of waste breeds malaria-carrying mosquitoes that plague the region with one of the most common deadly infections contracted in the area. The Municipality has one refuse truck that collect in location but due high volume of waste some parts of location end up not receiving the collection service. The Municipality of Outjo has been trying to ensure that residents have a clean environment, but due to financial difficulties Council is unable to procure a new refuse removal truck.

It is therefore against the above background that Municipality of Outjo is humbly requesting your good office to donate old refuse removal truck and loader to ease pressure on our aging truck and to ensure residents have a clean environment. Outjo Municipality will be responsible for all logistic cost.

Your positive response will be highly appreciated.

Yours Sincerely,



S. V. K. Amamus (Ms.)
Mayor - Municipality of Outjo

REHOBOTH TOWN COUNCIL

Tel: (062) 521800 Private Bag 2500 Fax (062) 522090, Rehoboth, Namibia, Email: townreh@mweb.com.na

Enquiries: Mr. R. Pedro
Tel: (+264+62) 521853
Fax: (+264+62) 522092

Our Ref: 16/5/2/2
Your Ref:

Date: 7 November 2024

The Chief Executive Officer
City of Windhoek
P. O. Box 59
Windhoek

Dear Mr. M. Matyayi

SUBJECT: PROPOSAL FOR SPONSORSHIP OF A COMPRESSOR AND A SKIP TRUCK FOR THE REHOBOTH TOWN COUNCIL

Our Town Council has been working diligently to enhance the efficiency and sustainability of our waste management practices. One critical aspect that requires attention is the need for a Compressor and a Skip truck, which plays a crucial role in optimizing waste collection and disposal processes. A compressor waste truck is designed to compact waste materials, allowing for increased storage capacity and reduced frequency of collection, ultimately leading to cost savings and a more environmentally friendly approach. The Skip truck is for the removal of waste that are stored in skip containers.

To achieve this goal, we are seeking sponsorship and support from local businesses and organizations that share our commitment to community development and environmental stewardship. We believe that City of Windhoek and Rehoboth Town Council share common values in promoting sustainable practices and contributing to the well-being of our community.

Here are some key benefits and considerations for sponsoring a compressor and skip truck for the Rehoboth Town Council:

Your company's logo and name will be prominently displayed on the compressor and skip truck, providing continuous visibility as it travels throughout Rehoboth. City of Windhoek will be recognized as a community-minded organization actively involved in local projects that contribute to a cleaner and healthier environment. Sponsoring the compressor and skip truck aligns with your Company's Corporate Social Responsibility {CSR} goals, demonstrating a commitment to sustainable practices and community well-being.

The sponsorship will be widely communicated through press releases, social media, and local news outlets, highlighting your company's dedication to supporting municipal initiatives.

Your support will play a crucial role in helping Rehoboth Town Council and City of Windhoek to achieve its waste management goals and foster a more sustainable future.

Thank you for considering our request.

Yours in Health,

08/11/2024

Ronald R. Windswaai
Acting Chief Executive Officer

TOWN COUNCIL OF REHOBOTH
2024 -11- 08
PRIVATE BAG 2500
REHOBOTH
CHIEF EXECUTIVE OFFICER

BERSEBA VILLAGE COUNCIL
PRIVATE BAG 2043
KEETMANSHOOP

PHONE: +264.63.257033
FAX: +264.63.257045

21 October 2022

Office of Mayor of City of Windhoek
P. O. Box 59
80 Independence Ave
Windhoek

Dear Hon. Sade Gawanas

Re: REQUEST FOR ASSISTANCE TO STRENGTHEN CAPACITY

The abovementioned subject bears reference to our signed twinning agreement and the already bonding relationship between our good offices. Council wish to share to your good office the need for council to be hand held in its quest to succeed as council in bringing the required basic services to its inhabitants.

Council is requesting the need to be assisted first and foremost with the revamping of the office of the Chairperson. As it is with any office the need for a conducive working environment is key and thus the Berseba Village Council wish to humbly request from your good office to be assisted with office equipment that may still be put to good use. Council with your good office assistance on equipment wish to revamp the office of the Chairlady with required office equipment such as tables, chairs, electronics which includes a desktop.

As a matter of key priority, council further wish to stretch its wings in search for your kind assistance and donation on the items as listed below. Each item will be exclaimed with a bit of a motivation.

JCB Back Hoe Loader and Tipper Truck

The JCB as it is popularly known is needed in Berseba, with the key aim of boosting council's revenue collection stream. Council at this juncture serve the community with the loading of building sand. This is mainly done through the manual loading of sand on the council tractor which in itself is labor intensive and time consuming. Council wish to smoothen the process ones being assisted with the donation of the JCB to help with the loading and also to dig graves for our inhabitants who is losing their beloved ones. We further wish to request that your good office kindly look into the acquisition of a tipper truck for the need of the Berseba Village Council. The tipper truck will be used for the loading and offloading of sand

that it is sold to the inhabitants of Berseba and beyond. Council wish to aggressively address the low revenue collection as that is hampering the overall functioning of the Berseba Village Council.

Refuse Removal truck, Refuse Bins and Skippy Bins.

As a council that is aggressively trying to meet the Environmental Health and Safety Protocols, it is a concern for the Berseba Village Council to continue with the health hazardous manner of disposing off its refuse. Council at this juncture use an open Toyota VVTI Bakkie for the refuse removal. This exercise results in the end that the waste that is supposed to be securely disposed of at the dump side ends up in the face of Berseba and thus council request for your good office to check on council's behalf for a mini truck and refuse bins which can be used to serve a community of less than 2500 inhabitants. Council wish to make a humble request of donation or else assistance with a total of 400 refuse bins that will enable council to safely dispose of its refuse, as the current way of disposing poses a threat on the general health and safety protocols. In conclusion, council wish to conclude by requesting your good office to also be kindly assisted with the donation or assistance of skippy bins which will complement the bigger dream of having a clean Berseba that is compliant to the health and safety standards as prescribed for by the act.

Council deems this partnership as very important, and therefore plea that as a mother entity your council should humbly look into assisting with the little at your office's disposal. The assistance we derive through this request will put our council a step ahead in the fight to true economic emancipation.

We are very much confident that this request will receive your office's highest consideration and prompt yet positive response.

Yours in Partnership,

Ivan P. Vries
Chief Executive Officer

BERSEBA VILLAGE COUNCIL
The Chief Executive Offices
P/Bag 2043. Keetmanshoop
2021-11-11
Tel: 063-257033/18
Fax: 063-257045
Email: councilberseba@gmail.com

Eenhana
Town Council

OFFICE OF THE MAYOR

Enquiries: Mr Haiduwa

20 November 2023

The Mayor
City of Windhoek
P. O Box 59
WINDHOEK

Dear His Worship, the Mayor Joseph Uapingene,

REQUESTING FOR DONATION OF AGED VEHICLES AND EQUIPMENT TOWARDS EENHANA TOWN COUNCIL

This letter serves to inform your good office that during the familiarization and benchmarking visit which has taken place on the 01st -03rd November 2023 to the City of Windhoek, the team has learnt that the City of Windhoek can donate some aged vehicles and equipment to other Sister Local Authorities, particularly those that have signed Memorandum of Understanding (MOU).

The Eenhana Town Council Executive Management Team meeting deliberated on the delightful motion to use the opportunity and identified needs of the Council on the following areas of its operation:

i. **Equipment:** Refuse/solid waste truck, Emergency vehicle 4x4, Bulldozer, Tipper Truck etc.
ii. **Light Skin Vehicles:** Administrative vehicles with or without 4x4.

In the light of the above, we are therefore submitting our request to your good office to receive your favourable consideration and looking forward to hear from you Your Worship.

Please, accept Your Worship, the Mayor Uapingene assurances of our highest regards.

Yours Respectfully,

All Official correspondences must be addressed to the Chief Executive Officer
Tel: +264-65-290600 Fax: +264-65-263068 E-mail: beniaming@eenhanatc.na, www.eenhanatc.na
108 Tobias Hainyeko Street. P/Bag 88007, EENHANA-NAMIBIA

20/11/2023

OMRI- ONN KAVANDJE
MAYOR: EENHANA TOWN

Eenhana Town Council
P/BAG 88007
Eenhana
20 -11- 2023
TEL: 065 - 290600
FAX: 065 - 263068
Office of the Mayor

Cc to: ***Chief Executive Officer***
Fleet Manager

Gibeon Village Council

Chief Executive Officer, Gibeon Village Council, Private Bag 1001, Gibeon
Tel: (00264 63) 251 014, Fax: (00264 63) 251 116
Email: ptjihoreko@gmail.com

11 October 2023

To: **The Chief Executive Officer**
City of Windhoek
Private Bag 59
Windhoek

Dear Mr. Moses Matyayi

RE: REQUEST FOR ASSISTANCE WITH FIRE-TRUCK

The memorandum of understanding entered into by and between the Municipal Council of Windhoek and Gibeon Village Council has reference.

I hope this letter finds you well. I am writing to request your assistance with a matter that is of great importance to the community of Gibeon.

As you may know, Gibeon is an underdeveloped area that is struggling financially. The socio-economic standard in Gibeon is lower than very low, and the town has been deteriorating in terms of development since there has been no infrastructural development since independence. The Gibeon Village Council is working hard to get Gibeon Town on its feet and attract potential investors.

The Gibeon Village Council's Vehicles are very old and need urgent replacement. So far one vehicle has come to a complete standstill (broken) and another one used for refuse is being repaired from time to time. GVC 1, and GVC 2 vehicles albeit old, are in an average condition, namely the Nissan NP 300 used by Councilors for official duties and a Toyota Corolla sedan, both with high mileage and thus not safe at all. Council currently has eleven (11) vehicles in its possession of which almost all is in a dilapidated state and earmarked for auctioning because they are all useless. The fleet of the Council are as follows:

- Tata Truck (Tipper)– Non-runner
- Tata Truck 809 Small (Tipper) – Non-runner
- Tata Truck (Tanker) – Dilapidated
- BT-50 Mazda 2.5TDI 4x4 – Non-runner
- Toyota Hilux 2.4 4x4 – Very bad condition
- Hyundai Accent 1.6 – Very bad condition
- Mazda Midge – Very old and bad condition
- Toyota L/Cruiser (Fire Truck) – old with defective spray-motor.
- Toyota Hilux 2.0 VVTi – very old and dilapidated
- Nissan NP300 - Average running condition
- Toyota Corolla – Average running condition

As mentioned above, in the brief description of the Council's vehicles, only two (2) vehicles are in average condition. All the other nine (9) vehicles are either dilapidated and non-runners.

Major challenges, such as financial limitations and underdeveloped infrastructure, prevent us from addressing all the issues at a rapid enough pace. In other words, there aren't nearly enough resources to take on even the smaller projects, like buying a new fire truck to replace our current one, which isn't up to standard and isn't fully equipped to handle sudden incidents like the one that **recently happened between Mariental and Gibeon in the Hardap Region on October 1st, 2023 which resulted in 9 fatalities including a small baby**.

We are writing to request your assistance in providing us with a fire truck that is up to standard and fully equipped to handle such incidents. The Council is also in dire need of at least a second-hand bakkie for service delivery and a double cab for the Councilors when attending events from time to time. Your support would be invaluable in helping us achieve our goals of responding promptly to callouts as well as bringing much-needed services to the community and surrounding areas.

In addition, it should be noted that Gibeon known as a historic town is still operating with a bucket system, 32 years after independence. This is a regrettable state of affairs. The Council does not have a decent vehicle for this bucket system to remove the excrement/waste matter but rather makes use of an old Toyota bakkie for that purpose. The refuse removal is also done with the use of a small bakkie because the Council does not have a tipper truck and a TCB/Loader for service delivery.

In conclusion, the Gibeon Village Council is in dire need of the following vehicles to enable the Council to deliver the much-needed services to the community:

- Tipper Truck – for refuse removal
- JCB/Loader – for refuse removal
- Pickup Bakkie – for maintenance
- Fire-Truck – for Fire Fighting
- Big Water Machine Pump – for Sewerage removal.
- Double Cab Bakkie – for Honourable Councillors.

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

Yours in development,

.....

P.U. Tjihoreko
Acting Chief Executive Officer
Gibeon Village Council

CC: Chairperson and Councillors.

Gibeon Village Council
Chief Executive Officer

2023 -10- 11

Private Bag 1001, Gibeon
Tel: 063-251 014
Fax: 063-251 116

KARASBURG TOWN COUNCIL

ceokrgtc@iway.na
P.O. Box 33, Karasburg, NAMIBIA
C/o Park street & 8th Avenue
(00264) 63 - 270 032
(00264) 63 - 270 440

all correspondence must be addressed to the Chief Executive Officer

TO: CITY OF WINDHOEK
CHIEF EXECUTIVE OFFICER
Mr. MOSES MATYAYI
P O BOX 59
WINDHOEK
NAMIBIA

External Relations & Networking Division
02 APR 2024
P.O. Box 59, Windhoek, Namibia

Date: 25/03/2024

Dear Sir,

SUBJECT: MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF WINDHOEK AND KARASBURG TOWN COUNCIL.

Above - mentioned bears reference.

We are delighted as the Karasburg Town Council to have precede in the Memorandum of understanding with City of Windhoek for effective service delivery within the functions of the Local Authorities. Hence, our last deliberations and consultations directed us in ascertaining the procedural actions to be taken which would result in implementing the focal areas of the MOU established and agreed to.

The following are indicated for your office respectively:

1. That; **Mr. Stephanus Fleermuys**, the Local Economic Development Officer will be the focal person representing Karasburg Town Council in the further implementation of the agreement as stipulated on the MOU;

LJ

2. That, Action plan indicated on the focal areas communicated and finalized for an official understanding which would pre-empt the way forward on staff members actions and the smooth implementation thereof;
3. As per your advice and intention on your donation program as City of Windhoek, Karasburg Town Council to identify the need of Plant and Fleet in improvising the machinery and transportation needs that would allow Karasburg Town Council to implement and operate functions attach to the Infrastructure and Technical Services.

For the above stated; an action plan has been attached which has been communicated to external relations and the submission on the request for Plant and Fleet has also been completed and attached.

NB!! Please, see attach documents for your internal communication with your respective departments.

Conclusively, we believe that the positive reception of City of Windhoek implicated the best abilities for the two Local Authorities develop and intervening an agreement for the benefit of the communities we serve.

Yours in service,

ACTING CEO
Ms. LORRAIN JOSSOP

KARASBURG TOWN COUNCIL
26 MAR 2024
CHIEF EXECUTIVE OFFICER

REPUBLIC OF NAMIBIA

KHORIXAS TOWN COUNCIL

Tel: 067-331119
Fax: 067-331001/0886545424
E-mail: pa2ktc@gmail.com

Office of the Town Clerk
P/Bag 2005
KHORIXAS

Enquiries: Office of the CEO

11 June 2024

The Chief Executive Officer
The City of Windhoek

Att: Mr. Tuli Hangala
Mrs. Angeline Nanyemba

RE: MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF WINDHOEK AND KORIXAS TOWN COUNCIL

This serves to inform your esteemed office that our institutions entered a MOU to network on a range of issues, including human resource exchange, plant, and equipment.

We are interested in possible older equipment that the City of Windhoek might like to dispose of in due time. We will be grateful if this option is also provided to us, as part of the MOU.

Let me use this opportunity to thank you also for hosting three staff members from our planning division for a week last year for staff exchange and networking.

Looking forward to a positive response in this regard.

Regards,

Mr. Andreas /Howoseb
Chief Executive Officer

KHORIXAS TOWN COUNCIL
CHIEF EXECUTIVE OFFICER
2024 -06- 11
PRIVATE BAG 2005
KHORIXAS
NAMIBIA

MUNICIPALITY OF OKAHANDJA

Tel: +264 62 50 5100
Fax: +264 62 50 1746
65 Martin Neib Ave.
Email: mayor@okahandja.org.na

P.O.Box: 15
Okahandja

OFFICE OF THE MAYOR

Enquiry: T. N. Shikongo
Tel: +264 62505126

Date: 07/02/2023

OFFICE OF THE MAYOR
10 FEB 2023
Windhoek, Namibia

Hon. Joseph Uapingene
His Worship the Mayor
City of Windhoek
PO Box 59
Windhoek

Tel.: 061290 2353/Fax.: 290 2091

Dear Hon. Uapingene,

REQUEST FOR ASSISTANCE FROM CITY OF WIDHOEK IN THE PROVISION OF MACHINERY AND VEHICLES FOR THE OPERATION OF THE COUNCIL

Please accept my warm congratulations for your appointment as Mayor of City of Windhoek and a blessed 2023 to you and all Councillors.

Okahandja Municipality is embarking on improving its waste management and to transform the town back to its glory as a garden town. In order to achieve the Council mandate to ensure that its citizens stay in a clean and safe environment, it of concern that waste management remains a big challenge in our town.

Due to lack of machinery to undertake the basic obligations, the Council is in dire need of assistance in the provision of machinery and vehicles for solid waste management and household refuse. The Council is faced with immense financial constraints and thus is unable to afford some of the machinery and technical expertise available in the market.

The Council at its Ordinary Council meeting held on 26 January 2023, resolved that external aid intervention in this regard be considered. It is therefore against this background that we humbly request your good office for assistance in the provision of machinery for the operation of the Council such as JCB, Tipper truck, and skip trailer for removal of solid waste and households refuse removal.

OKAHANDJA MUNICIPALITY
07 FEB 2023
P.O. Box 15, Okahandja
Tel: (062) 505100
Fax: (062) 501746
65 Martin Neib Avenue
Office of the Mayor

Yours development,

Kaunapawa Hangula
Her worship the Mayor

OKAKARARA TOWN COUNCIL

PRIVATE BAG 2104, OKAKARARA, NAMIBIA
TEL: 067 – 317084 / 317075, FAX: 067 – 317202
E-mail: okakararatc@gmail.com

Vision: 'To become an Efficient and Effective Service Provider'

Enquiries: Helga Humbu

May 31, 2023

The Acting Chief Executive Officer
City of Windhoek
P. O. Box 59
Windhoek
Email:kkr@windhoekcc.org.na
14391@windhoekcc.org.na

ATT: Mr. Faniel Maanda

SUBJECT: REGUEST FOR ASSISTANCE:

Okakarara Town Council would like to request for assistance from your institution in the following aspects.

Okakarara is a fast growing town and as a result, we are experiencing a very high rate of people migrating from the rural areas into the town and so does the crime rate increases also, and the council like any other local authority has a mandate vested in It by the Local Authority Act to render the services effectively but the Council is unable to carry out this noble obligation due to financial constraints.

1. It is against this back ground that the Council through our twinning agreement is requesting your office to assist council with the following:

    - A Grader, a Tipper Truck, a Water Tank truck and a Compactor for proper roads maintenance.
    - Old Street lights for us to electrify some of the streets that are not yet electrified.
    - Old high masks that the council can use to electrify our informal settlements.
    - Council is planning to upgrade the Okakarara Sport Field, and would therefore like to request for Lawn that you cut off from yours, so we can use that for planting ours and trees to beautify our streets or flowers.

2. Request for experts in the Transport Department to assist the council with the establishment of local taxis or to advise us accordingly.

We hope our request will be considered favorably.

Yours faithfully,

Mr. Katjiku Ehrnst
Chief Executive Officer

OKAHANDJA TOWN COUNCIL
OFFICE OF THE CEO
2023 -05- 31
Private Bag 2...
Tel. 067 31 ...4 / Fax 067 31 7202
OKAHANDJA NAMIBIA

RUNDU TOWN COUNCIL

TECHNICAL SERVICES DEPARTMENT

Tel: (+264 66) 266 400
Fax (+264 66)
Email: pa.ceo@rundutown.org
Website: www.rundutown.org

Erf 1212, Maria Mwengere Street

Private Bag 2128
Rundu, NAMIBIA

Enquiries: F. Kupembona
Cell: +264 (0) 81 289 1758

Our Ref: 3/10-01/2023

Date: 10 February 2023

The Acting Chief Executive Officer
City of Windhoek
P.O. Box 59
Windhoek, **NAMIBIA**

PER EMAIL: Monika.Sheefeni@windhoekcc.org.na
Cc: Raymond.Kapia@windhoekcc.org.na

Dear Mr. Maanda

RE: REQUEST FOR DONATION- FULLY MOUNTED FIRE VEHICLES (LDV)

The forebear subject refers.

The communique herewith wishes to extend our request to your esteem office for a donation of a fully mounted fire vehicle(s) (LDV) to strengthen emergency response by our Fire and Emergency department. Currently, Rundu Town Council only have one reliable Fire truck which finds it hard to navigate in informal settlements because of its size, and this becomes a challenge when responding to fire outbreaks in those areas, which have been and keeps growing rapidly. These settlements lack proper access roads for our truck to access scenes in cases of emergency response leading to risks to loss of properties and life.

The contribution to fire outbreaks can be associated to the growing informal settlements that do not have access to electrical infrastructures thereby resorting to the increased use of firewood, paraffin etc. as well electrical fire outbreak due to lightening during rainy seasons.

It is against this backdrop that we extend our sincere request to your esteem office to donate a fully mounted fire vehicle(s) (LDV), 4x4 preferably, to our office to increase fire response and strengthen our Fire operations.

Please accept, Mr. Maanda, assurances of highest consideration from our end.

Sincerely yours,

Olavi V.E Nathanael (Mr.)
CHIEF EXECUTIVE OFFICER

FK/ PM/ OEVN-02/2023

Rundu Town Council
Private Bag 2128
10 FEB 2023
TEL: +264 66 266 418
FAX: +264 66 266 718

All official correspondence must be addressed to the Chief Executive Officer

RUNDU TOWN COUNCIL

TECHNICAL SERVICES DEPARTMENT

Tel: (+264 66) 266 400
Fax: (+264 66)
Email: pa.ceo@rundutown.org
Website: www.rundutown.org

Erf 1212, Maria Mwengere Street

Private Bag 2128
Rundu, NAMIBIA

Enquiries: S. SHOPATI
Cell: +264 (0) 81 124 4370

Our Ref: 6/7/3/5

Date: 23 January 2023

The Acting Chief Executive Officer
City of Windhoek
P.O. Box 59
Windhoek, **NAMIBIA**

Dear Mr. Maanda

RE: REQUEST FOR ASSISTANCE TO DONATE ROADS MAINTENANCE EQUIPMENT TO RUNDU TOWN COUNCIL

The above subject matter and the Action Plan for 2023 bears reference,

Allow me to thank you and your accommodating team for hosting us and making us to dream even bigger towards the implementation of various measurable tasks that will result in Rundu becoming a sister CITY to the City of Windhoek. Rundu being termed as one of the towns with the worse road infrastructure in Namibia, be it bitumen of gravel roads, hence we are actually a laughing stock because our roads network needs urgent attention.

In lights of the facts contained in the recent drafted action plan for the year 2023, we feel that we can really do better if our capacity in terms of equipment is boosted, hence hereby soliciting the much needed equipment for roads construction and maintenance from your good office, for us to be able to carry out major roads rehabilitation and maintenance. The Much needed equipment are as follow:

1. Grader
2. Water Bozer
3. Roller compactor
4. Tipper Truck
5. Plate Compactors
6. Road Cutter
7. Elephant Foot

We trust that the COW's Fleet Department through the office of the CEO will be able to accommodate us in this regard and equip us to be able to give a different image of the town going forward.

Sincerely yours,

Olavi V.E Nathanael (Mr.)
CHIEF EXECUTIVE OFFICER

Rundu Town Council
Private Bag 2128
23 JAN 2023
TEL: +264 66 266 413
FAX: +264 66 265 718

All official correspondence must be addressed to the Chief Executive Officer

REPUBLIC OF NAMIBIA

MINISTRY OF FINANCE AND PUBLIC ENTERPRISES

Procurement Policy Unit

Tel.: (00 264 61) 209 9111
Fax: (00 264 61) 230 179

Inquiries: Mr. P Nsundano (209 9413)

Head Office,
Moltke Street,
Private Bag 13295,
WINDHOEK

26 September 2024

Our Ref.: ..... Your Ref.: .....

ALL ACCOUNTING OFFICERS
ALL PUBLIC ENTITIES

Attention: All Accounting Officers

SUBJECT: DIRECTIVE EXTENDING THE EXEMPTION ISSUED ON 26 SEPTEMBER 2022 IN TERMS OF SECTION 4(2) OF THE PUBLIC PROCUREMENT ACT, 2015, ON THE DISPOSAL OF ASSETS, ACQUISITION OR GRANTING OF RIGHTS AND LETTING AND HIRING

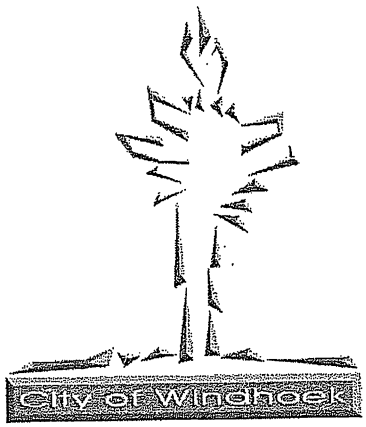
1. Reference is made to the above-mentioned subject matter.

2. Kindly be informed that the Exemption issued on 26 September 2022, regarding the disposal of assets, acquisition or granting of rights and letting and hiring is hereby extended for a further period of one year until 30 September 2025.

3. The Exemption will remain valid up until the 30th of September 2025, or the effective date of the Regulations on the disposal of assets, acquisition or granting of rights and letting and hiring, whichever comes first.

Please accept the assurance of my highest consideration.

IPUMBU SHIIMI, MP
MINISTER



POLICY

ON THE DISPOSAL OF REDUNDANT OR OBSOLETE MOVABLE ASSETS TO STAFF MEMBERS

INDEX

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1. Statement of Intent

1.1. Introduction

This Policy takes cognisance of Council's compliance requirements to the prescribed Asset Management Policy & Procedures as guided by the Local Authorities Act, 23 of 1992. The staff member will be granted the privilege to participate first in the auction of disposing redundant or obsolete movable assets of Council and should the items/assets not purchased by the staff members then they are disposed at the public auction. Asset disposal is the final phase in the life cycle of an asset. It is the outcome of the Organisation's realisation that the economic life of the asset has expired, or the need for the service provided by the asset has changed.

1.2. Intent

The Policy intent to be a guide on the disposal of redundant or obsolete movable assets to staff members of Council. The Policy should be read in conjunction with Council's Asset Management Policy & Procedures.

2. Objectives

The Policy aims to achieve the following objectives by ensuring that:

- the sale of redundant assets to Council's staff members is regulated in a such a manner that Council and its various stakeholders benefit from the selling of these materials;
- there is transparent, efficient, effective and economical disposal of assets to Council's staff members on the permanent establishment;
- the key principles that demonstrate accountability and responsibility of Council towards its staff members is established;
- the disposal of movable assets is aligned with the Organisation's strategic plan.

3. Scope

This Policy applies to permanent staff members of the Council when disposal of movable assets take place. This Policy does not cover the following:

- Land sold by Council for the recovery of rates or

- Disposal of goods which are not owned by Council, such as abandoned goods as these are dealt with, by the Act.

- Acquisition or disposal of other assets that may be covered in Council's Asset Management Policy & Procedures.

4. Definitions

Unless stated otherwise, for purpose of this Policy, the meanings of the following words should be taken as given below:

Asset: a resource controlled by the Municipal Council of Windhoek as a result of a past events and from which future economic benefits or service potential associated with the assets is expected to flow to Council;

Act: means the Local Authorities Act, 1992 (Act 23 of 1992);

Council: means the Municipal Council of Windhoek and includes its Management Committee and any staff member authorised or delegated to act on its behalf;

Disposal: means a process of preparing, negotiating and concluding a written contract where necessary which involve the alienation of an asset no longer needed by the Municipality by means of a sale, a lease, a donation or auction;

Immovable Property: means any land or any building on such land;

Movable Assets: comprise of property not affixed to the land or buildings, acquired by Council and processed through Council's Financial Accounting System, irrespective of the source of funding. This refers to all items as detailed within Council's Asset Register other than immovable property and includes –

- Plant and vehicles;
- Furniture and equipment (including Information Technology [IT]);
- Fit-outs of facilities including offices, Council Chambers, libraries, workshops, sports facilities and community centres;

Obsolete: disused; discarded;

Redundant: no longer needed by the current user;

Staff member: means any person employed permanently on a full-time basis or under a contract of employment, in a post on or additional to the establishment or a local authority council and includes a Chief Executive Officer and members of a Municipal Police Service

5. Governance

- Section 30(1)(s) of the Local Authority Act, 23 of 1992:

  (1) Subject to the provisions of subsection (2) and (3), a local authority council shall have the power –

  (s) to acquire, hire, hypothecate or let any movable property, or, sell or otherwise dispose of such movable property in any manner whatsoever to the State, a regional council or any other local authority council or, unless the Minister determines otherwise, by public auction to any other person.

- Council's Asset Management Policy & Procedures.
- Council's Auction Committee.
-
- Council's Tender Board Committee.

6. Auction procedures

6.1 Council reserves the right to dispose of any material/equipment/goods as it deems necessary.

6.2 Council has the right to withdraw any item from sale before a final decision is made.

6.3 The closed bid method shall be used to dispose the declared obsolete or redundant items to staff members.

6.4 Any staff member who wishes to participate in the auction shall complete an application indicating the number of item(s) that he/she wishes to purchase in priority order of sequence. Plant and vehicles are limited to one (1) item each per staff member. Only three (3) lots of same item allowed per successful bidder.

6.5 Any participating staff member in the auction is required to pay a refundable auction deposit fee of N$1 000.00 (One thousand Namibia Dollars) in cash at the Cashiers and attach original proof of receipt to the application. In the

event the staff member become a successful bidder, the deposit monies shall first be deducted from the purchased price of the item(s) bought before refund if any outstanding is made to the particular staff member.

6.6 If bids are awarded and the bidder fails to accept the award or fails to pay, a penalty of forfeiting the auction deposit is charged.

6.7 Any successful bidder will be expected to sign a sale agreement with Council immediately after the auction.

6.8 Payment for the purchased item can be done either by cash, bank guaranteed cheques, electronic funds transfer and salary deductions provided in the latter a staff member present proof indicating his/her ability to meet the financial repayment of such item(s) from the Salary Office prior to the auction.

6.9 The repayment of the bid item(s) via the salary deduction can only be effected for a maximum period of **twelve (12) months** effective from the date when the sale agreement is concluded (provided such a deduction is within the legislated one third).

6.10 In the event the staff member leave Council's services before settlement of the debts, the outstanding amount shall be deducted from his/her termination pay-outs and should there be insufficient funds he/she shall give consent for the balance to be deducted from the pension benefits.

7. Assessing closed bid applications

7.1 All closed bid applications for movable assets received shall be forwarded to the Auction Committee for assessment.

7.2 The Auction Committee shall constitute of representatives from Audit, Finance (Procurement Division), Human Resources Department and the Exclusive Bargaining Union who will meet to consider the applications and make recommendations to Council's Local Tender Board for final approval.

7.3 The Auction Committee will nominate the Chairperson and the Secretary.

7.3.1 The **Auction Committee** is responsible for the following:

7.3.1.1 To consider the spreadsheet of material descriptions for approval to advertise the items for auction.

7.3.1.2 Ensure that properly submitted bids on any lot will be considered for acceptance.

7.3.1.3 Ensure that late bids are not accepted and any spoilt bids will be rejected.

7.3.1.4 That the recommendation of awarding any item goes to the highest bidder.

7.3.1.5 Ensure that all bids are entered into one spreadsheet and verified before recommended to the Local Tender Board for final approval via the Chairperson of the Auction Committee.

7.3.1.6 A member of the Auction Committee who has or intends to acquire a direct or indirect in a bid or an agreement shall in writing declare the nature, extent and particulars of such interest to the Auction Committee.

7.3.1.7 A member of the Auction Committee shall not take part in the considering or discussing of, or exercise any vote on, a matter in which he or she has an interest as contemplated in paragraph 7.3.1.6 above.

7.3.2 The **Local Tender Board** approval and outcome is final.

7.3.3 The bidders should be informed of the outcome of his/her bid by the Auction Committee via the Secretary.

7.4 The **Secretary** should ensure the following:

7.4.1 That a spreadsheet comprising lots of material description – bids 1, 2, 3, 4, 5 is prepared and submit the list to the Auction Committee for approval. Only after approval, the Secretary advise Procurement Division to advertise.

7.4.2 All bids received are opened in the presence of the Auction Committee delegates, stamped to confirm their legitimacy and the delegated members should also co-sign the completed list to be forwarded to the Auction Committee.

7.4.3 **Procurement Division** is responsible for the following functions:

7.4.3.1 Preparation of the bidding forms.

7.4.3.2 Advertise on intranet and notice boards, preferably two weeks before the auction.

7.4.3.3 Explanation on how bidding will be handled and payment will be made.

7.4.3.4 Deciding on viewing dates.

7.4.3.5 Prepare bidding boxes.

7.4.3.6 Close bids in bidding boxes by the closing dates.

7.4.3.7 Only one bidding form per item. No combined bids will be considered.

7.4.3.8 No faxed bids will be accepted.

7.4.3.9 Sold items are to be removed within 7 (seven) days after receipt of notice. Removal of purchased goods will be at employee's own expense and risk. Goods not paid for within the prescribed period will be reserved for public auction.

7.4.3.10 All items are deemed inclusive of any taxes and duties as per the applicable Tax Laws.

7.4.3.11 Materials may only be removed from Council's premises after presentation of official payment receipt or proof that the item will be deducted from the concerned staff member's salary.

7.4.3.12 The bid and a copy of the proof of payment are to be filed for control purposes.

--- oOo ---

[SALE OF REDUNDANT AND OLD ASSETS/DGT]

Republic of Namibia

Ministry of Urban and Rural Development

Enquiries: Ms. LN Amadhilah
Tel: (+264+61) 297-5080
Fax: (+264+61) 297-5096
E-mail: lamadhilah@murd.gov.na

Government Office Park
Luther Street

Private Bag 13289
Windhoek, Namibia

Our Ref.: 14/16/W3
Your Ref.: MURD/07/2021

Chief Executive Officer 23 of 1992 - Accounting Officer in line with 27 (1) Local Authority Act
18 AUG 2022
Box 59
Windhoek
Tel: 061 - 290 2615

The Chief Executive Officer
Municipality of Windhoek
P. O. Box 59
WINDHOEK

Attention: Mr. O. A. Hekandjo,

RE: REQUEST FOR MINISTERIAL APPROVAL FOR DONATION OF REDUNDANT VEHICLES, PLANT AND EQUIPMENT TO MALTAHOHE VILLAGE COUNCIL AND THE DEPARTMENT OF CORRECTIONAL SERVICES

Reference is made to your letter dated 29th July 2022 and the additional information submitted on 8th August 2022 on the above subject matter.

We are writing to inform you that the application from the Windhoek Municipality to make donations of redundant vehicles, plant and equipment valued at an estimated amount of N$127,000.00 to the Department of Correctional Services in the Ministry of Home Affairs, Immigration, Safety and Security and to the Maltahöhe Village Council respectively has been approved in terms of Section 30 (1) (z) (ii) of the Local Authorities Act, 1992 (Act No. 23 of 1992) as amended, and in accordance with the Council Resolution No 165/06/2022.

Yours sincerely,

NGHIDINUA DANIEL
EXECUTIVE DIRECTOR

MINISTRY OF ... - 16 AUG 2022

NOTE

*** **Pages 373 - 645 attached hereto** should be read with the agenda of the monthly meeting of the Municipal Council of Windhoek, scheduled to be held on **Thursday, 27 February 2025 at 17:30**, postponed to be held on **Wednesday, 5 March 2025 at 17:30** , in the new Council

Compiled by: Ms J Rukira

373

NAMIBIA REVENUE N$5

NAMIBIA REVENUE N$5

SPECIAL POWER OF ATTORNEY

I, the undersigned

Tafadzwa Margaret Chirunda

married to SERVAAS VAN DEN BOSCH which marriage is governed by the laws of the Kingdom of Netherlands

in my capacity as owner of Erf 1234, Windhoek

do hereby nominate, constitute and appoint

Du Toit Town Planning Consultants

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

- The rezoning of Erf 1234, Windhoek from 'residential' 1:900 to 'office' with a bulk of 0.4
- Consent in terms of Section 23(1) of the Windhoek Zoning Scheme and Council's policy to allow for additional residential floor area
- Consent to use the erf for office purposes while the rezoning is in process since it is located in an approved policy area

at the cost of the applicant and generally for effecting the purpose 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 our said Agent shall lawfully do or cause to be done, by virtue of these present.

Signed at Windhoek this 18 day of April 2024, in the presence of the undersigned witnesses

WITNESSES:

1. _____
2. CURIRAS C

_____
SUBSCRIBER

1. _____
2. Manuela

_____
COSIGNER (as proof that marriage still subsists)

Selma Mayn 374 Sept 27/5/2024

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

SUBMISSION:

Rezoning of Erf 1234, Mozart Str, Windhoek from 'residential' with a density of 1:900m² to 'office' with a bulk of 0.4; and Consent in terms of Section 23(1) of the Windhoek Town Planning Scheme for an additional floor area on Erf 1234

1	**Application by Consultant or Owner of the Erf/ Portion/ Farm on the prescribed form.**	attached
2	**Previous Council approval (if applicable)** (resident occupation)	attached
3	A) **Locality and Detailed Sketch Plan** (Illustrating the whole boundary of the Local Authority area under which the application is made)	attached
	B) **Portion Number (s) or Erf number (s)** from Surveyor General's Office	n/a
	C) **Existing Zoning Plan/Zoning Certificate** D) **Intended Zoning Plan**	attached
	E) **Subdivision/Consolidation Plan**	n/a
	F) **Parking Layout**	
	G) **Copy of diagram / Extract of General Plan**	attached
4	**Conditions to be registered** ***(if applicable)***	attached
5	**Special Power of Attorney** including Revenue Stamps with relevant initials	attached
6	**Closure Certificate and Environmental Clearance Certificate** (*if applicable*)	n/a
7	**Previous Board approvals (Townships Board or NAMPAB)** *(if applicable)*	n/a
8	**Road Authority approval together with the sketch plan indicating the access point (s)** *(if applicable)*	n/a
9	**A) Copy of Founding Statement (CC 1/2)** (*if registered in the name of Close Corporation*)	n/a
	B) Copy of Company Resolution (*if registered in the name of a Company*)	n/a
10	**Copy of Title Deed or Certificate of Registered Title**	attached
11	**Conditions of Establishment** attached to all copies *(if applicable)*	n/a
12	**Proof of Payment of CoW submission Fee**	attached
13	**Credit Clearance Certificate**	attached

Electronic copy – *date requested:*			**Sent**
Application in .doc format			
All annexures (pdf)			
All relevant plans and drawings (pdf)			
Advertisements & Notices	**Dates placed**	**Closing date**	**Date Sent**
Proof of Advertisements	GG		
	New Era		
	Republik		
Proof of Neighbour Notices (list of registered letters)			
Proof of Notice on Site			
Proof of Notice on LA Board			
Copies of all objections received			

The Gateway to Endless Opportunities

City of Windhoek

Vision: To be a Sustainable and Caring City by 2027

FORM 1

CHECKLIST FOR TOWN PLANNING APPLICATIONS

Please submit the application and supporting documents in the sequence indicated below:

NO.	REQUIRED DOCUMENT	ANNEXURE	ATTACHED (YES or NO or N/A)
1.	**Full Application with motivation by Consultant or Owner of the Erf / Portion/ Farm including the prescribed Urban and Regional Planning Board Form(s).**	ANNEXURE A	YES
2.	**Previous Council's Approval** (if applicable) valid resident occupation	ANNEXURE B	YES
3.	**A. Locality and Detailed Plans** (Illustrating the whole boundary of the Local Authority area under which the application is made)	ANNEXURE C	YES
	B. Portion Number (s) or Erf number (s) from Surveyor General's Office (if applicable)		n/a
	C. Existing Zoning Plan		YES
	D. Intended Zoning Plan		YES
	E. Subdivision / Consolidation Plan (with contours)		n/a
	F. Approved Parking Layout (stamped and signed by the City of Windhoek's Planning, Design & Traffic Flow Division Staff)		YES
	G. Copy of the Diagram or Extract of the General Plan Approved by the Surveyor General		YES
4.	**Conditions to be registered** (if applicable – this is mandatory for all subdivision applications)	ANNEXURE D	n/a
5.	**Special Power of Attorney** including Revenue Stamps with relevant initials	ANNEXURE E	YES
6.	**Closure Certificate** (if applicable)	ANNEXURE F	n/a
	Environmental Clearance Certificate (if applicable)		n/a
7.	**Previous approvals of the Minister of Urban and Rural Development** (including the recommendations of the Urban and Regional Planning Board, Townships Board or NAMPAB, if applicable)	ANNEXURE G	n/a
8.	**Roads Authority approval together with the sketch plan indicating the access point(s)** (if applicable)	ANNEXURE H	n/a
9.	**1. Copy of Founding Statement (CC 1/2) or Business Registration** (if registered in the name of Close Corporation, Company or Organisation Name)	ANNEXURE I	n/a
	2. Copy of Resolution (if registered in the name of a Company or Organisation)		n/a
10.	**Copy of Title Deed, Deed of Transfer or Certificate of Registered Title**	ANNEXURE J	YES
11.	**Conditions of Establishment** (if applicable)	ANNEXURE K	n/a
12.	**Proof of Payment of the City of Windhoek Application Fee**	ANNEXURE L	YES
13.	**Credit Clearance Certificate**	ANNEXURE M	YES

Note: Any required additional documents that are not listed on the checklist may be attached after No. 13

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: Erf 1234_Council

Strategic Executive
Department of Urban Planning and Property Management
Windhoek City Council
P O Box 59
WINDHOEK

27 May 2024

ATTENTION: Ms Kristofina Asino

Dear Ms. Asino

REZONING OF ERF 1234, MOZART STREET, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'OFFICE' WITH A BULK OF 0.4; CONSENT IN TERMS OF SECTION 23 (1) OF THE WINDHOEK TOWN PLANNING SCHEME AND COUNCIL'S POLICY TO ALLOW FOR AN ADDITIONAL FLOOR AREA ON ERF 1234, MOZART STREET, WINDHOEK, WHICH SHALL SOLELY BE DEVOTED TO RESIDENTIAL USE IN THE FORM OF DWELLING UNITS; AND CONSENT TO USE THE ERF FOR OFFICE PURPOSES WHILE THE REZONING IS IN PROCESS SINCE IT IS IN AN APPROVED OFFICE POLICY AREA

The owner of Erf 1234, Mozart Street, Windhoek, Ms Tafadzwa Chirunda appointed Du Toit Town Planning Consultants to obtain statutory approval for:

- Rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4;
- Consent in terms of Section 23 (1) of the Windhoek Zoning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Mozart Street, Windhoek, which shall solely be devoted to residential use in the form of dwelling units; and
- Consent to use the Erf for office purposes while the rezoning is in process since it is in an approved office policy area.

All necessary annexures, as required by the City of Windhoek (CoW) and the Ministry of Urban and Rural Development (MURD) vide the Urban and Regional Planning Board, are attached hereto as **Annexure A1-M**.

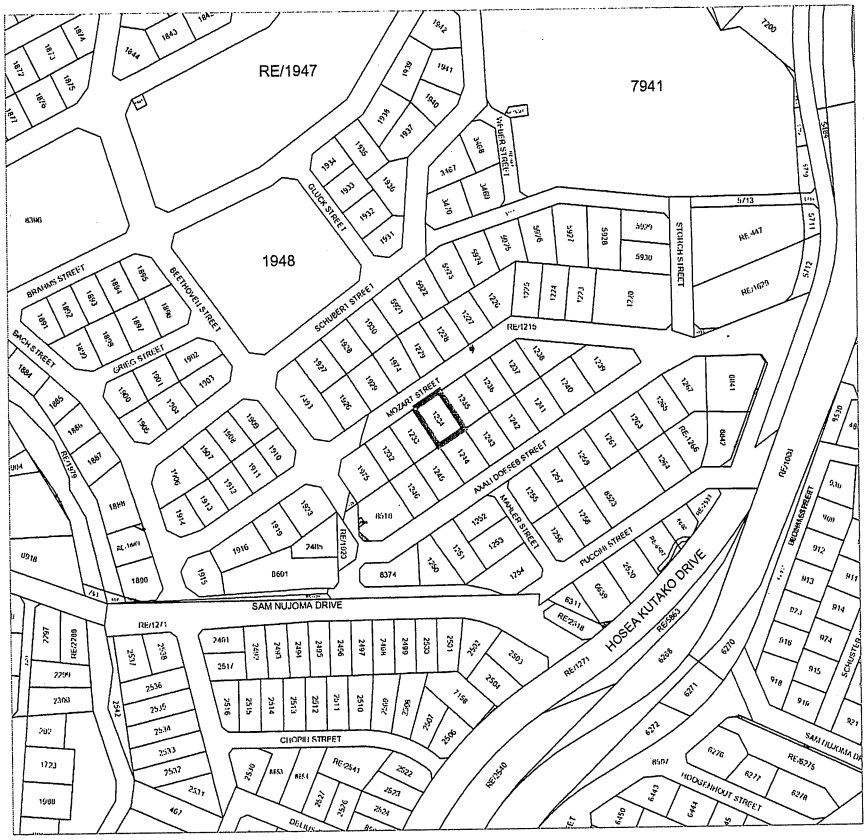
1. INTRODUCTION

The erf is under the registered ownership of Ms Tafadzwa Chirunda (See the Title Deed attached as **Annexure J)**. Ms Tafadzwa Chirunda appointed Du Toit Town Planning Consultants to complete the town planning procedures required by the Municipality and the Urban and Regional Planning Board for the rezoning and consent for Erf 1234, Mozart Street, Windhoek. The Special Power of Attorney, authorizing Du Toit Town Planning Consultants to attend to the application, is attached as **Annexure E**.

2. ERF INFORMATION

2.1. Locality and size

The project erf is located within Mozart Street in Windhoek and is 1 164m^2 in extent. See figure 1 below illustrating the locality of Erf 1234. The locality plan is attached as **Annexure C1** for optimal clarity.



3. PROPOSAL

The owner intends to utilize the property for office purposes. However, the current zoning of the property classifies it as 'residential,' limiting its primary use to residential purposes. Therefore, in order to align with the intended office use, the property must undergo rezoning to 'office' with a bulk of 0.4. Additionally, consent is required in accordance with Section 23(1) of the Windhoek Town Planning Scheme and Council's Policy. This consent would permit the incorporation of an additional floor area, exclusively dedicated to residential use in the form of dwelling units. Figure 4 below illustrates this rezoning. For further clarity, see **Annexure C3**.

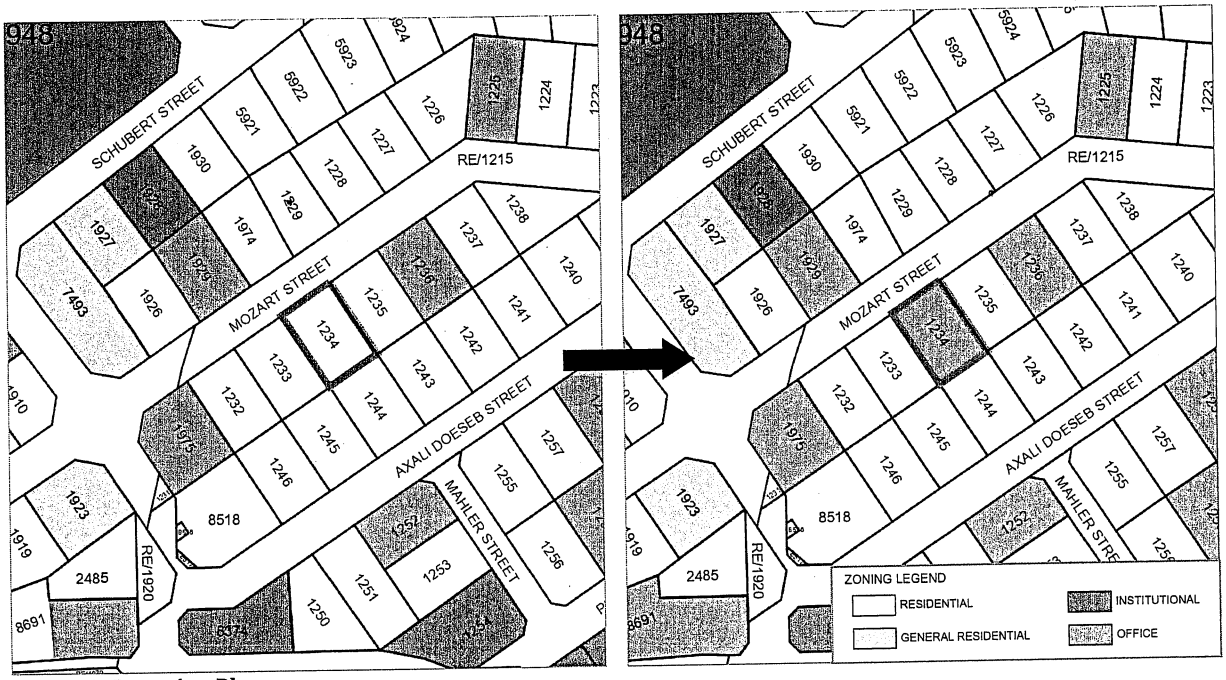


Figure 3: Rezoning Plan

4. REGISTERED CONDITIONS

The conditions registered against Erf 1234, Mozart Street, Windhoek are contained in the Deed of Transfer T0782/2024 of which a copy is attached (**Annexure J**). The old Title Conditions are still registered against the property as well as the new Zoning Scheme conditions. There are thus no conditions prohibiting the application to rezone the property.

5. MOTIVATION

Need and Desirability

Erf 1234, Mozart Street, Windhoek is ideally situated for the use of office due to its location within the office policy area, the surrounding uses and changed character of the area as well as Council's policies on office zonings.

The office policy was adopted to guide development in preferred direction and allow for a gradual change in land use from residential to low intensity office developments. Erf 1234, Mozart Street, Windhoek is located in the office policy area, and the owner wishes to make use of this opportunity created by the City of Windhoek to obtain office rights with consent for an additional floor area.

A significant number of erven in proximity of Erf 1234, Mozart Street, Windhoek have already been rezoned to 'office' as is reflected on the zoning map overleaf.

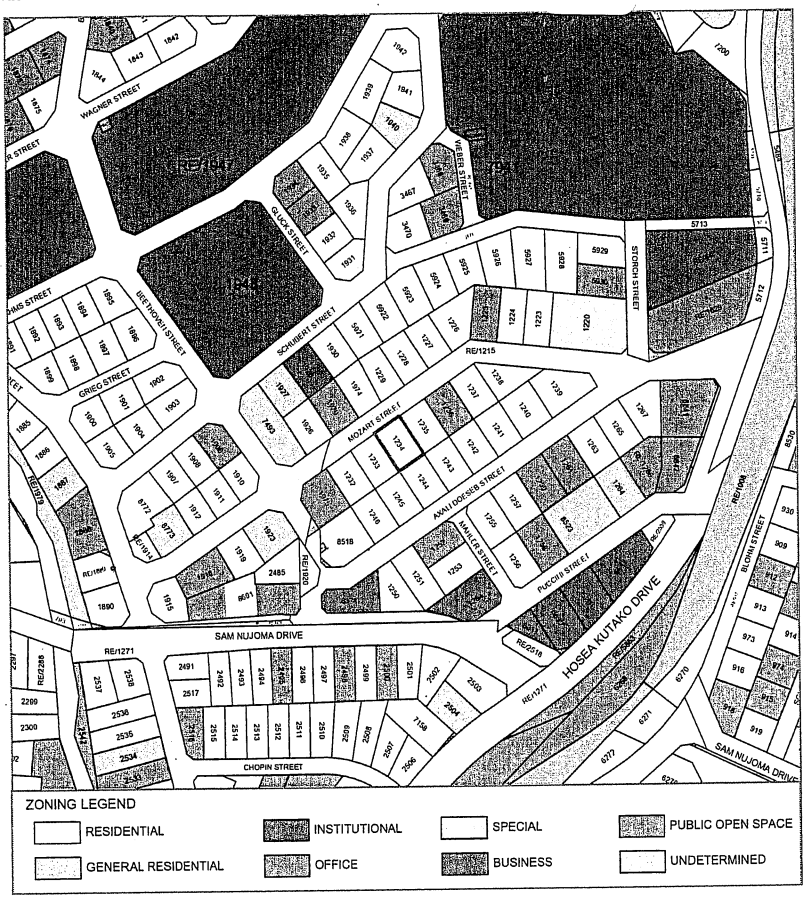


Figure 4: Surrounding zoning

Additionally, the proposed rezoning from 'residential' to 'office' serves as a strategic response to the increasing demand for office spaces within the city. As urbanization progresses, there is a growing requirement for commercial hubs to accommodate businesses, institutions, and services. By reassigning the land use designation, we aim to optimize the utilization of this prime location, fostering economic growth and enhancing the urban fabric.

Simultaneously, seeking consent to allocate additional floor area exclusively for residential purposes underscores the commitment to balanced urban development. Recognizing the importance of providing housing options within proximity to employment centres, we envision integrating dwelling units seamlessly into the proposed office use. This mixed-use approach not only enhances the liveability of the area but also promotes sustainable urban living by reducing commute times and fostering vibrant, inclusive communities.

Finally, obtaining consent to utilize the Erf for office purposes during the rezoning process is imperative to ensure operational continuity and minimize disruptions for existing stakeholders. Given the strategic location of the property within an approved office policy area, temporary approval for office use enables the maintenance of productivity while the regulatory procedures for rezoning are diligently pursued.

6. ACCESS AND PARKING

Access to Erf 1234 in Windhoek is via Mozart Street. The property offers seven (7) parking bays, as illustrated in **Annexure C5**. This meets the City of Windhoek's parking requirements which stipulate

that one parking bay ought to be provided for every 25m² of space. See parking plan overleaf. The Plan is further attached as **Annexure C4** for optimal clarity.

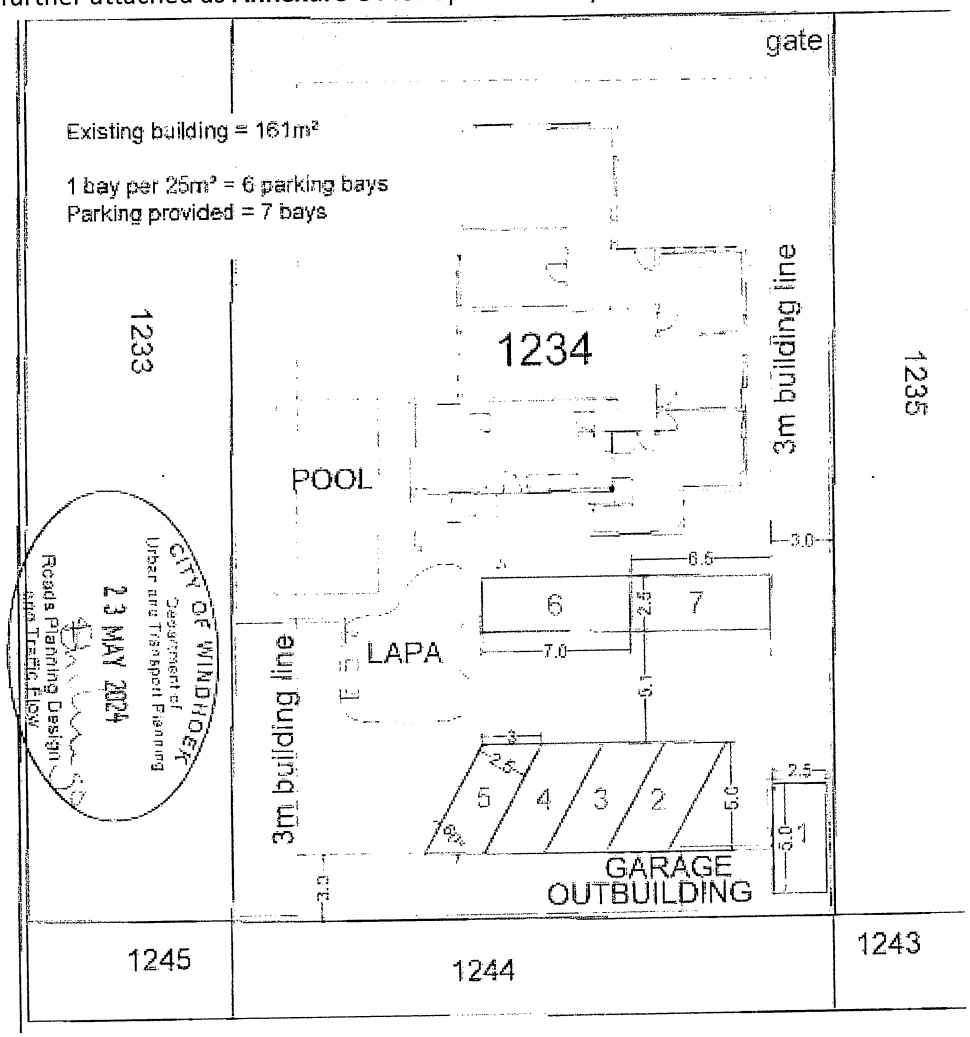


Figure 5: Parking Plan

7. SERVICES

Erf 1234, Windhoek is already connected to the municipal network.

8. CONSENT FOR OFFICE USE IN POLICY AREA

The project Erf falls within an approved policy area, and the demarcation was already included in the Windhoek Town Planning Scheme and promulgated. City of Windhoek is authorized in terms of Section 9 (5) of the Town Planning Scheme, to, on application, consent to the changes in land use rights for erven as in Table I. Furthermore, since the proposed bulk falls within the prescribed bulk of 0.4 and the erf falls within the Windhoek Policy Area, the Council is requested to approve the use of the erf for 'office' purposes with immediate effect while the rezoning process is formally being completed.

9. ADVERTISING PROCEDURE

Notice of the application will be given to the prescribed persons as well as the general public upon receipt of the complete application by Council in terms of section 105 (Section 107, subsection (1)) of the recently promulgated Urban and Regional Planning Act, 2018 (Act 5 of 2018).

10.CREDIT CHECK

A Credit Clearance was conducted for Erf 1234, Mozart Street, Windhoek, and the account was in good standing as per the attached **Annexure M**. Proof of payment for the application fee is also attached as **Annexure A2.**

11. CONCLUSION

In summary, the application reflects strong commitment to responsible urban planning and development in Windhoek. By prioritizing diverse land use, supporting residential growth, and facilitating office activities, thus striving to positively impact the city's socio-economic dynamics while respecting regulations and community preferences. It is to this end that Council is advised to approve the rezoning.

12. APPLICATION

Application is herewith made for:

12.1 Rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4;

12.2 Consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on erf 1234, Mozart Street, Windhoek, which shall be devoted solely to residential use in the form of dwelling units;

12.3 Consent to use the Erf for office purposes while the rezoning is in process since it is in an approved office policy area; and

12.4 That the parking layout as attached is approved.

13. LIST OF ANNEXURES

Please find attached 3 copies of the following:

Annexure	**A1**:	Prescribed Application Form
Annexure	**C1:**	Locality Plan
	C2:	Zoning Certificate
	C3:	Rezoning Plan
	C4:	Parking Plan
	C5:	Cop of Erf Diagram
Annexure	**E:**	Special Power of Attorney
Annexure	**J:**	Copy of Title Deed
Annexure	**L:**	Proof of Payment
Annexure	**M:**	Credit Check Certificate

Kind regards

Dorette Opperman

FORM 1 OF ANNEXURE 4

MINISTRY OF URBAN AND RURAL DEVELOPMENT

NOTICE OF INTENTION TO APPLY FOR REZONING

TO WHOM IT MAY CONCERN

Please take note that **DU TOIT TOWN PLANNING CONSULTANTS**
(full names of applicant)

intends to apply to the local authority of **CITY OF WINDHOEK** and the **URBAN AND REGIONAL PLANNING BOARD*** to rezone

ERF 1234, MOZART STREET, WINDHOEK, FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900M² TO 'OFFICE' WITH A BULK OF 0.4

(details of the amendment concerned)

Please further take note that -

(a) the plan of the erf or land lies for inspection at room ..... of the offices of the authorised planning authority or other local authority or the Board;*

(b) any person having objections to the rezoning concerned or who wants to comment, may in writing lodge such objections and comments, together with the grounds, with the authorised planning authority or other local authority or the Board* ,and with the applicant within 14 days of the last publication of this notice.

The recommendation of the authorised planning authority or other local authority or Board*, if any, and any conditions determined by it with regard to the rezoning concerned are as follows:

.....

.....

.....
Signature of applicant

27/05/2024
Date

Address of applicant: **1st Floor Bridgeview Building, Dr Kwame Nkrumah Ave, Klein Windhoek**

* Delete whichever is not applicable.

Department of Urban & Transpo 383 anning

✉ 59
80 Independence Avenue
WINDHOEK, NAMIBIA

Tel: (+264) 61 290 2073 • **Fax:** (+264) 61 290 2060 • www.cityofwindhoek.org.na

Enq: D. Haikonda
Tel: 290 3517

Ref: L/1234/W
Date: 18 April 2024

Tafadzwa Chirunda
P O Box 86053
Eros

Dear Madam,

APPLICATION FOR A RESIDENT OCCUPATION ON ERF 1234, MOZART STREET, WINDHOEK.

It is a pleasure to inform you that in terms of Council Policy regarding the operation of resident occupations, consent is hereby granted for **three years (3)** to you for an **Administrative Office (Consulting, Marketing and Communication) on Erf 1234, Windhoek** subject to the following conditions:

1. The applicant must reside (live) on the premises.

2. The consent can be withdrawn at any time should valid complaints be received or the imposed conditions not be complied with.

3. Only information boards, not exceeding one square metre in size, indicating the name and profession or occupation of the resident may be displayed. Please take note that no signage may be erected on, overlapping, or in any way encroaching on to the sidewalk.

4. A maximum of two employees (excluding the resident owner) may be employed on the premises.

5. No goods may be sold from any residential erven (excluding goods made on order).

6. No goods may be stored on any residential Erf, excluding samples in the case of commercial agents.

7. No goods may be openly displayed out-doors.

8. The preparation of food for public sale and consumption may only be allowed if the City Health Officer is satisfied that the applicable Health Regulations have been complied with.

9. Small-scale manufacturing of household or associated articles on an infrequent basis and without employment of any person shall be viewed as a hobby.

10. That a minimum of four parking bays be provided to the satisfaction of the Strategic Executive: Transportation.

11. That the use of a building or portion of a building for resident occupational purposes must be correctly indicated on building plans and approved by the Strategic Executive: Urban and Transport Planning or by any official as delegated by Council before the activity commences.

12. The location of a resident occupation within the building and the area of floor space used shall not be such as to alter the essentially residential nature of the property.

13. The resident occupation is also subject to all applicable laws and regulations of the Government.

14. Except with Council's consent, the area occupied by a resident occupation is restricted to 25% of the total floor area of the dwelling with a maximum of 70m².

15. No delivery vehicles are allowed on the premises, especially trucks.

16. The consent granted is not transferable to a third party or a successor-in-title.

17. If found at any time that any information contained on this application was false or not true, this approval will be withdrawn with immediate effect.

18. This Resident Occupation is subject to the issuing of a valid Fitness certificate. If a fitness Certificate is not issued for any reason, this Resident Occupation will be revoked with immediate effect.

19. The applicant must accept these conditions by signing a copy of this approval letter upon receipt thereof, and return to this Division.

Please note that this Resident Occupation consent use should be renewed on or before 18 April 2027

Yours faithfully,

.....

KRISTOFINA ASINO
MANAGER: URBAN POLICY

I Lisias Gabriel **accept the above imposed conditions and agree to abide thereby:**

.....

Signature of applicant

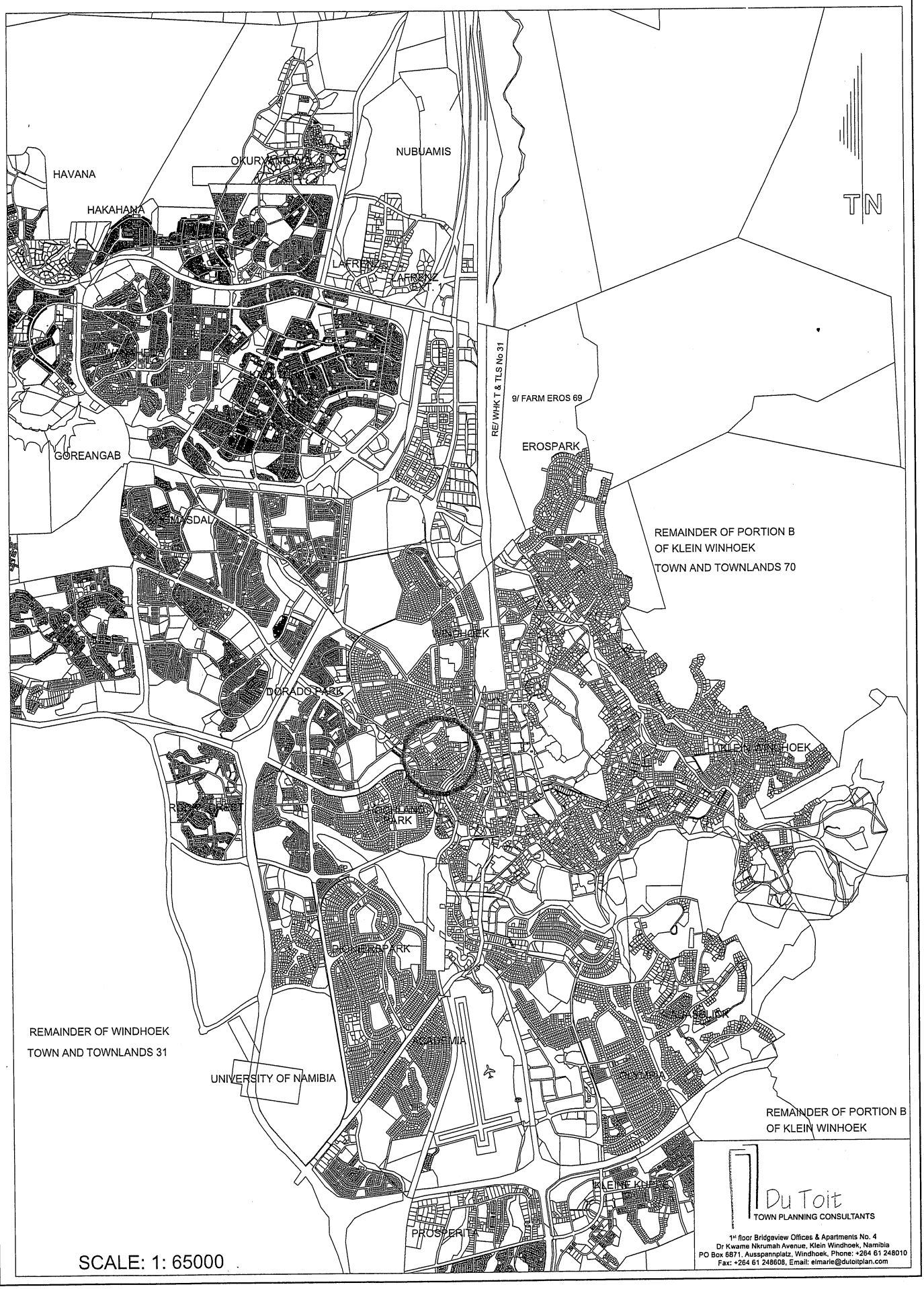
19/04/2024

Date

cc: 1. Manager Billing
Mrs. A. I. Xaba

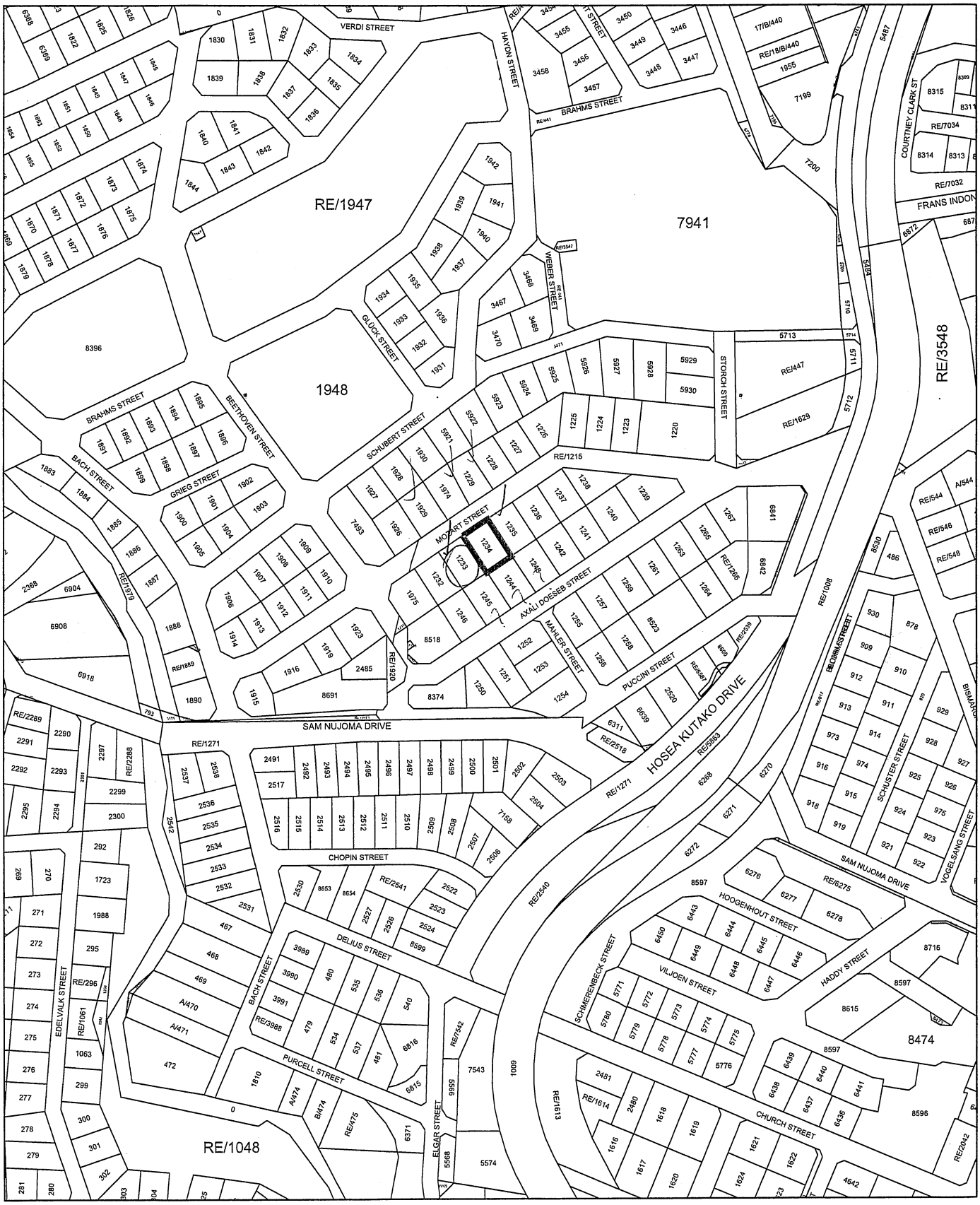
2. Manager: Building Control
Mr Larry Mwikanda

LOCALITY PLAN OF ERF 1234 MOZART STREET, WINDHOEK



SCALE: 1: 65000

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



Scale: 1/5000

DATE: APRIL 2024

PLAN NO. 1234WW_L

TN

LOCALITY PLAN OF ERF 1234
MOZART STREET
WINDHOEK

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
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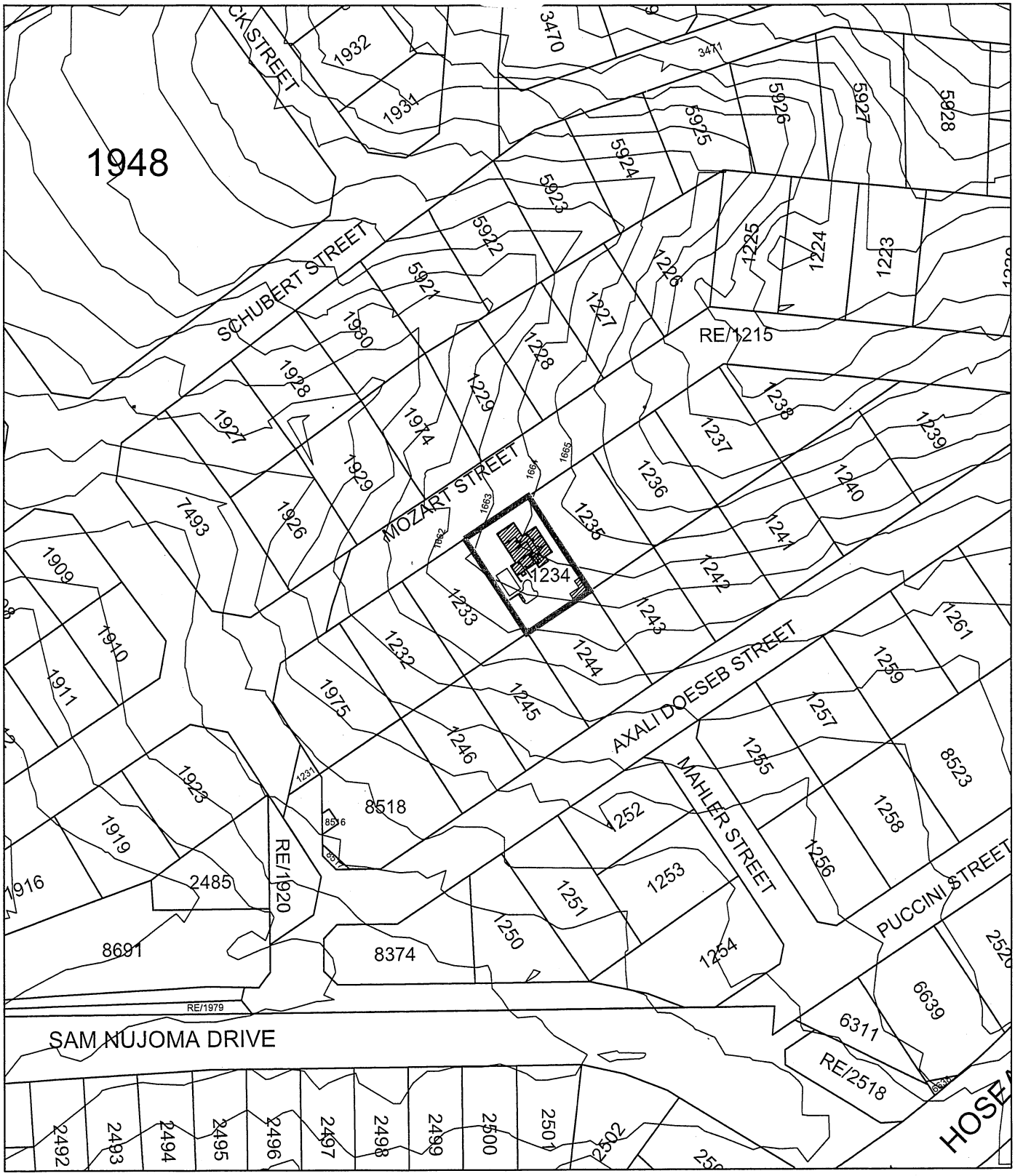
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



EXISTING BUILDINGS

Scale: 1/2000

DATE: APRIL 2024

PLAN NO. 1234WW

TN

Rezoning of Erf 1234, Windhoek from 'residential' with a density of 1:900m2 to 'office' with a bulk of 0.4; and Consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units.

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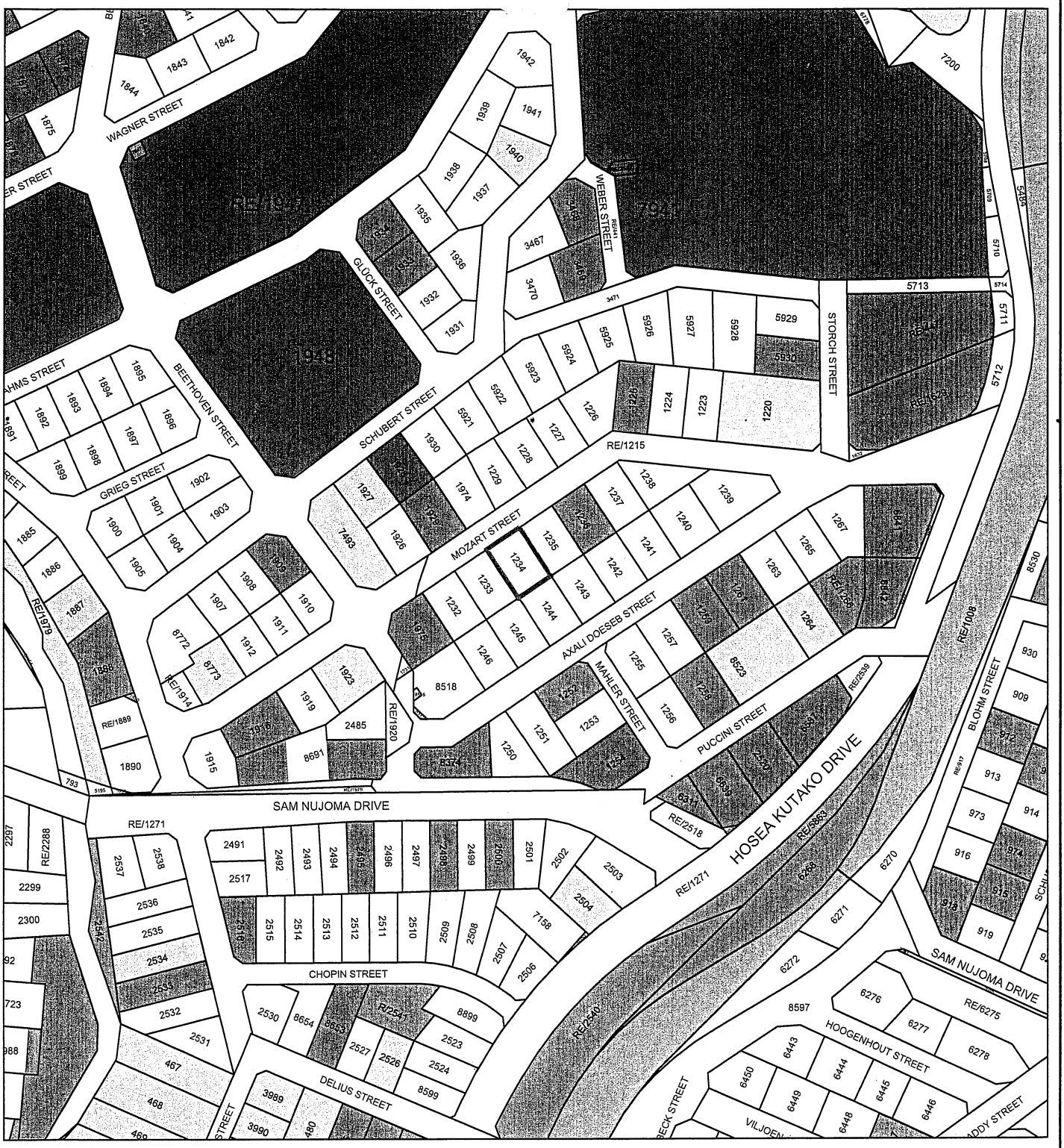
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



ZONING LEGEND

RESIDENTIAL	INSTITUTIONAL	SPECIAL	PUBLIC OPEN SPACE
GENERAL RESIDENTIAL	OFFICE	BUSINESS	UNDETERMINED

CURRENT ZONING OF ERF 1234 MOZART STREET, WINDHOEK

('RESIDENTIAL' WITH A DENSITY OF 1:900m²)

TN

DATE: APRIL 2024

SCALE: 1/4000

PLAN NO. AMS

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments No. 4
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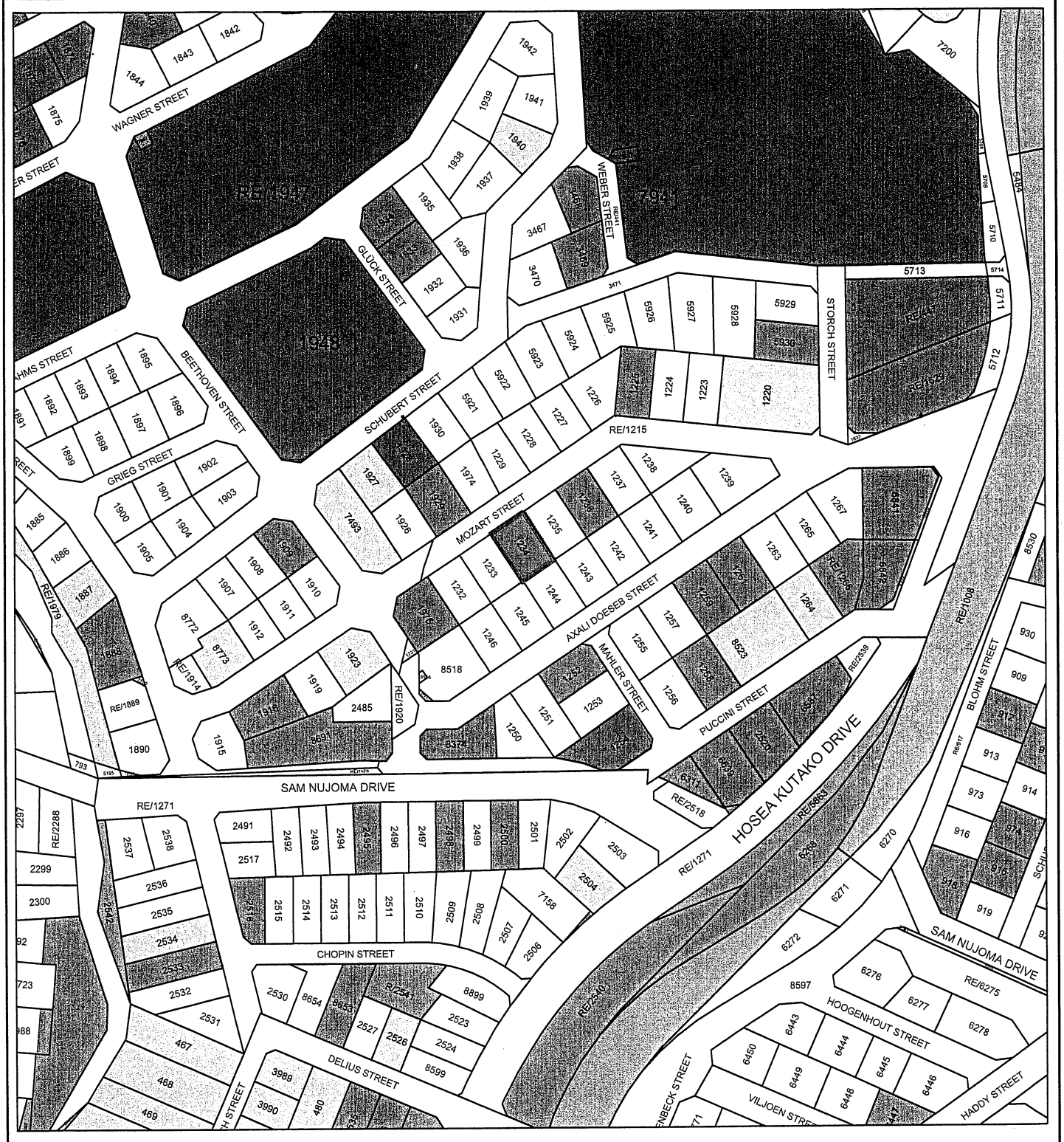
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



ZONING LEGEND

RESIDENTIAL	INSTITUTIONAL	SPECIAL	PUBLIC OPEN SPACE
GENERAL RESIDENTIAL	OFFICE	BUSINESS	UNDETERMINED

Rezoning of Erf 1234, Windhoek from 'residential' with a density of 1:900m2 to 'office' with a bulk of 0.4; and Consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units.

TN

DATE: APRIL 2024

SCALE: 1/4000

PLAN NO. AMS

Du Toit
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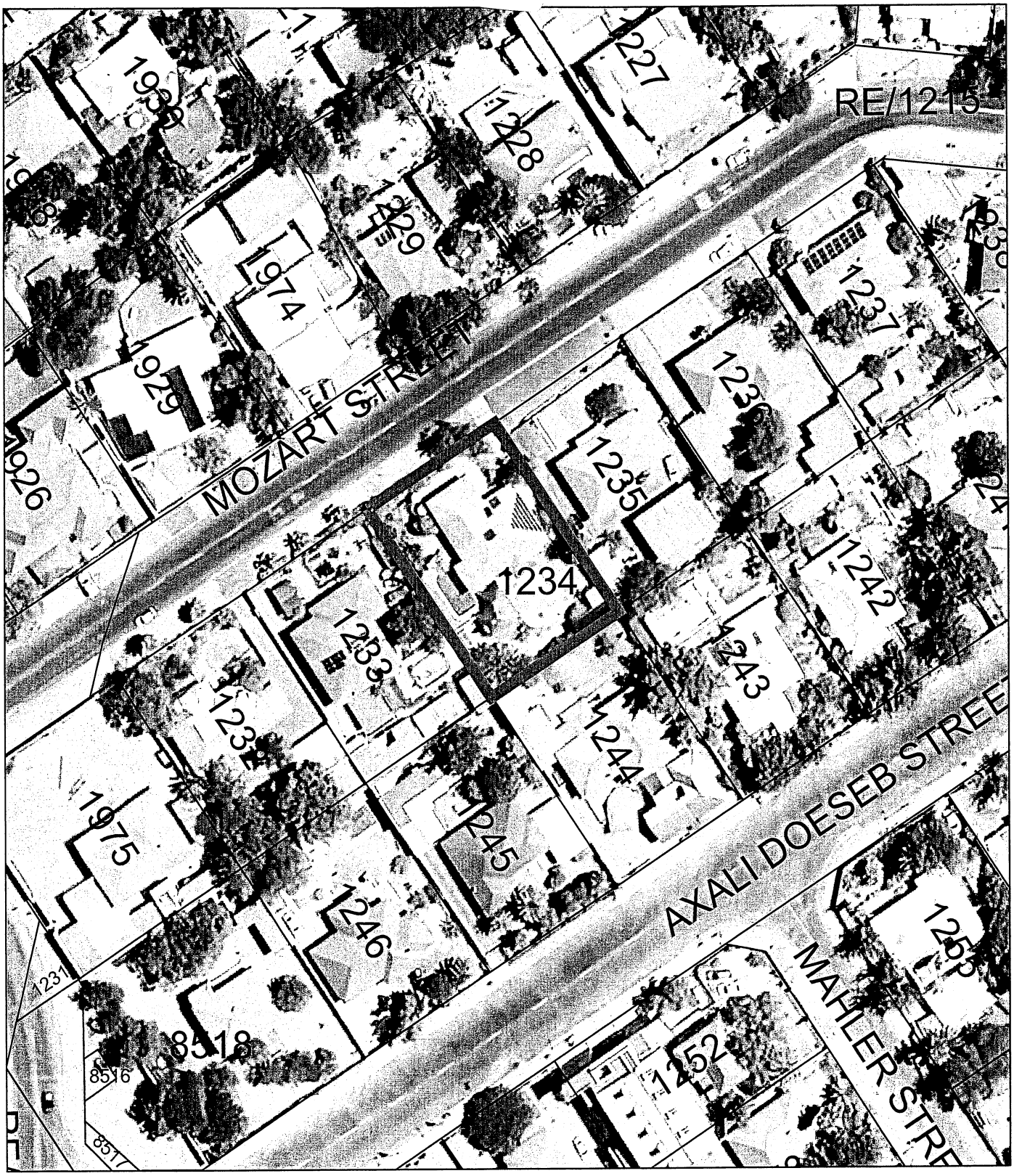
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com



Scale: 1/1000

DATE: APRIL 2024

PLAN NO. 1234WW

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Rezoning of Erf 1234, Windhoek from 'residential' with a density of 1:900m2 to 'office' with a bulk of 0.4; and Consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units.

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PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
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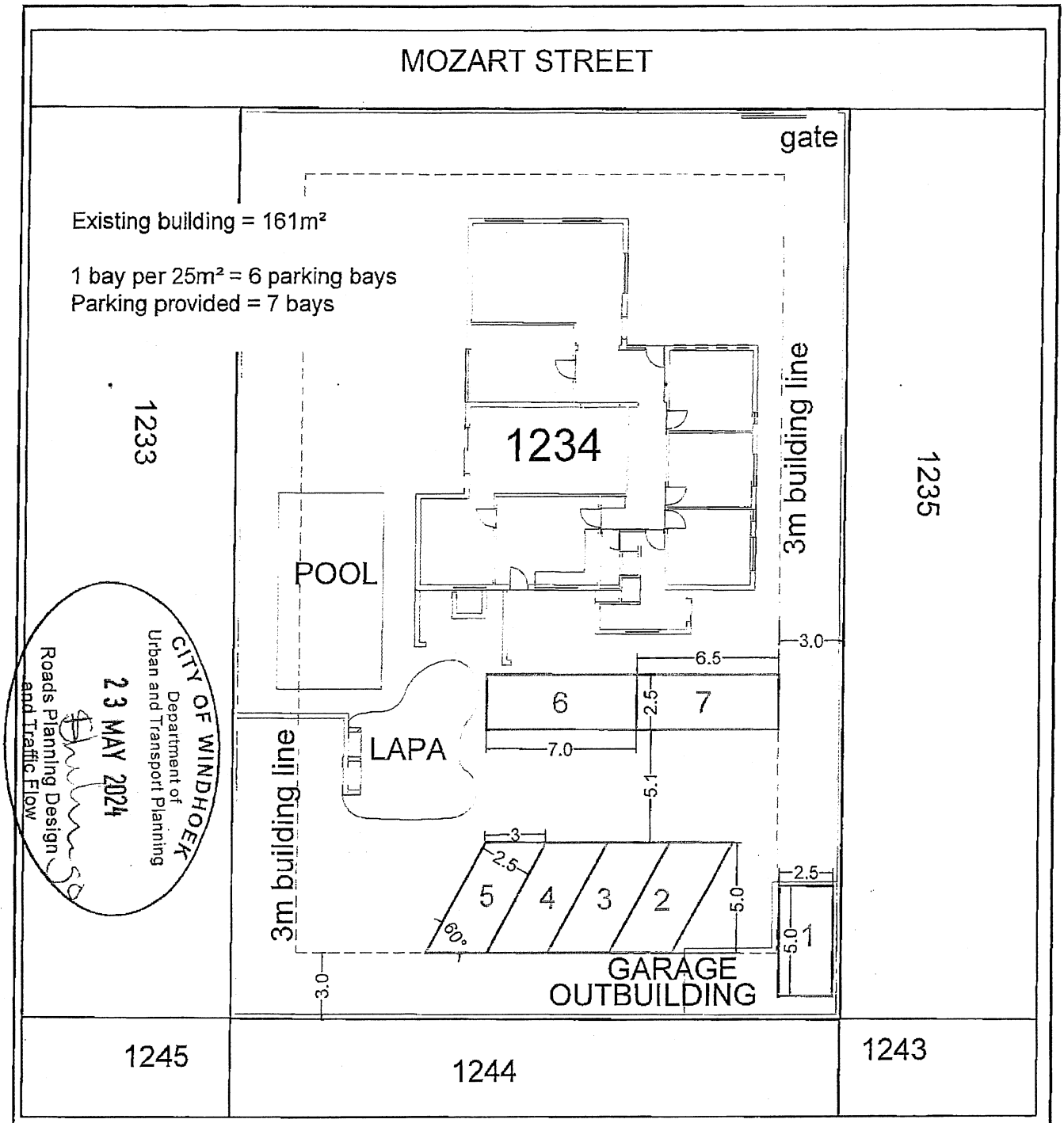

Scale: 1/250

DATE: APRIL 2024

PLAN NO. 1234WW

PARKING LAYOUT FOR THE:

Rezoning of Erf 1234, Windhoek from 'residential' with a density of 1:900m2 to 'office' with a bulk of 0.4; and Consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units.

Du Toit
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1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010
Fax: +264 61 248608, Email: elmarie@dutoitplan.com

Town Planning Certificate No. 1:
Town Planning Scheme Information

392

Ref : _____

Enq : _____

Tel : _____

Applicants Address _____

_____

Telephone Number : _____

Sir / Madam

Erf No: 1234

Township : WINDHOEK/WINDHOEK BLOCKS

Street : MOZAMBIQUE STR

In terms of the Windhoek Town Planning Scheme the following conditions apply to the above mentioned erf.

1. Use Zone : RESIDENTIAL — Refer to Table B.
2. Density : 1 DWELLING / 900M² — Refer to Table E.
3. Bulk Factor : 0 00 — Refer to Table F.
4. Coverage : 50 % — Refer to Table G.
5. Erf Size : 1,164 m²
6. Parking :

(The parking ratio should be confirmed with the Transportation Department for erven in the business zone, and for restaurants, grouped housing schemes, hotels, bed & breakfasts, resident occupations, places of amusement, social halls and churches)

7. Street Build Lines
8. Position Of Buildings :
9. Street Address : 17 MOZAMBIQUE STR
10. Flood Line :
11. Height Restriction : — Refer to Table J.
12. Street Reservation :
13. Other :

The TOWN PLANNING SCHEME and MAP are open for inspection on the passage wall of the 7th floor of the town house. The information provided herein must be verified by the applicant by inspection of the Scheme and Map.

Your attention is further directed to any condition which may be registered against your property in the title deeds. You may be required to furnish a certified copy of the title deeds conditions before any building plans are approved.

Yours Faithfully

Sides		Angles			
	m		°	'	"
a b	28.18	a	89	56	50
b c	41.33	b	90	00	40
c d	28.15	c	90	00	00
d a	41.34	d	90	02	30

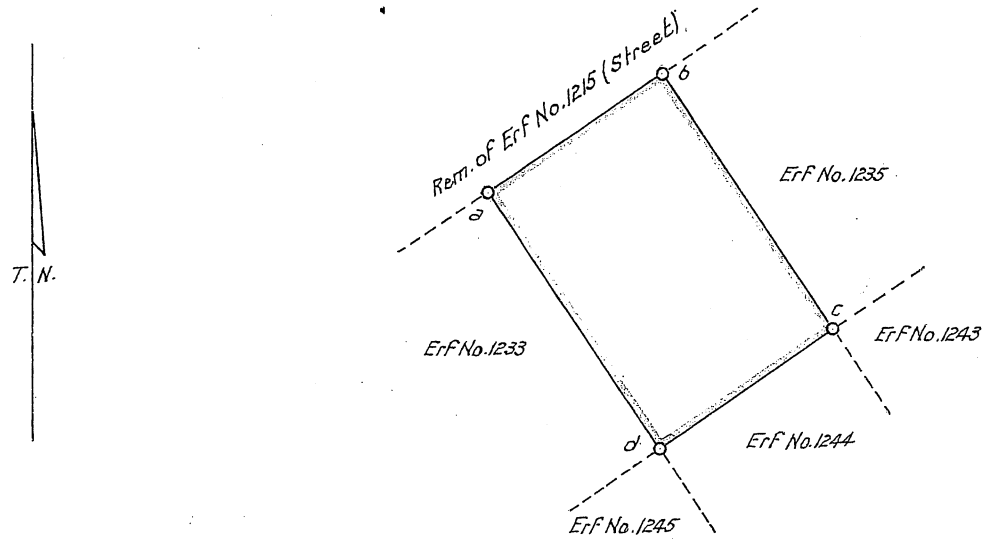
393

S. G. No. A. 2 5 8 /

APPROVED

SURVEYOR GENERAL

20 SEP 1948



SCALE 1: 1000

The Figure a · b · c · d represents

— Hectares 11 Ares 64 Square Metres of Land, being

Erf No. 1234 being portion of Erf No. 1215

in the Township of Windhoek SOUTH WEST AFRICA.

Surveyed in Aug. - Septbr. 1946 by me

Land Surveyor.

Formerly Parzelle —

The original Diagram is S. G. No. A.

Framed by Surveyor F. Mendes de Gouvêa

in September 1946

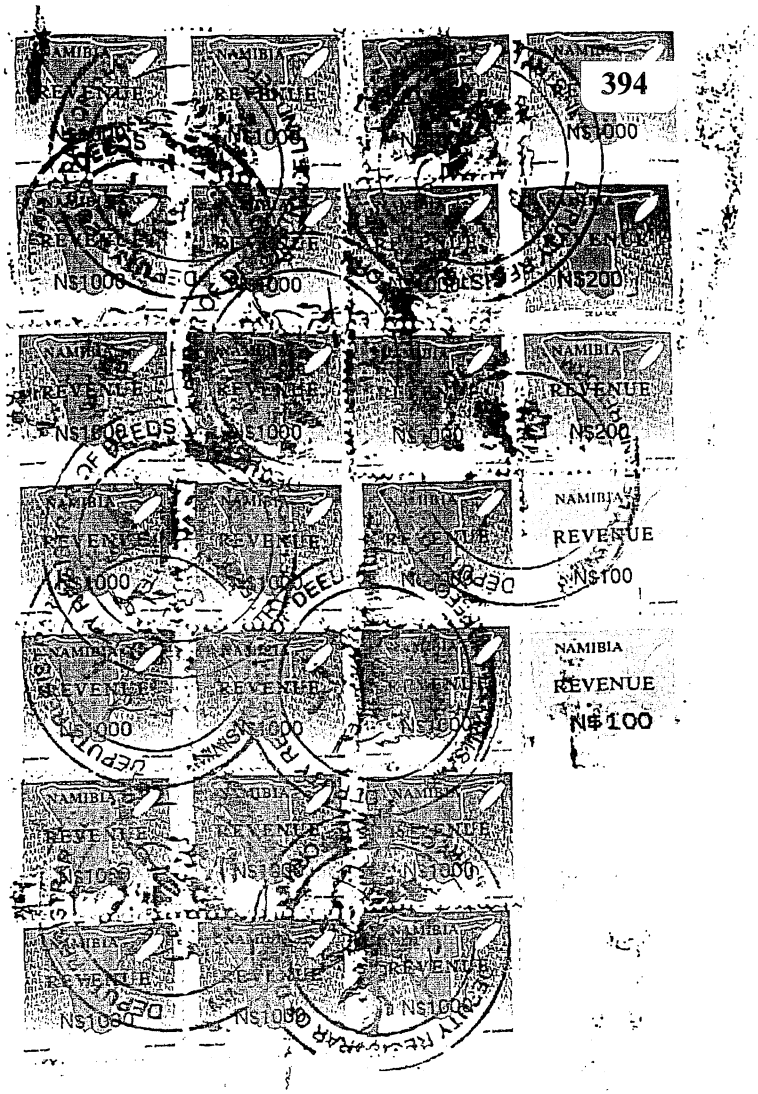
Annexed to Certificate of Consolidated Title

This Diagram is annexed to

Deed of Transfer No. 842 / 1948

registered this day.

K.F. Court



Prepared by me

CONVEYANCER
C.QUINN

DEED OF TRANSFER T 0782 / 2024

BE IT HEREBY MADE KNOWN:

THAT **Adriana Jacoba van der Merwe**

appeared before me Registrar of Deeds at Windhoek, he/she the said Appearer being duly authorized thereto by a Power of Attorney, granted to him/her by:

HEINRICH STEUBER

Identity number 530206 1003 6

Unmarried

dated **29 JANUARY 2024** and signed at WINDHOEK

and the said Appearer declared that his/her said constituent had truly and

D.N.

Scanned with CamScanner

legally sold on 25 JANUARY 2024.

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

TAFADZWA MARGARET CHIRUNDA

Born on 22 August 1984

Married to SERVAAS VAN DEN BOSCH, which marriage is governed by the laws of the Kingdom of Netherlands.

.Her Heirs, Executors, Administrators or Assigns

CERTAIN	**ERF NO 1234 WINDHOEK**
SITUATE	**IN THE MUNICIPALITY OF WINDHOEK** **REGISTRATION DIVISION "K"** **KHOMAS REGION**
MEASURING	**1164 (ONE ONE SIX FOUR) SQUARE METRES**

FIRST TRANSFERRED by Deed of Transfer No. T 842/1948 with Diagram relating thereto and held by Deed of Transfer No T 4038/2016

.**A. SUBJECT** to the following conditions created by the Municipality of Windhoek for its benefit, and created in Deed of Transfer No. T 842/1948, namely:

1. The said property shall be used for residential purposes only, and not more than one dwelling house for one family with the necessary outsbuildings and appurtenances shall be erected thereon.
2. The dwelling house on the said Erf have a building value of at least N$5 000,00 (Five Thousand Namibia Dollars.)

3. The said Municipality shall not be liable to the said purchaser or to its successor in title for compensation in case any alteration in the levels of any street or streets adjoining the said property or in any portion of such streets is effected at any time by the said Municipality.

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In the event of the said Municipality at any time laying out and constructing such street or streets at a level differing from the average level of the said property at the boundary line between it and the said street or streets, then the transferee or his or its successor in title shall within three months after written notice of intention so to lay out and construct any such street having been addressed to him or it by the said Municipality, at his own cost construct a retaining wall on the said property at any such boundary line of sufficient height and strength so as effectually to prevent any portion of the said property falling into the street or vice versa.

All such retaining walls shall be built in consultation with the said Municipality and shall be subject tot its approval. Should the transferee or his or its successor in title fail to comply with the provisions of this clause, the said Municipality shall be entitled to build any such retaining walls and to enter upon the said property for that purpose and shall be entitled to recover the cost thereof from the said transferee or his or its successor in title.

B FURTHER SUBJECT to the following conditions imposed in terms of the Urban and Regional Planning Act 2018, (Act No 5 of 2018), namely:

IN FAVOUR OF THE LOCAL AUTHORITY

a. The erf must only be used or occupied for purposes which are in accordance with, and subject to the conditions which are laid down in terms of the Windhoek Zoning Scheme drafted in accordance with the provisions of the Urban and Regional Planning Act, 2018 (Act No 5 of 2018)

b. The minimum building value of the main building, excluding outbuildings shall be at least four times the prevailing municipal valuation of the erf.

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WHEREFORE the Appearer renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same; and that by virtue of these presents the said TRANSFEREE Her heirs, executors, administrators or assigns, now is/are and henceforth shall be entitled thereto, conformably to local custom the State, however, reserving its rights, and finally acknowledging that the purchase price is the sum of **N$2 860 000,00.**

SIGNED at WINDHOEK on 04 MAR 2024

together with the Appearer, and confirmed with my seal of office.

Signature of Appearer

In my presence

REGISTRAR OF DEEDS

REPUBLIC OF NAMIBIA REGISTRAR OF DEEDS MINISTRY OF LAND REFORM

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CITY OF WINDHOEK

P O Box 59, WINDHOEK NAMIBIA
Telephone No: (061) 290 2911

TAX INVOICE

VAT Reg. Number 2646057-01-5

Invoice Number : INV2024245543	**Date Issued :** 5/27/2024
Account Number : N/A	**Vote Number :** 5000132050048
Name : DU TOIT PLANNING CONSULTANTS	**Reference Number :** 1234, WINDHOEK
Address : N/A	**System Reference :** INV396243
	Issued By : 17304 - HAIKONDA (D)
	Contact Details : +264 61 290 3517
Description : REZONING OF ERF 1234, MOZART STREET, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900M² TO 'OFFICE' WITH A BULK OF 0.4	

PAYMENT DUE

Total Amount Excluding VAT	: **N$** 1750.00
Total VAT Amount	: **N$** 262.50
Total Amount Payable	: **N$** 2012.50

INVOICE DETAILS

Department : 5000 - URBAN & TRANSPORT PLANNING

Tariff Code	: N/A
Tariff Description	: N/A
Quantity Provided	: 1
Unit Price	: **N$** 1750.00
Tariff Amount Excluding VAT	: **N$** 1750.00
Tariff VAT Amount	: **N$** 262.50
Tariff Total Amount	: **N$** 2012.50
Service Code	: N/A

Standard Bank

Receipt

Standard Bank

Transaction with transaction id 46152618 submitted successfully.

NAD 2,012.50

CITY OF WINDHOEK

FIRST NATIONAL BANK NAMIBIA

62712146115

46152618

Online

May 27, 2024

Normal

Windhoek Main

Windhoek-Kenning

Disclaimer

400

WINDHOEK

Department of Finance and Customer Service
Debt and Risk Management Division
PO Box 59, Windhoek, Namibia

City of Windhoek
The Gateway to Endless Opportunities

DEBT MANAGEMENT CREDIT CHECK FORM

Surname: CHIRUNDA First name(s): TAFADZWA

Erf/stand no: 1234 Township: WINDHOEK

If company or registered under cc:

Namibian I. D / Passport no.: AE330123

Postal/Private Bag address: 86083 Township of address: EROS

Physical Residential or Business address:

Tel no (H) Cell

CREDIT CONTROL

Service Accounts
Credit Control Officer Comments:

Current

Name of Credit Controller: Simsolia

Signature:

CITY OF WINDHOEK
27 MAY 2024
Date Stamp
CREDIT CONTROL

SUNDRY DEBTORS - LAND SALES

Comments:

No Accounts

Name of Credit Controller: Shamen

Signature:

Accountant Land Sales:

CITY OF WINDHOEK
27 MAY 2024
Date Stamp
Finance Department

401

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: Erf 1234_PP Rep

Strategic Executive
Department of Urban and Transport Planning
Windhoek City Council
P O Box 59
WINDHOEK

JULY 2024

For Attention: Ms. Kristofina Asino

Dear Ms. Asino

PUBLIC PARTICIPATION REPORT: REZONING OF ERF 1234, MOZART STREET, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'OFFICE' WITH A BULK OF 0.4; CONSENT IN TERMS OF SECTION 23 (1) OF THE WINDHOEK TOWN PLANNING SCHEME AND COUNCIL'S POLICY TO ALLOW FOR AN ADDITIONAL FLOOR AREA ON ERF 1234, MOZART STREET, WINDHOEK, WHICH SHALL SOLELY BE DEVOTED TO RESIDENTIAL USE IN THE FORM OF DWELLING UNITS; AND CONSENT TO USE THE ERF FOR OFFICE PURPOSES WHILE THE REZONING IS IN PROCESS SINCE IT IS IN AN APPROVED OFFICE POLICY AREA

Our application submitted 27 May 2024 for the:

- Rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4;
- Consent in terms of Section 23 (1) of the Windhoek Zoning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Mozart Street, Windhoek, which shall solely be devoted to residential use in the form of dwelling units; and
- Consent to use the Erf for office purposes while the rezoning is in process since it is in an approved office policy area.

Herewith the summary of the public participation process:

Electronic copy				**Sent**
Application in .doc format				27 May 2024
All annexures (pdf)				27 May 2024
All relevant plans and drawings (pdf)				27 May 2024
Advertisements & Notices	**Dates placed**	**Date published**		**Closing date**
Proof of Advertisements	GG	14 June 2024		04 July 2024 *(14 working days)*
	New Era	07/06/2024	14/06/2024	
	Namibian	07/06/2024	14/06/2024	

Proof of Neighbour Notices (list of registered letters)	Sent per registered post	04 July 2024
Proof of Notice on Site	Done – photo attached	
Proof of Notice on LA Board	Done – photo attached	
Copies of all objections received	Response from 2 neighbours –1 objection – see **Annexure C**	

Attached to this letter:

- Government Gazette notice, Newspaper notices and notices posted on site and at Council's Customer Care Centre **(Annexure A);**
- Proof of mail sent, addresses received from CoW, and example of letter sent **(Annexure B);** and
- Response from neighbours **(Annexure C).**

Please do not hesitate to contact me should you require any further information.

Kind Regards

Tjijama Tjitemisa

CLASSIFIEDS

403

Tel: (061) 208 0800/44 Fax: (061) 220 584 Email: classifieds@nepc.com.na

Services | Employment | Notice | Notice | Notice | Notice | Notice

CLASSIFIEDS

Rates and Deadlines

- To avoid disappointment of an advertisement not appearing on the date you wish, please book timeously
- Classifieds smalls and notices: 12:00, two working days prior to placing
- Cancellations and alterations: 16:00, two days before date of publication in writing only

Notices (VAT Inclusive)
Legal Notice N$575.00
Lost Land Title N$460.50
Liquor License N$460.50
Name Change N$402.50
Death Notices from N$200.00
Tombstone Unveiling from N$200.00
Thank You Messages from N$200.00

Terms and Conditions Apply.

AUTO CASH
DO YOU URGENTLY NEED CASH?
GET UP TO 75% OF YOUR VEHICLE'S VALUE IN 45 MINUTES
Just a call Moos-Lash when you need it.
061 400676
www.whkauto.com

Employment

Vacancy for a Commercial Helicopter Pilot

Namibia Helicopter Services has the following vacancy for a commercial helicopter pilot with:

1. Current valid CPL license.
2. Current Class1 medical certificate - Unrestricted
3. Minimum of 150 hours turbine time
4. Minimum of 700 hours total flying time logged
5. Current 206 type rating with 100 hours on type
6. Current R44 type rating with 100 hours on type
7. Current Dangerous Goods certificate
8. Game Capture Rating

Closing date: 14 June 2024

Qualified and current pilots that meet the above requirements should send theirs CV's to:

Email CV to: info@nhs.na

#solemandatespecialist
TWAHAFA REAL ESTATE
TOWNHOUSES
SPACIOUS
WANTED IN
Ludwigsdorf
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Klein Windhoek
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Kleine Kuppe
Priced Below N$ 2 million cost inclusive
Tel +264 81 653 4437

S. Newaka & Co. Inc

"LIQUIDATION AND DISTRIBUTION ACCOUNT IN DECEASED ESTATE LYING FOR INSPECTION

In terms of section 35(5) of Act 66 of 1965, notice is hereby given that copies of the liquidation and distribution in the estate below will be open for inspection for all persons interested therein for a period of 21 days from date of publication hereof at the Master of the High Court (Windhoek) and Magistrates Court as stated below (where applicable). Should no objection thereto be lodged with the Master concerned during the period, the executor shall proceed to make payments in accordance with the account.

Registered number of Estate: E 2200/2020
Surname: SIMON
First Name: SELMA NDINELAO
Identity No: 7909081019 6
Last Address: KAVANGO EAST
Full Name of the
Surviving Spouse: RICARDO SIMON
ID Number: 7210180024 1
Account Description: FIRST & FINAL
Magistrate's Court: N/A
Authorized Agent: S. NEWAKA & COMPANY INC NO. 8, KOCH STREET, KLEIN WINDHOEK, WINDHOEK
Tel: snewaka@snewakaco.com
Advertiser and Address: S. Newaka & Company Inc P.O Box 26215
Email address: snewaka@snewakaco.com
Tel: +264 81 2310193
(Sabianus Newaka)

.....
S. Newaka & Co Inc

S. Newaka & Co. Inc

"LIQUIDATION AND DISTRIBUTION ACCOUNT IN DECEASED ESTATE LYING FOR INSPECTION

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Registered number of Estate: E 285/2024
Surname: RUVETHA
First Name: ERASTUS MUNYONDO
Identity No: 89101200712
Last Address: KAVANGO EAST
Full Name of the Surviving Spouse: N/A
ID Number: N/A
Account Description: FIRST & FINAL
Magistrate's Court: N/A
Authorized Agent: S. NEWAKA & COMPANY INC NO. 8, KOCH STREET, KLEIN WINDHOEK, WINDHOEK
Tel: snewaka@snewakaco.com
Advertiser and Address: S. Newaka & Company Inc P.O Box 26215
Email address: snewaka@snewakaco.com
Tel: +264 81 2310193
(Sabianus Newaka)

.....
S. Newaka & Co Inc

NOTICE

CONSENT IN TERMS OF TABLE B OF THE WINDHOEK ZONING SCHEME TO USE ERF RE/8069, WINDHOEK FOR 'RETAIL SHOPS' UNDER THE 'RESTRICTED BUSINESS' ZONING

Take notice that DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owners Erf Re/8069, Maxwell Street, Windhoek, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

Consent in terms of Table B of the Windhoek Zoning Scheme to use Erf Re/8069, Windhoek for 'retail shops' under the 'restricted business' zoning

Erf Re/8069 is located just off Hosea Kutako Drive in the Southern Industrial area of Windhoek. The erf is wedged between Erf 8612 (Southport building) and Erf 7477 where some offices, shops and flats are located on. Erf Re/8069, Windhoek is 12 809m² in extent and zoned 'restricted business'. No bulk factor is indicated on the zoning certificate nor on enlighten. It is assumed to be a bulk of 2.0 since the surrounding erven all have a bulk of 2.0.

The well-known Ferreiras Garden Centre is operating from Erf Re/8069, Windhoek since at least 1994, thus 30 years. The erf consists of the warehouse section (western part) where the deliveries of plants are made, small plants are grown, sick plants are nursed, and the manager resides. The 'middle' section contains the coffee shop, some storage stalls, and an accounting office. The public access this area through the main entrance of the nursery. The main nursery section makes up the remaining buildings.

Further take notice that the locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice **(final date for objections is 20 June 2024).**

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871
AUSSPANNPLATZ
WINDHOEK
Tel: 061-248010
Email: planner1@dutoitplan.com

Du Toit TOWN PLANNING CONSULTANTS

LIQUIDATION AND DISTRIBUTION ACCOUNT IN DECEASED ESTATE LYING FOR INSPECTION

In terms of Section 35 (5) of Act 66 of 1965 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for inspection of all persons interested therein for a period of 21 days (or longer if specially stated) from the date of publication hereof, whichever may be later, and at the offices of the Master's and Magistrate's as stated.
Should no objections thereto be lodged with the Masters concerned during the specified period, the executors will proceed to make a payment in accordance with the accounts.

Registration Number of the Estate: E 1162/2022
Surname: Philander
Christian Names: Bernard Dawid
Identity Number: 540927 0014 8
Last Address:
Erf No. Rehoboth A 703
Masters Office: Windhoek
Magistrate's Office: Rehoboth
V. T. Van Wyk Attorneys
Hebron House
Plot A 129
Rehoboth
Ref. V T Van Wyk
Tel. 062-523337
Cell. 0811270230

LIQUIDATION AND DISTRIBUTION ACCOUNT IN DECEASED ESTATE LYING FOR INSPECTION

In terms of Section 35 (5) of Act 66 of 1965 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for inspection of all persons interested therein for a period of 21 days (or longer if specially stated) from the date of publication hereof, whichever may be later, and at the offices of the Master's and Magistrate's as stated.
Should no objections thereto be lodged with the Masters concerned during the specified period, the executors will proceed to make a payment in accordance with the accounts.

Registration Number of the Estate: E 1246/2022
Surname: Philander
Christian Names: Carolina
Identity Number: 571210 0072 5
Last Address:
Erf No. Rehoboth A 703
Masters Office: Windhoek
Magistrate's Office: Rehoboth
V. T. Van Wyk Attorneys
Hebron House
Plot A 129
Rehoboth
Ref. V T Van Wyk

CHANGE OF SURNAME • THE ALIENS ACT, 1937 NOTICE OF INTENTION OF CHANGE OF SURNAME

I,(1) **NDILIMEKE TUUTALENI MWAHAFA** residing at **OSONA VILLAGE, OKAHANDJA, ERF 330** and carrying on business / employed a (2) **N/A** intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume **MWAHAFA - NANGOMBE** for the reasons that (3) **I WANT TO COMBINE MY SURNAME TO MY MARRIAGE SURNAME.** I previously bore the name(s) (4) **NDILIMEKE TUUTALENI MWAHAFA.** I intend also applying for authority to change the surname of my wife **N/A** and minor child(ren) (5) **N/A.** Any person who objects to my/our assumption of the said surname of **MWAHAFA - NANGOMBE** should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons therefore, with the magistrate of **WINDHOEK MAGISTRATE COURT, 24 MAY 2024**

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

Notice is hereby given in terms of Clause 7 of the Katima Mulilo Town Planning Scheme Regulations that the Town Council considers the following consent use, erection of buildings and use of land, details of which are obtainable from the Manager: Town Planning Department.

1. ERF 1736, Katima Mulilo Ext 7: Special Permission for Resident Occupation (Administration Office).

Contact Person: Ms Riana Kandimba 066 261 500 (Acting Town Planning Manager)
Mr Bollen Mwilima 0816766849 (Applicant)
Any person having any objections to the proposed steps may lodge such objections, duly motivated in writing, with the Chief Executive Officer until 24 June 2024.

PUBLIC NOTICE

Notice is hereby given that Nghivelwa Planning Consultants (Town and Regional Planners) on behalf of the owners of Erven 2242 and 2273, Omatando Extension 7, has applied to the Ongwediva Town Council and intends applying to the Urban and Regional Planning Board for the:

- **Rezoning of Erf 2273, Omatando Extension 7 from ""General Residential" to "Single Residential".**

The intention for the owners to rezone the property is to allow for the consolidation with Erf 2242, Omatando Extension 7 and subsequent subdivision of the Consolidated Erf into 3 erven. This is necessary to allow for the accommodation of 3 individual houses constructed on the consolidated property.
The locality plans of the Erven lie for inspection on the town planning notice board of the Ongwediva Town Council: Town Planning Office, Main Council Offices, Libertine Amathila Street, Ongwediva and the Applicant: 141, Werner List Street, Windhoek.
Any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Ongwediva Town Council and with the applicant (Nghivelwa Planning Consultants) in writing within 14 days of the last publication of this notice.
The last date for any objections is: 5 July 2024
Applicant: Nghivelwa Planning Consultants
P O Box 40900, Ausspannplatz
Email: planning@nghivelwa.com.na
Tel / Cell : 081 4127 359

NGHIVELWA PLANNING CONSULTANTS

agra AUCTIONS

UBUNTU 3RD ANNUAL PRODUCTION AUCTION – digital & on-site

THURSDAY 13 JUNE 2024

WINDHOEK
18:00

ON OFFER:
± 22 Boergoat rams
± 10 Van Rooy rams
± 6 Veldmaster rams
± 2 Damara rams
± 20 Boergoat ewes
± 20 Van Rooy ewes
± 10 Veldmaster ewes
± 1 Damara ewe

ENQUIRIES:
Paul Klein
081 128 6731

AGRA-Auctions

NOTICE
Estate of the late: SIMSON TJIKUZU
Identity Number: 4706220011 5
Marital Status:
Married male to;
Emma Uaanaro Hijendo Tjikuzu
Identity number: 5704080037
Last Address: Gobabis, Omaheke Region Namibia
Date of death: 23/06/2021
Estate nr: E 107/2022
Debtors and creditors in the above estate are called upon to forward their claims and pay their debts to the undersigned agent within 30 days as from the date of publication of this notice.
AGENT: YAHWEH-NISSI TRUST
P. O. Box 1214, Windhoek
Ref: I. Koujo
ikoujo@yahoo.com
Cell phone No. 0812066707

PUBLIC NOTICE

Notice is hereby given that Nghivelwa Planning Consultants (Town and Regional Planners) on behalf of the owners of Erven 385, 386 and 387, Efidi Extension 1, has applied to the Ongwediva Town Council and intends applying to the Urban and Regional Planning Board for the:

- Rezoning of proposed Erf A of Erf 386, Efidi Extension 1 from "Business" to "Single Residential";
- Rezoning of proposed Erf B of Erf 386, Efidi Extension 1 from "Business" to "General Residential"; and
- Rezoning of proposed Erf C of Erf 387, Efidi Extension 1 from "Single Residential" to "General Residential".

The intention is for the owners to rezone the proposed properties in order to properly align the boundaries of the three erven to the existing situation on the ground.

The locality plans of the Erven lie for inspection on the town planning notice board of the Ongwediva Town Council: Town Planning Office, Main Council Offices, Libertine Amathila Street, Ongwediva and the Applicant: 141, Werner List Street, Windhoek.
Any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Ongwediva Town Council and with the applicant (Nghivelwa Planning Consultants) in writing within 14 days of the last publication of this notice.

The last date for any objections is: 5 July 2024

Applicant: Nghivelwa Planning Consultants
P O Box 40900, Ausspannplatz
Email: planning@nghivelwa.com.na
Tel / Cell : 081 4127 359

NGHIVELWA PLANNING CONSULTANTS

PUBLIC NOTICE

Notice is hereby given that Nghivelwa Planning Consultants (Town and Regional Planners) on behalf of the owners of Erf 5355, Ongwediva Extension 11 as a "Public Open Space" and subsequent rezoning to "Local Authority".

Location: Ongwediva Extension 11, Ongwediva Town, Oshana Region.
Proponent: Ongwediva Town Council
Environmental Consultants: Nghivelwa Planning Consultants
All I&APs are encouraged to register and raise concerns or provide comments and opinions with the consultant. All I&APs will be provided with a Background Information Document (BID) comprising of detailed information for the intended activity.

Should you wish to register as an I&AP and receive BID, please contact the applicant on contact information provided at the end of the notice: The due date for submission of comments is 5 July 2024.

Applicant: Nghivelwa Planning Consultants
P O Box 40900, Ausspannplatz
Email: planning@nghivelwa.com.na
Tel / Cell: 081 4127 359

NGHIVELWA PLANNING CONSULTANTS

CHANGE OF SURNAME • THE ALIENS ACT, 1937 NOTICE OF INTENTION OF CHANGE OF SURNAME

I,(1) **BERNITO BRENDELL** residing at **OKAPUKA, A1 HIGH WAY WINDHOEK** and carrying on business / employed a (2) **ELECTRICIAN** intend applying to the Minister of Home Affairs for authority under section 9 of the Aliens Act, 1937, to assume **IZAAKS** for the reasons that (3) **INHERITAGE.** I previously bore the name(s) (4) **BERNITO BRENDELL.** I intend also applying for authority to change the surname of my wife **N/A** and minor child(ren) (5) **N/A.** Any person who objects to my/our assumption of the said surname of **IZAAKS** should as soon as my be lodge his/her objection, in writing, with a statement of his/her reasons therefore, with the magistrate of **WINDHOEK MAGISTRATE COURT, 29 MAY 2024**

DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owner of Erf 1234, Windhoek, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

- the rezoning of Erf 1234, no. 17 Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4.
- consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units.
- consent to use the erf in accordance with its new zoning and density while the rezoning is formally being completed since the erf is located in an approved policy area.

The erf is located within Mozart Street in Windhoek West, close to NUST and is 1 164m2 in extent. The erf is currently zoned 'residential' with a density of 1 dwelling per 900m² and have an existing dwelling on that is used for residential and office purposes. The erf is located within the City's High Density and Office Policy Zone where rezoning to 'office' with a bulk of 0.4 is supported which supports the further development of the erf. The majority of erven surrounding Erf 1234, Windhoek is already zoned for office purposes.
It is the intention to use the erf for office and residential purposes. To be able to use the erf for 'office' and residential purposes it must be rezoned to 'office' with a bulk of 0.4 and Councils' consent is required to for additional floor area to be used for residential purposes in terms of Section 23 (1) of the Town Planning Scheme. If approved an office building with a total floor area of • 466m² and residential units with a total floor area of • 233m² may be constructed. All the necessary parking will be provided in accordance with the requirements of the Town Council.
The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.
Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice **(final date for objections is 4 July 2024).**
Should you require additional information you are welcome to contact our office.

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871
AUSSPANNPLATZ
WINDHOEK
Tel: 061-248010
Email: planner1@dutoitplan.com

Du Toit TOWN PLANNING CONSULTANTS

NOTICE
Estate of the late: Jodene Mausilino Bester
Identity Number: 750721 1015 7
Marital Status: Unmarried male
Last Address: Swakopmund, Erongo Region Namibia
Date of death: 23/07/2021
Estate nr: E 736/2024
Debtors and creditors in the above estate are called upon to forward their claims and pay their debts to the undersigned agent within 30 days as from the date of publication of this notice.
AGENT: YAHWEH-NISSI TRUST
P. O. Box 1214, Windhoek
Ref: I. Koujo
ikoujo@yahoo.com
Cell phone No. 0812066707

• Legal •

MINISTRY OF TRADE AND INDUSTRY DIRECTORATE TRADE LIQUOR ACT, 1998 NOTICE OF INTENTION TO APPLY TO MAGISTRATE FOR A NEW BOTTLE STORE LIQUOR LICENCE

PUBLIC NOTICE ENVIRONMENTAL IMPACT ASSESSMENT Stubenrauch Planning Consultants (SPC)

PROJECT DETAILS • Subdivision of Erf 4771, Ondangwa Extension 3 into Erven A/4771, B/4771, C/4771 & Remainder; • Rezoning of Erf B/4771, Ondangwa Extension 3 from "Business" to "Public Open Space"; • Rezoning of Erf C/4771, Ondangwa Extension 3 from "Business" to "Civic"; • Consolidation of Erven A/4771 and Erf 1236, Ondangwa Extension 3 into Consolidated Erf Z; • Consolidation of Erven RE/4771 and Erf 1235, Ondangwa Extension 3 into Consolidated Erf X; • Subdivision of Erf 5782, Ondangwa Extension 3 into Erven A/5782, B/5782 & Remainder; • Permanent Closure of Erven B/5782 and RE/5782, Ondangwa Extension 3 as "Public Open Space"; • Rezoning of Erf B/5782, Ondangwa Extension 3 from "Public Open Space" to "Civic"; • Rezoning of Erf RE/5782, Ondangwa Extension 3 from "Public Open Space" to "Street"; • Subdivision of the Remainder of Portion 4 of the Farm Ondangwa Town and Townlands No. 882 into Portions A, B & Remainder; • Permanent Closure of Portions A and B of the Remainder of Portion 4 of the Farm Ondangwa Town and Townlands No. 882 as "Street"; • Rezoning of Portion A/4 of the Farm Ondangwa Town and Townlands No. 882 from "Street" to "Public Open Space"; • Rezoning of Portion B/4 of the Farm Ondangwa Town and Townlands No. 882 from "Street" to "Civic"; • Subdivision of Erf 5783, Ondangwa Extension 3 into Erven A/5783, C/5783 and Remainder; • Permanent Closure of Erven A/5783 and B/5783, Ondangwa Extension 3 as "Street"; • Rezoning of Erf A/5783, Ondangwa Extension 3 from "Street" to "Public Open Space"; • Rezoning of Erf B/5783, Ondangwa Extension 3 from "Street" to "Civic"; • Consolidation of Erven A/5782, A/5783, A/Ptn 4 and B/4771, Ondangwa Extension 3 into Consolidated Erf S; • Alternation of Boundaries of Ondangwa Extension 3 to include Consolidated Erf V; • Consolidation of Erven B/5782, B/5783, B/Ptn 4 and Consolidated Erf V, Ondangwa Extension 3 into Consolidated Erf T; • Inclusion of the rezonings in the next Zoning Scheme to be prepared for Ondangwa. The properties listed as Erf 1236, 1235, 4771, 5782, 1781 as well as the adjacent area on the Remainder of Portion 4 of the Farm Ondangwa Town and Townlands No. 882 are located north of the neighborhood of Ondangwa Extension 3 around the Highway Shopping Complex. The subject areas are fully developed and regulated with mostly business structures that are essential on the day to day lives of the residents of Ondangwa. However most of these buildings have not been erected within the demarcated erf boundaries. Similarly the existing road that distinguishes the finally from the EI Road into the neighborhood of Ondangwa Extension 3 does not align with the demarcated road reserve on the layout plan for Ondangwa Extension 3, which ought to run between Erf 1236 Ondangwa Extension 3 and Erven A/5783 and B/5783 Ondangwa Extension 3. The proposed rezoning aims to align the layout plans for Ondangwa Extension 3 and Ondangwa Extension 26 in order to accommodate and reflect the existing situation on the ground.

PUBLIC NOTICE ENVIRONMENTAL IMPACT ASSESSMENT Stubenrauch Planning Consultants (SPC)

PROJECT DETAILS • Subdivision of Erf 6651, Ondangwa Extension 26 into Erven A, B & Remainder; • Subdivision of Erf 6652, Ondangwa Extension 26 into Erven A, B & Remainder; • Subdivision of Erf 6653 Ondangwa Extension 26 into Erven A, B & Remainder; • Subdivision of Erf 6654 Ondangwa Extension 26 into Erven A & Remainder; • Consolidation of Erven RE/6651, RE/6652, RE/6653 & RE/6654 Ondangwa Extension 26 into Consolidated Erf Y; • Rezoning of Consolidated Erf Y, Ondangwa Extension 26 from "Business" to "Civic"; • Consolidation of Erven D/6651, D/6652 & D/6653, Ondangwa Extension 26 into Consolidated Erf W; • Rezoning of Consolidated Erf W, Ondangwa Extension 26 from "Business" to " Civic"; • Consolidation of Erven A/6651, A/6652 & A/6653 Ondangwa Extension 26 into Consolidated Erf V; • Rezoning of Consolidated Erf V from "Business" to "Civic"; • Alternation of Boundaries of Ondangwa Extension 3 to include Consolidated Erf Y; • Inclusion of the rezonings in the next Zoning Scheme to be prepared for Ondangwa. Erven

PUBLIC NOTICE ENVIRONMENTAL IMPACT ASSESSMENT Stubenrauch Planning Consultants (SPC)

PROJECT DETAILS • Municipal approval to purchase the extension area (street) located adjacent west of Erven 9 and 10 Vineta, • Subdivision of the Remainder of Portion 4 (a Portion of Portion B) of Swakopmund Town & Townlands No 41 into Portion A and Remainder; • Permanent Closure of Erf A/PTN 4 of Swakopmund Town and Townlands No 41 as a "Street", • Consolidation of Erven 9, 10 & A/PTN 4 into Consolidated Erf X; • Rezoning of Consolidated Erf X from "Single Residential" to "General Business". The proponent intends to purchase the extension area in front of erven 9 and 10 Vineta in order to subdivide and consolidate with erven 9, 10 Vineta and A/PTN 4 of Swakopmund Town and Townlands No 41. This will enable the proponent to rezone the consolidated property from "Residential" to "General Business" for the development of a Boutique Hotel. The Proponent Mr Joachim Stubenrauch Planning Consultants (Government and Environmental Assessment Practitioner (EAP) Stubenrauch Planning Consultants (SPC)) REGISTRATION OF I&APs AND SUBMISSION OF COMMENTS In line with Namibia's Environmental Management Act (No. 7 of 2007) and EIA regulations (GN 30 of 6 February 2012), all I&APs are hereby invited to register and submit their comments, concerns or questions in writing on or before Friday, 21 June 2024 Email: bonnymashego@gmx.com Tel: 061 25 11 60 Our Ref: W2/3009

LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATE LYING FOR INSPECTION In terms of section 35 (5) of Act 66 of 1965 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for the inspection of all persons interested therein for a period of 21 days (or longer if specially stated) from the date specified or from the date of publication hereof, whichever may be the later and at the offices of the Masters and Magistrates as stated. Should no objection thereto be lodged with the Masters concerned during the period, the executors will proceed to make payments in accordance with the accounts. Reference number of estate, name of deceased, date of death, last address, name and surname of surviving spouse, identity number, name of property, description of the account other than First and Final Account, Period of inspection, office (MTAR: Master's Office WINDHOEK) Registered number of estate, name(s), surname, MATHIAS OKAITHUNGONJEDJO OMUSATI, RE-PUBLIC OF NAMIBIA, Christian names and surname of surviving spouse, N/A, deceased was married in community of property, identity number, N/A, of property, Description of the account other than First and Final Account, Period of inspection, other than 21 days, 21 Masters Office, (MTAR: Master's Office WINDHOEK) 2 Registered number of estate, 1174/2023, Surname, MATHIAS, Christian names, NORBERT Identity number, 7108260900340, Last address, OKAITHUNGONJEDJO OMUSATI, REPUBLIC OF NAMIBIA, Christian names and surname of surviving spouse, N/A, deceased was married in community of property, identity number, N/A, of property, Description of the account other than First and Final Account, Period of inspection, other than 21 days, 21 Masters Office, (MTAR: Master's Office WINDHOEK

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405

Tel: (061) 208 0800/44 Fax: (061) 220 584 Email: classifieds@nepc.com.na

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CLASSIFIEDS

Rates and Deadlines

• To avoid disappointment of an advertisement not appearing on the date you wish, please book timeously • Classifieds smalls and notices: 12:00, two working days prior to placing • Cancellations and alterations: 16:00, two days before date of publication in writing only

Notices
(VAT inclusive)
Legal Notice N$460.00
Lost Land Title N$575.00
Liquor License N$460.00
Name Change N$460.00
Birthdays from N$200.00
Death Notices from N$200.00
Tombstone Unveiling from N$200.00
Thank You Messages from N$200.00

Terms and Conditions Apply.

Employment

Vacancy for a Commercial Helicopter Pilot

Namibia Helicopter Services has the following vacancy for a commercial helicopter pilot with:

1. Current valid CPL license.
2. Current Class1 medical certificate - Unrestricted
3. Minimum of 150 hours turbine time
4. Minimum of 700 hours total flying time logged
5. Current 206 type rating with 100 hours on type
6. Current R44 type rating with 100 hours on type
7. Current Dangerous Goods certificate
8. Game Capture Rating

Closing date: 14 June 2024

Qualified and current pilots that meet the above requirements should send theirs CV's to:

Email CV to: info@nhs.na

Notice

DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owner of Erf 1234, Windhoek, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

• the rezoning of Erf 1234, no. 17 Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4.

• consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units.

• consent to use the erf in accordance with its new zoning and density while the rezoning is formally being completed since the erf is located in an approved policy area.

The erf is located within Mozart Street in Windhoek West, close to NUST and is 1 164m2 in extent. The erf is currently zoned 'residential' with a density of 1 dwelling per 900m² and have an existing dwelling on that is used for residential and office purposes. The erf is located within the City's High Density and Office Policy Zone where rezoning to 'office' with a bulk of 0.4 is supported which supports the further development of the erf. The majority of erven surrounding Erf 1234, Windhoek is already zoned for office purposes.

It is the intention to use the erf for office and residential purposes. To be able to use the erf for 'office' and residential purposes it must be rezoned to 'office' with a bulk of 0.4 and Councils' consent is required to for additional floor area to be used for residential purposes in terms of Section 23 (1) of the Town Planning Scheme. If approved an office building with a total floor area of • 466m² and residential units with a total floor area of • 233m² may be constructed. All the necessary parking will be provided in accordance with the requirements of the Town Council.

The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice **(final date for objections is 4 July 2024).**

Should you require additional information you are welcome to contact our office.

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871
AUSSPANNPLATZ
WINDHOEK
Tel: 061-248010
Email: planner1@dutoitplan.com

Du Toit TOWN PLANNING CONSULTANTS

NOTICE OF APPLICATION IN TERMS OF THE GAMING AND ENTERTAINMENT CONTROL ACT, 2018 (ACT NO. 13 OF 2018) SECTION 45 (2) (a) (i) FOR BOOKMAKER LICENSE

Notice is hereby given of the application bookmaker license of which the details are given below. Any person who wishes to object to the application in terms of regulation 17 may submit his/her objection in the prescribed manner to the Board not later than 21 days after the publication of this notice.

Name of applicant:
Betzilla Gaming Solutions cc
Type of license:
Bookmaker license
Name of bookmaking business or retail liquor business:
Betzilla Gaming Solutions cc
Physical address of premises to which the application applies:
CHT Business Complex
Unit 8
Erf 261 Martin Neib Street
Okahandja

Notice

SUBDVISION AND REZONING OF PORTION 111 (A PORTION OF PORTION 39) OF THE CONSOLIDATED FARM TSUMORE NO. 761

DU TOIT TOWN PLANNING CONSULTANTS, has submitted an application on behalf of the owner of the property, Rainy Day Investments Thirty Seven (Pty) Ltd, in terms of Section 105 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) to the Tsumeb Municipality for the:

• subdivision of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761 into Portions 1 to 46 and Remainder

• rezoning of newly created Portion 8 (a Portion of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No 761) from 'undetermined' to 'nature reserve'

• rezoning of newly created Portions 23 to 26 (Portions of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761 from 'undetermined' to 'hospitality' to be used for accommodation establishments and tourist facilities

• consent to use the newly created Portions 10 to 22, and Portions 27 to 46 (Portions of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No.761) for a 'residential estate (nature estate)'

• consent to use the newly created Portion 9 (a Portion of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761 as an Infrastructure Maintenance site and Estate Management and Security office. Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761 is located to the south-west of the town of Tsumeb, along the southwestern side of the Trunk Road 1/10 and south from the Otavi-Tsumeb railway line. This area is located in the Local Authority Area of Tsumeb. It is • 500.00ha in extent and zoned 'undetermined'.

It is the intention to develop the area and to subdivide and rezone the land into:

- Plots for a 'residential estate (nature estate)' (Portions 8 to 46) and
- Blocks on which township establishments will take place in future phases (Portions 1 to 7 and Remainder of Portion 111) to provide for the growing need in housing and other urban facilities such as schools, sports fields, commercial uses, tourist facilities and urban agriculture uses.

As a first phase Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761 will be subdivided into Portions 1 to 46 and Remainder, where the western part will be used as a 'residential estate (nature estate)' and the remaining portions will be used for future Township Establishments. To be able to achieve the above intention, application first needs to be made for the mentioned subdivision, rezoning and consent approvals from the relevant authorities.

A copy of the application together with the relevant plans lies for inspection at the Tsumeb Municipal Offices, Moses ||Garoëb Street, Tsumeb. Take notice that any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the Tsumeb Municipality and the applicant in writing within 14 days of the last publication of this notice (final date for objections is 4 July 2024).

Should you require additional information you are welcome to contact our office.

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871
AUSSPANNPLATZ
WINDHOEK
Tel: 061-248010
Email: planner1@dutoitplan.com

Du Toit TOWN PLANNING CONSULTANTS

NOTICE OF APPLICATION IN TERMS OF THE GAMING AND ENTERTAINMENT CONTROL ACT, 2018 (ACT NO. 13 OF 2018) SECTION 45 (2) (a) (i) FOR TOTALIZATOR LICENSE

Notice is hereby given of the application totalizator license of which the details are given below. Any person who wishes to object to the application in terms of regulation 17 may submit his/her objection in the prescribed manner to the Board not later than 21 days after the publication of this notice.

Name of applicant:
JS Slots Business Trust
Type of license:
Totalizator license
Name of totalizator business or retail liquor business:
B1 City Tote
Physical address of premises to which the application applies:
Shop 15
Independence Avenue
B1 City Mall, Katutura
Windhoek, Khomas Region

Notice

NOTICE

Notice is hereby given in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) that Stubenrauch Planning Consultants cc has applied to the Nkurenkuru Town Council and intends on applying to the Urban and Regional Planning Board (URPB) for the following:

(a) Subdivision of Erf 3373, Nkurenkuru Extension 10 into Erf A and Remainder;

(b) Rezoning of Erf A/3373, Nkurenkuru Extension 10 from "Institutional" to "General Residential" with a density of 1:600;

(c) Inclusion of the rezoning of Erf A/3373, Nkurenkuru Extension 10 in the next zoning scheme to be prepared for Nkurenkuru.

Erf 3373 is situated in the newly established neighbourhood of Nkurenkuru Extension 10, and it is zoned "Institutional" in accordance with the Nkurenkuru Zoning Scheme. The erf measures approximately 80,923m² and it currently accommodates a traditional homestead.

The purpose of this application is to enable the Nkurenkuru Town Council to create a separate erf for the existing traditional homestead, whose owner is not willing to be relocated nor get compensated in terms of the Compensation Policy. Hence, the Council has provisionally approved for the subject homestead to be integrated into the urban fabric of Nkurenkuru Extension 10.

Take notice that the application, locality map and its supporting documents lie open for inspection during normal office hours at the Nkurenkuru Town Council (Town Planning office) and SPC Office, 45 Feld Street; Windhoek. Further take notice that any person objecting to the proposed application as set out above may lodge such objection together with the grounds thereof, with the Chief Executive Officer of the Nkurenkuru Town Council and with the applicant (SPC) in writing on or before **Monday, 08 July 2024.**

Applicant: Stubenrauch Planning Consultants
office3@spc.com.na, P O Box 41404, Windhoek
Our Ref: NKU/036

The Chief Executive Officer
Nkurenkuru Town Council
P O Box 6004, Nkurenkuru, Namibia

Stubenrauch Planning Consultants SPC

PUBLIC NOTICE
INVITATION TO AN ENVIRONMENTAL AND TOWN PLANNING PUBLIC MEETING
NOTICE TO APPLY FOR THE LAYOUT APPROVAL AND TOWNSHIP ESTABLISHMENT OF VAN RHYN PROPER AND VAN RHYN EXTENSION 1

Take note that **Stubenrauch Planning Consultants (SPC)**, (Town and Regional Planners and Environmental Consultants) on behalf of the Keetmanshoop Municipality (the proponent), the registered owner of the Remainder of Keetmanshoop Town and Townlands No. 150 has applied to the Keetmanshoop Municipality and intends on applying to the Urban and Regional Planning Board and the Environmental Commissioner for the following:

a) Subdivision of the Remainder of Keetmanshoop Town and Townlands No. 150 into Portions A, B and Remainder;

b) Township establishment and Layout Approval on the newly created Portions A and B of the Keetmanshoop Town and Townlands No. 150 to be known as Van Rhyn Proper and Van Rhyn Extension 1; and

c) Inclusion of Van Rhyn Proper and Extension 1 in the next Zoning Scheme to be prepared for Keetmanshoop.

The Remainder of the Keetmanshoop Town and Townlands No. 150 is located east of the B1 road to Mariental and west of the C17 road to Koës, in close proximity to the Keetmanshoop hospital and is currently zoned for "Undetermined" purposes in terms of the Keetmanshoop Zoning Scheme, making it suitable for the proposed development.

In terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) the Environmental Management Act (No 7 of 2007) and the Environmental Impact Assessment Regulations (GN 30 of **6 February 2012**), SPC herewith gives public notification of the above application as submitted to the Keetmanshoop Municipality.

The general public as well as any interested parties are hereby invited to attend the town planning and environmental scoping meetings during which the draft layout design prepared, and potential environmental and social impacts of the new township will be presented for comments and inputs from the public. The meeting is scheduled to take place as follows:

Date: Wednesday, 19 June 2024
Time: 17h30
Venue: Schultzenhaus Kassie Hall

A copy of the application, maps and its accompanying documents are available for inspection during normal office hours at the Keetmanshoop Municipality Office and SPC Office, 45 Feld Street, Windhoek.

REGISTRATION OF INTERESTED AND AFFECTED PARTIES (I&APs) AND SUBMISSION OF COMMENTS: All I&APs are hereby invited to register with the applicant to obtain further information. Further take notice that any person having objections and/or comments to the proposed development as depicted above, may lodge such objection/ comment in writing with the Chief Executive Officer of the Keetmanshoop Municipality and with the applicant (SPC) before **05 July 2024** (14 days after the last publication of this notice)

Applicant:
Stubenrauch Planning Consultants (SPC)
PO Box 41404, Windhoek
Tel.: (061) 251189
Our Ref: W/24010
Email: bronwynn@spc.com.na

Stubenrauch Planning Consultants SPC

NOTICE OF APPLICATION IN TERMS OF THE GAMING AND ENTERTAINMENT CONTROL ACT, 2018 (ACT NO. 13 OF 2018) SECTION 45 (2) (a) (i) FOR TOTALIZATOR LICENSE

Notice is hereby given of the application totalizator license of which the details are given below. Any person who wishes to object to the application in terms of regulation 17 may submit his/her objection in the prescribed manner to the Board not later than 21 days after the publication of this notice.

Name of applicant:
JS Slots Business Trust
Type of license:
Totalizator license
Name of totalizator business or retail liquor business:
Big Win Tote
Physical address of premises to which the application applies:
Erf 3416
Manheim Street
Otjomuise, Windhoek
Khomas Region

Notice

NOTICE OF APPLICATION IN TERMS OF THE GAMING AND ENTERTAINMENT CONTROL ACT, 2018 (ACT NO. 13 OF 2018) SECTION 45 (2) (a) (i) FOR TOTALIZATOR LICENSE

Notice is hereby given of the application totalizator license of which the details are given below. Any person who wishes to object to the application in terms of regulation 17 may submit his/her objection in the prescribed manner to the Board not later than 21 days after the publication of this notice.

Name of applicant:
JS Slots Business Trust
Type of license:
Totalizator license
Name of totalizator business or retail liquor business:
Chess Bona Tote
Physical address of premises to which the application applies:
Erf 911
Omulunga Street
Hakahana
Windhoek
Khomas Region

Notice

CALL FOR PUBLIC PARTICIPATION/COMMENTS

ENVIRONMENTAL IMPACT ASSESSMENT TO OBTAIN AN ENVIRONMENTAL CLEARANCE FOR THE OPERATIONS AND WASTE MANAGEMENT OF THE ABATTOIR OF NATURAL NAMIBIAN MEAT PRODUCERS, ARANOS, HARDAP REGION

Green Earth Environmental Consultants have been appointed to attend to and complete an Environmental Impact Assessment and Environmental Management Plan (EMP) to obtain an Environmental Clearance Certificate as per the requirements of the Environmental Management Act (No. 7 of 2007) and the Environmental Impact Assessment Regulations (GN 30 in GG 4878 of 6 February 2012) for the operations and waste management of the abattoir of Natural Namibian Meat Producers, Aranos, Hardap Region.

Name of proponent: Natural Namibian Meat Producers (Pty) Ltd

Project location and description: The Proponent operates an abattoir and associated activities for the slaughtering of sheep on Portion 50 of Portion 26 of Aranos Town and Townlands No. 167, Aranos, Hardap Region. It is the intension of the Proponent to continue with the operations of the abattoir and an Environmental Clearance Certificate is required for the operations as well as waste management activities of the abattoir.

Interested and affected parties are hereby invited to register in terms of the assessment process to give input, comments, and opinions regarding the proposed project. **A Background Information Document will be available to the I & AP's who registered. A public meeting will be held if enough public intertest is shown. Registered I & APs will be notified of the date and venue of the public meeting.**

The last date for comments and/or registration is 5 July 2024. Contact details for registration and further information:

Green Earth Environmental Consultants
Contact Persons: Charlie Du Toit/
Carien van der Walt
Tel: 0811273145
E-mail: carien@greenearthnamibia.com

Green Earth ENVIRONMENTAL CONSULTANTS

LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATES LYING FOR INSPECTION

In terms of section 35 (5) of Act 66 of 1965 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for the inspection of all persons interested therein for a period of 21 days (or longer if specially stated) from the date specified or from the date of publication hereof, whichever may be later, and at the offices of the Masters and Magistrates as stated.

Should no objection thereof to be lodged with the Masters concerned during the period, the executors will proceed to make payments in accordance with the accounts.

Registered number of Estate:
E163/2024
Surname: **NKOSHI**
Christian names:
ALBERTINA NDAPANDULA
Identity/Passport number:
891206 0057 7
Last address: **OKALONGO**
Date of Death:
25 NOVEMBER 2023
Description of account other than first and final:
FIRST AND FINAL
Period of inspection other than 21 days: **21**
Master's office: **WINDHOEK**
Magistrate's office: **OUTAPI**
Name and (only one) address of executor or authorized agent:
IMALWA ESTATES AND TRUST, NO.3 SCHONLEIN STREET, WINDHOEK WEST, NAMIBIA
Date:
04 JUNE 2024
Email:
imalwaestates@gmail.com
Tel No: 081 312 5024
Notice for publication in the government Gazette on:
14 JUNE 2024

LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATES LYING FOR INSPECTION

In terms of section 35 (5) of Act 66 of 1965 notice is hereby given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for the inspection of all persons interested therein for a period of 21 days (or longer if specially stated) from the date specified or from the date of publication hereof, whichever may be later, and at the offices of the Masters and Magistrates as stated.

Should no objection thereof to be lodged with the Masters concerned during the period, the executors will proceed to make payments in accordance with the accounts.

Registered number of Estate:
E119/2024
Surname: **AUTANGA**
Christian names:
HORTENSIA
Identity/Passport number:
330705 0018 8
Last address: **OUTAPI**
Date of Death:
08 DECEMBER 2023
Description of account other than first and final:
FIRST AND FINAL
Period of inspection other than 21 days: **21**
Master's office: **WINDHOEK**
Magistrate's office: **OUTAPI**
Name and (only one) address of executor or authorized agent:
IMALWA ESTATES AND TRUST, NO.3 SCHONLEIN STREET, WINDHOEK WEST, NAMIBIA
Date: **04 JUNE 2024**
Email:
imalwaestates@gmail.com
Tel No: 081 312 5024
Notice for publication in the government Gazette on:
14 JUNE 2024

FOR Classifieds
061-2080800

LIBRARY ASSISTANT X 1 (OSHAKATI)

2024/06/27
Reference Number
KIHL-6

Description

- The Library Assistant is responsible for the maintenance of all library resources to maximize efficient and effective administration
- The position is also responsible for ordering, cataloguing, classification and record keeping of all received books and other information resources within the library
- The Library Assistant organizes patron orientation programs for effective utilization of the Resource Centre
- The Library Assistant is responsible for ensuring that materials are current and easily accessible

Requirements

- Diploma in Library and Information Management (NQF LEVEL 6) or appropriate relevant qualification
- At least one (1) year working experience
- Possess analytical, systematic and an organized approach to work with exceptional attention to detail
- Knowledge in usage and maintenance of electronic information sources
- Knowledge in cataloguing and classification systems
- Working knowledge of curricula to facilitate identification of relevant resources
- Effective oral and written communication skills
- Interpersonal skills that facilitate ability to work with diversified patronage

Remuneration

Is also market related and is commensurate with qualifications and experience

How to apply

Email or certified copies of qualifications, CV, application letter and references to **dreydneychikukwa@gmail.com** or hand deliver the application pack Kuku Agn along Oshakati main road. You can also courier documents to Kuku Agn Oshakati

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FULL-TIME LECTURER X1 (ANATOMY AND PHYSIOLOGY I, ANATOMY AND PHYSIOLOGY II & PHARMACOLOGY FOR NURSES) (OSHAKATI)

2024/05/27
Reference Number
KIHL-2

Description

- Curriculum review
- Developing teaching materials
- Lecturing and research
- Demonstrations
- Evaluations and assessments of students
- Clinical follow-ups
- Community involvement

Requirements

- Bachelor's Degree Nursing (Clinical) Honours (NQF Level 8) or with a Comprehensive Diploma in Nursing and Midwifery Science. Or any biological sciences degree or equivalent
- Postgraduate Diploma (NQF Level 8) in Nursing Education or Postgraduate Diploma in Higher Education
- At least three (3) years' experience in nursing practice plus teaching practice and research
- Proof of registration (or registrable) with the Health Professions Council of Namibia as a pre-requisite
- Masters in Nursing science or MPH will be an added advantage

Remuneration

Is also market related and is commensurate with qualifications and experience

How to apply Email or certified copies of qualifications, CV application letter and references to **dreydneychikukwa@gmail.com** or hand deliver the application pack Kuku Agn along Oshakati main road. You can also courier documents to Kuku Agn Oshakati.

FULL-TIME LECTURER X1 (ANATOMY AND PHYSIOLOGY I , ANATOMY AND PHYSIOLOGY II & PHARMACOLOGY FOR NURSES) (OSHAKATI)

2024/05/27
Reference Number
KIHL-1
Description

- Curriculum review
- Developing teaching materials
- Lecturing and research
- Demonstrations
- Evaluations and assessments of students
- Clinical follow-ups
- Community involvement

Requirements

- Bachelor's Degree Nursing (Clinical) Honours (NQF Level 8) or with a Comprehensive Diploma in Nursing and Midwifery Science
- Postgraduate Diploma (NQF Level 8) in Nursing Education or Postgraduate Diploma in Higher Education
- At least three (3) years' experience in nursing practice plus teaching practice and research
- Proof of registration (or registrable) with the Health Professions Council of Namibia as a pre-requisite
- Masters in Nursing science or MPH will be an added advantage

Remuneration

Is also market related and is commensurate with qualifications and experience

How to apply

Email or certified copies of qualifications, CV application letter and references to **dreydneychikukwa@gmail.com** or hand deliver the application pack Kuku Agn along Oshakati main road. You can also courier documents to Kuku Agn Oshakati

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ADMINISTRATOR (OSHAKATI)

2024/06/27
Reference Number
KIHL-4
Description

- Dealing with staff and student queries
- Student Registration and course transfers
- Planning departmental events and timetabling
- Financial forecasting and reporting
- To provide a comprehensive office administration service to the institution when comes to students admission and record keeping as a direct support under the office of the Registrar
- Good note office activities and operations to secure efficiency and compliance to company policies
- Submit timely reports and prepare presentations/proposals
- Manage phone calls and correspondence (e-mail, letters, packages etc.)
- Manage expenditure of arrangements, appointments etc. for the upper management
- Track stocks of office supplies and place orders when necessary

Requirements

- An accredited in Business Administration or any related field
- A degree in business administration or any related field will be an added advantage
- Appropriate administration for at least 2-3 years of work experience in administration at tertiary institution or school level
- Must have a Code B or Higher Driver's License
- Must be highly motivated and organized
- Ability to communicate to both staff and students and to be discreet
- Thrives under pressure
- IT skills
- Secretarial and Clerical Skills

Remuneration

Is also market related and is commensurate with qualifications and experience

How to apply

Email or certified copies of qualifications, CV application letter and references to **dreydneychikukwa@gmail.com** or hand deliver the application pack Kuku Agn along Oshakati main road. You can also courier documents to Kuku Agn Oshakati

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FULL-TIME LECTURER / SOCIAL WORKER X1 (SOCIOLOGY FOR NURSES. SOCIOLOGY FOR HEALTH & SOCIOLOGY FOR DEVELOPMENT) (OSHAKATI)

2024/05/27
Reference Number
KIHL-3
Description

- Curriculum review
- Developing teaching materials
- Lecturing and research
- Demonstrations
- Evaluations and assessments of students
- Clinical follow-ups
- Counseling
- Community involvement

Requirements

- Bachelor's Degree Honours (NQF Level 8) in Social Work/Clinical Psychology/Gender and Development Studies
- Postgraduate Diploma (NQF Level 8) in Higher Education
- At least three (3) years' experience in social work plus teaching practice and research
- Proof of registration (or registrable) with the Health Professions Council of Namibia as a pre-requisite
- Masters in Social Work, Clinical psychology or development studies will be an added advantage

Remuneration

Is also market related and is commensurate with qualifications and experience

How to apply

Email or certified copies of qualifications, CV application letter and references to **dreydneychikukwa@gmail.com** or hand deliver the application pack Kuku Agn along Oshakati main road. You can also courier documents to Kuku Agn Oshakati

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NOTICE OF INTENTION TO ESTABLISH A NEW TOWNSHIP AND LAYOUT APPROVAL ON PROPOSED PORTION 157 AND 158 OF THE REMAINDER OF FARM RUNDU TOWN AND TOWNLANDS NO 1329

Take note that Urban Dynamics Africa (PTY) Ltd. intends to apply to the Rundu Town Council and the Urban and Regional Planning Board on behalf of the Rundu Town Council as the registered owner of the Remainder of Farm Rundu Town and Townlands No. 1329 for the following:

1 Subdivision of the Remainder of Farm Rundu Town and Townlands No 1329 into Portions 157, 158 and Remainder

2 Township establishment and layout approval on the proposed Portions 157 and 158 of the Remainder of Farm Rundu Town and Townlands No 1329, north of Ndama settlement and some 2.68km east of the B8 road to Grootfontein and 4.6km south of the Rundu Central Business District

The site measures approximately 32.4ha in extent. Further take note that - the plan lies for inspection at the offices of the Rundu Town Council (Town Planning Office) and Urban Dynamics office at No 43 Nelson Mandela Avenue Klein Windhoek during normal office hours

Any person having objections to the township establishment or who wants to comment thereon, may lodge such objections and comments, together with the grounds thereof, in writing with the Rundu Town Council and with the applicant within 14 days of the last publication of this notice (The final date for objections is 05 July 2024)

Applicant Urban Dynamics Africa (PTY) Ltd
P O Box 20837,
Windhoek
Tel 061 240300
Fax 061 240309
Email **tresia@udanam.com**

CALL FOR PUBLIC PARTICIPATION

Notice is herewith given to interested and affected parties that application will be made to the Environmental Commissioner in terms of the Environmental Management Act 2007 (Act 7 of 2007) and the EIA Regulations (GN No 30, February 2012) for

Proponent: Rundu Town Council in collaboration with Development Workshop Namibia

Projects: Township establishment to be known as Sikanduko Proper and Extension 1

Locality of Project: On Proposed Portions 157 and 158 of the Remainder of Farm Rundu Townlands No 1329

PUBLIC MEETING

A public meeting will be held
Date On the 17th June 2024
Time 17 30 am
Venue: On Site in Sikanduko

INTERESTED AND AFFECTED PARTIES (I&AP's)

I&AP's are also invited to register to receive a background information document and/or submit their written comments/questions/concerns **before the 05 July 2024** to Heidin Nel at
Phone 061 240 300
email **heidri@udanam.com**

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

Please take note that Stewart Planning - Town & Regional Planners intends to apply, on behalf of the registered owner, to the Municipal Council of Walvis Bay for approval for the following applications, Erf 61 Erf 62 and Erf 63 Walvis Bay Rezoning Erf 61 and Erf 63 Walvis Bay from Single Residential 1/500m² to General Residential 2 1/150m² and consent use for a Hotel Rezoning of Erf 62 Walvis Bay from General Residential 1 1/150m² to General Residential 2 1/150m², and consent use for a Hotel The deletion and alteration of the title deed conditions Simultaneous consolidation of Erf 61, Erf 62, Erf 63 Walvis Bay into consolidated erf X The abovementioned application is submitted in terms of the Urban and Regional Planning Act, 2018 (Act No 5 of 2018) and the Walvis Bay Zoning Scheme Please take note that –

a) the application lies open for inspection at the Town Planning Section of the Walvis Bay Municipality, Civic Centre, Nangolo Mbumba Drive. The application is also available to download from www.sp.com.na/projects.
b) any person having comments, representations or objections to the application, may in writing lodge such comments, representations or objections together with the grounds thereof, with the Chief Executive Officer of the Walvis Bay Municipality and with Stewart Planning within fourteen (14) days of the last publication of this notice.
c) Written comments, representations or objections must be submitted before or on 17:00 Friday 5 July 2024 to the addresses provided below.

Local Authority Chief Executive Officer Municipality of Walvis Bay Private Bag 5017, Walvis Bay townplanning@walvisbaycc.org.na Applicant Stewart Planning Town and Regional Planners
P O Box 2095, Walvis Bay bruce@sp.com.na

CLAO240002047

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

Planning intends to apply to the Municipality of Swakopmund and/or Ministry of Urban and Rural Development, and/or the Ministry of Environment, Forestry and Tourism for the following statutory approvals

1. Remainder of Erf 1440 Matutura Extension 7: Subdivision into 14 Erven (13 Portions and Remainder).
Rezoning Portions 1-12 and Remainder from General Residential 2 with a density of 1:250m² to Single Residential with a density of 1:300m².
Rezoning Portion 13 from General Residential 2 with a density of 1:250m² to Street.
2. Swakopmund Abbatoir Rezoning: Erf 4058 Swakopmund Extension 7: Rezoning from Local Authority to General Industrial with consent to operate a Noxious Industry while the rezoning is in progress. Application for an Environmental Clearance Certificate.
3. Swakopmund Private School Rezoning and Consent: Erf 3620 Swakopmund Extension 1: Rezoning from General Residential to Institutional. The intention of this rezoning and consent use application is for permission to establish a Place of Instruction (Private School) on Erf 3620 Swakopmund Extension 1 as an extension to the existing and adjacent Swakopmund Private School situated on Erven 1772, 1774 and 3622 Swakopmund Extension 1.

The applications are submitted in terms of the Urban and Regional Planning Act 2018 (Act No. 5 of 2018), Swakopmund Zoning Scheme, as amended, and/or the Environmental Management Act, 2007 (Act No. 7 of 2007). Take note that the complete application lies open for inspection at the Town Planning Department of the Swakopmund Municipality, on the corner of Rakotoka and Daniel Kamho Street Swakopmund, or can be downloaded from www.sp.com.na/projects any person having comments or objections to the application, may in writing lodge such objections and comments, together with the grounds thereof, with the Chief Executive Officer of the Swakopmund Municipality and with Stewart Planning within 14 days of the last publication of this notice. Written objections must be submitted before or on 17:00 Thursday, 04 July 2024 Local Authority: Applicant Chief Executive Officer Stewart Planning Municipality of Swakopmund Town & Regional Planners PO Box 53 Swakopmund PO Box 2095 Walvis Bay jheita@swkmun.com.na mario@sp.com.na 064 410 4403 064 280 773

CLAO240001942

REZONING OF ERF 1400, KUISEBMOND PROPER FROM "SINGLE RESIDENTIAL" TO "GENERAL RESIDENTIAL 1" Notice is hereby given that Stewart Planning intends to apply to the Municipality of Walvis Bay, and/or Ministry of Urban and Rural Development for the following statutory approval Rezoning Erf 1400 Kuisebmond Proper (70 Kingklip Street) Rezoning from Single Residential (1 300) to General Residential 1 (1 150) with consent to proceed with development while the rezoning is in progress Erf 1400 Kuisebmond Proper is developed with a dwelling house and related outbuildings The owner wants to convert the existing dwelling house into 2 dwelling units (flats) and add another 3 more dwelling units (flats) as provided for by the Walvis Bay Zoning Scheme
The application is submitted in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), and the Walvis Bay Zoning Scheme, as amended Take note that -

(a) the planning application lies open for inspection, during normal office hours, at Room 101, Town Planning Section of Municipality of Walvis Bay, Civic Centre, and at Stewart Planning, 122 Sam Nujoma Avenue, Walvis Bay. An electronic copy can also be requested from Mr. M Mberira: marnod sp.com.na
(b) interested and/or affected parties can register with Stewart Planning and submit their written comments, representations, input and/or objections to the planning application together with grounds thereof.
(c) the deadline to register with Stewart Planning and to submit written comments, representations, input and/or objections will be on or before 17:00 Thursday, 04 July 2024.

Local Authority Applicant Stewart Planning Manager Town Planning Section Town & Regional Planners Municipality of Walvis Bay P O Box 2095 Walvis Bay Private Bag 5017 marno@sp.com.na okakero@walvisbaycc.org.na 064 280 773 064 201 3339

CLAO240001943

SUBDIVISION AND REZONING OF PORTION 111 (A PORTION OF PORTION 39) OF THE CONSOLIDATED FARM TSUMORE NO. 761 DU TOIT TOWN PLANNING CONSULTANTS, has submitted an application on behalf of the owner of the property, Remy Bay Investments Thirty Seven (Pty) Ltd, in terms of Section 105 of the Urban and Regional Planning Act 2018 (Act 5 of 2018) to the Tsumeb Municipality for the

- **subdivision of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761 into Portions 1 to 46 and Remainder**
- **rezoning of newly created Portion 8 (a Portion of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No 761) from 'undetermined' to 'nature reserve'**
- **rezoning of newly created Portions 9 to 26 (Portions of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761 from 'undetermined' to 'hospitality' to be used for accommodation establishments and tourist facilities**
- **consent to use the newly created Portions 10 to 22, and Portions 27 to 46 (Portions of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761) for a 'residential estate (nature estate)'**
- **consent to use the newly created Portion 9 (a Portion of Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No. 761 as an Infrastructure Maintenance site and Estate Management and Security office.**

Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No 761 is located to the south-west of the town of Tsumeb, along the southwestern side of the Tsnik Road 1/10 and south from the Otavi-Tsumeb railway line. This area is located in the Local Authority Area of Tsumeb. It is ± 500 Ocha in extent and zoned 'undetermined'. It is the intention to develop the area and to subdivide and rezone the land into: - Plots for a 'residential estate (nature estate)' (Portions 8 to 46) and - Blocks on which township establishments will take place in future phases (Portions 1 to 7 and Remainder of Portion 111) to provide for the growing need in housing and other urban facilities such as schools, sports fields, commercial uses, tourist facilities and urban agricultural uses. As a first phase Portion 111 (a Portion of Portion 39) of the Consolidated Farm Tsumore No 761 will be subdivided into Portions 1 to 46 and Remainder where the western part will be used as a 'residential estate (nature estate)' and the remaining portions will be used for future Township Establishments To be able to achieve the above intention, application first needs to be made for the mentioned subdivision, rezoning and consent approvals from the relevant authorities A copy of the application together with the relevant plans lies for inspection at the Tsumeb Municipal Offices, Main Road Tsumeb, Tsumeb Take notice that any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the Tsumeb Municipality and the applicant in writing within 14 days of the last publication of this notice (final date for objections is 28 June 2024). Should you require additional information you are welcome to contact our office Applicant DU TOIT TOWN PLANNING CONSULTANTS P O Box 6371 AUSSPANNPLATZ WINDHOEK Tel 061-240310 Email planner1@ecomtan.com

CLAO240001941

NOTICE REZONING OF ERF 1234 NO. 17 MOZART STREET, WINDHOEK DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owner of Erf 1234 Windhoek in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for

- **the rezoning of Erf 1234, no. 17 Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4,**
- **consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units.**
- **consent to use the erf in accordance with its new zoning and density while the rezoning is formally being completed since the erf is located in an approved policy area.**

The erf is located within Mozart Street in Windhoek West, close to NUST and is 1 164m² in extent The erf is currently zoned 'residential' with a density of 1 dwelling per 900m² and have an existing dwelling on that is used for residential and office purposes. The erf is located within the City's High Density and Office Policy Zone where rezoning to 'office' with a bulk of 0.4 is supported which supports the further development of the erf. The majority of erven surrounding Erf 1234, Windhoek is already zoned for office purposes It is the intention to use the erf for office and residential purposes To be able to use the erf for 'office' and residential purposes it must be rezoned to 'office' with a bulk of 0.4 and Councils' consent is required to for additional floor area to be used for residential purposes in terms of Section 23 (1) of the Town Planning Scheme If approved an office building with a total floor area of ± 466m² and residential units with a total floor area of ± 233m² may be constructed All the necessary planning will be provided in accordance with the requirements of the Town Council The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr Kwame Nkrumah Avenue, Klein Windhoek Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner Town House Fifth Floor Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is 4 July 2024. Should you require additional information you are welcome to contact our office Applicant DU TOIT TOWN PLANNING CONSULTANTS P O Box 6371 AUSSPANNPLATZ WINDHOEK Tel 061 245010 Email planner1@ecomtan.com

CLAO240001939

CALL FOR PUBLIC PARTICIPATION/ COMMENTS ENVIRONMENTAL IMPACT ASSESSMENT TO OBTAIN AN ENVIRONMENTAL CLEARANCE FOR THE OPERATIONS AND WASTE MANAGEMENT OF THE ABATTOIR OF NATURAL NAMIBIAN MEAT PRODUCERS, ARANOS, HARDAP REGION Green Earth Environmental Consultants have been appointed to attend to and complete an Environmental Impact Assessment and Environmental Management Plan (EMP) to obtain an Environmental Clearance Certificate as per the requirements of the Environmental Management Act (No. 7 of 2007) and the Environmental Impact Assessment Regulations (GN 30 in GG 4878 of 6 February 2012) for the operations and waste management of the abattoir of Natural Namibian Meat Producers Aranos, Hardap Region

Name of proponent. Natural Namibian Meat Producers (Pty) Ltd **Project location and description** The Proponent operates an abattoir and associated activities for the slaughtering of sheep on Portion 50 of Portion 26 of Aranos Town and Townlands No 167, Aranos, Hardap Region. It is the intension of the Proponent to continue with the operations of the abattoir and an Environmental Clearance Certificate is required for the operations as well as waste management activities of the abattoir Interested and affected parties are hereby invited to register in terms of the assessment process to give input, comments, and opinions regarding the proposed project A Background Information Document will be available to the I & AP's who registered A public meeting will be held if enough public interest is shown Registered I & APs will be notified of the date and venue of the public meeting The last date for comments and/or registration is 5 July 2024 Contact details for registration and further information Green Earth Environmental Consultants Contact Persons Charlie Du Toit/Carsen van der Walt Tel 0811273145 E-mail carsen@greenearthnamibia.com

CLAO240002061

NOTICE TO CREDITORS IN DECEASED ESTATES All persons having claims against the estates specified below, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise as indicated) from the date of publication hereof. /Registered number of estate E797/2024 Surname UUPINDI First Names NATALIA NEKOMBA Date of Birth 01 JANUARY 1964 Last Address. ONAVIA, OSHAKATI Identity Number 64010105895 Date of Death 17 MARCH 2024 Name and (only one) address of executor or authorised agent DR WEDER, KAUTA & HOVEKA INC SHOP 27, OSHANA MALL, ONGWEDIVA, PRIVATE BAG 3725, ONGWEDIVA Period allowed for lodgement of claims if other than 30 days. Advertiser, and address DR WEDER, KAUTA & HOVEKA, SHOP 27 OSHANA MALL, ONGWEDIVA, PRIVATE BAG 3725 ONGWEDIVA (OUR REF MAT103455) Date 05 JUNE 2024 Tel (065) 238027 Notice for publication in the Government Gazette on 21 JUNE 2024

CLAO240002055

NOTICE TO CREDITORS IN DECEASED ESTATES All persons having claims against the estates specified below, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise as indicated) from the date of publication hereof /Registered number of estate E652/2024 Surname. DAV ID First Names LEOPOLD Date of Birth. 04 JANUARY 1960 Last Address. OSHIKUNGA, ONDANGWA Identity Number 60010400826 Date of Death 06 OCTOBER 2022 Name and (only one) address of executor or authorised agent. DR WEDER, KAUTA & HOVEKA INC SHOP 27, OSHANA MALL, ONGWEDIVA, PRIVATE BAG 3725, ONGWEDIVA (OUR REF MAT101369) Date 05 JUNE 2024 Tel (065) 238027 Notice for publication in the Government Gazette on 14 JUNE 2024

CLAO240001947

NOTICE TO CREDITORS IN DECEASED ESTATES All persons having claims against the estates specified below, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise as indicated) from the date of publication hereof /Registered number of estate E2344/2023 Surname KALOLA First Names. NATANAEL Date of Birth 22 AUGUST 1969 Last Address. ONDANGWA RUALA, ONDANGWA Identity Number 69082200171 Date of Death 26 OCTOBER 2023 Name and (only one) address of executor or authorised agent DR WEDER, KAUTA & HOVEKA INC SHOP 27, OSHANA MALL, ONGWEDIVA, PRIVATE BAG 3725, ONGWEDIVA Period allowed for lodgement of claims if other than 30 daysAdvertiser and address DR WEDER, KAUTA & HOVEKA, SHOP 27, OSHANA MALL, ONGVEDIVA PRIVATE BAG 3725, ONGWEDIVA (OUR REF MAT103469) Date 05 JUNE 2024 Tel (065) 235027 Notice for publication in the Government Gazette on 14 JUNE 2024

CLAO240001944

NOTICE TO CREDITORS IN DECEASED ESTATES All persons having claims against the estates specified below, are called upon to lodge their claims with the executors concerned within a period of 30 days (or otherwise as indicated) from the date of publication hereof. /Registered number of estate E2344/2023 Surname: KALOLA First Names NATANAEL Date of Birth 22 AUGUST 1969 Last Address. ONDANGWA RUALA, ONDANGWA Identity Number 69082200171 Date of Death 26 OCTOBER 2023 Name and (only one) address of executor or authorised agent DR WEDER, KAUTA & HOVEKA INC SHOP 27, OSHANA MALL, ONGWEDIVA, PRIVATE BAG 3725 ONGWEDIVA (OUR REF MAT103469) Date 05 JUNE 2024 Tel (065) 235027 Notice for publication in the Government Gazette on 14 JUNE 2024

CLAO240001944

LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATES LYING FOR INSPECTION In terms of section 35(5) of Act 66 1965 notice is given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for the inspection of all persons interested herein for period of 21 days (or longer if specifically stated) from the date specified or from the date of publication hereof whichever may be later and at the offices of the Masters and Magistrate as stated. Should no objection hereto be lodge with the Masters concerned during the period, the executors will proceed to make payments in accordance with the accounts Registration number of estate E1561/2024 Surname. GULU Christian Names HELLEN Identity Number/DOB 75051800246 Region/ Last address. ONDANGWA OSHIKOTO REGION Date of death: 2311 4 2024 Surname Joint Names/Identity number of Surviving Spouse. Identity number PETER GULU 61111600562 Description of account other than First and Final First and Final Period of inspection other than 21 days.21 days Masters Office Windhoek Name and (only one) address of executor or authorised agent INGINGE MAINGA ATTORNEYS PO Box 3489 CENTRAL PARK UNITY 10 ONGWEDIVA Date 05 JUNE 2024 Tel/Cell No 0812888545/ 065 232136 Notice of publication in the NAMIBIAN NEW PAPER on 14 06 2024

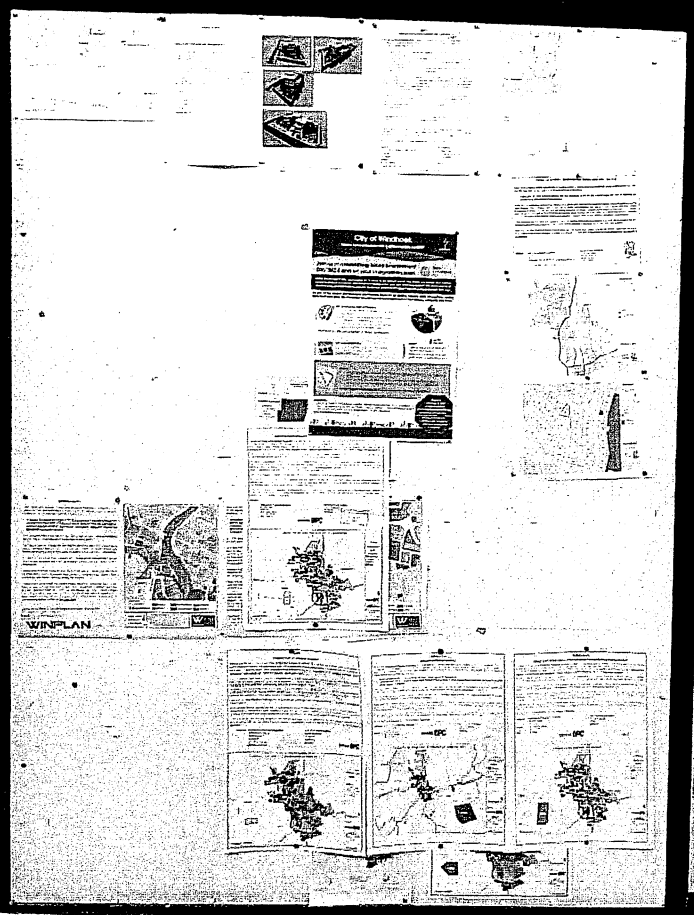
CLAO240002046

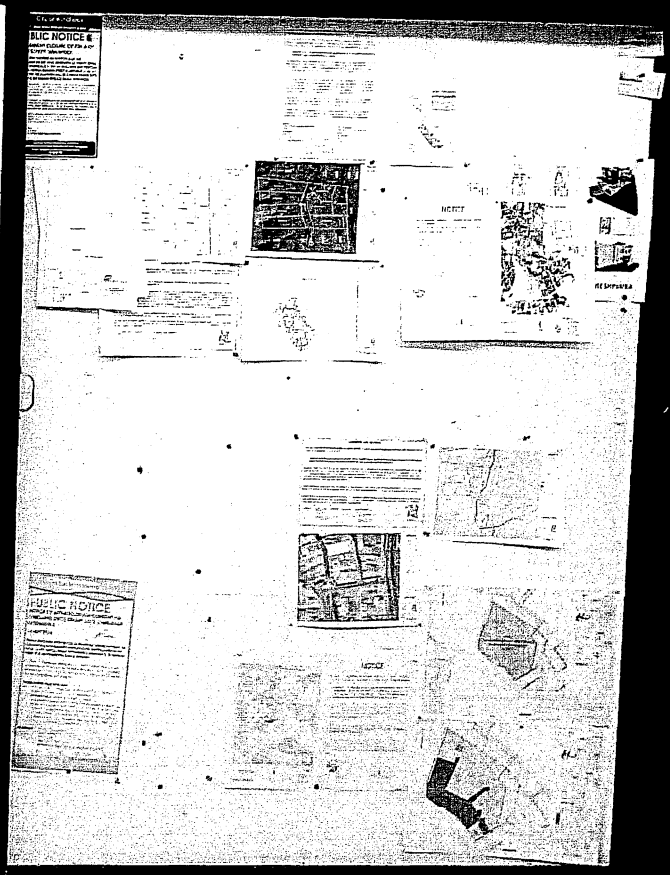
LIQUIDATION AND DISTRIBUTION ACCOUNTS IN DECEASED ESTATES LYING FOR INSPECTION In terms of section 35(5) of Act 66 1965 notice is given that copies of the liquidation and distribution accounts (first and final, unless otherwise stated) in the estates specified below will be open for the inspection of all persons interested herein for period of 21 days (or longer if specifically stated) from the date specified or from the date of publication hereof whichever may be later and at the offices of the Masters and Magistrate as stated. Should no objection hereto be lodge with the Masters concerned during the period, the executors will proceed to make payments in accordance with the accounts Registration number of estate E 2073/2023 Surname IPINGE Christian Names SIMWONENI Identity Number/DOB 63061602445 Region/Last address. TSANDI OMUSATI REGION Date of death: 2023 05 03 Christian Names and Surname of Surviving Spouse Identity number KAARINA NEKULU IPINGE 65022310031 Description of account other than First and Final First and Final Period of inspection other than 21 days.21 days Masters Office Windhoek Name and (only one) address of executor or authorized agent INGINGE MAINGA ATTORNEYS PO Box 3489 CENTRAL PARK UNITY 10 ONGWEDIVA Date 22 JUNE 2024 Tel/Cell No 0812888545/ 065 232136 Notice of publication in the NAMIBIAN NEW PAPER on: 14 06 2024

CLAO240002044

HC-MD-CIV-MOT-GEN-2024/00153
IN THE HIGH COURT OF NAMIBIA, MAIN DIVISION, HELD AT WINDHOEK ON FRIDAY, THE 17th DAY OF MAY 2024 BEFORE THE HONOURABLE JUSTICE RAKOW REINFORCING STEEL CONTRACTORS NAMIBIA (PROPRIETARY) LIMITED APPLICANT and NORTHERN STEEL CC RESPONDENT COURT ORDER Having heard Ms VAN DYK, on behalf of the Applicant(s) and having read the application for HC-MD-CIV-MOT-GEN-2024/00153 and other documents filed of record IT IS ORDERED THAT 1 The Respondent be placed under provisional order of winding up, into the hands of the Master of the above Honourable Court. 2 A Rule Nisi is hereby issued calling upon the Respondent(s) to show cause, if any to this Honourable Court, on or before the 28/06/2024 at 10:00, why an order should not be made in the following terms 2.1 the Respondent should not be

TOWN PLANNING
ZONING MAPS
407





CITY OF WINDHOEK
HEAD OF DIRECTORATE PLANNING
07 JUN 2024
PLANNING

NOTICE

REZONING OF ERF 1234 NO. 17 MOZART STREET, WINDHOEK

DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owner of Erf 1234, Windhoek, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

- the rezoning of Erf 1234, no. 17 Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4.
- consent in terms of Section 23 (1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units.
- consent to use the erf in accordance with its new zoning and density while the rezoning is formally being completed since the erf is located in an approved policy area.

The erf is located within Mozart Street in Windhoek West, close to NUST and is 1 164m² in extent. The erf is currently zoned 'residential' with a density of 1 dwelling per 900m² and have an existing dwelling on that is used for residential and office purposes. The erf is located within the City's High Density and Office Policy Zone where rezoning to 'office' with a bulk of 0.4 is supported which supports the further development of the erf. The majority of erven surrounding Erf 1234, Windhoek is already zoned for office purposes.

It is the intention to use the erf for office and residential purposes. To be able to use the erf for 'office' and residential purposes it must be rezoned to 'office' with a bulk of 0.4 and Councils' consent is required to for additional floor area to be used for residential purposes in terms of Section 23 (1) of the Town Planning Scheme. If approved an office building with a total floor area of ± 466m² and residential units with a total floor area of ± 233m² may be constructed. All the necessary parking will be provided in accordance with the requirements of the Town Council.

The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Toit Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is 4 July 2024).

Should you require additional information you are welcome to contact our office.

Applicant:
DU TOIT TOWN PLANNING CONSULTANTS
P O Box 6871
AUSSPANNPLATZ
WINDHOEK
Tel: 061-248010
Email: planner1@dutoitplan.com

Du Toit

City of Windhoek:
The Urban Planner
(Town House, 5th Floor, Room 516)
City of Windhoek
P.O. Box 59
WINDHOEK

Figure 1: Locality of Erf 1234, Windhoek

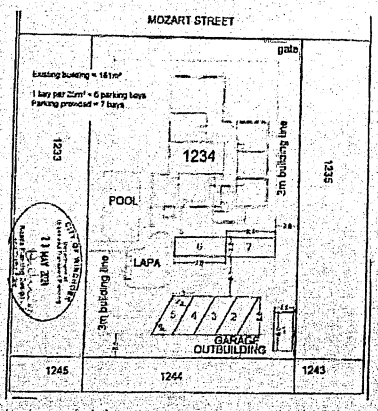
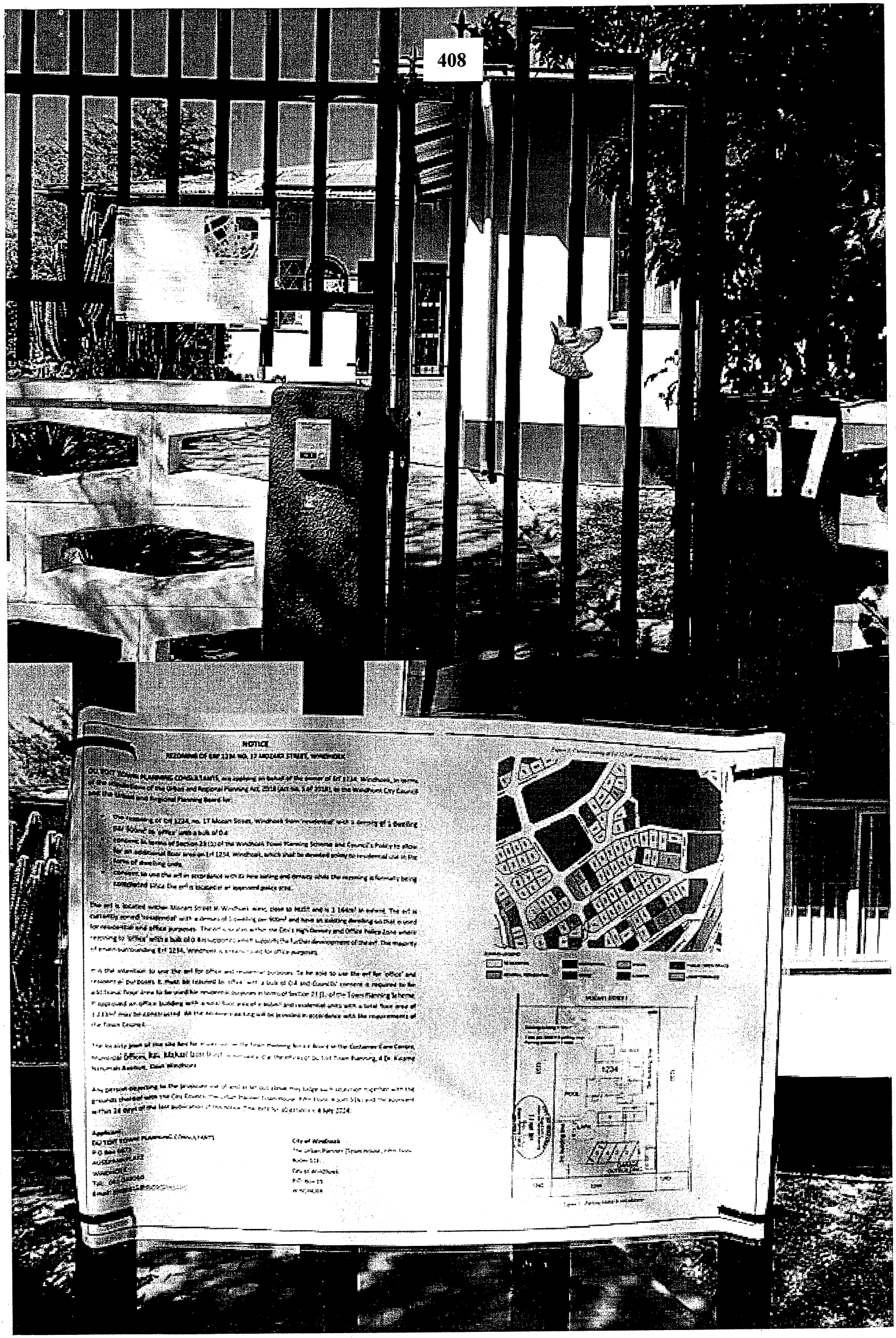


Figure 2: Parking layout and calculations

CITY OF WINDHOEK
HEAD OF DIRECTORATE PLANNING
07 JUN 2024
PLANNING



NOTICE

RECOMMENDATION FOR LOT 1234, NO. 17 MOGAN STREET, WINDHOEK

DAVIDOFF TOWN PLANNING CONSULTANTS, are applying on behalf of the owner of Erf 1234, Windhoek, in terms of the provisions of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

- The rezoning of Erf 1234, no. 17 Mogan Street, Windhoek from residential with a density of 1 dwelling per 300m² to 'office' with a bulk of 0.4.
- Consent, in terms of Section 28 (3) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be developed solely for residential use in the form of dwelling units.
- Consent to use the erf as proposed in (1) here above and already while the rezoning is formally being completed since the erf is located in an approved parking area.

The erf is located within Mogan Street in Windhoek West, close to NUST and is 1 164m² in extent. The erf is currently zoned 'residential' with a density of 1 dwelling per 300m² and have an existing dwelling on that is used for residential and office purposes. The erf is situated within the City's High Density and Office Policy Zone where rezoning to 'office' with a bulk of 0.4 is supported, which supports the further development of the erf. The majority of houses surrounding Erf 1234, Windhoek is already used for office purposes.

It is the intention to use the erf for office and residential purposes. To be able to use the erf for 'office' and residential purposes it must be rezoned to 'office' with a bulk of 0.4 and Council's consent is required to be additional floor area to be used for residential purposes in terms of Section 28 (3) of the Town Planning Scheme. A proposed an office building with a total floor area of 4 and residential units with a total floor area of 1 113m² must be constructed. All the necessary parking will be provided in accordance with the requirements of the Town Council.

The site plan of the site for the rezoning from the Town Planning Section Room 1 on the Customer Care Centre, Municipal Offices, Erf 1234, Mogan Street in Windhoek, during the period 04 July 2024 to 04 August 2024.

Any person objecting to the proposed use of land on the said Erven may lodge such objection together with the grounds thereof with the City Council, the Urban Planner, Town House, Post Office Square, Windhoek within 14 days of the last publication of this notice, that is by 18 August 2024.

Applicant:
DAVIDOFF TOWN PLANNING CONSULTANTS
P.O. Box 9870
AUSSPANNPLATZ
WINDHOEK
Tel: 061 [illegible]
Email: [illegible]

City of Windhoek
The Urban Planner, Town House, Post Office Square
Room 516
City of Windhoek
P.O. Box 59
WINDHOEK

Annexure B

LIST OF REGISTERED ITEMS POSTED

NAM POST

by DU TOIT TOWN PLANNING CONSULTANTS

Sender's reference no.	Addressee's name and address	Registration no.
ERF 1232	NEW POINT ELECTRONIC SOLUTIONS P O BOX 26739 WINDHOEK	BA 002 115 045 NA
ERF 1233	MR AND MRS MILLET P O BOX 23778 WINDHOEK	BA 002 115 099 NA
ERF 1236	YMN HAIHAMBO P O BOX 2312 WINDHOEK	BA 002 115 085 NA
ERF 1235	V F NEWLU P O BOX 41211 AUSSPANPLATZ	BA 002 115 071 NA
ERF 1237	NAMIBIA HOUSING ACTION GROUP POBOX 21010 WINDHOEK	BA 002 115 068 NA
ERF 1226	AD SYMONDS POBOX 5582 AUSSPANPLATZ	BA 002 115 054 NA
ERF 1227	BJ VILJOEN P O BOX 86645 EROS	BA 002 115 139 NA
ERF 1228	AH AND HN NDJAVERA P O BOX 4256 WINDHOEK	BA 002 115 125 NA
ERF 1229	PH STRAUBE POBOX 3240 WINDHOEK	BA 002 115 111 NA
ERF 1974	CENTRE FOR RES TRANSFORMATION P O BOX 24897 WINDHOEK	BA 002 115 108 NA
ERF 1929	MODUS COMPUTER CONSULTING CC P O BOX 90565 KLEIN WINDHOEK	BA 002 115 142 NA
ERF 1926	MIU MAASDORP P O BOX 40427 AUSSPANPLATZ	BA 002 115 156 NA

studio print 13647

Number of items 12 / twelve Received by TNFeb

Date-stamp

NAMIBIA KLEIN WINDHOEK 2024.06.17

P1/185

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

Du Toit
TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: Erf 1234_neigh

The Windhoek City Council
P O Box 59
WINDHOEK

Dear Ms Stella

10 June 2024

ERF OWNERS AND ADDRESSES: Erf 1234, Mozart Street, Windhoek

Good day ma'am,

Could you kindly provide me with the names and addresses (and phone numbers/email addresses where available) of the owners of the following properties, please:

ERF NO	NAME & ADDRESS	TEL/EMAIL
Erf 1232 Mozart Street	New Point electronic solutions (pty) Ltd	Box 26739 Windhoek 0814378393
Erf 1233 Mozart Street	mr + mrs mallet MFLAT Box 23228 Windhoek	061296940
Erf 1235 Mozart Street	Uf. Nelulu Box 4121 Ausspannplatz	0811201910 nelulu@gmail.com
Erf 1236 Mozart Street	Ymr Haihambo Box 2312 Walvisbay	0812879555 keenyhaihambo@gmail.com
Erf 1237 Mozart Street	Namibia Housing Action group Box 21010 Windhoek	idpenhag@iway.na
Erf 1226 Mozart Street	M. Symmonds Box 5582 Ausp	annie.s@iway.na

ERF 1227 Mozart Street	BJ Viljoen Box 86645 Eros	083 271120 Sfk Bjvanj.n'g
ERF 1228 Mozart Street	AK + HW Nel javer Box 4256 WHK	083 295473
ERF 1229 Mozart Street	PH Steenbe Box 3240 WHK	
ERF 1974 Mozart Street	Centre for rel Transformation Box 24897 WHK	Ceretnet@ @gmail.com
ERF 1929 Mozart Street	Modus Computer Consulting CC Box 90565 KW	Eckart G. modus.com.na
ERF 1926 Mozart Street	MIW Maasdorp Box 40427 Alus	083 449 0009 pensionplet G. inmyroom

Thank you
Tjijama Tjitemisa

Example of letter sent

412

Du Toit

TOWN PLANNING CONSULTANTS

1st floor Bridgeview Offices & Apartments, No. 4 Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248010, Fax: +264 61 248608, Mobile: +264 81 281 0836, Email: elmarie@dutoitplan.com

Enquiries: T. Tjitemisa
Tel: +264 81 416 6169
Ref: Erf1234W Letters

ERF 1226, MOZART STREET
AD Symonds
P O Box 5582
Ausspanplatz
WINDHOEK

14 June 2024

Dear Sir/ Madam

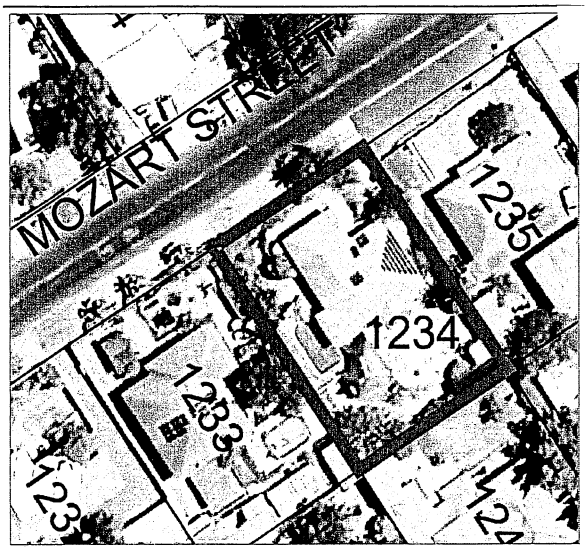
REZONING OF ERF 1234, MOZART STREET, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'OFFICE' WITH A BULK OF 0.4; CONSENT IN TERMS OF SECTION 23 (1) OF THE WINDHOEK TOWN PLANNING SCHEME AND COUNCIL'S POLICY TO ALLOW FOR AN ADDITIONAL FLOOR AREA ON ERF 1234, MOZART STREET, WINDHOEK, WHICH SHALL SOLELY BE DEVOTED TO RESIDENTIAL USE IN THE FORM OF DWELLING UNITS; AND CONSENT TO USE THE ERF FOR OFFICE PURPOSES WHILE THE REZONING IS IN PROCESS SINCE IT IS IN AN APPROVED OFFICE POLICY AREA

Take notice that DU TOIT TOWN PLANNING CONSULTANTS, are applying on behalf of the owner of Erf 1234, Windhoek, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council for:

- Rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4;
- Consent in terms of Section 23 (1) of the Windhoek Zoning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Mozart Street, Windhoek, which shall solely be devoted to residential use in the form of dwelling units; and
- Consent to use the Erf for office purposes while the rezoning is in process since it is in an approved office policy area.

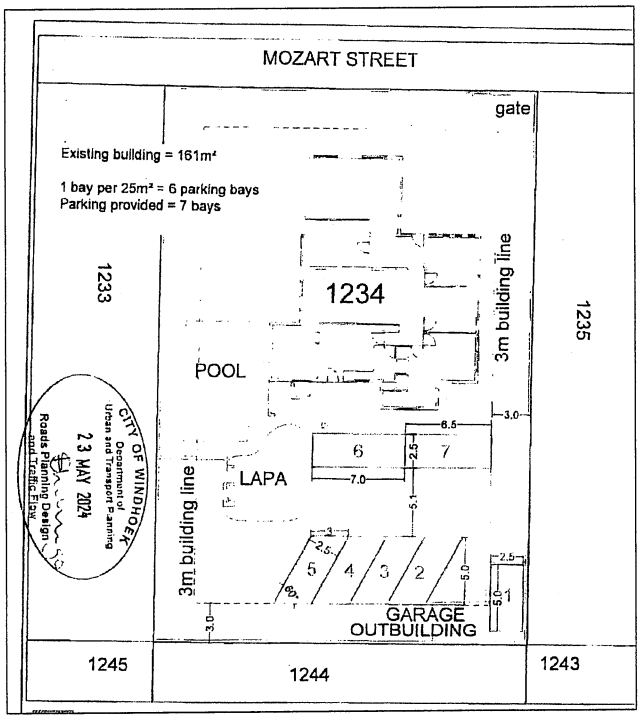
In terms of the new Urban and Regional Planning Act, 2018 (Act 5 of 2018) and the Windhoek Town Planning Scheme, you as the owner of a neighbouring property are hereby granted the opportunity to comment on the proposal. We kindly request that you provide us with your comments no later than **4th July 2024.**

Erf 1234 located within Mozart Street in Windhoek and is 1 164m² in extent. Erf 1234, Mozart Street, Windhoek is currently zoned as "residential" with a density of 1:900m². At present, a residential dwelling and has been constructed on the erf, which is/was used for residential purposes. See figure overleaf.



The owner intends to utilize the property for office purposes. However, the current zoning of the property classifies it as 'residential,' limiting its primary use to residential purposes. Therefore, in order to align with the intended office use, the property must undergo rezoning to 'office' with a bulk of 0.4. Additionally, consent is required in accordance with Section 23(1) of the Windhoek Town Planning Scheme and Council's Policy. This consent would permit the incorporation of an additional floor area, exclusively dedicated to residential use in the form of dwelling units.

Sufficient parking is also provided on the erf in terms of the City of Windhoek's parking requirements. The approved parking layout is shown adjacent.



In light of the above, your comments on the intended application will be highly appreciated. Kindly note that should we not receive any comments by the closing date of **4 July 2024,** we would assume you do not have any objection.

Kind regards

Dorette Opperman

Annexure C

REZONING OF ERF 1234, MOZART STREET, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'OFFICE' WITH A BULK OF 0.4; CONSENT IN TERMS OF SECTION 23 (1) OF THE WINDHOEK TOWN PLANNING SCHEME AND COUNCIL'S POLICY TO ALLOW FOR AN ADDITIONAL FLOOR AREA ON ERF 1234, MOZART STREET, WINDHOEK, WHICH SHALL SOLELY BE DEVOTED TO RESIDENTIAL USE IN THE FORM OF DWELLING UNITS; AND CONSENT TO USE THE ERF FOR OFFICE PURPOSES WHILE THE REZONING IS IN PROCESS SINCE IT IS IN AN APPROVED OFFICE POLICY AREA

Name: B. J. Viljoen

Address: P. O. Box 86645
Eros

Telephone: 300324 Email: bennie@vvv.com.na

I, the owner of Erf 1227, Mozart Street, Windhoek

(Please indicated with "x" in appropriate box)

[X] **Do not object** [ ] **Do Object**

- Rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4;
- Consent in terms of Section 23 (1) of the Windhoek Zoning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Mozart Street, Windhoek, which shall solely be devoted to residential use in the form of dwelling units; and
- Consent to use the Erf for office purposes while the rezoning is in process since it is in an approved office policy area.

If objecting, please state the reasons:

N.A.

Signature 2024-07-04 **Date**

Kindly take note that comments should reach our office by 04 July 2024

You can return the form to the following email address: planner1@dutoitplan.com

REZONING OF ERF 1234, MOZART STREET, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1 DWELLING PER 900m² TO 'OFFICE' WITH A BULK OF 0.4; CONSENT IN TERMS OF SECTION 23 (1) OF THE WINDHOEK TOWN PLANNING SCHEME AND COUNCIL'S POLICY TO ALLOW FOR AN ADDITIONAL FLOOR AREA ON ERF 1234, MOZART STREET, WINDHOEK, WHICH SHALL SOLELY BE DEVOTED TO RESIDENTIAL USE IN THE FORM OF DWELLING UNITS; AND CONSENT TO USE THE ERF FOR OFFICE PURPOSES WHILE THE REZONING IS IN PROCESS SINCE IT IS IN AN APPROVED OFFICE POLICY AREA

Name: MALLET MFL & J.

Address: 19 Mozart street

Windhoek West

Telephone : 0811293963 Email: m.mallet@criaasdc.org / j.gaks@criaasadc.org

I, the owner of Erf 1233, Mozart Street, Windhoek

(Please indicated with "x" in appropriate box)

☐ **Do not object** ☒ **Do Object**

- Rezoning of Erf 1234, Mozart Street, Windhoek from 'residential' with a density of 1 dwelling per 900m² to 'office' with a bulk of 0.4;
- Consent in terms of Section 23 (1) of the Windhoek Zoning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Mozart Street, Windhoek, which shall solely be devoted to residential use in the form of dwelling units; and
- Consent to use the Erf for office purposes while the rezoning is in process since it is in an approved office policy area.

If objecting, please state the reasons:

Objection to the additional floor area; this will affect our privacy as it will provide direct and extended view to our erf.

No objection to the use of erf for office purposes.

Signature

1/07/2024

Date

Kindly take note that comments should reach our office by 04 July 2024

You can return the form to the following email address: planner1@dutoitplan.com

Response to objection

Planner2

From: M. Mallet <m.mallet@criaasadc.org>
Sent: 11 July 2024 13:03
To: 'Dorette Opperman'
Cc: 'J.Gatsi (CRIAA SA-DC)'; 'Planner2'
Subject: RE: Rezoning erf 1234

Dorette,

Our objection for privacy reason is maintained (we even saw a drone high over our premises yesterday afternoon, which is illegal).
In addition, a second floor will reduce sunlight the morning to our place.
Best regards

Michel Mallet

CRIAA SA-DC, PO Box 23778 Windhoek, Namibia
Tel. +264 (0)61 220117 – Fax: +264 (0)61 232293
Office mobile: +264 (0)81 122 3892 – Email: criaawhk@iafrica.com.na / info@criaasadc.org

From: Dorette Opperman [mailto:planner1@dutoitplan.com]
Sent: Thursday, 11 July 2024 12:51
To: 'M. Mallet' <m.mallet@criaasadc.org>
Cc: 'J.Gatsi (CRIAA SA-DC)' <j.gatsi@criaasadc.org>; 'Planner2' <planner2@dutoitplan.com>
Subject: RE: Rezoning erf 1234

Good day Mr Mallet,

Apologies for not calling again. I just wanted to enquire if you received my email below and if there is perhaps a possibility that the explanation provided some more clarity for you to revise your objection?

Kind Regards
Dorette

From: Dorette Opperman <planner1@dutoitplan.com>
Sent: Tuesday, July 2, 2024 12:59 PM
To: 'M. Mallet' <m.mallet@criaasadc.org>
Cc: 'J.Gatsi (CRIAA SA-DC)' <j.gatsi@criaasadc.org>; 'Planner2' <planner2@dutoitplan.com>
Subject: RE: Rezoning erf 1234

Good morning Mr & Mrs Mallet,

Thank you for your response. I will include it in the proof of notification send on to the City of Windhoek after the closing date.

I acknowledge your objection to the additional floor area for residential use possibly affecting your privacy and thought it good to perhaps give a better explanation of the concept and why it is included. If you feel comfortable, you can gladly send me a new/revised form. The City of Windhoek approved a policy for 50% free residential bulk some years ago especially in the office policy areas. This mixed-use approach not only enhances the liveability of the area but also promotes sustainable urban living by reducing commute times and fostering vibrant, inclusive communities.The City have resolved to approve 50% additional bulk on office zoned properties to be used solely for residential purposes. Not all property owners take it up immediately or to the full extent of allowable floor area.

In the case of Erf 1234, Windhoek, should the owners wish to develop the property to its maximum potential for instance, an office floor area of ± 465m² may be built and then ± 233m² residential floor area. This will always be subject to providing sufficient parking and within the 75% allowable coverage for an office property. The 3m side building lines would also be applicable and should any relaxation be necessary, you as immediate neighbour would have to give consent. The owners of Erf 1234, Windhoek however have not indicated that their immediate intention is to develop the erf further. We also as a rule include it in office rezoning applications as many property owners need some residential floor area to accommodate a flatlet (in the case where an outbuilding was converted) for instance.

I hope this give some more clarity as your own property would have the exact same rights should you wish/need to rezone it at some stage. You can also include your concern as a condition instead of an objection. The City of Windhoek will ultimately evaluate all the responses and thereafter make their recommendation. With an objection, the application need to be decided upon by Council and not per Delegated Authority and you will be informed of the decision afterwards. Should Council not support your objection, you would be able to appeal to the Minister.

Please do not hesitate to contact me if you have further questions or anything is unclear.

Kind Regards
Dorette

Du Toit
TOWN PLANNING CONSULTANTS
1st floor Bridgeview Offices & Apartments No. 4
Dr Kwame Nkrumah Avenue, Klein Windhoek, Namibia
PO Box 6871, Ausspannplatz, Windhoek, Phone: +264 61 248510
Fax: +264 61 248558, Email: planner1@dutoitplan.com

Dorette Opperman
Mobile: +264 81 835 2021

https://w3w.co/material.wicket.inhaler

From: M. Mallet <m.mallet@criaasadc.org>
Sent: Monday, July 1, 2024 3:28 PM
To: planner1@dutoitplan.com
Cc: J.Gatsi (CRIAA SA-DC) <j.gatsi@criaasadc.org>
Subject: Rezoning erf 1234

Dear Dorette Opperman,

Please find attached

Regards

Michel Mallet

CRIAA SA-DC, PO Box 23778 Windhoek, Namibia
Tel. +264 (0)61 220117 – Fax: +264 (0)61 232293
Office mobile: +264 (0)81 122 3892 – Email: criaawhk@iafrica.com.na / info@criaasadc.org

Annexure A

Any person having comments or objections to the application, may in writing lodge such objections and comments, together with the grounds thereof, with the Chief Executive Officer of the Swakopmund Municipality and with Stewart Planning within 14 days of the last publication of this notice.

Written objections must be submitted before or on Thursday, **4 July 2024 at 17h00**.

Applicant:
Stewart Planning
Town and Regional Planners
P. O. Box 2095, Walvis Bay
Tel: 064 280 773
mario@sp.com.na

Local Authority:
Chief Executive Officer
Municipality of Swakopmund
P. O. Box 53, Swakopmund
Tel: 064 410 4403
jheita@swkmun.com.na

No. 270 2024

REZONING OF ERF 1234, NO. 17 MOZART STREET, WINDHOEK

Du Toit Town Planning Consultants, are applying on behalf of the owner of Erf 1234, Windhoek, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), to the Windhoek City Council and the Urban and Regional Planning Board for:

- **The rezoning of Erf 1234, No. 17 Mozart Street, Windhoek from "residential'" with a density of 1 dwelling per 900m² to "office" with a bulk of 0.4;**
- **Consent in terms of section 23(1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 1234, Windhoek, which shall be devoted solely to residential use in the form of dwelling units; and**
- **Consent to use the erf in accordance with its new zoning and density while the rezoning is formally being completed since the erf is located in an approved policy area.**

The erf is located within Mozart Street in Windhoek West, close to NUST and is 1164m² in extent. The erf is currently zoned "residential" with a density of 1 dwelling per 900m² and have an existing dwelling on that is used for residential and office purposes. The erf is located within the City's High Density and Office Policy Zone where rezoning to "office" with a bulk of 0.4 is supported which supports the further development of the erf. The majority of erven surrounding Erf 1234, Windhoek is already zoned for office purposes.

It is the intention to use the erf for office and residential purposes. To be able to use the erf for "office" and residential purposes it must be rezoned to "office" with a bulk of 0.4 and Councils consent is required to for additional floor area to be used for residential purposes in terms of section 23(1) of the Town Planning Scheme. If approved an office building with a total floor area of ±466m² and residential units with a total floor area of ± 233m² may be constructed. All the necessary parking will be provided in accordance with the requirements of the Town Council.

The locality plan of the site lies for inspection on the Town Planning Notice Board in the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Du Tait Town Planning, 4 Dr. Kwame Nkrumah Avenue, Klein Windhoek.

Any person objecting to the proposed use of land as set out above may lodge such objection together with the grounds thereof with the City Council (the Urban Planner-Town House, Fifth Floor, Room 516) and the applicant within 14 days of the last publication of this notice (final date for objections is **4 July 2024**).

Should you require additional information you are welcome to contact our office.

Applicant:
Du Toit Town Planning Consultants
P. O. Box 6871, Ausspannplatz, Windhoek
Tel: 061-248010
Email: planner1@dutoitplan.com

No. 271 2024

REZONING OF ERVEN 61, 62 AND 63, WALVIS BAY

Stewart Planning Town and Regional Planners intends to apply, on behalf of the registered owner, to the Municipal Council of Walvis Bay for approval for the following applications:

Erven 61, 62 and 63, Walvis Bay:

- **Rezoning of Erven 61 and 63, Walvis Bay from single residential: 1:500m² to general residential 2: 1:150m², and consent use for a Hotel;**
- **Rezoning of Erf 62, Walvis Bay from general residential 1: 1:150m² to general residential 2: 1:150m², and consent use for a Hotel;**
- **The deletion and alteration of the title deed conditions; and**
- **Simultaneous consolidation of Erven 61, 62 and 63 Walvis Bay into consolidated Erf X.**

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

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

These development proposals require to rezone Erven 61, 62 and 63, Walvis Bay to general residential 2, to apply for consent for a hotel in the proposed zoning and consent to proceed with construction while the rezoning is in progress. Simultaneously it is necessary to consolidate Erven 61, 62 and 63, Walvis Bay into a single, consolidated erf. The consolidated erf will have an area of 3,400m².

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

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

Take note that –

a) the application lies open for inspection at the Town Planning Section of the Walvis Bay Municipality, Civic Centre, Nangolo Mbumba Drive. The application is also available to download from www.sp.com.na/proiects.

b) any person having comments, representations or objections to the application, may in writing lodge such comments, representations or objections together with the grounds thereof, with the Chief Executive Officer of the Walvis Bay Municipality and with Stewart Planning within fourteen (14) days of the last publication of this notice.

c) Written comments, representations or objections must be submitted before or on **17h00 Friday, 5 July 2024** to the addresses provided below.

P. O. Box 801
Ben Amathila Avenue
Walvis Bay, Namibia
Tel: +264 64 271 750
Fax: +264 64 271 760
Email: info@teslaes.com
Company Registration: 2008/0676

20 September 2024

City of Windhoek
Office of The Mayor
MC: Cllr. Shafiishuna S Nujoma
P O Box 59
Windhoek
NAMIBIA

Dear Cllr. S Nujoma,

RE: DONATION OF ELECTRIC VEHICLE CHARGING STATION

1. The above refers.

2. Tesla Energy Solutions have embarked on an initiative to advance electric mobility and sustainable energy within Namibia. The focus is on the optimization of electric vehicle (EV) charging infrastructure.

3. Our long-term strategy and commitment are to decarbonize the transportation sector through electric mobility. Recognizing the market challenges of whether to introduce electric vehicles or establish charging infrastructure first, we are addressing this by deploying smart electric vehicle charging stations technology throughout Namibia. The effort aims to gather essential data and information to inform future legislation, policies, and regulation stakeholders on electric and hybrid vehicle integration into Namibia transportation sector.

4. Over the past few years, we have successfully installed three public charging stations and two residential chargers. Based on the data collected, we believe that expanding this infrastructure is crucial for fostering the growth of electric vehicles. As part of this initiative, we propose donating an electric vehicle charging station to The City of Windhoek (CoW). This station will be part of our pilot program, aimed at increasing public charging access within the city and surrounding regions.

5. We recommend installing the chosen station at the CoW offices, with public access, to monitor usage trends and inform policy decisions. For installation, we request the CoW to provide an electric supply point as per the required standards.

6. We believe this donation will significantly benefit CoW and other stakeholders, facilitating a deeper understanding of EV charging infrastructure and its utilization.

7. We welcome other utilities and private partnership to collaborate with The City of Windhoek and those within the transportation sector to drive the transformation of electric mobility in Namibia and its neighboring countries.

P. O. Box 801
Ben Amathila Avenue
Walvis Bay, Namibia
Tel: +264 64 271 750
Fax: +264 64 271 760
Email: info@teslaes.com
Company Registration: 2008/0676

8. Thank you for providing us the opportunity to present our technology and solutions.

9. We look forward to your positive response and to working together on this important initiative.

10. Submitted for your further attention and action please.

Regards,

Elron BIAwase
MANAGING DIRECTOR
EA/dmm

tesla energy solutions (PTY) Ltd
VAT Reg No: 4724 512 015
Company Reg: 2008 / 0676
Tel: 064 271 750
P.O.Box 801 Walvis Bay
Email: info@teslaes.com

MEMORANDUM

The Gateway to Endless Opportunities

TO : Her Worship Queen Omagano Kamati, **Mayor**

FROM : Cllr. Shafiishuna Nujoma, **Management Committee: Member**

ENQ : Ms. Bakondja Muundjua, **Acting Manager: Mayoral and Council Affairs**

CC : Mr. Moses Matyayi, **Chief Executive Officer**

Mr. O' Brien Hekandjo, **Strategic Executive: Electricity**

Mr. Christopher Eita, **Manager: External Relations and Networking**

DATE : 08 October 2024

Your Worship,

RE: DONATION OF ELECTRIC VEHICLE CHARGING STATION BY TESLA ENERGY SOLUTIONS

1. PURPOSE

This memorandum serves to bring to your attention the offer by Tesla Energy Solutions to donate an electric vehicle charging station to the City of Windhoek (COW). This initiative is part of Tesla's larger effort to advance electric mobility and sustainable energy infrastructure in Namibia.

2. INTRODUCTION

Tesla Energy Solutions, a leading company in sustainable energy technologies, is undertaking a pilot program to support the deployment of electric vehicle (EV) charging infrastructure across Namibia. The program aims to facilitate the growth of electric mobility by expanding charging station access, collecting data, and informing policy on EV usage.

3. BACKGROUND DISCUSSIONS

Tesla Energy Solutions has already installed three public and two residential EV charging stations within Namibia. This initiative aligns with their long-term strategy to decarbonize the transportation sector. They propose donating an additional charging station to be installed at the City of Windhoek offices, with public access, to monitor usage trends and further their research on EV integration into Namibia's transport system.

4. ORGANISATIONAL IMPLICATIONS

The installation of the charging station at the COW offices would support the city's theme to ensure that the city is productive, inclusive and sustainable through rendering access to urban services, socio-economic opportunities, spatial inclusiveness, quality urban environment and a vibrant city life, whereas this initiative will position the City of Windhoek as a forward-thinking municipality committed to modern transportation infrastructure.

5. FINANCIAL IMPLICATIONS/IMPACT

Tesla Energy Solutions has indicated that this is a donation. However, the City of Windhoek will need to provide an electric supply point for installation, which may incur minimal infrastructural adjustment costs. This expense should be covered within the existing budget allocations for sustainable energy projects.

6. PROCUREMENT IMPLICATIONS

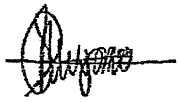
There are no direct procurement implications, as this is a donation. However, the installation might require sourcing of certified contractors for connecting the electric supply point. These should be identified in alignment with the city's procurement plan.

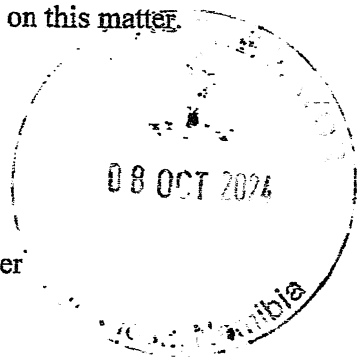
7. SUPPORTING DOCUMENTS

- Tesla Energy Solutions Offer Letter

I trust in your continued support on this matter.

Yours Sincerely,





Cllr. Shafiishuna Nujoma
Management Committee: Member

OFFICE OF THE CHIEF EXECUTIVE OFFICER

✉ 59
80 Independence Avenue
WINDHOEK, NAMIBIA

The Gateway to Endless Opportunities

Tel: (+264) 61 290 2615 e-mail: CEO@windhoekcc.org.na www.cityofwindhoek.org.na

ENQ: C. Eita
DATE: 17/10/2024

TEL: 061-2902285
REF: Donation

Mr. Elron B. Awase
Managing Director
Tesla Energy Solutions
P. O. Box 801
WALVIS BAY

Dear Mr. Awase,

RE: DONATION OF ELECTRIC VEHICLE CHARGING STATION

I acknowledge with appreciation receipt of your letter dated 20 September 2024 addressed to Councillor Shafiishuna Nujoma on the above captioned subject matter.

I would like to express our sincere appreciation to your organization for considering the City of Windhoek for this transformative donation and pilot program. In this regard, I am pleased to inform you that your offer will be recommended to Council for approval and to the line Minister for final decision. Once this exercise is completed, your office will be notified accordingly. In the meantime, please share the value of the charging station and the required electrical capacity.

For ease of coordination, kindly liaise with Mr. Christopher Eita, Manager: External Relations and Networking, who is reachable at Tell: +264 61 290 2285 or Email: Christopher.Eita@windhoekcc.org.na.

I trust you find the above in good order.

Yours sincerely

Moses Matyayi
CHIEF EXECUTIVE OFFICER

Cc: *Mayor*
Cllr. SS Nujoma
Mr. Chris. Eita

Olavi (M)

From: Barend de Waal <BdeWaal@teslaes.com>
Sent: Tuesday, November 5, 2024 11:14
To: Olavi (M)
Cc: Eita (C); monica.sheefeni@windhoekcc.org.na; Hekandjo (OA); Eileen Makuwaza; Desere Mudzingwa; Elron B awase
Subject: COW - Elecectric Vehicle Charging Sponsorship

Good day Matheus
Many thanks for your call

Wrt the infrastructure needed from COW

We need a 3 x 80A connection to supply the charger
The charger has 2 x 22kW charge ports, ie 32A each

It has a Smappee energy logger/meter build in, which measures consumption per side
The charge session is logged on the cloud and can data be accessed from anywhere in the world

From the data, the charge session can be charged to the end user if needed, but for public awareness, we suggest making the charging available for free to the end user for now

The charge session can be setup as:
Plug & Charge, meaning anyone plugging can charge
Scan & Charge – Scan the QR code to enable the session – the end user need an account/registration/payment upfront
Tap & Charge – similar to scan/charge, end user get an RF ID, which can be enable/disabled or have session limits programmed

Kind Regards

Barend de Waal
ENERGY MANAGEMENT CONSULTANT

TESLA ENERGY SOLUTIONS (PTY) LTD
1238w Ben Amathila Avenue
Tunacor Properties
P O Box 801, Walvis Bay
NAMIBIA
Tel: +264 (64) 271750
Fax: +264 (64) 271760
Fax2Email: 0886550726
Email: bdewaal@teslaes.com

MEMORANDUM

The Gateway to Endless Opportunities

TO : M Matyayi
CHIEF EXECUTIVE OFFICER

FROM : B. Ngairorue
CORPORATE LEGAL ADVISOR

DATE : 12/02/2025

RE: LEGAL OPINION ON DONATIONS

INTRODUTION

The Corporate Legal Advisor was pursuant to a resolution taken at the meeting of the Strategic Executive forum of 11 February 2025 requested to provide an intepretation of section 30(1)(y) of the Local Authorities Act 23 of 1992.

30(1)(y) (i) to accept donations made or receive moneys offered to it by any person within Namibia and, with the prior approval in writing of the Minister in every particular case and subject to such conditions as he or she may determine, to accept such donations made or receive such moneys offered to it by any person outside Namibia;

(ii) with the prior approval in writing of the Minister in every particular case and subject to such conditions as he or she may determine, to make grants or donations;

THE APPLICABLE LAW

The Supreme Court in Torbitt v International University of Management stated that the cardinal rule of construction is that words in a statute must be given their ordinary, literal or grammatical meaning if the words are clear and unambiguous, unless it is apparent that such literal construction would lead to a manifest absurdity, inconsistency, injustice or would be contrary to the intention of the legislature.

In Natal Joint Municipal Pension Fund v Endumeni Municipality the Supreme Court of Appeal in South Africa expressed itself as follows regarding the current legal position in respect of the interpretation of statutes, at para 18a-c:

> "The present state of the law can be expressed as follows: Interpretation is the process of attributing meaning to words used in a document, be it legislation, some other statutory instrument, or contract, having regard to the context provided by reading the particular provision in the light of the document as a whole and the circumstances attendant upon it coming into existence. Whatever the nature of the document,

> consideration must be given to the language used in light of the ordinary rules of grammar and syntax, the context in which the provision appears; the apparent purpose to which it is directed and the material known to those responsible for its production.'

and continues at para 26f-g:

> 'An interpretation will not be given that leads to impractical, unbusinesslike or oppressive consequences or that will stultify the broader operation of the legislation or contract under consideration.'

Council as a public entity has been inundated with donors offering to donate monies and various things to council. The council on the other hand also makes grants or donations to other entities, members of the public and individuals. It is clear from the import of section 30(1)(y)(ii) that "*prior approval in writing of the Minister*" is a prerequisite for the Council to make grants or donation.

It is evident that the ordinary meaning of a words in a statute under the above paragraph is determinative of its legal meaning. There is also no issue on the meaning of the above provision. It was the believe that for the entire 20th century that the plain or ordinary meaning of a provision is almost always determinative of its legal meaning and that the broader context of an enactment such as other provisions in the same Act, headings, titles, preambles and debates on the floor of Parliament[1] are of secondary concern, and to be applied only when a word is vague, absurd or ambiguous

Courts went about their interpretative exercise methodically: first find the ordinary meaning of a word or phrase. If the ordinary meaning is clear, the word or phrase should be given that clear meaning. If it is vague, absurd or ambiguous, then we may depart from the ordinary meaning to give the word or phrase a meaning intended by the legislature. This was known as the textualist, the literalist-*cum*-intentionalist approach to statutory interpretation, and it was the primary method for interpreting statutes for most of our history.[2] In the case of *Jaga v Donges* the decision was a dissenting one by Schreiner JA in which he proposed a different approach to interpreting statutes - one where the context of the legislation and the word or phrase being interpreted should be considered together.

It is evident in *casu* that the literal meaning of the words is clear in that the provision has two parts the first being that the Council may accept donations and receive monies from sources in Namibia and and, with the prior approval in writing of the Minister in every particular case and subject to such conditions as he or she may determine, to accept such donations made or receive such moneys offered to it by any person outside Namibia.

Contextually the preamble defines "the powers, duties and functions of the local authority councils" the second part of the above provision sets parameters to local authority councils to

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[1] As regards Parliamentary debates, the Appellate Division rejected it as a source for determining the ordinary meaning. See for example *Mathiba v Moschke* 1920 AD 354 paras 361-362; *Mavromati v Union Exploration Import (Pty) Ltd* 1949 4 SA 917 (AD) para 927. But the issue has not been decided since.

[2] Cowen 1980 *THRHR* 374; Du Plessis *Re-interpretation of Statutes* 93-96.

accept donations made or to receive moneys outside Namibia with prior approval of the minister who may impose conditions as he may determine in each particular case.

Contemporaneously, our courts seemingly embrace Schreiner's approach largely due to the intervention of Wallis JA in *Natal Joint Municipal Pension Fund v Endumeni Municipality,* where he considers interpretation as a unitary exercise, taking into account the context and the provision being interpreted together.[3]

Endumeni provide "greater clarity about the task of interpretation".[4] Jurist and courts no longer need to show that a word has an ordinary meaning that is not absurd, vague or ambiguous. They simply have to point out the objective meaning of a word having regard to the context.

Textualism, as it had been embraced in England, had established its roots in South Africa which continued to find support for decades to come because of the 1907 *locus classicus* in statutory interpretation, *Venter v Rex*.[5]

Venter's case concerned the meaning of the words "any person entering" in terms of section 3 of Ordinance 20 of 1905. Section 3 provided that any person entering the Transvaal would be guilty of an offence if he had been convicted of a crime in any place other than the Transvaal. Venter was born in the Cape Colony but later moved to the Transvaal where he became a citizen and resided for six years. He then moved to Natal and later the Orange River Colony where he stayed for another six years. During his residence in the Orange River Colony he was convicted of theft before the High Court at Bloemfontein and was sentenced to a year's imprisonment. Having served his sentence, he decided to return to the Transvaal in January of 1907 and was arrested eight months later for contravening section 3 of the Ordinance. The question before the Supreme Court of Transvaal was whether "any person entering" included someone like Venter, who was not entering the Transvaal for the first time but re-entering it. Innes J stated what became the golden rule of statutory interpretation as follows:[6]

> [W]hen to give the plain words of the statute their ordinary meaning would lead to [an] absurdity so glaring that it could never have been contemplated by the legislature, or where it would lead to a result contrary to the intention of the legislature, as shown by the context or by such other considerations that the Court is justified in taking into account, the Court may depart from the ordinary effect of the words to the extent necessary to remove the absurdity and to give effect to the true intention of the legislature.

An interpretation that prior ministerial approval is required by a local authority to receive donations or monies from sources within Namibia will clearly lead to an absurdity and flies in the face of the intention of the legislature if regard is had to the second part of the provision which refers to sources outside Namibia.

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[3] *Natal Joint Municipal Pension Fund v Endumeni Municipality* 2012 4 SA 593 (SCA) paras 17-26 (hereafter *Endumeni*).

[4] *Endumeni* para 24.

[5] *Venter v Rex* 1907 TS 910.

[6] *Venter v Rex* 1907 TS 910 914-915.

So statutory interpretation in South Africa, as in England,[7] required our courts to do four things:

a) Find the literal meaning of a word. This may be done by looking at the meaning it has in the dictionary and using the common law canons of construction to determine the most likely operation of a word or phrase.

b) If the literal meaning is absurd, vague or ambiguous, we may depart from that meaning.

c) But when we depart from the literal meaning we have to give the word a meaning intended by the legislature.

d) The meaning intended by the legislature can be determined only by a limited context[8], that is, by what Parliament actually said in the rest of the enactment in other sections, titles, preambles, margins, headings and so on. One may not imaginatively reconstruct the will of Parliament by wondering how it would reasonably interpret a particular word.[9]

In 1912 Jacob de Villiers JA refused to abide by the plain meaning of the words in an Act governing prescription and instead cited a number of Roman Dutch authorities for the proposition that[10]

> ... the enquirer must take account of ... context, and the reason of the law (*ratio legis*) ... the history of the law in general ... and [the] particular legal institutions about which the law to be interpreted deals (logical, systematic, historical interpretation).

CONCLUSION AND APPLICATION OF THE LAW

In conclusion it is clear that the intention of the legislation is to regulate the conduct of Local Authorities when receiving donations or receiving monies from sources in Namibia and from sources outside Namibia and that the prior written approval must be obtained from the minister when accepting or receiving monies from sources outside Namibia.

There is no doubt that there are two distinct sources from which donations or monies may be received from a Local Authority, one from within Namibia and the other from a source outside Namibia. A better construction would have been not to distinguish the sources from which donations or monies may be received and the prior ministerial approval would be required in both instances.

The fact that there is a clear distinction between the sources, the two scenarios must be distinguished and the two parts must be interpreted disjunctively.

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[7] See in particular the 19th century decision of Lord Wensleydale's golden rule in *Grey v Pearson* 6 H L Cas 106 and Popkin *Statutes in Court* 9.

[8] *Rex v Detody* 1926 AD 198 229; *Principle Immigration Officer v Hawabu* 1936 AD 26.

[9] *R v Westenraad* 1941 OPD 103 105; *Seluka v Suskin and Salkow* 1912 TPD 257.

[10] *Seluka v Suskin and Salkow* 1912 TPD 257 (de Villiers JA dissenting).

It is furthermore my considered opinion that the intention of the legislature was that the two parts in the provision provides separate and independent instances from which local authority councils may receive donations or monies. A disjunctive interpretation will give full effect to the intention of the legislation. The correct intepretation is that the no prior ministerial approval is required for donations or monies received by a local authority from sources within Namibia. Such prior ministerial approval will only be required when donations or monies are received from sources outside Namibia.

I opine,

B. Ngairorue
CORPORATE LEGAL ADVISOR

PROJECT ESTIMATE

DATE: 22 January 2025
ESTIMATED AMOUNT (EXCLUDING 15% VAT): NAD 95,508.58

DEPARTMENT OF ELECTRICITY

SERVICE PROVIDER

Ms JJ. Heita
CITY OF WINDHOEK
Department of Electricity
PO Box 5011
WINDHOEK
NAMIBIA
FAX: +264 61 290 2494
REF NO:

CUSTOMER

REF NO:

PROJECT DESCRIPTION: 25mm² X 4 CORE CABLE, 3 x 80A, SUPPLY CONNECTION, WINDHOEK

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	EST. QTY	AMOUNT
305201	Metre Cable, 25mm² X 4 Core	Metre	241.54	180	43,477.20
332700	Kg Wire Bare Copper Conductor - 16mm²	Kilogr	211.54	26.1	5,521.19
305200	Metre Cable, 16mm² X 4 Core	Metre	161.03	10	1,610.30
332600	Kg Wire Bare Copper Conductor - 10mm²	Kilogr	237.44	0.92	218.44
308515	Case Switch Disconnector	Each	2,519.00	1	2,519.00
330400	Units Consumer Distribution Size 1. Type B3 - 12-Way	Each	9,762.00	1	9,762.00
	Accessories for Wiring of Stubby	Sum	1,500.00	1	1,500.00
316501	Glands Cable No. 3 For 16-25 mm² Cable	Each	117.45	2	234.90
309902	Clamps Part No U2032/1 - 35 mm² X 4 Core Cable	Each	18.65	1	18.65
321806	Lugs 25 mm² - 12mm Hole	Each	6.36	8	50.88
321802	Lugs 16 mm² - 12mm Hole	Each	4.70	6	28.20
321700	Lugs 10 mm² - 12 mm Hole	Each	7.00	1	7.00
308501	Circuit Breakers Single Phase - 100A - Orange Toggle	Each	345.46	3	1,036.38
308502	Circuit Breakers Single Phase - 80A - Orange Toggle	Each	291.75	3	875.25
311500	Covers Circuit Breakers Miniature Embossed WM	Each	51.05	3	153.15
322503	Meters 3PH - Prepayment Split (Wireless Communication)	EACH	2,900.00	1	2,900.00
4.2	b) LV cable (Incl BCEW)		-		
4.2.1	6 - 35 mm²	m	35.00	180	6,300.00
7.2	SIDEWALKS, OPEN SPACES AND GRAVEL ROADS		-		
7.2.3	Pave Sidewalks		-		
7.2.2.2	1 m deep 450 mm wide	m	5.00	180	900.00
5.1.7	a) Existing removed interlocks	m²	80.00	90	7,200.00
5.1.13	h) Temporarily remove existing segmented paving to stockpile on site	m²	10.00	90	900.00

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	EST. QTY	AMOUNT
5.1.15	Temporary storing of interlocks (subject to Engineer's approval in writing)	m²	5.00	10	50.00
5.1.9	c) New interlocks, 35 MPa, 60 mm thick to match existing sidewalk	m²	165.00	10	1,650.00
229001	Construction - Labour Rate	Hour	264.00	8	2,112.00
239001	Labour - Labour Rate	Hour	121.00	16	1,936.00
	Contingencies (5%)				4,548.03
				SUBTOTAL	95,508.58
				TAX RATE	0.00%
				SALES TAX	-
				TOTAL	**95,508.58**

COMMENTS

1. Please take note that this is only an estimate and the actual cost accrued for the project will be charged.
2. Please also take note that only one supply point for each erf is allowed.
3. Please take note that the material might not be ex-stock and the delivery of cables, transformers, switchgear panels and miniature substations can take up to 30 to 60 weeks after ordering.
4. The tenders for 11 kV switchgear panels, miniature substations and transformers are awarded for a 2-year period and the base month in which the tenders are awarded, is used to determine the initial price of these commodities.
5. Therefore the prices used in the estimate do not include the contract price adjustment based on the newest SEIFSA indices , which will influence the final price of these commodities.
6. All electrical drawings must be forwarded to the Strategic Executive: Electricity for approval.
7. The Council of the Municipality of Windhoek has under section 94(1) of the Local Authorities Act, 1992 (Act 23 of 1992), stipulates that in the case of premises with an estimated load in terms of the Wiring Regulations, or a notified maximum demand, exceeding 66 kVA (3 x 100 Ampere), the Council may, on such conditions as it deems fit, require from the owner to provide and maintain on the premises a chamber in conformity with the requirements to serve as a substation for the housing of switchgear, transformers, medium and low voltage cables and other equipment necessary for the supply.
8. The owner shall ensure that free and unimpeded access to the substation chamber or miniature substation is available at all times.
9. The Council may supply its own low voltage networks from its own equipment installed in a substation chamber of a consumer.
10. For a power supply up to 1000 kVA, a site, measuring 18 m², shall be provided on the applicant's Erf to install a miniature substation.
11. For a supply point larger than 1000 kVA, a substation chamber on the applicants Erf, to the Strategic Executive: Electricity's specifications and approval, shall be constructed by the applicant at his/her cost to house the switchgear and transformer(s).
12. Where the electrical engineering representative of the applicant anticipates that any future development will requires a supply point greater than 1000 kVA, it is advised that a substation building, with the correct type of switchgear, be provided during the initial phase of the development, to safe on cost .
13. Supply and installation of any LV cables, inside the applicant's Erf, shall be done by the electrical contractor appointed. The department will do the termination of LV cables at the miniature substation or transformer.
14. **The approved Connection Charge Policy was developed in line with the National Charge Policy Guidelines as provided by the Electricity Control Board .**

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	EST. QTY	AMOUNT

15. Connection Category 4 is for Medium Voltage and Low Voltage customers requiring a supply point from 501 kVA up to and including 6000 kVA and is determined as an average N$ per kVA charge to construct a 6000 kVA, 11 kV Distribution Station, being the standard minimum transfer capacity of any distribution station of Council.

DEFINITIONS

In these Rules/Policy, the definitions of the Local Authorities Act, 1992 (Act No 23 of 1992) read with the definitions of the Personnel Rules (Conditions of Service) will apply and unless the context otherwise indicates, the following Terms and Definitions will have the following meaning–

Term	Definition
Accused Staff Member	Any staff member who is alleged to have committed misconduct or contravened any rule in terms of these Rules.
Aggrieved Staff Member	A staff member who is dissatisfied and registered his/her grievance through formal grievance procedures.
Appointees or delegatee	A staff member- (a) appointed to act in the stead of the Chief Executive Officer under section 27(4) of the Local Authorities Act, or (b) to whom the Chief Executive Officer has delegated a function or power under section 27(5) of the Local Authorities Act, or (c) a staff member to whom the Council or Management Committee has delegated a function under sections 31 of the of the Local Authorities Act and who is authorized by the Local Authorities Act or by the Personnel Rules (Conditions of Services), or this Policy to take disciplinary action or attend to a grievance submitted under these Rules and designated or authorised staff member has a similar meaning
Chief Executive Officer	The Chief Executive Officer of Council or his or her appointee or delegatee,
Concerned Strategic Executive	Any Head of the Department designated under Section 28(3) of Local Authority Act, 1992 (Act No.23 of 1992) to administer a Department to which the Accused staff member is attached as per the Council's fixed establishment and includes the CEO deemed to be a SE in respect of a staff member (not being at SE), reporting directly to the CEO.
Corrective Disciplinary Measures	Possible sanctions to be meted for misconduct/offences classified as intermediate to serious misconduct as per Schedule 1 of these Rules.
Corrective misconduct inquiry	Corrective Misconduct Inquiry for alleged minor misconduct/offences committed for the first time under

	classification of intermediate to serious misconducts as per Schedule 1 of these Rules.
Council	The Municipal Council of Windhoek or its Management Committee or any staff member authorized or delegated to act on its behalf under section 31 of the Local Authorities Act.
Day	"day" means an ordinary working day as applicable to the staff member in terms of his/her contract of employment and means- (a) five consecutive working days, if the staff member works a five-day week; (b) six consecutive working days, if the staff member works a six-day week; or (c) the number of agreed consecutive working days, if the staff member works less than five days a week.
Formal Disciplinary Inquiry	A formal inquiry, in the format of an inquiry held in line with the provisions of section 29(8) of the Local Authorities Act, to inquire into allegations for misconduct/offences classified as very serious and or repeated offences as per Schedule 1 of these Rules.
Formal Disciplinary Measures	Possible measures to be considered and meted out for misconduct/offence classified as very serious and or repeated offences as per Schedule 1 of these Rules.
Initiator	Either the Line Manager or Supervisor or any appointee or delegatee who will be responsible to present Council's case against the staff member who stands accused during the formal DI or corrective inquiry and in respect of the Accused CEO or SE may be a legal practitioner appointed by the Council or its delegatee.
Investigator	The appointee or delegatee designated to investigate the allegation of misconduct or grievance and to collect the evidence relating to the matter at hand and in respect of the Accused CEO or SE may be a legal practitioner appointed by the Council or its delegatee.
Labour Act	The Labour Act, 2007 (Act No 11 of 2007).
Labour Relations Rules	This Labour Relations Rules promulgated as part of the Council's Conditions of Service as Personnel Rules under section 27(1)(c)(ii) of the Local Authorities Act and "Industrial Relations Policy" or "Disciplinary Code" or "Grievance Code" has a similar meaning.

Line Manager	Includes staff member from the first level of supervision upward for the purposes of maintaining discipline.
Local Authority	Means the Local Authority Council as defined in section 1 of the Local Authorities Act read with section 3 and 6(3) of the Local Authorities Act.
Local Authorities Act	The Local Authorities Act, 1992 (Act No 23 of 1992) as amended from time to time
Management Committee	Means the Management Committee of the Municipal Council of City of Windhoek
Minister	Means the Minister responsible for Local Government.
Staff Member	A Staff member as defined in section 1 of the Local Authorities Act and Conditions of Service
Strategic Executive	A staff member designated in terms of section 28(2) of the Local Authorities Act, 1992 (Act No.23 of 1992) as head of a department established in terms of section 28(1) of the Act, or a person duly authorized to be the Strategic Executive's delegatee or acting in that capacity;
Supervisor	Means: (a) in respect of the Chief Executive Officer, the Chairperson of Council and in respect of leave of absence the Chairperson of Council in consultation with the Chairperson of MC, (b) in respect of a Strategic Executive shall be the Chief Executive Officer including staff directly reporting to the Chief Executive Officer, and (c) In respect of other staff members, the first level of supervision and the supervisor,
Trade Union	Means an association or organization of staff members that is registered as a trade union in terms of the applicable Labour Act, whose principal purpose is to regulate relations between staff members and their employer; and to whom an Employee belongs to or may belong to as a member.
Workplace union representative	A staff member elected to represent a registered Trade Union in the workplace as a Workplace union representative under section 67 of the Labour Act and trade union representative has the same meaning.

Abbreviations

Abbreviation	Full Name
CEO	Chief Executive Officer
COS	Conditions of Service
CMI	Corrective Misconduct Inquiry
DI	Disciplinary Inquiry
DIC	Disciplinary Inquiry Committee
HC	Human Capital
MC	Management Committee
SE	Strategic Executive

PERSONNEL RULES IN RESPECT OF LABOUR RELATIONS AND POLICY GUIDELINES

1. INTRODUCTION

Council is committed to enhance the quality of life for its residents through its dedicated staff members thereby ensuring efficient and effective delivery of Municipal services. Council believes in optimizing its customer satisfaction in a manner consistent with its values, policies and procedures and the attainment of this goal can only be achieved through the creation of a conducive employment environment to the benefit of its staff members and customers in general.

Council furthermore recognizes the multi-dimensional complexity of employment relationships which exist and arise from the employment situation. It further recognizes both the inherent nature of the conflicts that may arise out of its contractual relationship with its staff members and the responsibilities that both parties to the contract of employment have in the regulation of any conflict. In this regard Council's objective is to develop and maintain a labour relations system and procedures to regulate the relationship between itself and its staff members in an attempt to promote the development of the individual and the overall success of the organization.

In an endeavour to realise the above-mentioned objectives, the following fundamental principles have been adopted:

(a) The staff members' right to information, consultation and negotiation on all the matters directly affecting staff members' conditions of employment and their responsibilities and obligations to Council.

(b) The obligation on the staff members or Workplace union representatives and Council to maintain confidentiality. It is within this constraint of business confidentiality that Council seeks the exchange of ideas, information and feelings on matters of mutual concern between itself and all staff members at all levels.

(c) The obligation on both the Employer and staff members to address and finalise alleged misconduct or a grievance in the workplace as soon as possible.

2. OBJECTIVES

The objectives of these Rules/Policy are:

(a) To create a climate of mutual trust between Council, Management and staff members within which Labour Relations issues may be effectively managed.

(b) To provide management with assistance in determining the severity or otherwise of specific offences and simultaneously, to provide staff members with a clear guideline of what Council' s expectations are with regard to conduct at work.

(c) To provide a coherent view of the nature and meaning of a well-developed labour relations system and procedures.

(d) To implement and achieve consistency and uniformity in the application of labour relations standards and thereby reducing uncertainty and confusion regarding labour relations decisions.

(e) To ensure a positive, orderly and acceptable behavior and mutual respect by all staff members by maintaining desirable standards of behavior or attitude for promotion of customer service, productivity, efficiency, and protection of assets of the Council.

(f) To ensure that all labour related matters are handled soonest in full compliance with the Namibian Labour Act and in accordance with good labour practice in general.

(g) To inform and educate staff members at all levels about labour relations aspects and functions.

(h) To ensure the progression of healthy, equitable labour relations and the prevention of labour instability and unrest as well as the establishment of guidelines for the proper management of labour unrest where it unavoidably arises.

3. APPLICABILITY AND SCOPE

The Labour Relations Rules/Policy is to be regarded as an integral part of the terms and conditions of employment of all staff members as contained in its Personnel Rules and shall be equally applicable to all staff members. Furthermore, it should be regarded as a guideline and its interpretation must be adequately flexible to adjust to the various circumstances, facts and merits of each case, but maintaining equality within the employment environment.

4. APPLICABLE LEGISLATION

(a) Labour Act, 2007 (Act No. 11 of 2007);

(b) Local Authorities Act, 1992 (Act No. 23 of 1992) as amended;

(c) Municipal Council of Windhoek: Personnel Rules: Promulgated under section 27(1)(c) of the Local Authorities Act; 1992;

(d) Staffing Policy of the Windhoek Municipal Council and the Recruitment Regulations contained in Government Notice 131 of 2019; and

(e) Any other applicable legislations, rules and or policy.

5. LABOUR RELATIONS SYSTEMS

A well founded and appropriate labour relations system must be supported by the following components:

5.1 Communication and Trust

- Documented induction and exit procedures;
- Briefing groups/sessions,
- Circulars and in-house publications;
- Formal and informal contact between staff members and line management;
- Working climate monitoring,
- Trust relationship between both the Council and its staff members.

5.2 Consultation

Council holds the view that it should consult staff members and or the Trade Union representing the staff members on matters which significantly affect staff members' interests, and which contribute to a more effective operation and management of the Council's affairs.

5.3 Trade Unionism

(i) Freedom of association

Council recognizes the fundamental right of staff members to associate themselves with a Trade Union of their choice, and also the right not to so associate.

(ii) Collective bargaining

Council will follow the guidelines as set out in the Labour Act, 11 of 2007.

The terms and scope of any Recognition Agreement will be embodied in formal agreements concluded between Council and the recognized Trade Union (s) concerned from time to time.

5.4 Grievance Procedures

A discontented staff member must orally register his/her dissatisfaction to the Supervisor. Should the staff member still not be satisfied with the feedback by his/her Supervisor, the grievance must be submitted to the next level in writing by the aggrieved staff member.

5.5 Discipline

Discipline is an effort applied the soonest as possible by the Council and management, when other forms of correction and motivation have been tried and proven to be unsuccessful, in order to direct and correct a staff member's behavior towards acceptable conduct within the Council's rules, to prevent the spread and recurrence of misconduct, infringements and serious malpractices which are contrary to the interest of the Council, its residents and its staff members.

(a) Staff member's conduct

(i) Every staff member is expected to execute his or her duties and assignments diligently and with dedication and to behave in a seemingly and proper manner towards the Council, fellow staff members and Council's customers and residents.

(ii) The contract of employment between Council and the staff member, the respect and adherence to all relevant laws and the relationship of trust between Council and the staff member form the basis and foundation of the relationship between Council and any staff member.

(iii) It is noted that any conduct that contravenes the contract of employment may disturb or destroy the relationship between the Council and that staff member, which may result in disciplinary action being initiated against any staff member who contravenes the contract of employment, Council's Policies, Rules and Regulations, Guidelines laid down by Council or who commits criminal or other offences.

(b) Application and Responsibility

(i) The maintenance and enforcement of discipline is primarily the sole responsibility of all Supervisors and Line Managers to be addressed in the shortest possible time once detected or reported on.

(ii) The department responsible for HC and the division of Legal Services serve Line Management/Supervisor in advisory capacities at stages of disciplinary related matters or in general labour relations.

(iii) The application of disciplinary action shall be administered through Supervisors and Line Management and shall include a clear explanation as to why the disciplinary action is necessary and desirable under the circumstances.

(iv) Failure to apply the disciplinary procedures where valid grounds exist, in the shortest possible time once detected or reported on, shall result in disciplinary action being taken against such Supervisor or Line Manager.

6. PROGRESSIVE APPLICATION OF CORRECTIVE MEASURES AND DISCIPLINARY PROCEDURES

Disciplinary measures are categorized into two forms, Corrective Disciplinary and Formal Disciplinary Measures.

(a) Corrective Disciplinary Measures

With the exception of a Verbal warning, although no formal disciplinary inquiry needs necessarily to be conducted prior to issuance of a Written Warning, at least a corrective inquiry must be held and a notice to attend same must be issued to provide the accused staff member the opportunity to state his or her case before a Written Warning is given to the Accused staff member. Both parties must be afforded an opportunity to present their case(s) and or respond to the allegations. At the inquiry, the Accused staff member may be represented by a fellow staff member or Union representative; and call any witnesses if applicable into the alleged misconduct. Representation by a legal practitioner, labour consultant or outside third party will not be allowed, as the process has as an objective to correct misconduct behaviour.

(b) Formal Disciplinary Measures

A formal disciplinary inquiry must be preceded by a detailed investigation and should be conducted in terms of Clause 9 as stated in these Labour Relations Rules. Disciplinary measures must be implemented fairly, consistently and within a reasonable time.

7. COMPOSITION OF THE DISCIPLINARY INQUIRY COMMITTEE

7.1 For purposes of this Clause 7 and section 29(6)(d) of the Act, the Management Committee approved and delegated, with approval of Council under section 31(3) read with section 29(2) and 27(5) of the Act that the composition of members of the Inquiry Committee will be as follows:

(a) The members of a Disciplinary Inquiry Committee for a staff member (including a staff member who is not a SE but directly reporting to the CEO) shall consist of a minimum of three (3) members being:

(i) The concerned SE or his or her appointee (preferably from a different Department) who shall be the Chairperson;

(ii) A person or persons having knowledge and experience in Labour Law or HC representative;

(iii) Where necessary and depending on the complexity of the case a Legal Practitioner enrolled under the Legal Practitioners Act, 1995 (Act No. 15 of 1995) as amended, or

(iv) Any other staff member as appointed by the Strategic Executive concerned preferably from a different Department and who should not have or be perceived to have any interest in the matter or a conflict of interest.

(b) The members of a Disciplinary Inquiry Committee for the SE and the CEO shall consist of three (3) persons being either:

(i) A person or persons having knowledge and experience in Labour law, or

(ii) a Legal Practitioner enrolled under Legal Practitioners Act, 1995 (Act No.15 of 1995) as amended, as a Chairperson;[1] and

(iii) Two (2) other persons who are not in the employment of Council as appointed by Management Committee who are considered in the circumstances to have skill or knowledge in the field in which the SE or CEO is charged with misconduct.[2]

7.2 A staff member of HC or in respect of a SE or CEO a person procured for that purpose must be availed to the DHI to act take or record the Minutes of the proceedings, but such a staff member or person will not be part of the DHI or be allowed to participate in the discussions or proceedings itself and may not have or be perceived to have any interest in the matter or a conflict of interest.

8. POWERS OF THE DISCIPLINARY INQUIRY COMMITTEE

8.1 The DIC after finding a staff member guilty of misconduct as charged may, after affording the staff member concerned an opportunity to make representations in relation to any intended action to be taken against him or her, recommend the following to the relevant CEO or Council:

(a) That no further action be taken in the matter;

(b) That the staff member be cautioned or reprimanded;

(c) That the staff member be transferred to another post[3];

(d) That the staff member's remuneration or grade or both his or her remuneration and grade be reduced to one grade and remuneration lower;

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[1] Procured under the Public Procurement Act 2015 (Act Nr 15 of 2015) which could be appointed from a panel of service providers as approved by MC or CEO as delegated. Should be read with section 29(7) of the Act. See definition of local authority.

[2] See footnote 1: Ditto

[3] Subject to the provisions of Clause 10.5

(e) That any loss or damage occasioned by the misconduct be deducted, either as a single amount or installments, from his or her salary which recommendation, if accepted, either as recommended or as may have been amended by the CEO, shall be deemed to be an order of court; or

(f) That the staff member be discharged or called upon to resign from the service of Council from a date to be fixed by Council.

8.2 During the proceedings of any inquiry, the DIC may, notwithstanding the provisions of these Rules:

(a) Address and determine any interlocutory matters, which the Initiator or accused staff member or his/her representative must raise, in writing, at least three days from serving of the charge sheet and be replicated on by the other party within two days from receipt and be submitted to Human Capital Division prior to the commencement of the inquiry: Provided that all interlocutory matter must be raised and determined prior the commencement of the inquiry and new interlocutory issues (except objections in law or the recusal of a member or members of the inquiry committee) may only be raised with approval of the inquiry committee.

(b) If in its opinion, good reasons exist condone the non-compliance with the provisions of Clause 9(1)(h) and 9(3)(a)[4] herein below and Clause 8(a) of the amendments to the Personnel Rules: Local Authorities Act, 1992.

(c) order, on application, the rectification of a defective charge sheet, but when the DIC makes such an order the Accused staff member must be given reasonable time, which may not be less than seven (7) working days, (unless the accused staff member elects to waive the days to a shorter period), to answer to the corrected charges.

9. FORMAL DISCIPLINARY INQUIRY

9.1 Investigation

(a) When it is alleged that misconduct or an offence has been committed, the concerned SE or another staff member designated by the SE (Supervisor or Line Manager) or CEO or his/her delegate for that purpose, must swiftly investigate the matter and prepare the incident report of the alleged misconduct. If further information is required, the SE or another staff member as designated by the SE (Supervisor or Line Manager) or CEO or his/her delegate for that purpose may conduct interviews with possible witnesses, take statements and collect documentary and other evidence to be presented at the

[4] See Formal Disciplinary Inquiry - Investigations (Page 6 of this document)

disciplinary inquiry. In respect of an Accused CEO or SE, the Council should appoint an external legal practitioner to act as Initiator and/or Investigator.

(b) The Council may for purposes of an investigation into alleged misconduct of a staff member, which contain elements of a criminal nature and which was or is being investigated by either the Namibian Police or Anti- Corruption Commission, make use and present to the DIC such evidence, affidavits, witnesses, documents or other exhibits prepared in respect of such criminal investigation, by a member of the Namibia Police or an inspector of the Anti-Corruption Commission, if prior approval for such joint action was obtained from the Inspector General of the Namibia Police or the Commissioner of the Anti-Corruption Commission or his or her delegate.

(c) When possible, should there be witnesses who are non-Council staff members, formal statements should also be obtained from them as they may be invited to attend the DI.

(d) The Accused staff member may also be approached and if she/he wishes to be afforded an opportunity to shed light on the allegations made against him/her. She/he is also entitled to have access to all the statements and documents that will be used in the inquiry as preparation for his/her case.

(e) The Accused staff member may be suspended, with or without salary, in accordance with the Council's Conditions of Services and section 29(6)(b) of the Act, where such suspension is found necessary. Suspension of the CEO or SE may be considered and effected by Council, but for the CEO a suspension may only be effected with the prior written approval of the Minister. For any other staff member, suspension shall be imposed by the concerned SE unless good grounds exist why the concerned SE cannot effect such, then the CEO effect the suspension.

(f) After gathering all the facts, the SE or another staff member designated by the SE (Supervisor or Line Manager) or CEO or his/her delegate for that purpose may prepare a draft of the charge(s) and submit same together with all relevant reports to the department responsible for HC or Legal Services for verification and advice. In respect of a CEO or SE, the external Initiator prepare the charge sheet and clarify same with the Chairperson of Council for finalisation.

(g) After verification, the department responsible for HC or division of Legal Services shall return the verified charges back to the concerned drafter of the charge(s) with any comments or advice, as the case may be.

(h) The SE or another staff member designated by the SE (Supervisor or Line Manager) or CEO or his/her delegate for that purpose has to serve the charge(s) on the Accused staff member as soon as possible, but by not later than thirty (30) days from the date the SE or another staff member designated by the SE (Supervisor or Line Manager) or CEO for that purpose detects the commission of the alleged misconduct or within which the investigation into the conduct is completed. . In respect of a CEO or SE, the external Initiator must similarly serve the charges, as signed by the Chairperson acting on behalf of Council, on the Accused CEO or Accused SE by not later than thirty (30) days from

the date the Council has resolved that an Accused CEO or SE should be charged with alleged misconduct.

(i) The staff member shall send or deliver his/her statement in which he/she admits, denies or explains the alleged misconduct to the SE concerned or the designated staff member/ appropriate person who has charged him/her within seven (7) days.

(j) If the Accused staff member pleads "GUILTY" to the charges against him/her, the designated staff member or in respect of an accused CEO or SE, the Initiator, shall refer the matter to the DIC and after the "GUILTY" plea has been confirmed by the DIC, the latter shall hear the mitigating and aggravating circumstances to consider an appropriate action.

(k) If the Accused staff member pleads "NOT GUILTY" or explains the alleged misconduct, and the explanation amounts to a denial, or the staff member fails to comply with the direction made in paragraph (h) herein above, the SE or the designated staff member/appropriate person who charged him/her, shall refer the matter to the DIC to conduct a full inquiry.

(l) If the Initiator or Accused staff member or his/her representative wishes to raise any interlocutory issues, such interlocutory issues must, once off, at least three days from receipt of the charge sheet and before the commencement of the inquiry be raised and be submitted to the Human Capital Department for submission to the Inquiry Committee and for replication thereon by the other Party within two days of receipt and be submitted by Human Capital Department to the Chairperson and members of the Inquiry Committee at least three days before the commencement of the Inquiry.

9.2 Notice to attend a Disciplinary Inquiry

(a) The notice can only be served to the Accused staff member after the investigation has been completed and the proper charges have been formulated and served.

(b) The Accused staff member may be served with the written notice to attend a disciplinary inquiry at least five (5) days in advance.

(c) The notice must summarise the misconduct and must provide details as to when and where the alleged misconduct took place. It must also indicate the date, time and the venue of the DI (See Annexure A).

(d) The notice must further set out the staff member's rights and obligations in terms of the Disciplinary Inquiry such as:

- The right to attend the inquiry, to be assisted or represented by any other person, to give evidence and, either personally or through a representative,
- The right to present his/her case,
- The right to defend himself/herself against the allegations through submission of evidence,

- The right to controvert evidence produce against him/her,
- The right to cross-examine witnesses,
- The right to call witnesses in his/her defense,
- The right of access to documents produced in evidence or in connection with the alleged misconduct,
- The right of production of mitigation should he/she be found guilty on the allegations,
- The right to representation on the intended action or sanction,
- The right to appeal.

(e) The notice and content thereof must be properly explained to the Accused staff member by the Supervisor or appropriate person and the Accused staff member should sign for receipt and a copy of the said notice should be provided to the department responsible for HC for record keeping. Should the Accused staff member refuse to sign for receipt or for whatever reason be unable to sign, such refusal or inability must be recorded as such.

9.3 Conducting of the Disciplinary Inquiry

(a) The Disciplinary Inquiry must commence within a reasonable period, which commencement period shall not exceed one hundred and twenty (120) days after the charges have been served on the Accused staff member. In the event where the disciplinary inquiry cannot commence within the prescribed time period, reasons for delays should be tabled to enable the DIC to consider the reasons for such non-compliance and make a decision.

(b) If the Accused staff member elects not to attend a DI, he/she should indicate as such in writing or upon failure to attend without a reason or failure to inform the reason for such absence, then the case will be heard in absentia and the outcome will be communicated to the Accused staff member in writing.

(c) Once a Disciplinary Inquiry has commenced, it shall be concluded within a reasonable period and if it is clear to the Inquiry Committee that either the Council or Accused Staff Member or their respective representatives, delay the proceedings without reasonable cause or continued absence, then the chairperson of the DIC may issue a written warning to the party in default, that the Inquiry may be concluded at the next scheduled meeting, in his or her absence.

9.4 Procedure to be adopted at the Disciplinary Inquiry

(a) In conducting the proceedings, the Chairperson may be guided as a guideline by the checklist attached to these Rules as "Annexure B".

(b) Upon conclusion of the evidence as produced by both the Initiator or Accused Staff Member or their respective representatives, both parties will be given the opportunity to present oral or written arguments to the DIC on the findings to be considered.

(c) In event of a complicated matter or multiple witnesses, the DIC may request that the Minutes, first be availed to it for perusal, before the findings are to be considered.

(d) Upon such conclusion of the arguments, or if Minutes were availed, the DIC, must make its findings known to both parties, which findings may be made known orally upon conclusion of the arguments or if Minutes has been requested be availed in writing within a reasonable time.

(e) Upon the making available of the findings, the DIC shall, after affording the staff member concerned an opportunity to make representations in relation to any intended action to be taken against him or her, consider the appropriate actions to be recommended to the relevant CEO or Council iro a CEO or SE.

(f) At the conclusion of the inquiry the DIC shall inform the Accused Staff member charged of the finding and the action to be recommended to the relevant CEO or Council.

9.5 Appeal against DIC findings or recommended action (section 29(6)(g) of Local Authorities Act)

(a) If the staff member charged has been found guilty by the DIC, he or she shall have the right to appeal against the recommended finding or action of both, within seven days as from the date on which he or she is notified of the finding and the recommended action.

(b) The appeal of an Accused Staff Member who is not a SE or CEO, shall be to the CEO or such appointee or delegatee having to decide on the intended finding and implementation of the recommended actions made by the DIC (delegated to CEO or delegatee under section 31 read with section 29(2) of the Local Authorities Act, 1992).

(c) The appeal of an Accused Staff Member (who is not a SE, but reporting directly to the CEO), against the finding or recommended action of the DIC, shall be to the Management Committee, in event where the CEO charged such staff member with misconduct.[5]

(d) The appeal of an Accused SE and accused CEO against the finding or recommended action of the DIC shall be made to the Council.

(e) The notice of appeal mentioned in (c) herein above shall:

(i) be delivered to the department responsible for HC and

(ii) be in the prescribed form "Annexure C1" attached to these Rules.

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[5] Principle is that the CEO will have prior knowledge and access to information of the misconduct, hence CEO should not consider such appeals. The same should apply to delegatees

Extract of Standing Rules and Order (Rule 23-Reports of Advisory Committee)

23. ***Reports of Advisory Committee***

(1) *Any report of an advisory committee to the Council shall, in accordance with regulation 5, be placed on the agenda of an ordinary meeting of the Council.*

(2) *The Chairperson of the committee concerned or in his or her absence, a member of the committee requested thereto may be such Chairperson, shall, subject to the provisions of sub-regulation (3), propose each recommendation of the committee for acceptance by the Council.*

(3) *The proposer contemplated in sub-regulation (2) may, with the consent of at least Two-thirds of the members present of the committee concerned, amend any recommendation of such committee, or withdraw any item in the report of such committee for remission to the committee.*

(4) *The provisions of regulation 21(3) shall apply mutatis mutandis to a report submitted for information in terms of sub-regulation (1).*

2023 PERFORMANCE REPORT

ADVISORY COMMITTEE: PROVISION OF BASIC SERVICES

Checked by:

..... Date: 14/5/2024

Mr. Pierre van Rensburg
SE: Urban and Transport Planning

With comments / corrections.

..... Date: 15/5/2024

Mr. O'Brien Hekandjo Kindly confirm correction of information is correct.
SE: Electricity

..... Date: 20/08/2024

Mr. Faniel Maanda (PP)
SE: Housing, Property Management & Human Settlements

Approved by:

FNK

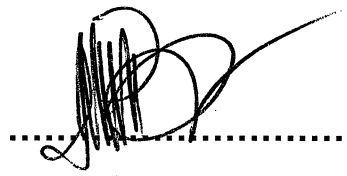
..... Date: 20/08/2024

Alderwoman Fransina Ndateelela Kahungu
Chairperson: Advisory Committee: Provision of Basic Service

2023 PERFORMANCE REPORT

PROVISION OF BASIC SERVICES COMMITTEE

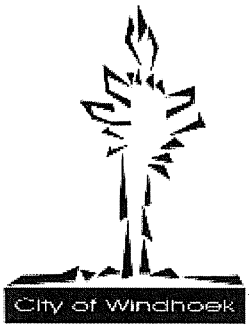
Checked by:



Date: 20/8/2024

Mr. Benedictus Ngairorue

Corporate Legal Advisor



The Gateway to Endless Opportunities

2023 PERFORMANCE REPORT

PROVISION OF BASIC SERVICES COMMITTEE

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FOREWORD

Alderwoman Fransina Ndateelela Kahungu
Chairperson

The **Provision of Basic Services Committee** is an advisory committee established to investigate and recommend strategies pertaining to improving efficiencies and effectiveness of Council's operations, by ensuring that Council provides affordable and quality basic services, to enhance the quality of the residents.

The following objectives of the **Provision of Basic Services Committee** include:

Water & Sanitation

- Provide potable water and sanitation
- Create partnerships with stakeholders (e.g. private, NGOs, Community organisations), to assist in the delivery of potable water and sanitation
- Invest in awareness creation on reserving and maintenance of facilities to improve health and hygiene.

Electricity

- Provide alternative electricity supply in the informal settlements

- Create a sustainable pricing model for electricity in the informal settlements

Public Transport

- To promote the establishment of an efficient, integrated transportation system towards the ideals contained in the Sustainable Urban Master Plan.
- Oversee the implementation of the Spatial Development Plan Framework (SDPF).

For the purpose of this report, the following activities are presented as the focus areas for the 2023/2024 reporting period:

- Provision of electricity to various informal settlements
- The Token Identifier roll over project roll-out (TID)
- Upgrading of the City of Windhoek Public Transport Ticketing System

Alderwoman Fransina Ndateelela Kahungu
CHAIRPERSON

COMMITTEE MEMBERS

Alderwoman Fransina Ndateelela Kahungu (Chairperson)

Councillor Bernardus Araeb (Deputy Chairperson)

Councillor Queen Omagano Kamati

Councillor Joseph Uapingene

Councillor Sam Shafiishuna Nujoma

Councillor Prof. Dr Job Shipululo Amupanda

Councillor Juergen Hecht

DEPARTMENTAL REPRESENTATIVES

Mr. Pierre van Rensburg	Urban and Transport Planning
Mr. Metusalem T. Ashipala	Human Settlements
Mr. Victor Namgongo	Electricity
Mr. Sebastian Husselmann	Bulk and Wastewater
Mr. Leonard Nuujoma	Architecture
Mr. Nawa Mwilima	Solid Waste
Mr. David R. Adams	Infrastructure, Water & Technical Services
Mr. Puumue Kustaa	Infrastructure, Water & Technical Services
Mr. David Negonga	Property Management
Mr. David Auwanga	Property Management

1. INTRODUCTION

The following report serves as an update on progress made against key issues and recommendations discussed via monthly committee meetings during the year 2023. Each sub-committee is required to submit a report as per (23) (1) of the Standing Rules and Order **(hereto attached)** that: *"A report of the committee to a council must be placed on the agenda of an ordinary meeting of the council in accordance with rule 5."*

The purpose of the committee is to ensure the provision of basic services to the City's residents especially those who reside in the informal settlements. The Committee's activities and progress are detailed according to the relevant departments.

2. STRATEGIC INTENT STATEMENTS

VISION: To be a sustainable and caring city.

MISSION: To enhance the quality of life for all our people by rendering efficient and effective municipal services.

VALUES: Teamwork, Customer Focus, Communication, Fairness & Equity, Integrity

3. COMMITTEE OBJECTIVES

The objectives of the "Provision Services Committee focuses on the provision of basic services to informal settlements or creating access points to basic services in these areas includes:

Water & Sanitation

- Provision of portable water and adequate sanitation
- Create partnerships with stakeholders (Private, NGO's, community organizations) to assist in the delivery water and sanitation
- Invest in in awareness creation on reserving and maintenance of facilities to improve health and hygiene.

Electricity

- Provision of electricity in the informal settlements
- Raise grant funding for electricity connections in the formal settlements

Public Transport

- To ensure that the city has an efficient, integrated transportation system that supports the Sustainable Urban Master Plan.
- Expediting the Move Windhoek Project.

4. LEGISLATIVE MANDATE

The "Provision of Basic Services Committee" is an advisory committee set up to investigate and recommend strategies pertaining to improving the efficiency and effectiveness of Council's operations, in ensuring that Council provides affordable and quality basic services in order to enhance the quality of life of the residents.

5. COMMITTEE MEETINGS

5.1 The following table summarizes the scheduled meetings for 2023.

Table: 1 Committee meetings

DATE	Focal points
22 May 2023	• Update on the projects: provision of electricity to Erf 3192/93 • Update on TID roll over project. • List of all the beneficiaries of pre-paid electricity since 2015 • List of all active and non-active lease agreement of people residing on the Municipal land in the formal and informal settlement • Donation towards the City of Windhoek Sanitation Programme • Water issues in Jerry Ekandjo area
21 September 2023	• Update on the provision of electricity • Update of donation towards the City of Windhoek sanitation programme • Update on the upgrading programme at Mix Settlement
17 October 2023	• Commissioning of the electrification of the Informal areas project, Havana, Samora Machel Constituency
06 November 2023	• Provision of a bridge and gravel road at Farm side of Samora Machel Constituency [Infrastructure, Water and Technical Services Department] • Core issues which are affecting the informal settlement [Housing, Property Management and Human Settlement Department] • Update of donation towards the City of Windhoek sanitation programme • Update on the upgrading program at Mix Settlement • Provision of water at Farm side of Samora Machel Constituency • Update on the delays regarding the lease agreement (outstanding applications) in relation to provision of electricity

	• Provision of water in Jerry Ekandjo area, Moses Garoeb Constituency [Human Settlement Division (Settlement Development Section) and Engineering Service]

5.2 Committee meeting attendance for the year 2023

Table 2: Meeting Attendance for 2023

NAME	MEMBERSHIP	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023	September 2023	October 2023	November 2023	December 2023
Cllr F.N. Kahungu	Chairperson					√				√		√	√
Cllr B. Araeb	Deputy Chairperson					x				√		√	√
Cllr J. Hecht	Member					x				√		√	√
Cllr J. Uapingene	Member					√				x		x	x
Cllr Q.O. Kamati	Member					√				x		√	√
Cllr S.S. Nujoma	Member					x				x		√	x
Cllr J.S. Amupanda	Member					x				x		x	x

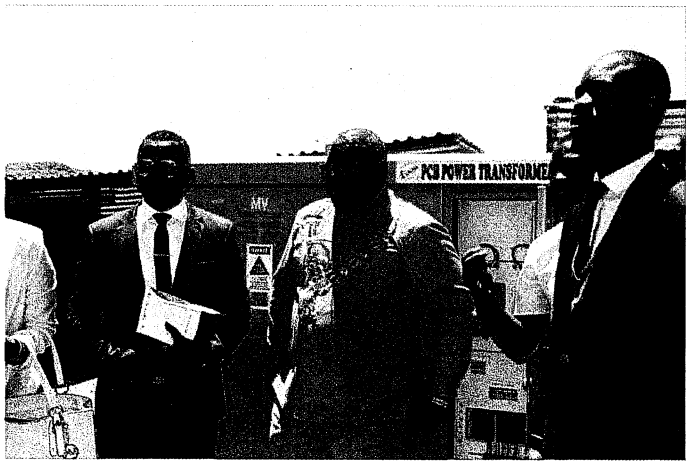
6. KEY ACTIVITIES AS PER DEPARTMENTS

6.1. Department of Electricity

Update on the project: provision of electricity to erf 3192/93

To date, all electrical services were installed, and the only outstanding activity is to connect the meters. A total number of 76 applications was received for the two erven (3192/93) and the number of households to be energized will be 76.

The Chairperson appreciated the updates on the electrification project and indicated that the Electricity Department should arrange the ground-breaking ceremony for this very important project.



Electrification project: Havana, 19 October 2023

Electrification project in Havana, 19 October 2023

The following is a summary of progress made regarding the electrification projects for the financial year 2022/23:

Havana Extension 6&7

The projects for Havana 6&7 are for 6 block erven, which were completed, and switched on, resulting in total of 105 connections. Three (3) new applications were received (to be energized) by 31 March 2024.

Otjomuise Extension 6&7

The Otjomuise Extension 6&7 was also completed in Lushoto and Kasamba Streets and 20 residents were energized.

Okuryangava Block 3216

The erf block 3216, Okuryangava, which is opposite the erf 3192/93 was completed with installations done internally. A further seventeen (17) households will be energized and there are 14 applications outstanding. The delays were due to the late application submissions or account error. A total of forty-two (42) new applications were received (to be energized) by 30 April 2024.

Havana Extension 1, Block erven 322, 358 & 359

The Havana Extension 1, block erven 322, 358 and 359, were done internally, mostly by installing MV cable networks. In addition, the total number of connections will be 21 and only 1 application was received for that area.
Further applications were received as follows:

- 3 new applications for Block Erf 322 received (to be energized) by 30 April 2024.
- 7 new applications for Block Erf 358 received (to be energized) by 30 April 2024.
- 4 new applications for Block Erf 359 received (to be energized) by 30 April 2024.

Okahandja Park B & C

Okahandja Park B and C are in progress with the appointed Contractor Faradayz investment cc,

and a total number of one hundred and nineteen (119) connections is anticipated. It was reported that only eighteen (18) applications were received. An additional five (5) new applications for Okahandja Park B were received (to be energized) by 30 April 2024.

The delays for Okahandja Park B and C were due to alignment and lease signing processes which was put on hold to address the matter and ensure that alignments are in accordance with the layout plans. The final recommendations from Internal Audit are pending which also have bearing on progress. It was reported that the Electricity Department will appoint the Auxiliary Contractor to complete the services connection once the issues are resolved.

Kilimandjaro, Block erf 3315

The project is progressing well and almost complete. It was further noted that ninety-two (92) applications were received for the electrification and 129 new applications for Block Erf 3315 were received (to be energized) by 30 May 2024.

Babylon Block erf 3192/93

A total of seventy-six (76) applications was received, and the groundbreaking ceremony will take place as planned. However, only five (5) outstanding applications remained.

Havana Extension 1, Block 411-413, 301-319 &321

The issues of electrifications not only affect Okahandja Park, but also the manner of placing people. Therefore, was advised that Town Planners should not continue with the layout plan but should adjust the plan to fit the current situation before submitting to the line Ministry. The reason being that there are many implications for Town Planners in terms of cost and time for them to come back at a later stage, to accommodate such situations. It was further advised that when the Department is doing the upgrading and the formalization, when it comes to planning, it must be formalized in terms of the situations on the ground.

Otjomuise, Erf 1355

The department has commenced with the planning of the new 5-year electrification plan for the year 2023/28 as follows:

Year 1 (2023): the department started with electrical designs of Erf 1355 Otjomuise which is in Kaitami Street. The Goreangab road location which is close to Goreangab Dam where Independence Avenue runs through, has a few people who must be relocated-this will form part of Year 2's Electrification Plan due to lack of funds.

Havana Extension 6&7

The two (2) block erven in Havana Extension 6&7, Block erven 1140 and 1141, will be electrified in Year 2 of the Electrification Plan.

Okatunda portion Y

The electrical designs for Okatunda Portion Y have commenced, and the Bid closes on 5 March 2024.

Babylon, Erf 3222

Two-thirds of the block Erf 3222 in Babylon were already electrified with the remaining block nearing completion. It was noted that the department will procure requisite services for these projects before the end of 2023 and that the bid closes on 5 March 2024.

Update on the upgrading program at Mix Settlement

It was reported that the electrification of Mix Settlement poses a challenge in that, the city's electrical grid attracts high costs to provide the electricity. It was further noted that there is a Nampower electrical network in the area, but it does not have sufficient capacity and was therefore only used to install 4 High Masts Lights. The Electricity Department is looking at other options by sourcing grant funding for the renewable energy in that area (Mix Settlement).

It was further noted that in terms of demarcation of erven, people were placed according to the layout plan. The signing of leases and opening of accounts to obtain electricity, is all that remains.

Progress update against action plan on the electrification were as follows:

Havana Extension 6&7

The status quo remains and there are some houses still not connected. The action is to await the finalization of the appointment of the unit contractor to electrify the remaining houses.

Otjomuise Extension 6&7

The work in Otjomuise Extension 6&7, was completed and houses were electrified.

Okuryangava Block 3216

The status quo remains, pending the appointment of the contractor.

Havana Extension 1, Block erven 322, 358 & 359

The contractor is 95% done and the house connections will be completed by the contractor, once appointed.

Okahandja Park B & C

It was reported that the work is in progress and the houses are expected to be connected soon.

Kilimandjaro, Block erf 3315

The contractor is setting up the network and the work is completed for that contractor. As soon as the new contractor is appointed, the project to electrify the remaining houses will continue.

Babylon Block erf 3192/93

Babylon is completed and the switching on of the houses is earmarked to take place on 7 November 2023.

Okatunda portion Y and Babylon, Erf 3222

It was reported that the Department is finalizing the bid documents, and the bids close on 5 March 2024.

Update on Token Identifier (TID) Roll-over Project

The update on the TID Roll-over Project progress report was shared with all committee members and noted with appreciation. It was noted that a total number of houses where the resetting of the prepaid meters took place was, nine-hundred and five (905). The teams are facing challenges of access to households with some residents refusing to grant access to officials.

A consultative meeting between the Windhoek Municipal Council and the Khomas Regional Council was convened to inform them about the projects and to seek support in the co-ordination efforts with the communities. It was further recommended that a robust marketing campaign with the media be rolled-out to inform residents of the project and encourage their co-operation and access to their properties for the duration of the project. However, in such instances, the relevant properties electricity meters will be blocked to mitigate this challenge.

List of all the beneficiaries of pre-paid electricity since 2015

It was noted that from the total number of fifty-six thousand (56'000) of the electricity network meters, twelve thousand (12'000) pre-paid meters were completed. It was further noted that the locations covered were Lafrenz, Eros, Klein Windhoek, Auasblick, Olympia, Kleine Kuppe, Cimbebasia, Academia, and Windhoek blocks (the central town). It was noted that the target end date is 30 June 2024 to complete the project. However, continued awareness campaigns through various marketing platforms and Public Participation teams at all the public meetings, will continue.

Furthermore, the installed prepaid meters in Windhoek since 2015 to 2023 is approximately three-thousand five hundred and fifteen (3'515) in total (during previous the Electrification plan). It was further noted that Council took a resolution for pensioners to benefit from lower electricity tariffs of about 30% of which 3'752 pensioners benefitted. It was also noted that a notice was advertised in the media/newspapers requesting pensioners to register for the pre-paid electricity.

It was RECOMMENDED,

That the department crafts a message to be delivered by the Mayor, Joseph Uapingene and the Chairperson of the Committee prior to NBC news, to share the information with the residents and that the information be added to the Committee's Action Plan. It was further proposed that the same information be shared at the briefing with the Khomas Regional Council, to understand the modality and benefits to pensioners, so that they can engage their constituencies. In addition, the members of Community Development Committees should be included, and that such information forms part of the agenda at public meetings.

6.2. DEPARTMENT OF HOUSING, PROPERTY MANAGEMENT AND HUMAN SETTLEMENTS

List of all active and non-active lease agreements of people residing on Municipal land in the formal and informal settlements

The list of all active and non-active lease agreements was shared with all Committee members and received with appreciation. It was further noted that Erf 3192/93 was aligned, and the tenants and lease agreements were signed, and accounts created.

However, the issues of layouts need to be done by areas as they do not have the same status. It was further advised that the department can pre-allocate in those areas where there is approved land and environmental assessments are complete.

Table 3: List of active and non-active lease agreements (formal & informal settlements)

Leases concluded per Suburb	Number of allocated sites (HH)	Financial Advice created	First rental amount paid	Monthly rental income expected per month
Jan - Dec	-	-	N$340.00	N$114xpm
Havana	110	110	N$37,400.00	N$12,540.00
Otjomuise	16	16	N$5,400.00	N$1,824.00
Ongulumbashe	04	04	N$1,360.00	N$1,824.00
Kilimandjaro	67	67	N$22,780.00	N$7,638.00
Babylon	113	113	N$38,420.00	N$12,882.00
Okuryangava	04	04	N$1,360.00	N$456,00
Okahandja Park	32	32	N$10,880.00	N$3,648.00
TOTAL	**346**	**346**	**N$117,600.00**	**N$40,812.00**

Update on the delays regarding the lease agreement (outstanding applications) in relation to provision of electricity

The committee noted the list of the areas where the layout plan was finalized such as Mix Proper, Mix Extension 1, Onyika in Okuryangava. Freedom Land B is still busy with surveying activity and approval of survey record, Havana Extension 8 and Havana Extension 3. The importance of identifying leases was emphasised, for the purpose of extracting more accurate information about the properties and lease agreement, rather than relying on a list of names. Hence, Property Management needs to indicate whether they have leases in the above areas or not.

6.3 DEPARTMENT OF INFRASTRUCTURE, WATER AND TECHNICAL SERVICES

Water issues in Jerry Ekandjo Area

The water challenges as highlighted by Cllr. Kamati (assigned to the Constituency of Moses Garoeb), regarding the community members of Kilimandjaro travel long distances to fetch water and would want assistance with water points closer to them.

The Human Settlement Division with Engineering Services visited the area to take measurements, identify the suitable site, together with the contractor working in that area. Ultimately, four points were identified to be added to what is being done in the area. However, it was later discovered that the previous sites did not have sufficient water pressure, so the team identified new water points and now await a quotation from the Engineering Services. The team also identified a site in the adjacent area of Matheus Shikongo, to be included in this exercise.

The Engineering Services Division, MJ Engineering (Unit Rate Contractor from Bulk Water and Wastewater) were instructed to construct the standpipes in both Jerry Ekandjo and Matheus Shikongo Settlements in Moses Garoeb Constituency with funds availed by the Department of

Housing Property Management & Human Settlement (Informal Settlement Communal Water and Sanitation (Vote: 4000151100746), in the amount of N$ 500,000.00 (as originally allocated)).

Update of Donation towards the City of Windhoek Sanitation Programme

It was noted that the sanitation toilets were installed following a site visit with the donor that took place in November 2023. The donation amounts to N$400,000.00 to be paid to the Windhoek Municipal Council of Windhoek.

Mukwanangombe a community concerns about sanitation hub

The community of Mukwanangombe wrote a letter to Human Settlement to air concerns regarding sanitation hubs. Engineering Services shed more light on the issue indicating that the concerns were due to the rejection of the services by the community regarding the handover of keys to the community for a recently re-furbished sanitation hub. Among the community concerns were requests for fencing, caretakers, and cleaning materials for the sanitation hub.

It was RECOMMENDED

It was recommended that the key handover should wait until the Social Compact Agreement is finalized and can be signed by the Community/ies. The completed infrastructure is currently prone to vandalism hence, it was concluded that the finalization of the Social Compact Agreement is critical, and it is the responsibility of the Department of Housing, Property Management & Human Settlement.

6.4 DEPARTMENT OF URBAN AND TRANSPORT PLANNING

Upgrading of the City of Windhoek Public Transport Ticketing System

The City of Windhoek introduced a smart card-based ticketing system in 2012 whereby users of the public transport system had the option of paying cash or with the then newly introduced smart card. As incentive for commuters to switch over to the smart card, the fare using the card was slightly lower than the cash fare. This however did not have the desired effect with many users of the system still opting to pay in cash. The control of cash due to the nature of the system has been a long-standing problem despite numerous efforts to curb the syphering of cash by drivers before depositing the fares at the end of the shift. An initiative still in practice today is to have checkpoints manned by City Police officials to validate passenger numbers vs. fares logged, but this has had limited success and as already recognised in 2012, the only real solution is to move away from a cash payment scenario as is the case in most public transport systems worldwide.

Accordingly, an initiative was launched in 2018 to replace the previous system with a "cashless" fare collection system and a detailed system design was undertaken, funded by the GIZ. However, the costing of the system at that stage amounted to an estimated N$30 million which was considered unaffordable and the period for recovery of the capital too long. A fresh initiative was launched in 2022 where an updated version of the existing technology was presented offering much the same system functionality, but at a much-reduced cost.

Funding was secured and the project procured. Implementation is progressing well with the final Product Catalogue signed by both parties. The Factory Acceptance Test (FAT) to review equipment performance against the functional design specifications took place during the week

of 5 to 8 December 2023. Equipment delivery to site from the supplier is expected by early in 2024.

The upgrading of the bus ticketing system to a cashless system aims to contribute to the City's ongoing efforts of enhancing revenue collection. In addition, the upgrade will assist the city to generate accurate data that will be used in the planning process in order to improve service delivery to the residents of Windhoek. Moreover, the new system is expected to bring about fast boarding time for commuters using municipal busses and enhance safety to passengers as they are no longer required to carry cash for payment when traveling.

Development of the Private Public Transport Strategy

Public transport is a critical means by which citizens can effectively access goods and services across the expanse of any city today. The service offered is typically split between private and public service offerings structured in a complementary manner to serve the needs of the residents. Due to poor public transport offerings Windhoek has a large and growing number of privately operated public transport vehicles which includes local and long-distance operators.
Concerns have been raised on the lack of loading terminals and critical facilities for local taxis, commuting service providers, long distance taxis and bus cross- border transport operators in Windhoek. As a result, the City of Windhoek has launched an investigation into the various operations with the need to better understand the situation and to pursue short-, medium- and long-term solution to the problems identified.

The procurement process is currently underway to appoint a service provided who will be tasked to conduct a need assessment to develop the strategy as well as a proposed implementation plan and funding options. The service provider is expected to be on board in the first Quarter of 2024 when work on the project is scheduled to commence.

Consultation with the Ministry of Works and Transport on Public Transport Funding

Initiatives to engage the Ministry of Works and Transport on the funding of improved public transport is ongoing. In this regard a meeting took place between his Worship the Mayor and the Honourable Minister for Works and Transport and technical delegates on both sides.

As the visit was structured as a courtesy visit between the two political leaders the issue was raised in brief with the undertaking to schedule a meeting for the express purpose of discussion funding for transport to the Local Authority. The Department for Urban and Transport Planning has prepared a presentation which will guide further discussion.

7. CONCLUSION

In conclusion, the provision of basic services is a fundamental need that should be met to improve the lives of people. It is important to ensure that everyone has access to basic services to reduce poverty and improve living standards of our residents. Significant strides were made in the areas of electrification, sanitation and public transport and the roll-out of the identified projects will receive more focus in the 2024/25 financial year.

[Special Municipal Council Minutes: 2021-03-11]

7.2.1 GOV.1 [CEO] COUNCIL'S REPRESENTATION ON ADVISORY AND EXTERNAL COMMITTEES (4/2/2)

RESOLVED

1 That it be noted that the following Councillors will serve on the various Advisory Committees:

No.	Advisory Committee	Councillor
1	Provision of Basic Services	Councillor B Araeb Councillor FN Hambuda Councillor Ms CC Hanases Councillor Ms FN Kahungu Councillor Ms Q Kamati Councillor SS Nujoma Councillor J Uapingene
2	Economic Development, Public Safety and Citizen Welfare	Councillor B Araeb Councillor Ms DR Davids Councillor Ms SS Gawanas Councillor Ms CC Hanases Councillor Ms Q Kamati Councillor Ms I Keister Councillor Ms M Pienaar-Lombardt Councillor SS Nujoma Councillor A Kwenani
3	Heritage Committee	Councillor Dr JS Amupanda Councillor B Araeb Councillor Ms CC Hanases Councillor Ms Q Kamati Councillor SS Nujoma Councillor J Uapingene Councillor Ms SS Gawanas
4	Financial Sustainability, Performance Management and Policy	Councillor Ms DR Davids Councillor Ms I Keister Councillor Ms N Larandja Councillor SS Nujoma Councillor I Skrywer
5	Land Delivery and Provision of Affordable Housing	Councillor Ms SS Gawanas Councillor FN Hambuda Councillor FN Kahungu Councillor Ms I Keister Councillor N Larandja Councillor I Skrywer Councillor J Uapingene
6	Formalisation of Informal Settlements and the Integration of Groot Aub	Councillor Ms DR Davids Councillor Ms SS Gawanas Councillor Ms FN Kahungu Councillor A Kwenani Councillor Ms M Pienaar-Lombardt Councillor I Skrywer Councillor J Uapingene
7	External Relations, Mayoral Affairs and Co-operations	Councillor Dr JS Amupanda Councillor FN Hambuda Councillor Ms CC Hanases Councillor A Kwenani Councillor N Larandja Councillor Ms M Pienaar-Lombardt Councillor SS Nujoma

1.1 That the proposed five (5) member appointment per Advisory Committee as per paragraph 4 of Council Resolution 35/04/2021, be rescinded and the allocations ranging from five (5) to nine (9) members per Advisory Committee, be approved.

1.2 That the various Advisory Committees select their specific Chairpersons and Vice Chairpersons.

2 That it be noted that the following Councillors will serve on the external committees:

No.	Advisory Committee	Councillor
1	Association for Local Authorities in Namibia (ALAN)	Councillor Dr JS Amupanda Councillor FN Hambuda Councillor Ms DR Davids
2	Mayoral Trust	Councillor Ms CC Hanases
3	The Franco Namibian Cultural Centre (FNCC)	Councillor SS Nujoma
4	The Namibian University of Science and Technology (NUST)	Councillor Ms N Larandja
5	The University of Namibia (UNAM)	Councillor Dr JS Amupanda

2.1 That the nomination of the Councillor to represent the City of Windhoek at the University of Science and Technology (NUST) be kept in abeyance to see how the City will navigate its way to obtain its representative from the Association of Local Authorities in Namibia (ALAN) to the University of Science and Technology (NUST).

2.2 That the nominations of a Councillor to represent the City of Windhoek at the Retirement Fund of Local Authorities and Utilities in Namibia (RFLAUN) be referred to the Councillors Forum for further deliberations and nominations in line with Rule 12.1 of the Pension Fund Rules, whereafter the Acting Chief Executive Officer (Executive: Strategy and Performance Management) resubmit the matter to Management Committee, for consideration.

3 That the Manager: External Relations and Networking inform the external institutions as per paragraph 2 above, of the Councillors serving on the various external committees.

RESOLUTION 59/03/2021

[Municipal Council Minutes: 2023-09-28]

9.1.4 IND.1 [ELE] FIVE (5) YEAR ELECTRIFICATION PLAN
(2/1/9)

On proposal by Councillor SS Nujoma, it was

RESOLVED

1 That the new Five (5) Year Electrification Plan (2023 to 2028), attached as pages 25 - 41 to the agenda, be approved, subject to the implementation of an annual plan to be submitted at the beginning of each financial year for approval by Management Committee/Council.

2 That the implementation of the approved Five (5) Year Electrification Plan be reviewed annually to incorporate any lesson learned during previous year of implementation.

3 That approval be granted to the Strategic Executive: Electricity, to start implementing the new Five (5) Year Electrification Plan (2023 to 2028) during the current Financial Year (2023/2024).

4 That as part of the implementation plan, a Joint Working Group consisting of the following internal stakeholders, be established:

- Department of City Police;
- Department of Electricity; and
- Department of Housing, Property Management and Human Settlement (Human Settlement Division).

5 That the resolution be implemented prior to confirmation of the minutes.

RESOLUTION 259/09/2023

==========

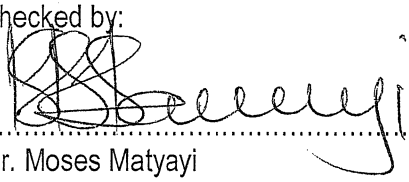
2022 PERFROMANCE REPORT
EXTERNAL RELATIONS, MAYORAL AFFAIRS AND COOPERATION ADVISORY COMMITTEE

Checked by:

.....
Sade Shireen Gawanas
COW- Mayor 2022

Date: 30 September 2024.

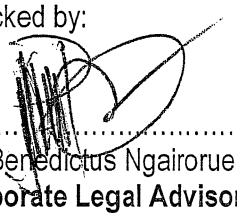
Checked by:



.....
Mr. Moses Matyayi
Chief Executive Officer

Date: 15/11/2024

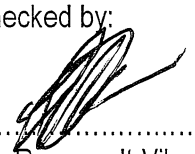
Checked by:



.....
Mr. Benedictus Ngairorue
Corporate Legal Advisor

Date: 30 September 202

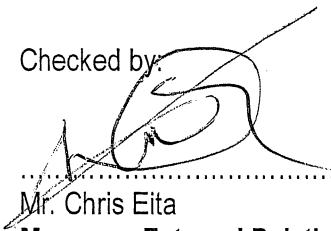
Checked by:



.....
Mr. Raymondt Vilander
Chief Internal Auditor

Date: 30 September 2024.

Checked by:



.....
Mr. Chris Eita
Manager: External Relations & Networking

Date: 30 September 2024

The Gateway to Endless Opportunities

ANNUAL REPORT

EXTERNAL RELATIONS, MAYORAL AFFAIRS & CO-OPERATION COUNCIL

ADVISORY COMMITTEE

2022

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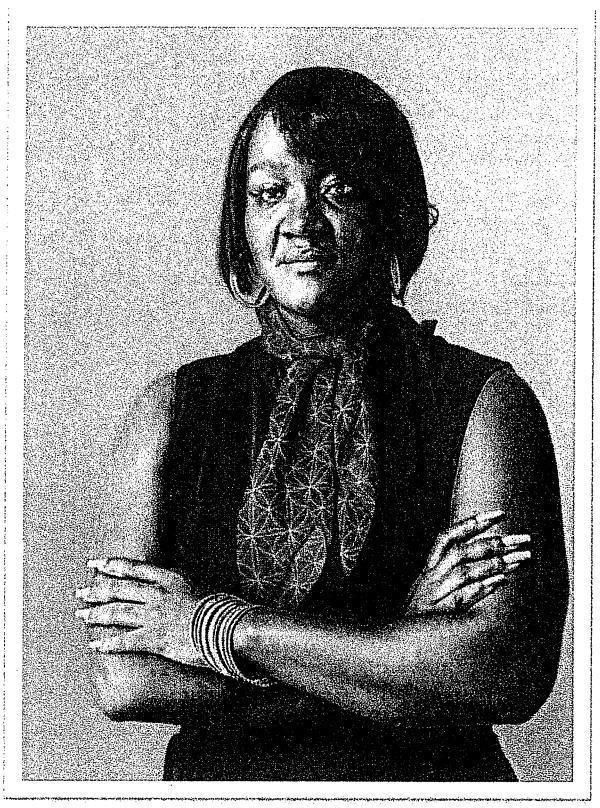
FOREWORD BY CHAIRPERSON



The year 2022 proved to be a remarkable period for partnership development, particularly in the aftermath of the global Covid-19 pandemic. The External Relations, Mayoral Affairs, and Cooperation Committee (ERMACC) navigated challenges with resilience and strategic foresight, laying strong foundations for continued collaboration in 2023. This report encapsulates our concerted efforts to foster partnerships, especially with our esteemed German counterparts, leveraging longstanding relations with Bremen and inaugurating a promising partnership with Mannheim.

Amidst global uncertainties, the City of Windhoek emerged as a beacon of solidarity, assuming its role as a capital city by capacitating and assisting sister local authorities in the wake of the pandemic. Our commitment to support neighbouring communities underscores our dedication to regional development and solidarity.

Significantly, local stakeholders played a pivotal role in augmenting our endeavours through corporate social responsibility initiatives. Their contributions have been instrumental in enhancing the livelihoods of Windhoek residents, exemplifying the power of collaboration in driving positive change.

Looking ahead, 2023 holds immense promise as we endeavour to build upon our existing partnerships and explore new avenues for cooperation. With a steadfast focus on inclusivity and sustainable development, we are poised to embark on a journey of mutual growth and prosperity, guided by the principles of collaboration and goodwill.

In conclusion, the ERMACC remains steadfast in its mission to foster meaningful relationships, both domestically and internationally, that contribute to the holistic advancement of Windhoek and its residents. Through dialogue, cooperation, and shared vision, we are confident in our ability to navigate future challenges and seize opportunities for collective progress.

Cllr. Sade S. Gawanas
Chairperson

Abbreviation	Description
ALAN	Association of Local Authorities in Namibia
AG	Attorney General
AU	African Union
CLGF	Commonwealth Local Government Forum
CoW	City of Windhoek
CoWIRC	City of Windhoek International Relations and Co-operation
DRR	Disaster Risk Reduction
EDCS	Economic Development and Community Services
EU	European Union
REFELA	Réseau des Femmes Elues Locales d'Afrique
KRC	Khomas Regional Council
MC	Management Committee
MIRCO	Ministry of International Relations and Cooperation
MUFP	Milano Urban Food Security Pact
MUFPP	Milan Urban Food Policy Pact
MURD	Ministry of Urban and Rural Development
MRF	Mayoral Relief Fund
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NALAO	Namibia Association of Local Authority Officers
NDPs	National Development Plans
NNMF	Namibian National Mayors' Forum
NUST	Namibia University of Science and Technology
OVCs	Orphans and Vulnerable Children
OATF	Ongwediva Annual Trade Fair
PPP	Public Private Partnership
REFELA	Réseau des Femmes Elues Locales d'Afrique
RALGA	Rwanda Association of Local Government Authorities
SALGA	South African Local Government Association
SDGs	Sustainable Development Goals
SoRA	State of the Region Address
ToRs	Terms of Reference
UCLGF	United Cities and Local Government Forum
UEF	Urban Economy Forum
UNAM	University of Namibia
UNDP	United Nations Development Program

COMMITTEE MEMBERS

Council Members

1.	Cllr. Sade Shireen Khoedibasen Gawanas	Mayor/Chairperson of Council
2.	Cllr. Joseph Uapingene	Deputy Chairperson
3.	Cllr. Ilse Keister	MC Chairperson
4.	Cllr. Ndeshihafela Larandja	Member
5.	Cllr. Austin Kwenani	Member
6.	Dr. Saarty Ottilie Uukule (Cllr)	Member
7.	Cllr. Magdalena Lombardt	Member
8.	Prof. Job Shipululo Amupanda (Cllr)	Member
9.	Cllr. Sam Shafiishuna Nujoma	Member

LIST OF ASSIGNED OFFICIALS PER DIVISION

1.	Mr. Mujiwa George Mayumbelo	Acting Chief Executive Officer
2.	Mr. Chris Eita	Manager: External Relations & Networking
3.	Ms. Bakondja Muundjua	Acting Manager: Mayoral & Council Affairs
4.	Ms. Monika K Sheefeni	Co-ordinator: Inter-governmental Relations
5.	Ms. Winnie Munyanya	Co-ordinator: Council Affairs (Secretariat)
6.	Ms. Monica Kuutondokwa	Intern: External Relations

1. LIST OF THE COMMITTEE MEETINGS

The Committee held six (6) meetings for the 2022 Financial Year. The detailed schedule of meetings, in the table below:

Table 1: Schedule of meetings for 2022

No.	Date of Meeting 2022	Agenda
1	14 February 2022	**Inter-governmental Relations** • ALAN Congress • CoW ALAN Board Vacancies • Namibia National Mayors Forum (NNMF) AGM • Progress Report on UNAM, NUST and KRC MoUs • Khomas Region State of the Region Address (SoRA) **International Relations** • Bremen Cooperation Projects • Mannheim Agreement • Visit by the Berlin Sports Team • Negotiations with Berlin Energy Agency • UNDP MOU Development and Donation of Sport Facilities by B.L. Harbert International LLC • Termination of the Lease Agreement: Aam Been Dee Pre-Primary and Bridging School in Okuryangava, Katutura, Windhoek **Protocol and Ceremonies** • Passports • Pending Street Renaming
2	10 March 2022	**International Relations and Cooperation** • Courtesy call by GIZ-Bremen delegation • Draft International Relations and Cooperation Policy • Namibia National Mayors Forum (NNMF) AGM **Inter-governmental Relations** • Visit by Mayor of Keetmanshoop – 14 March 2022 • Mayoral Invitation to the launch of the Debmarine vessel-18 March 2022 **AOB** • Feedback on ALAN
3	20 May 2022	**Inter-governmental Relations** • Request for donations-Maltahöhe Village Council **International Relations and Cooperation**

		• Commonwealth Sustainable Cities Network (CSCN), Cape Town, SA, 30-31 May 2022 • Mayoral Invitation to Sister City Kingston, Jamaica: 27 July-03 August 2022 • World Cities Summit (WCS) 2022 & WCS Mayor's Forum, Marina Bay, Singapore: 31 July –03 August 2022 • Briefing on the Exchange Visit to Bremen and Mannheim 27 March-2 April 2022
4	14 June 2022	**Inter-governmental Relations** • State of the Region Address (SoRa) • MOU between IUM and CoW for the Centre of Environmental Studies **International Relations** • World Urban Forum (WUF11), Poland, 26-30 June 2022 • Ankara Sports Park Project-TIKA Project
5	16 September 2022	**International Relations and Co-operation** • Executive Briefing Centre visit to Dubai • Invitation to attend the Urban Economy Forum 4 • 8th MUFPP Global Forum, Rio de Janeiro, Brazil **Inter-governmental Relations** • Invitation by other local authorities: (a) Okakarara Town Council (b) Ongwediva Town Council (c) Oranjemund Town Council (d) Walvis Bay Municipality • Request for Technical & Legal Expertise on formulation of guidelines for the addressing of the bad/irrecoverable debts at Local Authorities • Conferment of the Title of 'Alderwoman' to Council Fransina Ndateelela Kahungu
6	October 2022	There was no meeting convened
7	November 2022	**Matters arising from Previous Minutes (16 September 2022)** • Committee Report Council **Intergovernmental Relations** • Renewal of Cooperation between Windhoek and Local Sisters Cities **International Relations**

		Reports on the International Visits and Engagements • Visit to Singapore • Visit to Dresden, Bremen and Mannheim • Visit to Dell Executive Workshop, Dubai • Milano Food Pact Rio de Janeiro, Brazil Invitation to the Mayor, City of Bonn, 07 December 2022

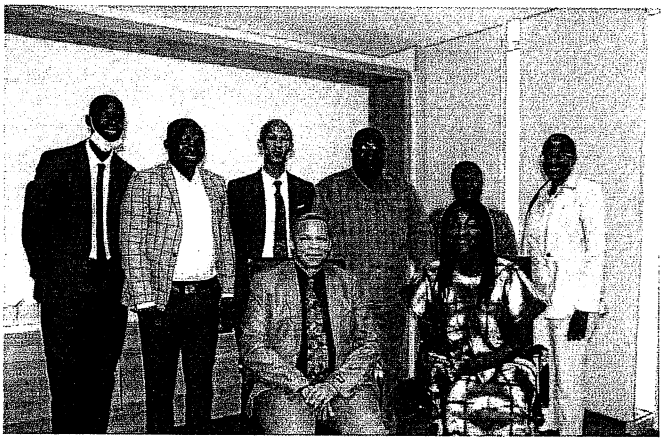
2. ATTENDANCE OF MEETINGS FOR 2022 ARE AS PER THE ABLE BELOW:

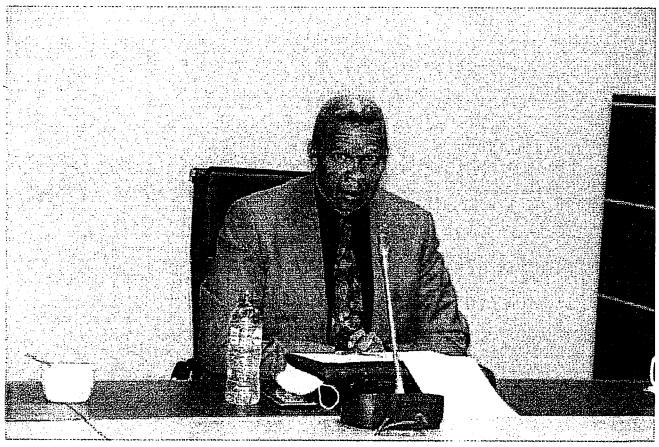
Table 2: Meetings Attended for 2022

Councillors	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov
Cllr SS Gawanas	v	v	x	v	v	-	-	v	X	v
Cllr J Uapingene	v	v	x	v	v	-	-	v	X	v
Cllr Nd Larandja	v	v	x	v	v	-	-	x	X	x
Cllr A Kwenani	v	v	x	v	v	-	-	x	X	v
Dr. SO Uukule	v	v	x	x	v	-	-	x	X	v
Cllr M Lombardt	v	v	x	v	v	-	-	v	X	v
Prof. JS Amupanda	-	v	x	v	v	-	-	x	X	x
Cllr SS Nujoma	v	v	x	v	v	-	-	v	X	v

3. INTER-GOVERNMENTAL RELATIONS

3.1 Support and visit by other local authorities





Visit by Mayor of Keetmanshoop Municipality

On March 20, 2022, The City of Windhoek hosted a delegation from the Keetmanshoop Municipality, led by His Worship, McDonald W Hanse. The purpose of the meeting was to

enhance co-operation between Windhoek and Keetmanshoop municipalities. Mayor Sade Gawanas highlighted their long-standing collaboration dating back to 2004, which included a courtesy visit in 2009 and training sessions in 2012. This collaboration was renewed in 2017, covering areas such as Infrastructure & Technical Services, Tourism, Financial Management, and Economic Development.

Mayor McDonald of Keetmanshoop identified various challenges faced by the municipality, including economic stagnation, a shortage of skilled personnel, water crises, landfill construction, town planning issues, debt accumulation, and outdated policies. Mayor Gawanas emphasized a renewed commitment to collaboration, sharing expertise, and exploring solutions to the water crisis, such as prepaid basic services.

The meeting concluded on a positive note, with both parties pledging to renew the Memorandum of Understanding (MoU) and continue collaboration in various sectors. As a way forward, the Keetmanshoop Municipality was requested to provide a proposal or concept note outlining how the City of Windhoek could assist them.

3.1.1 Handover of the donations

(a) Maltahöhe Village Council

During June and July 2022, City Councillors embarked on familiarization trips to various local authorities with the aim of gaining firsthand insights into the prevailing conditions, thus facilitating the formulation of effective support strategies. One of the local authorities visited by the Windhoek delegation was the Maltahohe Village Council. Under Resolution number 164/06/2022, the Municipal Council of Windhoek resolved to donate specific equipment to the Maltahohe Village Council, contingent upon Ministerial approval as per Section 30(1)(z)(ii) of the Local Authority Act, 1992 (act 23 of 1991).

Table 3: Donations to Maltahöhe Village Council

No.	Reg No	WM No	Type/Make	Model	Age	Value (NAD)
1	N38579W	W23M	Toyota Dyna	1992	30	70,000.00
2	N89462W	W2649M	Ford Icon	2014	8	17, 00.00

The transfer of the donated equipment occurred on November 23, 2022, at 10:00 at the Municipal Fleet Division of the City of Windhoek.

(b) Namibia Correctional Services

Donations to Maltahöhe village Council 2022: From (LTR): Her Worship Cllr Sade S. Gawanas, Mayor of the City of Windhoek and Cllr, Hanna Elizabeth Swartbooi, Chairperson of Maltahohe Village Council

Table 4: Donation of the Municipal Bus to the Namibia Correctional Services

No.	Reg No	WM No	Type/Make	Model	Age	Value (NAD)
1	N10395W	W560M	Mercedes Benz	1978	43	40,000.00

3.2 Signing of co-operation agreements and familiarisation visits to sister local authorities

3.2.1 Signing of new and renewal of the co-operation agreements

As part of the nation-building and support to other local authorities, the City of Windhoek, residing in the capital city of the Republic of Namibia, has a leading role to play not only in supporting, but also learning from other local authorities across the country. To this end, Council as per Resolution CR147/06/2022 approved the signing of co-operation agreements with various sister local authorities around Namibia. During the visit to the City of Windhoek also signed new Memorandum of Understandings (MoUs) with the following local authorities: Berseba, Bukalo, Khorixas and Okongo. In addition, the City of Windhoek renewed agreements with other local authorities such Walvis Bay, Karasburg, Oshikuku, Eehnana, Helao Nafidi, Ondangwa, Ongwediva, Oshakati, Outapi, Otjiwarongo, Okakarara and Rundu.

Furthermore, the Municipalities of Windhoek, Walvis Bay and Swakopmund also signed tripartite agreement, in Walvis Bay. The purpose of the agreement is to pursue an inter-municipal agreement, through which they can share experiences and support other upcoming local authorities, within Namibia

Table 5: Co-operation Agreements 2022

Region	Title of Agreement/Themes of the Co-operation	Date of Sugnature	Date of Expiry	Status of Implementation
1. !Karas				
Berseba Village Council	* Economic Development *Human Resource Administration and Management *Technical and Professional Exchange *Training and Capacity building *Finance Administration and Procurement *Strategy and Performance Management	July 2022	2027	Exchange visists and request for donation of equipment. CoW colleagues will visit the LA in June 2024.
Karasburg Town Council	*Water and Waste Management *HR Management &Staff Development *Promotion Local Economic Development *Tourism Promotion *Finance and Administration *Transport *Property Management *Electricity Management	June 2022	2027	Exchange visists and request for donation of equipment. CoW colleagues will visit the LA in June 2024.
2. Erongo				
Khorixas Town Council	*Water Security and Management *Land Management * Human Resource Exchange	June 2022	2027	None

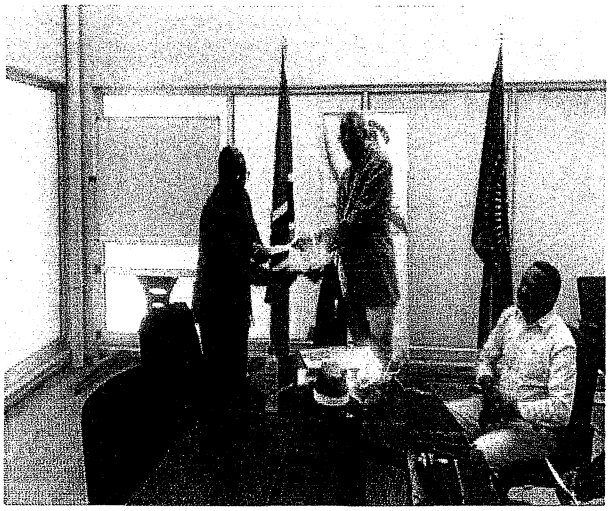
	Programs *Finance and Administration * Technical Services/Equipment and Plant Assistance * Urban Town Planning * Environmental Management * Waste Management			
Walvis Bay Municipality	*Water Security and Management * Emergency Services * Land delivery and housing * Human Recourse Exchange Programme * Economic Development, Tourism and Business Promotion * Public Health, Urbanization and Environmental Management * Crime Prevention and Maintenance of Law and Order	June 2022	2027	Exchange visists for employees.
Tripartite: WHK/Walvis Bay and Swakopmund	* Funding models for the delivery of social services, * Human resources development, capacity building and related matters, * Policy development, strategy formulation and drafting of municipal regulations, * Technical cooperation and knowledge sharing, * Experience sharing on urbanization, land and housing delivery * Lead the sharing of knowledge, experiences and best practices with other towns and villages around Namibia and lead the national agenda of inter-municipal collaboration, and * Promote sound corporate governance and accountability	June 2022	2027	Online meetings between the contact persons
3. Kavango East				
Rundu Town Council	* Water and Waste Management * HR Management, Staff Development & Administration * Local Economic Development promotion * Tourism Promotion * Finance and Information Communication Technology * Infrastructure Development and Land Delivery * Public Transport * Town Planning and urban	June 2022	2027	Exchange visits and request for donation of equipment. CoW collegaues will visit the LA in June 2024

	development * Fleet management * Environmental Health and Sanitation * Council support initiatives (Leadership)			
4. Ohangwena				
Eenhana Town Council	*Financial Management * Town Planning and Property Management * Housing and Land Delivery * Strategic Planning and Organizational Development * Human Resource and Capacity Building * Promotion Local Economic Development and Tourism * Environmental and Waste Management * Youth Development and Exchange Program	June 2022	2027	Exchange visits and request for donation of equipment. CoW colleagues will visit the LA in June 2024
Helao Nafidi Town Council	*Human Resource and Capacity Building *Financial Management *Local and Democratic Governance * Town Planning and Sustainable Development * Emergency Management * Local Economic Development * Environmental and Waste Management	June 2022	2027	Action plan available but no implementation
Okongo Village Council	*Corporate Services and Administration * Local Economic Development * Youth and Culture * Inter- Municipal Relations and Development Cooperation * Environmental and Waste Management * Town Planning and Property Management * Emergency and Disaster Management * Engineering and Technical Services	June 2022	2027	Action plan available with Mayoral Relief Fund Policy
Okahao Town Council	* Corporate Services and Administration * Local Economic Development * Youth and Culture * Inter- Municipal Relations and Development Cooperation	July 2022	2027	Exchange visits on environmental Management and emergemency Services 2023. Partcipated in Okakarara Trade

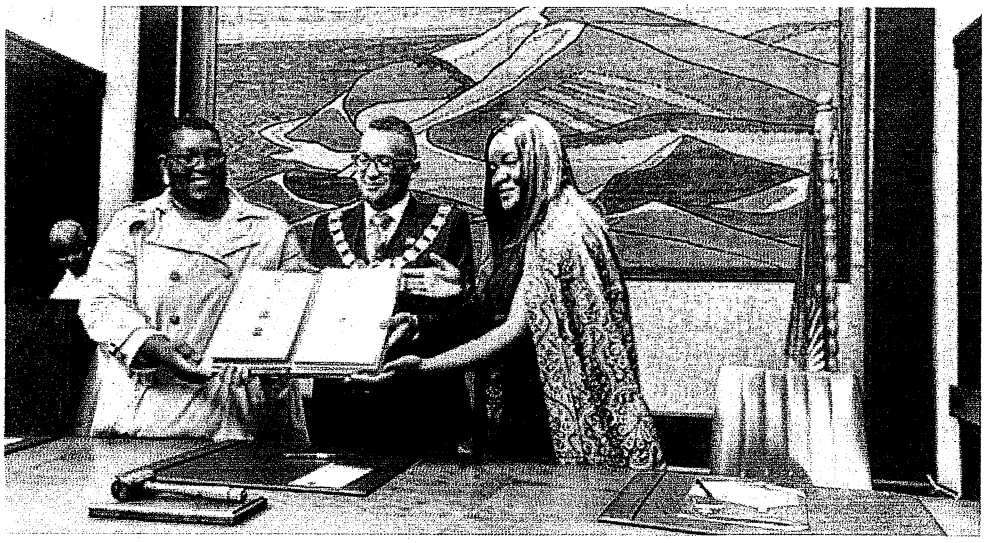
	* Environmental and Waste Management * Town Planning and Property Management * Emergency and Disaster Management * Engineering and Technical Services			Fair and contributed N$10,000
Oshikuku Town Council	•Human Resources Development •Financial Management, Revenue Collection and Credit Control. •Urban Planning, Housing & Property Management • Public Safety & Crime Prevention • Environmental Management • Promotion of Local Economic Development	July 2022	2027	No activity implemented yet
5. Oshana				
Ondwanga own Council	*Local and Democratic Governance * Town Planning and Sustainable Development * Local Economic Development and Tourism Programmes * Strategic Management * Human Resources and Skills Development * Emergency Services * Waste Management and Environmental Management * Revenue Collection and Debt Management. * Cooperate legal matters. * Community Development * ICT Infrastructure development	July 2022	2027	Action plan has been updated by both parities
Ongwediva Town Council	*Human Resource and Capacity Building * Promotion of Tourism and Local Economic Development * Community Development * Housing and Land Delivery solutions * Town Planning and Informal Settlement * Environmental and Waste Management * Emergency and Rescue Services	July 2022	2027	Exchange visits between officials. CoW councillors attended the Official Opening
Oshakati Town Council	*Human Resources and Capacity Building and exchanges and Training in areas of mutual interest * Local Economic Development and Tourism Promotion	July 2022	2027	Exchange visists between officials. CoW pledge 10,000 for TOTEM Expo

	* Information Technology and System Operations. * Emergency Services * Town Planning and Sustainable Urban Development. * Community and Youth Development			
6. Otjozondjupa				
Okakarara Town Council	*Local Economic Development and Tourism Promotion * Capacity Building and Skills Development * Town Planning and Urban Development * Cooperation in Technical areas and Engineering Services, and * Any other area of common interest	June 2022	2027	Exhange visits on environmental Management and emergency Servicies 2023. Participated in Okakarara Trade Fair and contributed N$10,000
Otjiwarongo Municipality	*Local Economic Development * Trade and Tourism Promotion * Capacity Building and Skills Development * Town Planning and Township Development strategies * Financial Management Systems and Principles * Environmental Management, Health and Public safety * Information Technology and Communication Strategies	June 2022	2027	Exchange visits, Otjiwarongo contributed N$5,000 to CoW Gala Dinner
7. Zambezi				
Bukalo Village Council	*Technical Support * Human Resources Development and Training * Urban Planning * Tourism and Culture and * Waste Management.	June 2022	2027	No activities took place

Windhoek & Okakarara



Okongo & Windhoek



Swakopmund/Walvis Bay/Windhoek

Windhoek and Karasburg

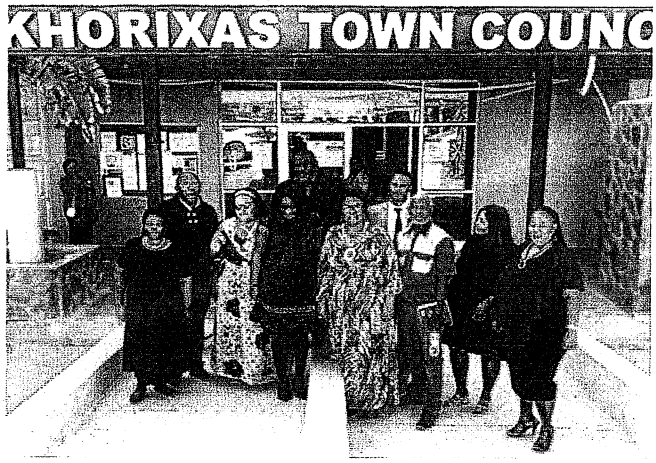
Windhoek/Oshakati/Ongwediva/Ondangwa

3.2.2 Familiarisation visits to sister local authorities

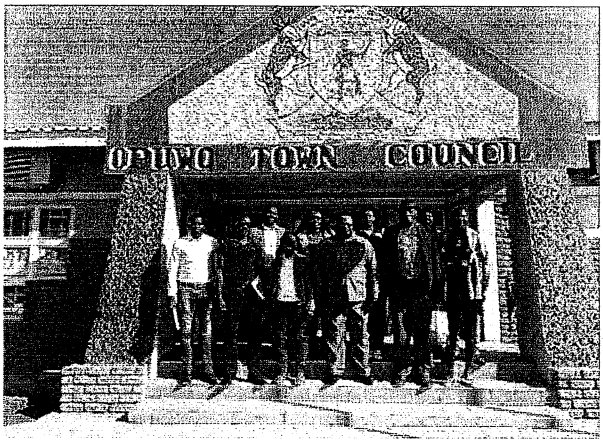
By nurturing local connections and assisting fellow local administrations, we bolster the essential capabilities of local governance required to address developmental challenges within the framework of Namibia's decentralization policy. In this particular context, the City of Windhoek has, over time cultivated relationships with various local authorities across the nation. In Namibia, local authorities are already demonstrating remarkable collaboration through cooperative agreements. Recognizing the importance of gaining insights from the grassroots level and formulating a mutually beneficial course of action to support other local authorities, the City of Windhoek deems it necessary to conduct familiarization visits.

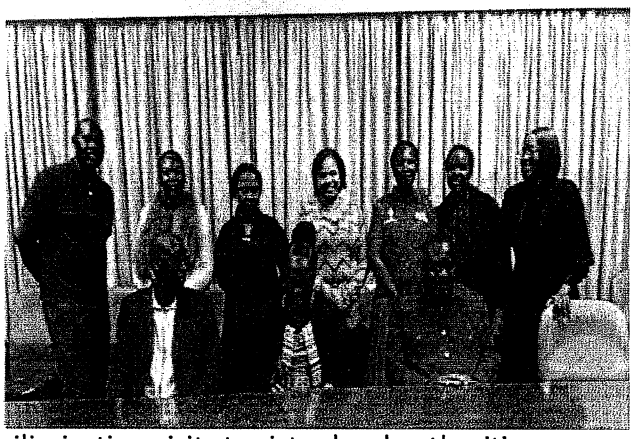
These visits serve the purpose of affirming the cooperation agreements and engaging with nearby or strategically located local authorities, especially those along the path where the agreement signings are scheduled to occur. Those local authorities are, Omaruru, Swakopmund Oranjemund, Keetmanshoop, Lüderitz, Otavi, Tsumeb, Oniipa, Okahao, Ruacana, Opuwo, Kamanjab Nkurenkuru, Omuthiya, Grootfontein, Divundu and Katima Mulilo. A detailed report on the signing of cooperation agreements and familiarisation visits to sister local authorities is attached.

Familiarisation visits to sister local authorities (as **Annexure B (1)**



A photograph captured during the familiarisation visits to sister local authorities.





A photograph captured during the familiarisation visits to sister local authorities

3.2.3 Tripartite Agreement Walvis Bay/Swakopmund/Windhoek

The signing of the agreements took place on 15 July 2022 at the Walvis Bay Council Chambers where the first-ever tripartite agreement was signed in the history of the local authorities between the Walvis Bay, Swakopmund and Windhoek Municipality. The area of operation is the following:

- Funding models for the delivery of social services,
- Human resources development, capacity building and related matters,
- Policy development, strategy formulation and drafting of municipal regulations,
- Technical cooperation and knowledge sharing,
- Experience sharing on urbanization, land and housing delivery,
- Lead the sharing of knowledge, experiences and best practices with other towns and villages around Namibia and lead the national agenda of inter-municipal collaboration, and,

- Promote sound corporate governance and accountability.

3.2.4 Okakarara Town Council

As part of inter-governmental relations and inter-municipal support, Her Worship Sade Gawanas, led a 4-member delegation to the Okakarara Annual Trade Fair official opening which took place on 07 September 2022. The visit aims to strengthen and promote co-operative relationships between different levels of government, in this case, between the municipal authorities of Her Worship's jurisdiction and those of Okakarara. Such inter-governmental relations are crucial for collaboration on various issues affecting both regions and for sharing best practices in governance.

3.2.5 Walvis Bay Municipality

On 01 October 2022, the Municipality of Walvis Bay hosted the Mayor's Annual Fundraising Gala, with the primary objective of strengthening the Mayoral Relief Fund. The Mayoral Relief Fund plays a crucial role in providing essential assistance to individuals and families facing severe hardships or trauma. Notably, in recent times, the fund has extended its support to outstanding students facing financial constraints in paying their study fees. As a show of ongoing inter-municipal support and for fundraising gala, the City of Windhoek delegation attended the Mayoral Fundraising Gala. The fundraising gala provides an opportunity for the strengthening of the Mayoral Relief Fund and creates a platform to showcase to sponsors how the money had been disbursed during the previous financial year. The Mayor of the City of Windhoek, Cllr. Sade Gawanas led a delegation comprised of Cllr. Austin Kwenani, Cllr. Ivan Skrywer and Ms. Justina Shikongo (PA to the Mayor). The City of Windhoek made a pledge of N$25'000.00.

3.2.6 Mariental Municipality

As part of inter-governmental relations and inter-municipal support, Her Worship Cllr. Sade Shireen Gawanas attended the Mariental Mayoral Gala Dinner which took place on 23 September 2022 in Mariental 2022. The visit aims to strengthen and promote cooperative relationships between different levels of government.

3.3 Other Inter-governmental Agreement

3.3.1 Khomas Region Council (SoRA)

On November 19, 2019, the City of Windhoek (CoW) and Khomas Regional Council (KRC) entered into a Memorandum of Understanding (MoU) intending to enhance collaboration and resource sharing between them in delivering services to the residents of Windhoek. The agreement outlines their commitment to collaborate on matters about service delivery, funding from the central government, strategic land delivery, affordable housing, and public participation

As tradition, the City of Windhoek contributed to the Khomas (SoRA, 2022). The contribution outlines the developmental activities of the past year 2022, indicating key achievements, challenges met and future opportunities. The City also focused on policies, strategies, plans, programmes implemented during the period under review, and development plans for the year, 2023.

3.3.2 Windhoek Vocational Training Centre

On March 24, 2022, the Municipal Council of Windhoek and Windhoek Vocational Training College (WVTC) formalised their collaboration by signing a Memorandum of Agreement (MOA). The agreement outlines co-operation in the following areas: practical training of trainees, including job attachments and internships; access to facilities and professional equipment for training and education purposes; joint research and development initiatives; dissemination of TVET skills information; exchange or secondment of personnel; programme development for capacity building; curriculum development; and provision of consulting and other services.

3.4 Local Membership and Associations

3.4.1 Association of the Local Authorities in Namibia's (ALAN)

The Association of Local Authorities Namibia serves as a unified platform representing all local authority members across Namibia. It facilitates constructive dialogue and collaboration among these entities, enabling them to address concerns effectively and enhance service delivery for the community. The City of Windhoek is a paid-up member of ALAN. Accordingly, Council appointed Council members Fransina N. Kahungu, Prof. Job S. Amupanda, and Cllr. Sam S. Nujoma to the Board of ALAN.

The following are ALAN Activities that took place in 2022:

(a) Association of the Local Authorities in Namibia's (ALAN) Congress

The Association of Local Authorities in Namibia (ALAN) has paid its membership fees and the City of Windhoek delegation actively participated in the ALAN Congress held at Oshakati, UNAM Campus from April 7th to 9th, 2022. The congress addressed various issues, including the election of new leadership, and gathered over 300 delegates from local authorities nationwide. This event marked the first significant gathering for local authorities since the onset of the Covid-19 pandemic. In light of global and national challenges over the past two years, local authorities are prioritizing efforts to address economic challenges to sustain ALAN and their respective communities. The City of Windhoek's delegation included Alderwoman Fransina N Kahungu, Prof. Job S. Amupanda, Cllr. Clemencia C. Hanases, and Ms. Monika K. Sheefeni. Additionally, Cllr. Sam S Nujoma participated virtually while in isolation in Germany. See attached detailed report as **Annexure B (2).**

(b) ALAN Network of Locally Elected Women of Africa (REFELA)

The Network of Locally Elected Women of Africa (REFELA) hosted a summit in Rundu, Kavango Region, involving the City of Windhoek delegation. REFELA, operating under the United Cities and Local Governments of Africa (UCLG Africa), aims to advance gender-responsive local governance. The City of Windhoek Women delegation comprised of the following: Alderwoman Fransina Ndateelela Kahungu, Cllr. Magdalena Lombardt, Cllr. Ndeshihafela Larandja, Cllr. Queen O Kamati, Cllr. Clemencia C Hanases, and Cllr. Saarty Uukule (Dr.), participated actively in the event. Objectives included advocating for women's concerns, enhancing female participation in politics and local governance, and fostering networking among African elected women. Notably, the City of Windhoek's representatives secured key roles within REFELA. The delegation's engagement facilitated valuable knowledge exchange with counterparts from Northern and Eastern Regions, marking a successful visit.

Each Region voted for their Regional Commissioner and the positions were occupied as follows:

- Ms. Bella Kavendjii, (Arandis Town Council, Vice President)
- Ms. Queen O Kamati, (City of Windhoek, Treasurer)
- Ms. Juliane Ndeunyema, (Maltahöhe Village Council, Executive Member)
- Ms. Petra Salome Witbooi, (Leonardville Village Council, Executive Member) **Annexure B (3)**

(C) ALAN Board of Directors Meeting, Signing Ceremony of an MOU between ALAN and SALGA and the Strategic Planning Session

The City of Windhoek's Council Members (Alderwoman Fransina N. Kahungu, Prof. Job S. Amupanda, and Cllr. Sam S. Nujoma) serving on the ALAN Board, participated in a series of events held in Walvis Bay from December 5th to 8th, 2022. These included the ALAN Board meeting, the

signing ceremony of the Memorandum of Understanding (MoU) between ALAN and SALGA, and a Strategic Planning Session. The schedule for the event was as follows:

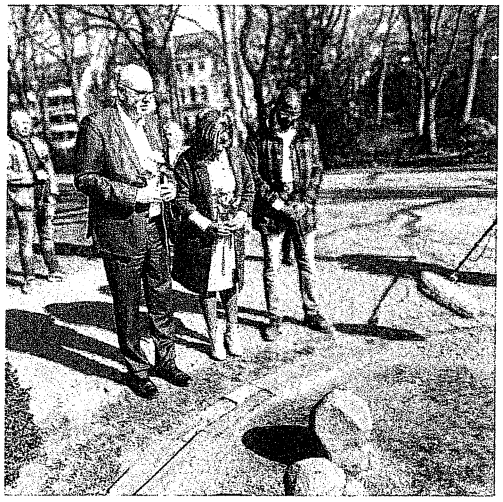
- December 5th, 2022: ALAN Board Meeting from 09:00 to 13:00.
- December 6th, 2022: Signing ceremony of the MoU between the Association of Local Authorities in Namibia and the South African Local Government Association (SALGA).
- December 6th to 8th, 2022: Strategic Planning Session

3.4.2 Namibia Association of Local Authority Officials (NALAO)

NALAO is an organisation that provides leadership, direction and support to the municipal profession in Namibia, with its administration and operations financed by members through annual membership fees. To achieve its objectives, the association focuses on professional development and accreditation, learning and growth through professional exchange programmes, with the aim to achieve excellence in Local Government Administration and Management. Namibia Association of Local Authority Officials (NALAO) membership fees payments up to date.

3.4.3 Namibian National Mayors Forum (NNMF)

The Namibian National Mayors Forum (NNMF) was launched on 29th July 2004, in Walvis Bay, as a forum for all Mayors of Municipalities, Towns and Villages in Namibia. The launch of the forum followed the election of the Forum's Management Committee on 28 July 2004. The historic launch of this forum added impetus and expertise to local authorities' capacity building. It has also become a fundamental transmission belt for information sharing amongst the Mayors countrywide. The City of Windhoek is a member of the Forum and the Mayor of Windhoek is a member of the Executive Committee. The External Relations and Networking Division further represents the city on the Forum's Secretariat. See attached report as **Annexure B (4).**

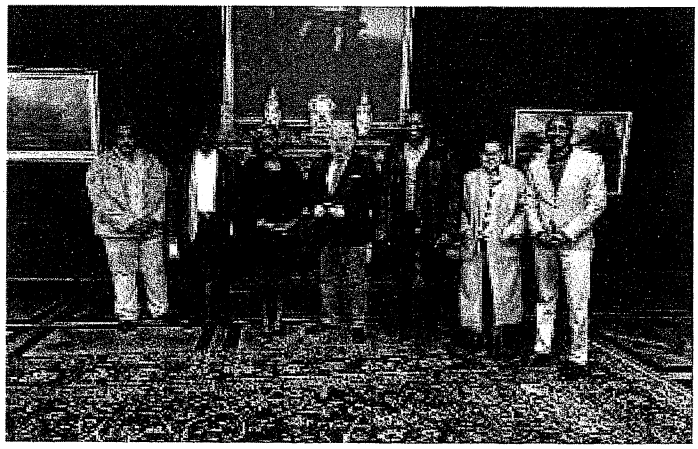


4. INTERNATIONAL RELATIONS AND CO-OPERATION

4.1. International visits or engagements

4.1.1 Exchange visit to Bremen and Mannheim

The cities of Windhoek and Bremen have been co-operating since 2000. In 2020, the two Cities secured EU funding for the Project: Implementation of Solid Waste Management in Windhoek. The project is scheduled to run for a period of four years, 2022-2025. The launch of the project was marked with the virtual signing ceremony of the Project Agreement by the two Mayors on 31 January 2022. As part of the agreed Project Implementation Schedule, the first activity was an Exchange Working Visit from Windhoek to Bremen.



Her Worship, Cllr. Sade Gawanas led a Windhoek delegation of five (5) to Bremen from 27-30 March 2022. The Mayoral delegation comprised the following: Cllr. Sade Gawanas, Mayor, Council Member Sam S Nujoma; Ms. Jennifer Comalie, Acting Chief Executive Officer, Mr. Christopher Eita, Manager: External Relations and Networking and Mr. Stellio Tsauseb, Engineer: Landfill.

The purpose of the visit was to participate in various meetings, workshops and site visits to gain insight into the implementation of the EU-funded Solid Waste Management Project in Windhoek, valued at N$38 million. The visit also aimed to provide political leadership and impetus to the historical relationship between Windhoek and Bremen.

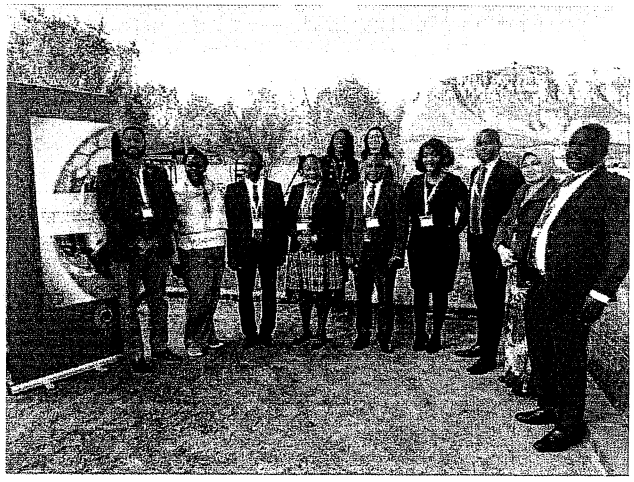
4.1.2. Signing of the Windhoek-Mannheim Co-operation Agreement

The Windhoek-Mannheim Memorandum of Understanding (MoU) was signed at a ceremony held in the Mannheim City Hall. The signed MoU serve as a general framework within which specific projects of mutual interest in the agreed broader areas of co-operation could be implemented.

Mayor Sade Gawanas together with her counterpart Dr. Peter Kurz, Mayor of Mannheim, signed the agreement on 1 April 2022 in Germany. It is important to mention that Windhoek is the first city in Africa to sign a city-to-city co-operation agreement with Mannheim. See attched detailed report as **Annexure B (5).**

4.1.3. Commonwealth Sustainable Cities Network (CSCN), Cape Town, South Africa

The CLGF is an organisation representing local governments, officially endorsed by the Commonwealth Heads of Government in 1995. Its primary objectives include advocating for local self-governance, facilitating the exchange of innovative practices among local



governments through an extensive network, conducting research and information gathering, and implementing projects across 40 different countries.

Consequently, the CLGF's core mission is to advance and reinforce the effectiveness of democratic local governance within the Commonwealth. This is achieved by fostering the sharing of best practices in local government structures and services. The CLGF accomplishes this through various means, such as conferences, events, the Commonwealth Local Government Good Practice Scheme, capacity-building initiatives, research, and information dissemination, all while collaborating with its members in Commonwealth member states. Ultimately, the CLGF strives to contribute to the promotion of democratic principles.

In line with these objectives, Mayor Sade Gawanas of Windhoek participated in the Commonwealth Sustainable Cities meeting, which took place in Cape Town, South Africa, from May 30 to May 31, 2022. The meeting in Cape Town was part of the broader African School of Decentralization training programme organised by the Dullah Omar Institute. The mayoral delegation included Cllr. Magdalena Lombardt and Mr. Chris Eita (Manager: External Relations & Networking). The detailed report is attached as **Annexure B (6)**.

4.1.4. Mayoral Invitation to Sister City Kingston, Jamaica

The Twinning Agreement embraces the involvement of individual citizens, private sectors, and community groups in the twinning relationship to develop a spirit of cooperation, cultural exchanges, and people-to-people relationships by creating strategic bonds of friendship.

The parties agreed to co-operate in the following areas: Urban planning; Municipal police and public safety; City water security and management system; Tourism, sports, and cultural heritage; Environmental and waste management; Training and capacity development; and Investment, trade and commerce.

As part of the signed agreement, the parties also agreed to come up with a Work Programme of Action for implementation of specific project. The initial visit took place from 13 to 19 August 2022.

Dr. Amupanda and Mr. Eita travelled on the Mayoral invitation to sister City Kingston, Jamaica, 13 to 19 August 2022. Both Cities agreed on a way forward by way of the establishment of a Joint Working Group. That the following projects be prioritised for implementation: Reggae Festival

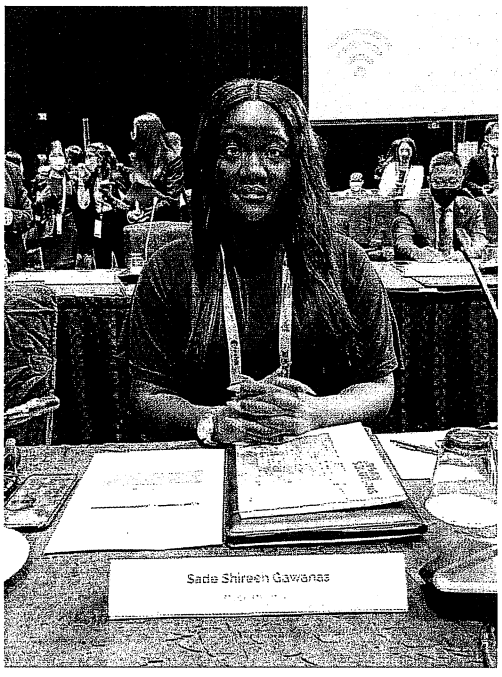
and Windhoek-Kingston Games Youth Sports Programme. These projects will then be operationalised through an action plan The detailed report is attached as **Annexure B (7).**

4.1.5. World Cities Summit (WCS) 2022 & WCS Mayor's Forum, Marina Bay, Singapore

The biennial World Cities Summit (WCS) is an exclusive platform for government leaders and industry experts with the objective of addressing sustainable city challenges, sharing of integrated urban solutions and forging new partnerships. Since its inauguration in 2008, the WCS has been attended by over 250 global cities, with the support of leaders from government, business, international organizations and the academia. Jointly organised by Singapore's Centre for Liveable Cities and the Urban Redevelopment Authority, the biennial WCS returned to an in-person conference after a largely virtual Summit in 2021 due to COVID. The World Cities Summit 2022 was held in conjunction with the key partner, the Asia Infrastructure Forum. Highlights of the Summit included the Lee Kuan Yew World City Prize, and the WCS Mayors Forum. A detailed report on the visit is attached as **Annexure B (8).**

To record a successful forum the following areas were covered during the summit:

Smart cities concept, Urban resilience, Climate resilience, Sustainable financing, Planning and development, Livable future cities.



An invitation to attend and participate in the above summit was approved by the Management Committee in July 2022. Her Worship the Mayor, Sade Gawanas, Council Members Clemencia Hanases and Ms. Jennifer Comalie, Acting CEO formed of the delegation.

1. PROGRAMME OF ACTIVITIES

Day 1: Sunday, 22 October 2023

Prior to the arrival, the participating delegates were welcomed and treated to a 'Singapore Night' a networking dinner organized by the ST Engineering. The dinner highlighted the program of events, which set a tone for the anticipated Summit.

Day 2: Monday, 23 October 2023

Day 2 entailed three plenaries namely, Plenary 1 – Emerging Stronger, Plenary 2 – Sustainable Financing and Plenary 3

Day 3: Tuesday, 24 October 2023

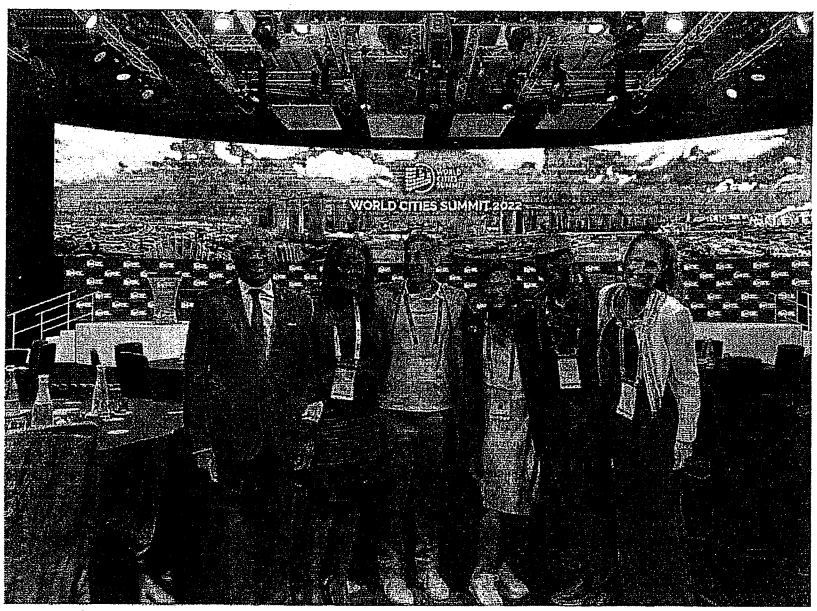
Day 3 as well featured several plenaries that discussed the importance of the urban resilience, climate crises and future cities.

Day four: Wednesday, 25 October 2023

Day 4, which was also recorded as the final day of the Summit, included the roundup of the past days and a conclusion of events from Singapore's Minister of National Development who is equally responsible for social services integration in the country.

He indicated that the summit was insightful, and objectivity mastered as key decisions, were taken throughout.

"It is a great thing to always learn from the experienced around the world because and to adapt it to local requirements. If it works, we scale it up, we need to constantly to continuously learn to do better".



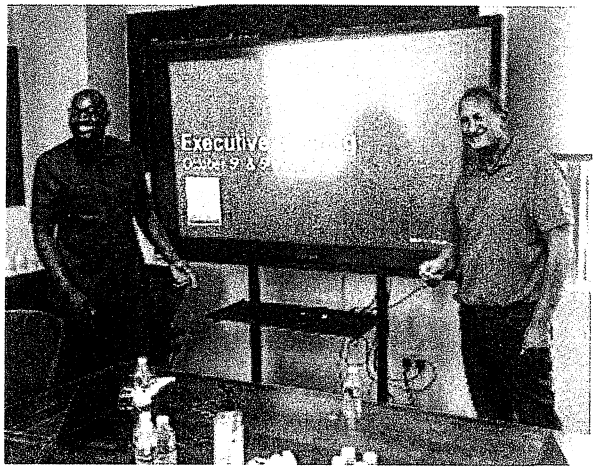
4.1.6. 5th partnership conference between German and African municipalities, in Dresden and trilateral partnership workshop (Windhoek and Durban, Bremen)

In September 2022, officials from the cities of Bremen and Windhoek participated in the 5th Conference of Partnership between German and African Municipalities, in Dresden which took place on 20 to 26 September 2022. The City of Windhoek delegated Mr. Kenneth Neumbo, Acting SE: Information Communication and Technology and Ms. Monika Sheefeni, Co-ordinator: Inter-governmental Relations to participate in the conference. The conference brought together partnerships between German and African Municipalities. The theme of the 5th conference was "Sustainable Digitalization", which aims to expose participants to how other cities use technology to improve the efficiency and efficacy in service delivery. As part the planned activity, the City of Windhoek delegation proceeded to the cities of Bremen and Mannheim, for Planning and Co-ordination Workshops, to review the activities in the action plans.

Durban and Windhoek delegates proceeded to Bremen for the planning and co-ordination workshop which took place from 23 to 26 September 2022. The joint technical team reflected on the overview of current and past activities/ projects between the three cities.

The workshop particularly looks at how the three cities can partner in projects of common interest, thereby not only enhancing north-south cooperation but also south-south partnership and regional municipal capacities. The delegates jointly worked on the future possible areas of cooperation and proposed that a trilateral agreement between the three cities be concluded. A detailed report on the visits is attached as **Annexure B (9).**

4.1.7. Executive Briefing Centre visit to Dubai



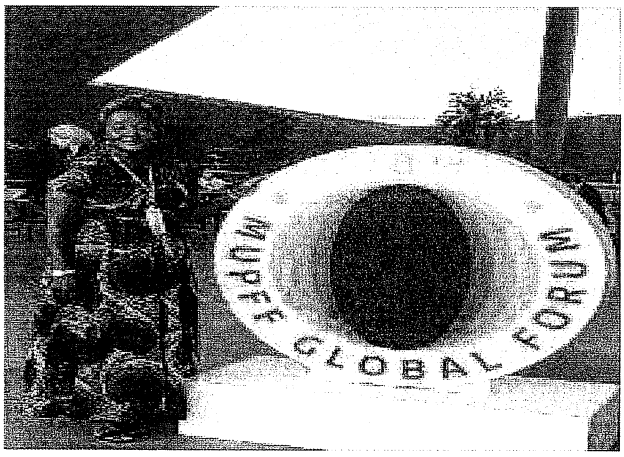
The Information and Communication Technology (ICT) infrastructure plays a vital role in enabling Smart Cities, and the City of Windhoek recognizes the need for a scalable, adaptable, and always-available ICT infrastructure to meet evolving business demands. To address this, the city invested approximately N$26 million in a technology refresh, replacing outdated Dell equipment. Dell EMC, a global leader in digital transformation solutions, has been a longstanding strategic partner for the City of Windhoek, providing reliable infrastructure solutions that support the city's critical business applications.

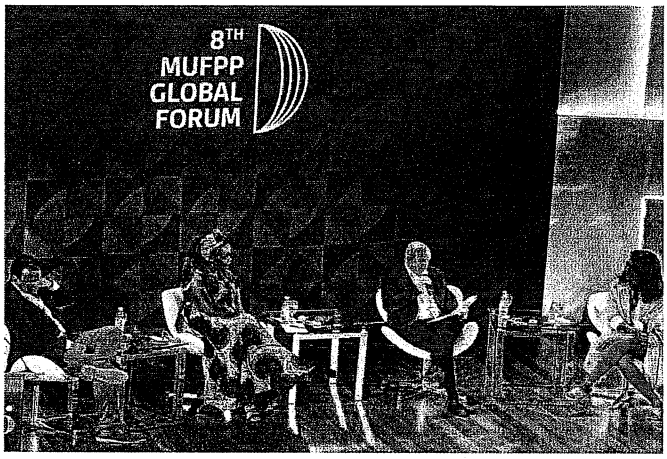
As a testament to this partnership, a delegation from the City of Windhoek, led by Cllr Sam S. Nujoma, Chairperson of Financial Sustainability Performance Management and Policy Advisory Committee, attended an Executive Briefing Workshop organized by Dell Technologies in Dubai, United Arab Emirates, from October 4 to 8, 2022. The delegation included councillors and technical officials. This workshop aimed to further strengthen the collaboration between the City of Windhoek and Dell Technologies. The delegates were as follows: Cllr. Joseph Uapingene (Deputy Mayor of the City of Windhoek), Cllr. Illse Keister (Chairperson: Management Committee), Cllr. Sam S Nujoma (Chairperson: Financial Sustainability Performance Management and Policy Council Advisory Committee), Cllr. Magdalena Lombardt, Council Member, Mr. Kenneth Neumbo (Acting Strategic Executive ICT), Mr. Clarence Rupingena, (Strategy Advisor: SMART Cities), Deputy Chief Leevi Ileka (Deputy Chief: City Police), Mr. Petrus Nehale (Section Engineer: Protection Electricity) and Ms. Monika Sheefeni (Co-ordinator: Inter-governmental Relations). The detailed report is attached as **Annexure B (10).**

4.1.8. 8th MUFPP Global Forum, Rio de Janeiro, Brazil

The Global Forum represents an initiative aimed at enabling cities to present their strategies for transforming their food systems. Its purpose is to inspire other cities to take effective and efficient action and to facilitate interactions with stakeholders who can assist in achieving the city's objectives.

The City of Windhoek, responsible for food security and nutrition projects led by the Division of Social and Youth Development within the Department of Economic Development and Community Services (EDCS), participated in the 8th MUFPP Global Forum.





RTL: Her Worship Cllr Sade S Gawanas at the MUPFF Global Forum

Being a signatory to the Milan Urban Food Policy Pact, the City of Windhoek received an invitation to attend the 8th MUFPP Forum, which took place from October 17 to 19, 2022. His Worship, Mayor Eduardo Paes of Rio de Janeiro, extended this invitation along with other city mayors from various regions. The event was hosted at the City of Arts in Rio de Janeiro and attracted over 600 participants, both in-person and online. The 8th MUFPP Global Forum, Rio de Janeiro, Brazil over-arching theme of the forum was "Food to Promote Climate Justice – Urban Food Solutions for a More Equitable World." The detailed report is attached as **Annexure B (11)**

4.1.9. 9th Southern Africa European CEO Dialogue

The 9th edition of the Southern Africa Europe CEO Dialogue took place in Johannesburg from November 10th to 11th, 2022. This event served as a distinctive platform aimed at facilitating

dialogue and supporting the long-term growth of strategic trade and economic relations between Europe and South Africa.

Some of the key topics discussed during the event included:

- The African Geopolitical, Business, and Investment Outlook
- CEO perspectives on African business
- Africa's revitalisation and the significance of the creative economy
- The future of African cities, encompassing urban regeneration, SMEs, and sustainability
- The Green and Circular Economy: future prospects for business

It was noteworthy that this event marked the first occasion for Namibia to participate in any function organised by the European House-Ambrosetti. The primary goal of this Dialogue, recognized as one of the most significant annual gatherings on the continent, was to enhance the strategic partnership between European and Southern African business leaders. It aimed to foster in-depth discussions among peers and promote growth opportunities in critical sectors such as tourism, banking and finance, infrastructure, manufacturing, energy, agro-industry, urban development, and pharmaceuticals.

The Mayor of the City of Windhoek, Cllr. Sade Gawanas, accompanied by Cllr. Austin Kwenani (Management Committee Member), Cllr. Ivan Skrywer (Management Committee Member), Mr. O' Brien Hekandjo (Acting Chief Executive Officer) and Ms. Ndinelao Munghono (Administrative Officer: External Relations and Networking), formed part of the panel discussion amongst the other confirmed speakers from left to right were as follows: Mpho Phalatse (Executive Mayor, City of Johannesburg), Giuseppe Scognamiglio (Director-General, Rome Expo 2030 Nomination Committee), Mduduzi Mbada (Director General, Gauteng Province), and Elsie Owusu (Elsie Owusu Architects). The detailed report is attached as **Annexure B (12).**

4.1.10. Participation in the Bonn Symposium 2022: Local solutions to Global Risks-Disaster Risk Reduction for Sustainable Development and the visit to the City of Mannheim

The City of Windhoek is prone to several hazards, which cause devastating losses such as fires, flash floods, drought and others, which have significant bearing on communities, the economy, infrastructure and the environment. As Namibia's industrialisation and urbanisation trends increase, so will the risks of chemical and industrial accidents, which require Best Practice Emergency, and Disaster Risk Management response plans. These plans also serve as tools to support sustainable development and promote investor confidence.

For local communities across the world, disaster risks are dramatically increasing because of climate change and other hazards. Extreme weather events are occurring more frequently, posing a threat to human lives and health. It will not be possible to prevent disasters in all cases, so it is important to learn lessons from past events manage risks effectively and thus mitigate harmful impacts. In light of this, comprehensive disaster risk reduction (DRR) and efficient crisis management are essential for sustainable development.

It against a background that an invitation was extended to the Office of the Mayor to attend the Bonn Symposium took place 7-8 December 2022. Cllr Sade Gawanas, Mayor of the City of Windhoek, Cllr Ilse Keister, Councillor and Mr. Abel Hamutenya, Section Head: Disaster Risk Management presented the City of Windhoek: (Planning, Research, Operations & Policy development on Disaster Risk The detailed report is attached as **Annexure B (13).**

4.2. Other International Engagements

4.2.1. Proposed agreement between City of Windhoek Electricity Department and Berlin Energy Agency

The Department of Electricity and Berlin Energy, an entity owned by the City of Berlin proposed sign a Memorandum of Understanding pertaining to energy projects with the potential to receive funding from the German Ministry for Economic Cooperation (BMZ) through GIZ. A virtual

meeting regarding this project was conducted on 14 February 2022. The purpose of this kick-off meeting was to convene senior officials from BMZ, the City of Berlin's International Relations Division, GIZ, and their respective counterparts at the Electricity Department.

4.2.2. Sustainable Development Goals (SDG) Networking Meeting for the German-Namibian Municipal Partnerships

Through the 2030 Agenda adopted by the United Nations in September 2015, municipal engagement in co-operation for development and sustainability is gaining further traction. The Service Agency Communities in One World, support municipalities in localising the SDGs through awareness-raising activities, networking and aligning their local plans to the SDGs (Aligning and Monitoring).

The 17 Sustainable Development Goals are linked directly and indirectly to the municipal administration level. A collection of case studies illustrate how German municipalities contribute to the achievement of the SDGs and the Agenda 2030.

Therefore, City of Windhoek took place part in the Namibia-German Municipal Partnership SDG Networking Meeting organized by Engagement Global, held from 09-11 November 2022, in Windhoek at the Hilton Hotel. The workshop was attended by German Cities with their counterpart cities in Namibia. Three of the City of Windhoek Sister Cities such as Berlin, Bremen and Mannheim attended this important engagement. The 2030 Agenda – Local Government Exchange with African Partners" has been established in late 2018 and aims to further the expert exchange between local government partnerships on the topic of the 2030 Agenda and the Sustainable Development Goals. Engagement Global support the bilateral exchange between German and African municipalities including some German-Namibian partnerships. The Mayor and technical official from the City of Windhoek attended the workshop. The key outcomes from this engagement had been the incorporation of SDGs focused projects within the City of Windhoek's Action Plans with their German Counterparts.

4.2.3. Termination of the Lease Agreement: Aam Been Dee Pre-Primary and Bridging School

A notice was received from the donor Quandt German Namibia Trust, the donor of the AM Been Dee Pre-Primary and Bridging School in Okuryangava, on the termination of the lease agreement on the land it leased from the CoW. The donor's intention is to handover the school to the City of Windhoek by 31 March 2022. The Department of Economic Development, responsible for

CoW's EDC centres carried out a site inspection to make urgent recommendation to Council. Indeed, the issue of AAM Bee Dee Pre-Primary is been dealt with and the total takeover will be completed with a council resolution of which an MC item is circulating for more input after it served at SE forum in 2023. There are pertinent recommendations contained therein, including the possibility of outsourcing and or PPP. The department of EDCS is currently supporting the ECD with management and training. the resolution should be available before June 2024.

4.3. Draft International Relations and Cooperation Policy

As the capital City, Windhoek is the political centre and economic hub of Namibia. It is home to many international organisations and there is continual interaction between local and global environments. The presence of these international institutions allows the Windhoek City Council ready access and a network to influential individuals and agencies. The City of Windhoek International Relations and Cooperation (CoWIRCP) is premised on the fact that Namibia is an international hub, which hosts an international community. Global competitiveness is a key component in realising the Council's vision and mission statements. The policy focuses on embracing current national priorities and programmes in order to bring about prosperity. This includes addressing the challenges of unemployment, poverty and inequality to complement National Development Plans (NDPs) and the Agenda 2063 of the African Union (AU).

The policy recognises that in a fast globalising world no city can exist in isolation. Since 1993, the City has been forging strategic partnerships and co-operation with several cities and towns across the globe. We have received and integrated input from NUST, UNAM, and MIRCO into the preliminary CoW International Relations Policy. The policy document has been distributed to all departments for any further contributions. Subsequently, the revised draft policy will be submitted once again for approval. **Annexure B (14).**

5. Windhoek Residents Mayoral Trust & Corporate Social Investments

5.1. Registration of the Windhoek Residents Mayoral Trust

The Council, through Resolution 13/12/2021, resolved to register the Windhoek Residents Mayoral Trust Fund. In July 2022, the City of Windhoek registered the Trust with the Master of the High Court under the name Windhoek Residents Mayoral Trust, establishing it as a legal entity to support vulnerable residents and social well-being causes. Simultaneously, a Board of Trustees was duly appointed to govern the corporate affairs of the Trust. The Trust relies on financial support from Windhoek residents, corporations, and individuals through donations and fundraising activities. It is noteworthy that the Governing Committee has been appointed as Trustees. Additionally, the acceptance of donations from foreign sources is contingent upon compliance with the stipulations outlined in sections 30 and 80 of the Local Authorities Act, 1992 (Act 23 of 1992).

5.1.2. Board of Trustees

The WRMT has position for seven Trustees as follows:

- Mr. Vevangaune Tjindjo, Chairperson
- Ms. Clemencia Claudia Carolina Hanases,
- Ms. Esther Nakwezi Lusepani
- Ms. Toucy Uazepaije Tjijombo
- Ms. Emilia Ndinelago Uupindi
- Ms. Johanna Nambata Ulenga
- Ms. Roseta Mersia Nawases

Corporate Donations received

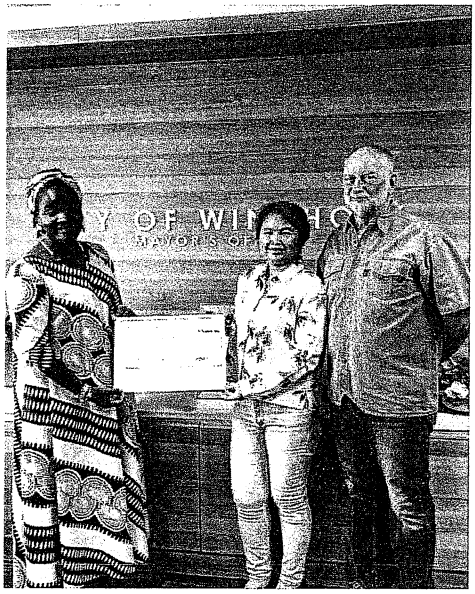
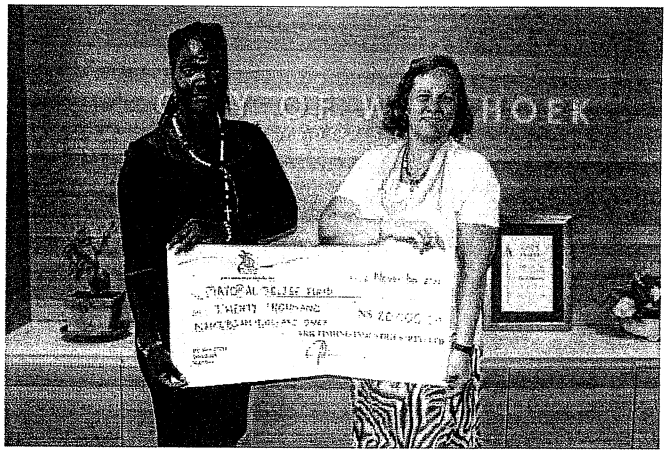


Table 6: Corporate Donations Received

No	Corporate	Add Description	Amount donated
1	FNB	Elder's Christmas Lunch	60,000.00
2	Manpower	Elder's Christmas Lunch	50,000.00
3	Ark Finishing Industries	Elder's Christmas Lunch	20,000.00
4	Bank Windhoek	Elder's Christmas Lunch	10,000.00
5	CRAN	Elder's Christmas Lunch	5,000.00
6	Ms. G Mangubat- Coppard	Elder's Christmas Lunch	5,000.00
7.	Marvel & Prom		140,000.00
	Total		**290,000.00**

Her Worship Cllr Sade Gawanas and representative Industries Pty (LTD)

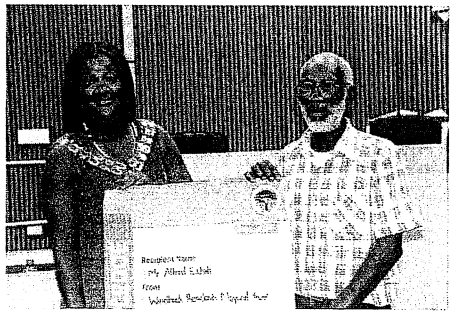


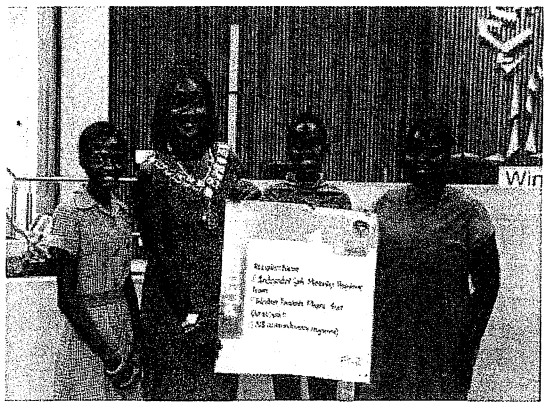
Ms. Judith Koorts, from Ark Fishing

5.1.3. Donation allowed for 2022

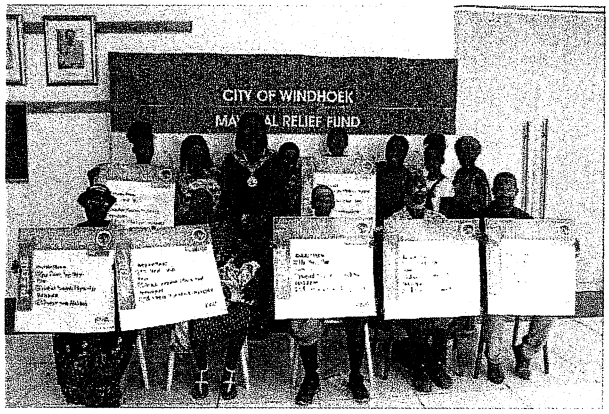
Table 6: Donations Allowed

No.	Organisation or individual	Nature of donation request	Date of donation or Status to date	Value NAD
1	Elders in different constituencies & Orlindi Place of Safety	Winter blanket	June/July 2022	N$50,000.00
2	Cosmos High School	Two Projectors & Computers	January 2023	38,029.32
3	Independent Girl's Mentorship Programme	School Uniforms	December 2022	19,695.37
4	Orlindi Place of Safety	Food items and toiletries	Food items be offered in (3) equal deliveries valued at N$5.000 each.	15,000.00
5	God Provides Soup Kitchen	Food items	November 2022	3,953.32
6	Esnath Tamwa	Clothes, food Items and Toiletries	November 2022	5,013.13
7	Selma Enkala	Clothes, food Items and Toiletries	November 2022	2,832,55
8	Mercia Rooi	Clothes, food Items and Toiletries	November 2022	2,914.72
9	Alfred Eichab	Food Items and Toiletries	November 2022	1,069.81
Total				**135,675.67**





Her Worship Cllr Sade Gawanas during the handover of donation from the WRMT



(a) Annual Mayoral Winter Drive

The Annual Mayoral Winter Drive is the Initiative of the Trust to ensure vulnerable residents our communities are warm during winter. The winter drive is a significant opportunity to make a positive difference in the lives of vulnerable residents of Windhoek. By providing winter clothing, blankets and perishable food. In 2022, the City of Windhoek donated 200 blankets to elders and Orilindi.

Her Worship, during the Annual Mayoral Winter Drive

6. PROTOCOL AND CEREMONIES

6.1. Street Renaming Ceremony – Late Winnie Madikizela Mandela

The Street Renaming Ceremony to pay tribute to the late Winnie Madikizela-Mandela took place on December 3, 2022, at the intersection of Otjomuise and Monte Cristo Roads. This honour is a humble token of recognition and appreciation for the late Mrs. Madikizela-Mandela's contribution to Pan Africanism and the liberation struggle of our two countries.

6.2. Street Renaming Ceremony -Late Eneas Peter Nanyemba

An additional renaming ceremony dedicating the Monte Cristo Road to the memory of the late Peter Eneas Nanyemba was also hosted on the same day. The late Peter Nanyemba is a national hero and freedom fighter who contributed immensely to the liberation struggle of Namibia and was among the pioneers responsible for the establishment of the People's Liberation Army (PLAN). Due to his selfless contribution to the country's independence Council found it befitting to rename a street in our capital after him.
In attendance at this prestigious event were Vice President of the Republic of Namibia, Nangolo Mbumba, high level delegation representing The Ministry of MURD, MIRCO, KRC and high-level delegations from South Africa representing the Madikizela-Mandela family.

6.3. Pending streets remaining

Street naming in honour of H.E. Sereste Khama, former president of Botswana

An application was submitted to rename Feld Street, in honour of the late Sir Seretse Khama as per Council Resolution 107/04/2018. In 2018 further consultations with the Ministry of International Relations and Co-operation (MIRCO), took place with the High Commission of Botswana to discuss the street naming proposals as well as obtain approval from the family and

revert to the Street and Place Naming/Renaming Committee. The Seretse Khama Street proposal was approved. The request for the renaming ceremony in honour of H.E. Sereste was put on hold pending further consultation with MIRCO. However, discussions are still ongoing between the two states.

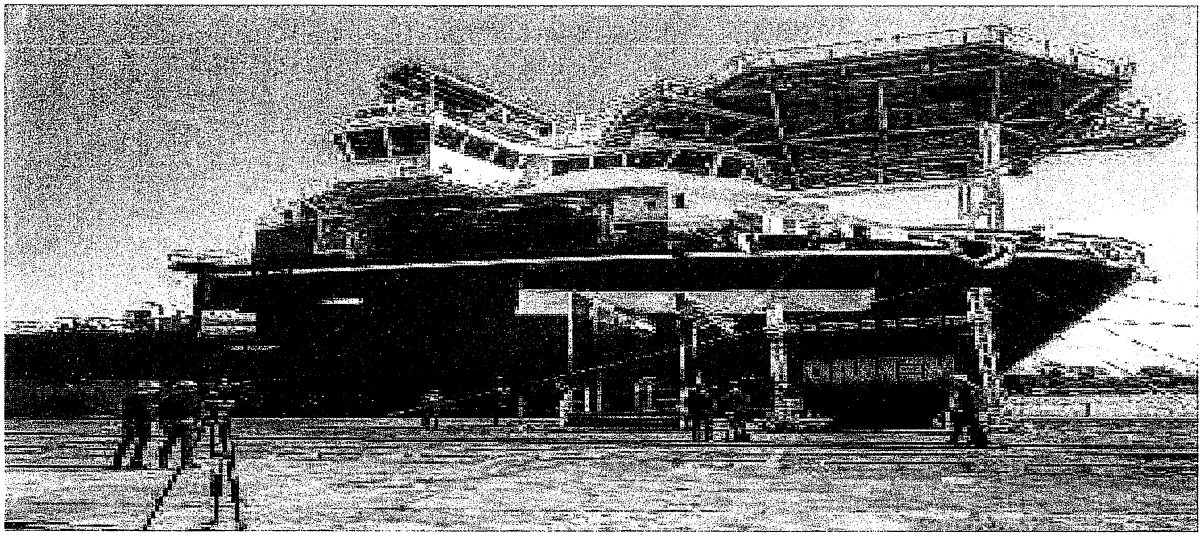
6.4. Conferment of the title of 'Alderwoman' to Council Fransina Ndateelela Kahungu

The Local Authority Act, 1992 (Act 23 of 1992), states that honours may be conferred to any persons who have in the opinion of the local authority council rendered meritorious service to its residents, Section 30(1)(q) of the Local Authorities Act, 1992 (Act 23 of 1992). Council at its ordinary meeting held on 28 April 2022, resolved to confer an honour to Cllr Fransina Ndateelela Kahungu with the title of Alderwoman, for serving 12 years in Council (Resolution N0. 109/05/2022).

The ceremony was scheduled for 26th September 2022 and on 16th August 2022 through a letter Hon. Erastus Uutoni, Minister of Urban and Rural Development was invited to confer the title of Alderwoman and present a bronze medal and certificate for long service with Council, having served as a Council Member from December 2010 and then as a Mayor from December 2019. However, the Conferment ceremony was postponed until further notice. Discussions are still going on with Alderwoman Kahungu on the requisite logical arrangements.

7. STAKEHOLDERS ENGAGEMENTS AND DEVELOPMENT PARTNERSHIPS

7.1. Mayoral invitation to the Launch of the Debmarine Vessel 18 March 2022



On March 18, 2022, an inauguration ceremony was held in Namibia to officially unveil the AMV3, now renamed the "Benguela Gem," marking a significant milestone in the diamond mining industry. Various dignitaries, including His Excellency President Hage Geingob, the Minister of Mines and Energy, Tom Alweendo, and De Beers Group CEO, Bruce Cleaver, attended the event.

The Benguela Gem, formerly AMV3, is now recognised as the largest Mayoral invitation to the Launch of the Debmarine Vessel: The Benguela Gem, formerly AMV3
diamond recovery vessel globally, making it the flagship of the Debmarine Namibia fleet. Her Worship, Sade S Gawanas, attended the vessel's launch in Walvis Bay at NAMPORT. During the event, discussions arose regarding the establishment of a collaborative relationship between the City of Windhoek and Debmarine Namibia. A scheduled appointment with the Debmarine Managing Director is pending, to facilitate this partnership.

8. Notes from the Courtesy Call with Mayor

The list below summarises the courtesy calls made to Her Worship, Cllr. Sade Gawanas, Mayor for the year 2022:

Table 6: list of courtesy calls to Her Worship, Cllr. Sade Gawanas, Mayor 2022

No	Date	Description of Courtesy Call	Key Discussion Points
1	4 February 2022	Courtesy call on the Mayor by Ms. Alka Bhatia, UNDP Country Representatives	Formalisation of the CoW-UNDP agreement
2	11 February 2022	Courtesy Call on the Mayor by Dr. Thomas Kirsch Country Director, GIZ	Co-operation projects within the city that are funded by GIZ
3	21 February 2022	Courtesy call on the Mayor by Hon. Susanne Irion, Mayor of Trossingen, Germany	Strengthening partnerships between the CoW and Trossingen
4	2 March 2022	Courtesy call on the Mayor by Prof. Earle Taylor, re: Hands across Africa International Cultural tour to Namibia (Deputy Mayor, Cllr Uapingene was delegated)	Discussion on the Action Plan emanating from the Windhoek-Kingston agreement (MOU)
5	10 March 2022	Courtesy call on the Mayor by Ms. Gosia Lachut, EU Deputy Ambassador & Mr. Mettinen of Blocks Solutions, Finnish	Affordable housing solutions
6	10 March 2022	Courtesy call on the Mayor by the GIZ-Bremen delegation (Ms. Angela Zur, Project Manager: Cargo-Bikes Project; Mr. Michael Goltz-Richter, Senior Project Manager for Sustainable Mobility; Mr.	Exploration of Non-motorised transportation options in Windhoek

		Martin Foth, Consultant: Cargo-Bikes Project	
7	11 March 2022	Courtesy call on the Mayor by Mr. Sven Thieme, Executive Chairperson of O&L and Executives	CBD revamp, support to the Windhoek residents Mayoral trust, Wernhill Park regarding tax rank, post street mall rejuvenation
8	14 March 2022	Courtesy call on the Mayor by Keetmanshop Municipality, His Worship McDonald W. Hanse and Delegation	Discussion on the renewal agreement and Request for material & technical support
9	14 March 2022	Courtesy call on the Mayor by Cllr. Markus Sprengler of the City of Mannheim	Discussion on the cooperation activities between CoW and Mannheim with specific focus on arts, culture heritage
10	14 April 2022	Courtesy call by the Mayor to the Line Minister, Hon. Erastus Uutoni	Briefing on the development challenges and opportunity within the City of Windhoek
11	27 April 2022	Courtesy call on the Mayor by Mr. Heinrich Terhorst, Bremen, Project Manager of the EU funded Solid Waste Management Project	Update on the EU-funded Solid waste management project activities
12	27 April 2023	Courtesy call on the Mayor by Ms. Martha Murorua, MD of Nedbank Namibia Members	Explore Collaborative activist between CoW and Nedbank specifically the Zoo Park revamp project
13	25 July 2023	Courtesy call on the Mayor by Rundu Town Council Management Committee	Discussion on the renewal agreement and Request for material & technical support
14	26 July 2023	Courtesy call on the Mayor by H.E. Mrs. Lauria Nyayino nee Nguele Makouelet, Ambassador of the Republic of Congo	Revival of the Windhoek/Brazzaville co-operation
15	07 September 2022	Courtesy call on the Mayor by Junior Council of the City of Windhoek	Briefing on the annual activities on the Junior Council
16	05 October 2022	Courtesy call on the Mayor by the Berlin Delegation	Briefing on the revival of the Windhoek-Berlin cooperation
17	20 October 2022	Courtesy call on the Mayor by the Pastor William McDowell and Team	Educational Opportunities for churches in Namibia

18	24 November 2022	Courtesy call on the Mayor by the Hanse Wasser-Bremen Delegation	Briefing on the cooperation activities between Gammams Water Works and Hanse Wasser-Bremen
19	25 October 2022	Courtesy call on the Mayor by the Gochas and Stampriet Village Council	Discussion on the renewal agreement and Request for material & technical support

11. List of Reports on Status of Co-Operation Agreements for 2022

The following is a status summary of all Co-operation Agreement reports for 2022. The full reports are attached hereto as **Annexures B (15):**

1. Renewal of Agreements and Signing of New Agreements and Familiarisation visits to the sister Local Authorities and signing of Co-operation Agreements for June-July 2022.

2. Summary Report on the Mayoral visit to the sister city Mannheim, Germany, 31 March -01 April 2022

3. Annual Report on Status of Co-operation Agreements 2021/22 financial year.

4. Status update on the City Café for the financial year 2021/2022, however, the reports are prepared on a quarterly basis.

5. Summary Report on the Exchange visit to Bremen: EU-funded improving Solid Waste Management in Windhoek, 26-30 March 2022.

6. Summary Report on the City of Windhoek participation at the Association of the Local Authorities in Namibia's (ALAN) Congress held in Oshakati, from 07 to 09 April 2022.

7. Mayoral Report on participation in the Commonwealth Sustainable Cities Meeting in partnership with the African School of Decentralisation, Cape Town, South Africa, 30-31 May 2022.

8. Invitation to attend the Commonwealth Food Futures conference in Birmingham, United Kingdom, 28 to 29 July 2022.

9. MC Item - Participation on invitation by the Milan Urban Food Policy Pact (MUFPP) 7th Gathering and Mayors Summit, Barcelona 19-21 October 2021.

10. Summary report on the visit to free hanseatic city of Bremen.

11. Report on the attendance of the workshop hosted by the transitions applied research project team held in cape town, south Africa: 03 – 05 August 2022.

12. Summary report on the official visit to the sister city of Kingston Jamaica.

13. Summary of sequence of events regarding the conferment of the title of 'Alderwoman' to Cllr Fransina Ndateelela Kahungu.

14. Summary Report on the network of locally elected women of Africa (REFELA) 20-21 October 2022, Kavango Regional Council in Rundu.

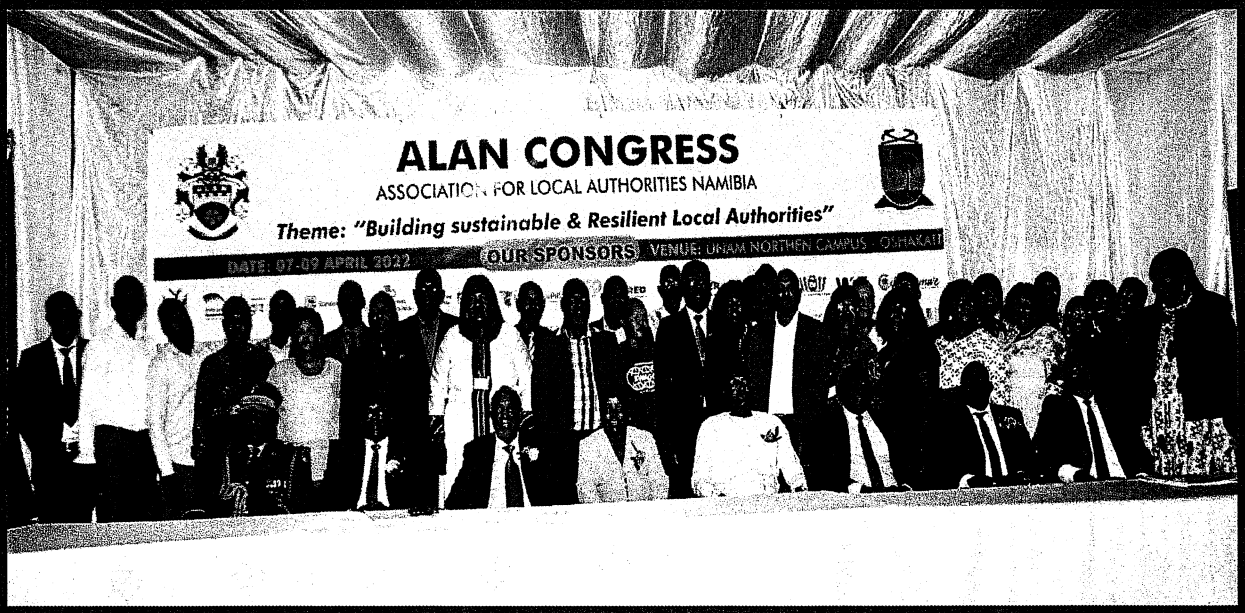
15. Summary Report on the invitation to the Dell Technology Executive Briefing Centre in Dubai, United Arab Emirates.

16. Summary of Sequence of events regarding the conferment of the title of 'Alderwoman' to Cllr. Fransina Ndateelela Kahungu.

12. CONCLUSION

In conclusion, this report offers comprehensive insights into the progress achieved in the City of Windhoek's local and international co-operation efforts throughout 2022. The City of Windhoek enjoys very strong relationships as is evidenced in the number of co-operation agreements and funding for projects. It is equally important that moving forward, the City develops appropriate working procedures to provide the Committee with oversight and guidance on contacts with external entities. It is also recommended that the City's international relations strategy prioritises key focus areas through project-based agreements while nurturing our longstanding historic connections. This approach will ensure that our efforts are effectively directed towards impactful collaborations and a structure implementation framework that is regularly monitored, reported and evaluated.

SUMMARY REPORT ON THE CITY OF WINDHOEK PARTICIPATION AT THE ASSOCIATION OF THE LOCAL AUTHORITIES IN NAMIBIA'S (ALAN) CONGRESS HELD IN OSHAKATI, FROM 07 TO 09 APRIL 2022



COMPILE BY MK SHEEFENI, COORDINATOR: INTERGOVERMENTAL RELATIONS

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1. INTRODUCTION

The City of Windhoek delegation participated in the Association of the Local Authorities in Namibia's (ALAN) Congress held Oshakati, UNAM Campus on 07 to 09 April 2022. The ALAN Congress took place at Oshakati from 07 to 09 April 2022, with a number of issues, including the election of a new leadership topping the agenda. The congress brings together over 300 delegates representing local authorities around the country. This was the first major gathering in local authorities since the outbreak of the Covid-19 pandemic. The global and national occurrences that highlighted for the last two years have necessitated local authorities to refocus and rededicate their efforts to deal with the economic tidal for sustaining not only Alan but their communities. The City of Windhoek's delegation consisted of Cllr. Fransina N Kahungu, Dr Job S. Amupanda, Cllr. Clemencia C. Hanases and Ms. Monika K. Sheefeni. It is also important to mentioned that Cllr Sam Nujoma attended the congress virtual while in isolation in Germany.

Cllr Kahungu, Dr Amupanda and Cllr Hanases

City of Windhoek delegation with Deputy Mayor of Ondangwa Town Council

2. ASSOCIATION OF THE LOCAL AUTHORITIES IN NAMIBIA'S (ALAN) CONGRESS

2.1 The Conference

2.1.1 *Day one*

Day one of the ALAN Congress covered the official part of the event. The City of Windhoek was represented by four Councilors and one relevant official at the Association of the Local Authorities in Namibia (ALAN) Congress held in Oshakati, UNAM Campus from the 07 to 09 April 2022.

The Congress was attended by delegation from different local authorities, governments, international organization and private companies under the theme *"Building Sustainable and Resilient Local Authorities.*

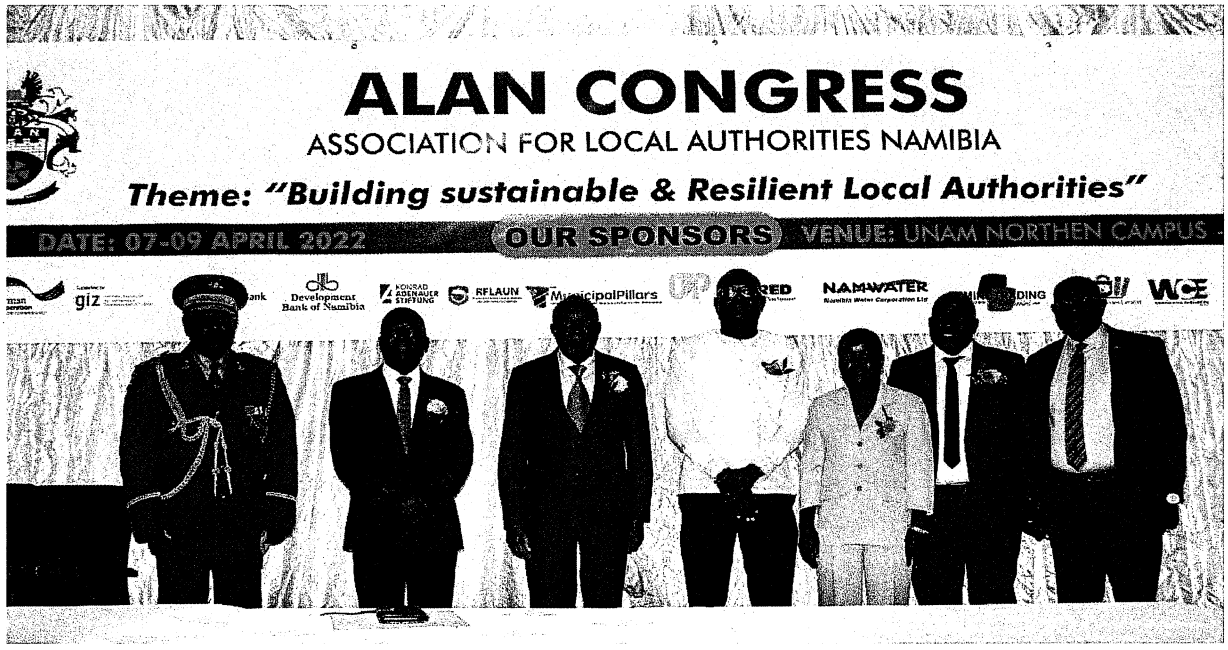
Delegates were welcomed to the Oshana Region, the Regional Governor, Hon. Elia Irimari Governor of Oshana, who wished all participants a wonderful stay in his beautiful town. Notable remark was done by the President of ALAN, Hon. Katrina Shimbulu who highlighted the achievement and challenges of the association under her leadership.

The Minister of Urban and Rural Development, Honouranle Erastus Uutoni also gave a remarks the Congress. He called for unity among the local authorities' councilors. He further mentioned that to ensure that cities and towns in Namibia are properly capacitated, empowered and recognized as catalysts of local economic growth, employment creation and social transformation through active citizenry, responsive and accessible service delivery and the strengthening of a vibrant local democracy.

It is important to mention that the Congress was officially addressed by the Vice-President of the Republic of Namibia, His Excellency Nangolo Mbumba, His Excellency indicated that, in order to achieve shared vision, there is a need for strengthened cooperative governance amongst all spheres of government. This will require creating a formal system of cooperative governance where central, regional and local government function as a cohesive whole to address common goals and national priorities.

In July 2013, the Ministry of Urban and Rural Development released the 'Proposed Local Authorities Reform Policy, which contained reform ideas for local government that will benefit communities as well as improve governance and service delivery. Along with the proposed reform policy was a wide range of proposals by local authorities through the Association of Local Authorities in Namibia (ALAN); to the Amendments of the Local Authority Act, Act 23 of 1992. However, the proposed reform policy remains in its starting blocks. Amendments to the local authorities' act, which followed in 2015, in many aspects, took away municipal autonomy.

The vote of thanks was done by His Worship. Leonard Hango, Mayor of Oshakati, who thanked His Excellency Nangolo Mbumba, Vice-President of the Republic of Namibia, Hon Erastus Uutoni Minister of Urban and Rural Development and all participant for making to attend this important gathering.



2.1.1 Day two

2.1.1 Thematic Presentations

In plenary sessions, thematic technical presentations were exchanged by local authority participants, the private sector representatives and international development partners who attended the ALAN Congress. The thematic presentations focused on the following governmental issues:

Session 1: Land & Housing Delivery

- Urban Migration has put a burden on LA on land and housing delivery.
- The Local Authority shall be responsible to fund population increase.
- Government did not invest in the increasing population
- Councillors were not consulted on the review of the national housing policy review.

Opportunities surrounding housing

- Government to come up with policy interventions for informal settlements.
- It is proposed that with each purchase of material there should be a housing.
- Development levy as a solution to generate revenue.
- Approval for Council to go and obtain external loans for developing erven.

Session 2: Partnership & Cooperation in support of Local Authorities

- Taking cognizance of the need to build on strategies to improve cooperation and collaboration at the local levels.
- Taking note of the absence of collaborative strategies between councils to enhance staff skills and experience.
- Noting the importance for Councils to find new ways to plan and deliver services so that local government is sustainable and effective.
- Noting uncoordinated efforts between Central Government and Local Authorities to implement capital projects.

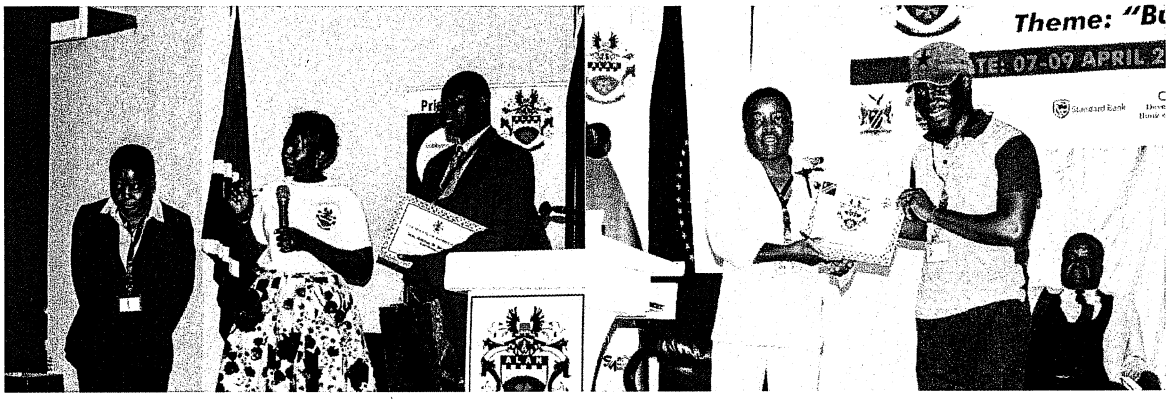
Session 3: Reimagining & Modernizing Digitalization

- Recognizing that Local Authorities provide essential services for their communities and that digital innovation in service delivery is essential for individuals and businesses to access such services.
- Taking cognizance of the need for Local Authorities to adopt to new digital transformations and to use digital technologies to reshape local government service delivery at lower costs.
- Noting a lack of innovative new approaches to improve service delivery at the local levels
-

Session 4: Socio-Economic Infrastructure & Maintenance, Accelerated and Sustained Service Delivery to Local Communities

- Realizing that Local Government recognizes that land use planning, economic development and social policies can all have a profound effect on water demand.

- Noting that NamWater is mandated to provide bulk water supply and other related services to Local Authorities on a full cost recovery basis.
- Taking into cognizance that the cost of maintaining and putting up new water infrastructure largely drive the cost of supplying water
- Taking cognizance that LAs have been supplying resident with free water as part of Government's relieve measures to provide water to informal settlements in an effort to fight the Covid-19 pandemic.
- Recognizing that LA have been owing NamWater huge outstanding bills due to a directive issued by Government for LA to ensure that all residents in arrears and those with no portable water have access to free water.
- Noting that increasing urbanization has resulted in urban populations outgrowing the carrying capacity of water.
- Noting that many LAs are unable to collect enough revenues due to inefficient revenue collection systems, non-payment of services by customers, illegal connections and unaccounted water due to excessive loss in the reticulation system.
- Noticing current efforts by the Development Bank to promote private/public partnerships through financing infrastructural development



2.2 ALAN AGM

The Local Authorities Councilors met in a closed session for the ALAN AGM held on Friday 08 April 2022. It is important to mentioned that ALAN on the letter dated 31 January 2022 requested Local Authorities to summit agenda points for ALAN Congress. Subsequently, as per a letter dated 23 March 2022, the City of Windhoek submitted the Agenda points as follows:

- Amendments to ALAN Articles of Association
- Local Authority Reform Position Paper
- Central Government financing of Local Authorities in Namibia
- Status of the REDs
- Ministerial Approvals

The ALAN Congress voted not discussed the agenda provided by the local authorities which was very disappointing as our effort went in vein. The City of Windhoek proposed the amendment the ALAN Articles of Association as follows;

Current TEXT	PROPOSED TEXT
Article 11.1.1 **The Presidents and Vice-President** must be a Member of the Board and must have served on such Board for a period of **not less than 2 years.** The **Vice President** must have served on the Board for a period of at least **1 year.**	*Article 11.1.1* Candidates for President and Vice President must be dully nominated members of the Board whose local authorities are in good standing in terms of the ALAN Constitution.

Amongst other matters on agenda was the following:

2.2.1 Elections of the Office bearers

The following councilors were elected as office bearers on the ALAN Board

No	Name of the Councilor	Position	Region	Local Authority
1	Cllr. Samuel! Oe – Amseb	President	Kunene Region	Outjo Municipality
2	Cllr. Hilda M. Jesaja,	Vice President	Otjozondjupa Region	Otjiwarongo Municipality
3	Cllr. Fransina. N Kahungu,	Member	Khomas Region	City of Windhoek
4	Dr. Job S. Amupanda	Member	Khomas Region	City of Windhoek
5	Cllr. Sam S. Nujoma	Member	Khomas Region	City of Windhoek
6	Cllr. Richard !Hoaeb	Member	Erongo Region	Municipality of Walvis Bay
7	Cllr. Loiusa Kativa	Member	Erongo Region,	Swakopmund Municipality
8	Cllr. Davey van Wyk	Member	Erongo Region	Karibib Town Council
9	Cllr. Zulu V. Shandjuuka	Member	Otjozondjupa Region	Municipality Grootfontein
10	Cllr. Elwin Gariseb	Member	Omaheke Region,	Municipality of Gobabis
11	Cllr. B. Mensa,	Member	Hardap Region	Mariental Municipality
12	Cllr. Naemi Amuthenu	Member	Oshana Region	Ongwediva Town Council
13	Cllr. Johannes Ndeutepo	Member	Oshikoto Region	Omuthiya Town Council
14	Cllr. Selma. Asino	Member	Omusati Region	Outapi Town Council
15	Cllr. Gabriel Kanyanga	Member	Kavango East Region	Rundu Town Council
16	Cllr. Andreas M. Katanga,	Member	Kavango West Region,	Nkurenkuru Town Council
17	Cllr. Lister Shamalaza	Member	Zambezi Region,	Katima Mulilo Town Council
18	Cllr. Omri – Kavandje	Member	Ohangwena Region	Eenhana Town Council
19	Cllr. Brigitte Frederick	Member	Karas Region	Lüderitz Town Council
20	Cllr. Elsie Goagoses	Member	Kunene Region	Kamanjab Village Council

President and Vice President of ALAN

2.2.2 ALAN Congress declaration

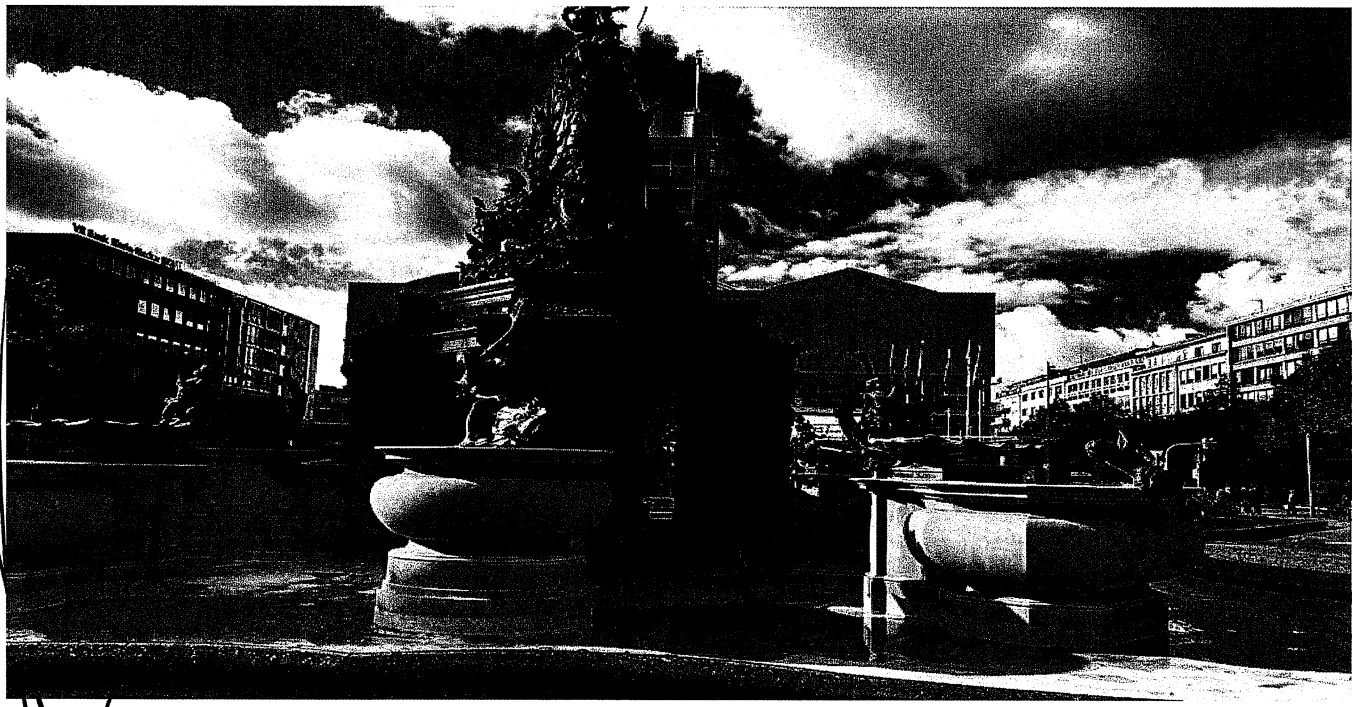
Committing themselves to commitment to advocate for the interest of local authorities and for the reform and transformation of the local government sector. This will ensure that cities and towns in Namibia are properly capacitated, empowered and recognized as catalysts of local economic growth, employment creation and social transformation through active citizenry, responsive and accessible service delivery and the strengthening of a vibrant local democracy and AGM made a declaration attached to this report.

3. CONCLUSION

The Association of Local Authorities Namibia (ALAN) is a body that represents all local authority members in Namibia. In addition, it provides a platform on which these local authorities can air their grievances and thereby provide better services for the community. The Congress recommended that at different platform it will look at the amendment the ALAN Articles of Association.

Inspired by coordinating the implimentation of SDG 17: Partnership for the Goals, at local leve

SUMMARY REPORT ON THE PLANNING AND PROJECT COORDINATION VISIT TO THE SISTER CITIES OF MANNHEIM, GERMANY 26 TO 28 SEPTEMBER 2022



Complied by: Christopher Eita
MANAGER: EXTERNAL RELATIONS AND NETWOKING

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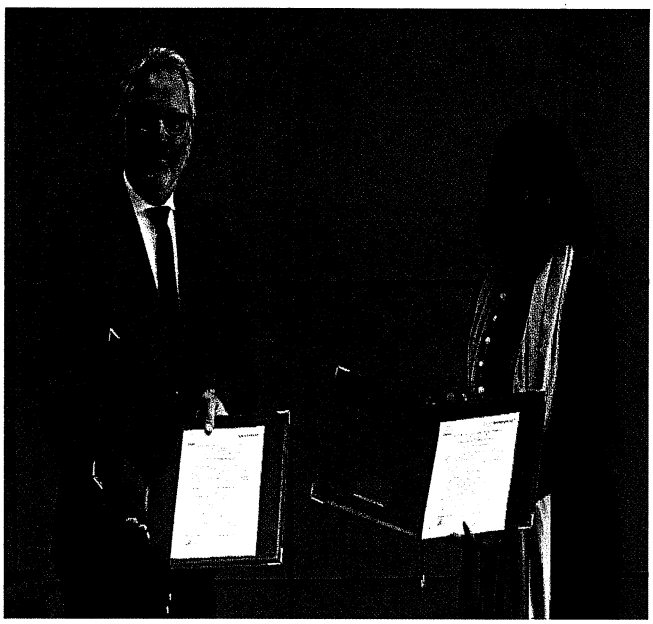
1. Background

The discussions were born out of an artistic cooperation between the Windhoek-based institutions; namely the College of Arts (COTA) and the University of Namibia and Mannheim's Popakademie.



The Windhoek-Mannheim was signed at the ceremony held in the Mannheim City Hall, on 1 April 2022 by Mayor Sade Gawanas together with her counterpart Dr Peter Kurz, Mayor of Mannheim, officiated this historic event attended by members of the Mannheim City Council and civil society representatives. In this agreement the two cities agreed to cooperate in the following areas:

1. Heritage and Art cooperation
2. Cultural Exchanges and Tourism
3. Sustainability Projects for local communities
4. Joint Development Projects for Third-Party Funding
5. Emergency, Disaster Management and Public Security
6. Technical Capacity Building
7. Business Art partnership

The signed Agreement serves as a general framework within which specific projects of mutual interest in the agreed broader areas of cooperation could be implemented. The next step was then to constitute a working Group/Coordinating Team and an action plan for the practical and technical implementation of specific projects within the broader spectrum of the above quoted areas of cooperation.

2. Introduction

Based on the above background the International Cooperation Department of the City of Mannheim invited the City of Windhoek delegation to extend their visit to Mannheim after their participation in the Partnership Network Conference held in Dresden and Planning and Coordination meeting in Bremen, from 23 to 26 September 2022. The visit to Mannheim took place

The purpose of the visit was to engage in discussions leading to specific projects and establishment of the Joint Coordination Working Group. The Windhoek delegation comprised of the following delegates:

Christopher Eita	Manager: External Relations & Networking
Kenneth Neumbo	Manager: Core ICT Technologies

During the visit, the two delegations concurred on the need to fast track the development of a Work Plan and to form Working Group.

Day 1: Monday, 26 September 2022

3. Program of Activities

The Windhoek delegation arrived in Mannheim by train during the evening of Monday 26 September 2022. The program of activities is discussed in detail below.

Day 2: Monday, 27 September 2022

3.1 Planning and Coordination Meeting

The meeting, which was by Mr. David Linse, Head of Department Europe, International and Protocol was attended by various officials of the City Council and members of the Mannheim civil society organizations, namely:

- Markus Sprengler, City Councillor
- David Linse, Head of Department Europe, International and Protocol, City of Mannheim
- Stephanie Oechsner, Coordinator Municipal Development Policy, City of Mannheim
- Stefanie Miller, Deputy Head EU Affairs and Global Sustainability, City of Mannheim
- Dr. Sarah Nelly Friedland, Director: Reiss-Engelhorn-Museen
- Getrud Rettenmaier, Working Group Colonial History Mannheim
- Margarete Würstlin, Working Group Colonial History Mannheim

The meeting discussed and agreed on the following issues:

3.1.1 Working Program/Action Plan

The Working Plan containing the specific projects for implementation is attached for easy of reference. The identified projects are within the scope of the broader areas of cooperation.

3.1.2 Identified Projects

The projects were identified based thematic areas of cooperation, namely:

Theme 1: Heritage, Culture and Arts

This theme is dedicated to cooperation activities on issues related, museum management, post-colonial history exchange program (de-colonization), exchanges of policy on street and place re-naming, monument proclamation and maintenance.

Post-Colonial History: During this discussion, the Windhoek delegation was informed that a Mannheim based civil society organization AK Kolonialgeschichte is engaging the City Council of Mannheim on the renaming of streets in Mannheim that bears the names of German colonialist.

The group is considering renaming such street in honour of African heroes, including Namibia's Jacob Marengo and Anna Mungunda. In general discussion format focused on the renaming of street names in Mannheim, including the perspective of the global south or those directly affected from Windhoek in the social discourse or discussion processes. The discussion also touched on the management of the colonial monuments. Mannheim, expressed interest to learn about Windhoek experiences and policies on the renaming of streets and management of monuments, hence, requested to establish contact with the City of Windhoek, Advisory Committee on Heritage.

Museums: The meeting also expressed interest in strengthening relationship between the Windhoek City Museum and the Reiss-Engelhorn Museums (REM). Establishment of a contact or a discussion format between the REM and Windhoek counterparts at the City of Windhoek Museum, Arts and Culture units within the Economic Development Division, in order to establish a dialogue on the museum level, (e.g. with regard to future analog or digital exhibitions or other activities).

This could possibly also extend to the civil society such as committed people from Mannheim and affected people or committed civil society from Windhoek.

Music Camp Exchanges: Further on this theme, the discussion reflected on conducting music camp exchanges for musicians from Windhoek and Mannheim in the context of BUGA 2023. The German national garden show 2023 (short BUGA for "Bundesgartenschau") in Mannheim will take place over 178 days from 14 April to 8 October 2023. The BUGA 2023, is a stage for partners and stakeholders in urban society. Mannheim therefore invited Windhoek to participate in the BUGA 2023 Festival and other future musical events as part of the music camp exchange program. Information on logistical arrangement in regard to the BUGA 2023 will be shared at the later stage. The discussion revealed that Cllr. Markus Sprengler, who doubles as a music lecture at Pop Academia Mannheim, will visit Windhoek in December 2022, for the music camp exchange, a collaborative initiative with UNAM and the College of the Arts. Cllr. Markus Sprengler was instrumental to the establishment of the Windhoek-Mannheim relationship.

Sustainable Development Goals (SDGs): The discussion equally reflected on the need to strengthen collaboration in projects related to the implementation of SDGs between the two cities. In this context, it was agreed that the two cities will make a joint presentation on this subject matter during an SDG Network Conference for Namibian and German Municipalities scheduled to place in Windhoek, 09-11 November 2022.

Theme 2: Economic Development and Trade

Entrepreneurship and Start-ups: Mannheim through its entity NEXT Mannheim, has implemented successful and sustainable start up programs which have seen a good number of participating SMEs growing into fully fledged sustainable business entities. Considering stagnation in the SME sector in Namibia, and collapse of start up Namibia, the discussion centered on finding ways on how Mannheim, can share its experiences on the management and sustainable funding of startups in Windhoek.

3.1.3 Joint Working Group

To ensure effective planning, coordination and implementation of projects the delegates resolved to establish a Joint Working Group. The Joint Working Group will oversee the implementation of identified projects. The Working Group will be made up of multi-disciplinary technical experts. The Joint Working Group was proposed per theme of cooperation and specific projects. The Joint Working Group was proposed as follows:

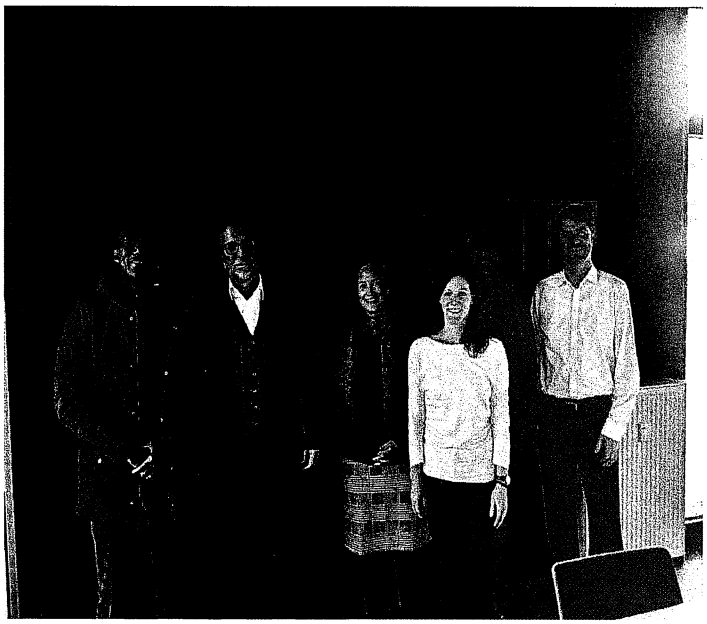
Windhoek-Mannheim Joint Working Group

Area of Cooperation	Projects	Members
Partnership	Planning & Coordination	**Windhoek** Mr. Chris Eita, Manager: External Relations Ms. Monika Sheefeni, Coordinator: Intergovernmental Relations **Mannheim** Mr. David Linse, Head EU, International and Protocol Ms. Stephanie Miller, Deputy Head EU Affairs and Global Sustainability
Heritage, Culture and Arts	Museums Exchange	**Windhoek** Ms. Grace Pujatura, Section Head: Tourism Ms. Aron Nambadi, City Museum Curator **Mannheim** Dr. Sarah Nelly Friedland, Director: REM
	Post-Colonial History	**Windhoek** Ms. Grace Pujatura, Section Head: Tourism Ms. Aron Nambadi, City Museum Curator **Mannheim**

		Ms. Gertrud Rettenmaier, Working Group Colonial History Mannheim
	Music Camp Exchange Program	**Windhoek** Ms. Grace Pujatura, Section Head: Tourism Ms. Mariah Hamata, Arts and Culture Officer **Mannheim** Cllr. Markus Springler, Councillor & Lecture, Poapakademie Mannheim
	Sustainable Development Goals (SDGs)	**Windhoek** Ms. Lizzette Vries, Executive: Strategy Mr. Clarence Rupingena, Advisor Smart Cities Mr. Chris Eita, Manager: External Relations Ms. Olavi Makuti, Officer Environment (Climate Change Desk) **Mannheim** Mr. David Linse, Head EU, International Relations and Protocol Ms. Stephanie Miller, Deputy Head EU Affairs and Global Sustainability
Economic Development and Trade	Entrepreneurship and Start-ups:	**Windhoek** Ms. Lisa Figaji, Acting Manager: Economic Dev Ms. Leonora Joodts, Section Head: SME Dev **Mannheim** Mr. Christian Sommer, MD NEXT Mannheim

3.1.4 Courtesy Meeting with NEXT Mannheim

After the fruitful planning and coordination meeting, the Windhoek delegation, accompanied by Cllr. Sprengler, Mr. Linse, Ms. Miller and Ms. Obsner, paid a courtesy meeting to NEXT Mannheim, a start hub where they were received by Mr. Christian Sommer, the Managing Director. Mr. Sommer, amongst others briefed the delegation that:



- NEXT Mannheim provides trading spaces, consulting, financing, and networking for startups: It is the tech startup community is a strong alliance for bringing great ideas to life. It is a network of global brands with close ties to medium-sized companies and universities.
- NEXT Mannheim is a unique center of the female entrepreneurship scene. A unique network for female entrepreneurs – including infrastructure, consulting, funding, events and workshops.

- NEXT Mannheim places high premium on networking. They network with startup cities such as Tel Aviv or Moscow, promotes migrant economies and creates global connections. Other Internationals partners like City of Windhoek are welcome.
- The focus is also placed on accelerator programs which involves early identification of scientific and technological startup ideas from the life science sector. Within the framework of an intensive qualification program, experts provide participants with a comprehensive toolbox with which they can successfully prepare and focus on the successful launch of their startup. The Accelerator was created through the joint commitment of Technologiepark Heidelberg GmbH as a founding member of Heidelberg Startups Partner e.V., the Business and Structural Development Department of the City of Mannheim as the office of the MAFINEX Gründerverbund e.V. and the Tübingen-based non-profit Foundation for Medical Innovations.

Day 3, Wednesday, 28 September 2022

Visits to Development Sites

Before departure in the afternoon the delegation spent the morning visiting various historical and development sites around the City.

Conclusion

The planning and coordination visit to Bremen was indeed a resounding success. It paved a road map to the implementation of projects under the broader areas of cooperation. The following next steps and way forward were agreed:

Heritage, Culture and Arts

Post-Colonial History:

That Windhoek shares its policies on street renaming.

That a meeting be arranged with the Chairperson of the Windhoek Advisory on Heritage during the Mannheim visit to Windhoek in November 2022.

That two cities share policy guidelines on the management of colonial history monuments.

Museums Collaboration:

That contacts established between the Windhoek City Museum and the Reiss-Engelhorn Museums (REM), in order to establish a dialogue on the museum level, (e.g. with regard to future analog or digital exhibitions or other activities).

Music Camp Exchanges:

That the two cities facilitate the establishment of a musical camp exchange program for Windhoek and Mannheim artist.

That Manheim invites Windhoek musicians to participate in the Mannheim BUGA 2023 scheduled to be held in Mannheim from 14 April to 8 October 2023.

That it be noted he first musical camp will take place in Windhoek in December 2022, as a collaborative initiative with UNAM and the College of the Arts.

Sustainable Development Goals (SDGs):

SDG Network

That the two cities make a joint presentation on during the SDG Network Conference for Namibian and German Municipalities scheduled to place in Windhoek, 09-11 November 2022.

Economic Development and Trade

Entrepreneurship and Start-ups:

That Windhoek facilitates contacts between counterparts at the Economic Development Department, Start Up Namibia and NEXT Mannheim.

That considering that Start up Namibia is on the verge of collapse NEXT Mannheim shares its experiences on the management and sustainable funding of startups in Windhoek.

That Windhoek arranges meetings between NEXT Mannheim and with relevant counterpart authorities during the visit by Mannheim on the occasion of the SDG Network

END

SUMMARY REPORT ON THE OFFICIAL VISIT TO THE SISTER CITY OF KINGSTON JAMAICA

AUGUST 2022

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1. Background

Based on a Framework Agreement that was signed between the Namibia and Jamaica on 16 October 1995 and subsequent Memorandum of Understanding (MoU) between the two countries on the establishment of Political Consultations signed on 23 July 2018, the Mayor of Kingston, Councillor Delory Williams, and his delegation visited Namibia from 05-09 February 2019. During this visit, a Twinning Agreement between the Cities of Windhoek and Kingston & St. Andrew Municipal was signed on 06 February 2019.

The Twinning Agreement embraces the involvement of individual citizens, private sectors, and community groups in the twinning relationship to develop a spirit of cooperation, cultural exchanges, and people to people relationships by creating strategic bonds of friendship. The parties agreed to cooperate in the following areas:

- Urban planning,
- Municipal police and public safety,
- City water security and management system,
- Tourism, sports, and cultural heritage,
- Environmental and waste management,
- Training and capacity development; and
- Investment, trade and commerce.

As part of the signed agreement the parties also agreed to come up with a Work Program of Action for implementation of specific project. The next step was then a reciprocal visit to Kingston by the Mayor of Windhoek, which had to be postponed on two occasion due to the outbreak of the COVID-19 pandemic.

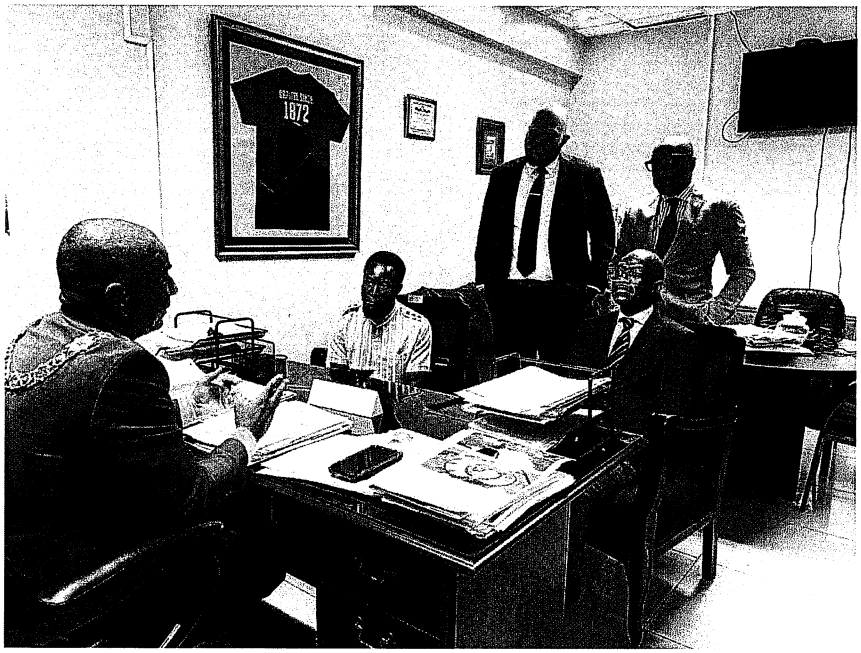
2. Objectives of the Official Visit

The purpose of the visit was to strengthen the relationship between the two cities; especially at the time when municipalities across the world are gradually re-opening their economies and reintegrating their societies, to adjust to the new normal presented by the Covid-19 pandemic. The purpose was further for the parties to have an opportunity to engage in discussions leading to defined projects, develop a Working Committee and Action Plan. The activities undertaken are discussed in details in the text below.

2.1 Day 1: 16 AUGUST 2022

The Windhoek delegation arrived in Kingston in the afternoon of 15 August 2022. The official engagements commenced on 16 August 2022, with a flurry of meetings, and site visits. On a high level the following activities are worth noting.

2.1.1 Tête-à-tête with Mayor Kingston Senator Delroy Williams



The delegation paid a courtesy call on the Kingston City Hall, were they tête-à-tête with Senator Delroy Williams, Mayor of Kingston. At this engagement, the parties acknowledged the impact that the COVID-19 outbreak has had on the practical implementation of the Twinning Agreement signed in Windhoek in February 2019.

Similarly, both sides expressed desire to strengthen the cooperation between the two cities by identifying specific projects within the broader areas of agreed cooperation. Building on the previous engagements, the meeting discussed the implementation of arts, culture and sports projects within the context of the agreed areas of cooperation. Specifically, the meeting observed that Jamaica is endowed with sport talent, especially in athletics from which Windhoek can tap. The meeting further acknowledged and explored Jamaica's rich Reggae music talents that have shaped African struggles for independence as a spiritual and moral enhancer. Equally, the meeting appreciated Windhoek's achievement on water and waste management. There, both sides concurred that the two cities should endeavour to implement projects in the said areas. The following projects were therefore identified as low hanging fruits:

1. Kingston-Windhoek Games - a two-way sport competition
2. Reggae Music Festival- a two-way annual musical festival

The meeting equally noted that in order to ensure implementation, a Joint Working Group should be established, in order to lead the Action Plan. This Working Group will comprise of technical teams from both sides.

2.1.2 Special Council Meeting- Key to the City of Kingston

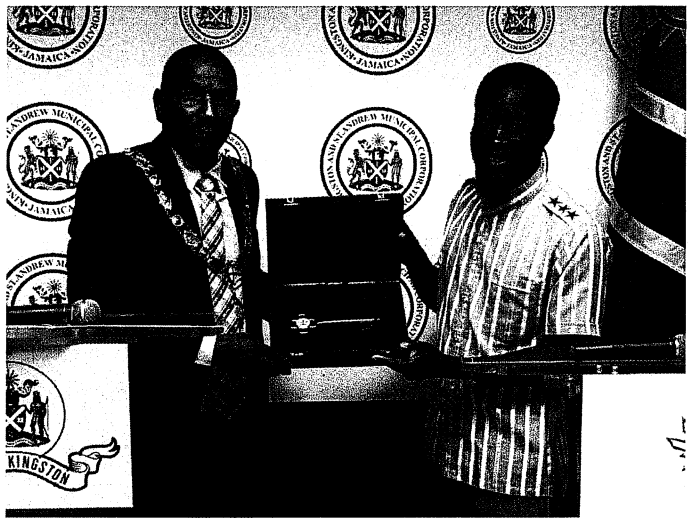
The delegation was honoured with an invitation to attend a Special Council Meeting. On agenda was only one item, a motion by Cllr. Andrew Bellamy- ***Resolution to confer the keys to the City of Kingston on the people of the City of Windhoek.***

Cllr. Bellamy was a part of the Kingston Mayoral delegation that visited Windhoek in 2019. Motivating the motion, Cllr. Bellamy spoke highly about his experience of Windhoek and the historical relations between the two countries. He highlighted the good practices in water and waste management and indeed the true hospitality of the people of Windhoek and Namibia.

Supported by other Councillors the motion was overwhelmingly passed - unopposed. Addressing Dr. Job Shipululo Amupanda who represented the Mayor of Windhoek, Clr. Sade Gawanas, Cllr.Bellamy underscored the historic relationship between the

two countries and peoples on which foundation the twinning relationship between the two cities is built. The said Council Resolution is attached for ease of reference.

2.1.3 Press Conference



The Special Council meeting was followed by a joint press conference where Mayor Williams and Dr. Amupanda briefed the media on the Windhoek-Kingston relationship.

The Twinning Agreement encourages the involvement of individual citizens, private sectors and community groups in the two cities to develop a spirit of cooperation, cultural exchange and people to people relationships by creating strategic bonds of friendship.

2.1.4 Agreed upon way forward

The two sides agreed that:

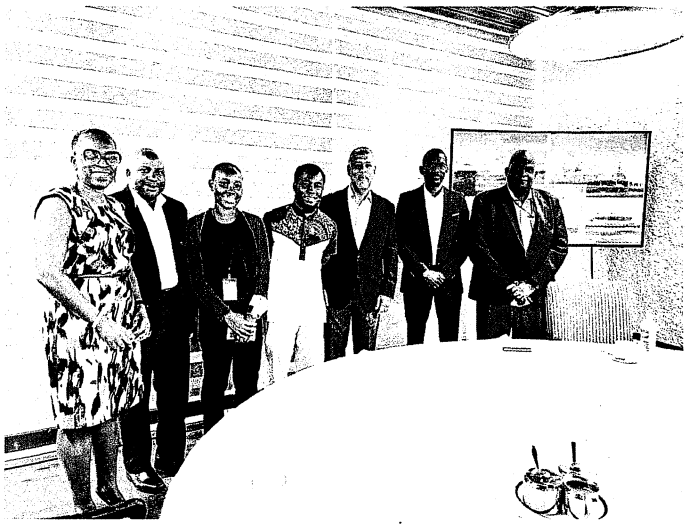
1. The Accounting Officers of the two cities cause establishment of a Joint Working Group.
2. The following projects be prioritized for implementation:
    a. Reggae Festival
    b. Windhoek-Kingston Games Youth Sports Programme

The desire is to establish a Joint Working Group which will craft an Action Plan for the implementation of specific projects.

2.2. Day 2: 17 AUGUST 2022

The day kicked off with meetings and engagements with representatives of relevant institutions that are key to the Kingston local economic development.

2.2.1 Meeting with the Port Authority



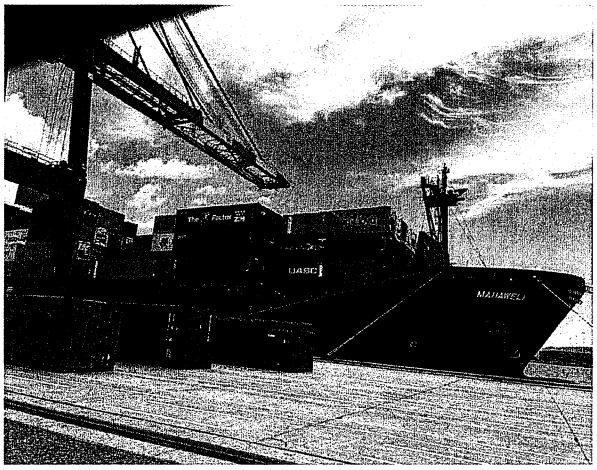
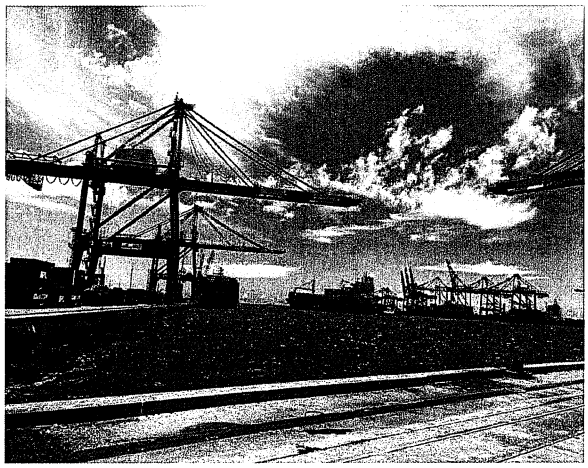
The Port Authority of Jamaica is a statutory corporation established by the Port Authority Act of 1972. It is the principal maritime agency responsible for the regulation and development of Jamaica's port and shipping industry. The Port Authority is responsible for the safety of all vessels, navigating the ports of entry and regulation of the tariffs charged on goods passing through the public wharves.

Welcoming the delegation Prof. Gordon Shirley, President and Chief Executive Officer of the Port Authority, briefed the Windhoek delegation on the role the company plays in the economic development agenda and the establishment of the development partnership with coastal municipalities.

Due to the common interest and responsibilities, they share in terms of tourism promotion and offerings, the offerings Authority have established a collaboration with Kingston and other coastal municipalities, whereas they contribute to infrastructural development such as roads, markets, and community projects. The relationship is brought about by the fast-growing Jamaican tourism industry which has seen luxury holiday cruises flocking to Jamaica. This positive development does not only require shipping infrastructure, but also sound municipal amenities and urban tourism offerings.

This is rather unique approach bolsters social enterprising, shared urban development responsibilities, and builds community goodwill.

2.2.2 Tour to the Kingston Harbour

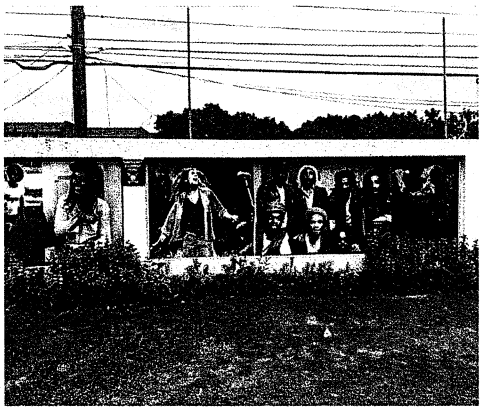
Kingston Harbour in Jamaica is the seventh-largest natural harbour in the world. It is an almost landlocked area of water approximately 16 kilometres long by 3.2 kilometres wide. Most of it is deep enough to accommodate large ships, even close to shore.

2.2.3 Meeting with the Ministry of Industry, Commerce, Agriculture and Fisheries

The discussions centred on the general agricultural practices in the context of Urban Agriculture. The delegation was also briefed on the Jamaican fishing industry and existing opportunities for collaboration between the two countries.

2.2.4 Visit to the Bob Marley Museum

As part the arts and culture cooperation, the delegation toured the Bob Marley Museum which hosts the historic work of the iconic Jamaican Reggae Musician, Bob Marley.



The museum is situated on the site of the legendary musician's home, which he purchased in 1975. This house, featuring 19th-century architecture, was Marley's home until his transition in 1981. It was converted into a museum six years later by his wife, Mrs. Rita Marley. The main museum displays Marley's personal treasures. The property also features a well-equipped 80-seat theatre, a photographic gallery, a record shop and a gift shop filled with a wide array of Bob Marley memorabilia.

The visit was indeed historic and reflected on the values the late legend Marley stood for: ***Freedom for all; Social Justice and the Emancipation of the Black Race***. These values shaped African struggle for independence, including those of Namibia.

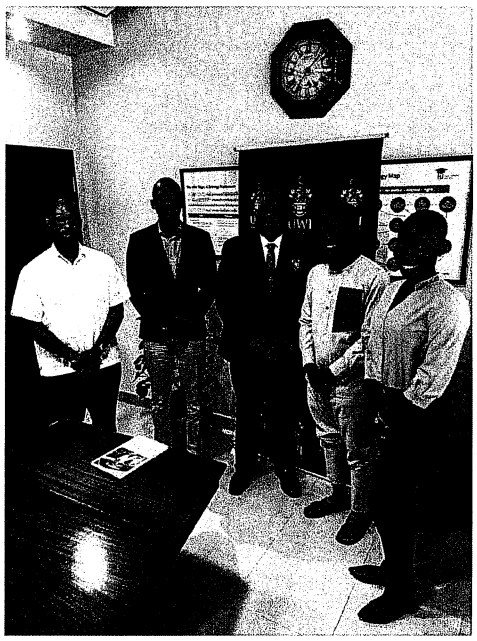
2.2.5 Interviews with the Jamaican Diaspora

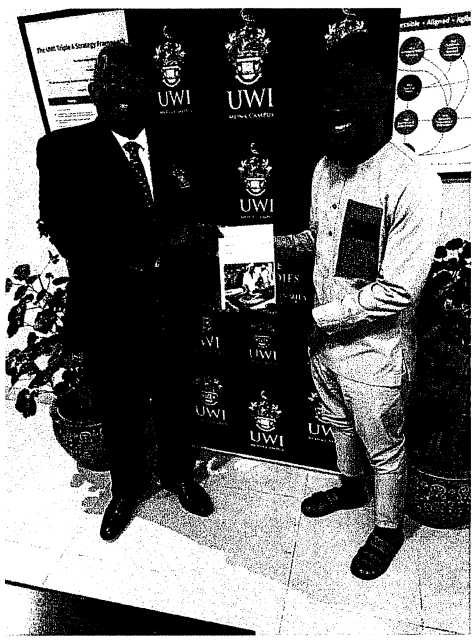
The day closed off with a lengthy interview by Ms. Doreen Buchanan, Managing Director of the Jamaican Diaspora Magazine, who interviewed Dr. Job Amupanda on the cooperation with Kingston and a wide range of urban and youth development issues.

2.2 Day 3: 18 AUGUST 2022

The activities included a meeting with the University of the West Indies (UWI) followed by site visits to Tivoli Gardens Community.

2.2.1 Meeting with University of West Indies (UWI)





Both cities recognize the key role universities play in public service delivery, good local governance and research based municipal administration. It was in this context that the municipal council of Windhoek signed a Memorandum of Understanding (MOU) with both Namibia University of Science and Technology (NUST) and University of Namibia (UNAM). As part of the respective agreements with UNAM and NUST, cooperation with universities in sister cities is provided for. In this context, the delegation visited the UWI Mona Campus, Kingston.

Originally, the University College of the West Indies, UWI is a public university system established to serve the higher education needs of the residents of 17 English-speaking countries and territories in the Caribbean: Anguilla, Antigua and Barbuda, The Bahamas, Barbados, Belize, Bermuda, British Virgin Islands, Cayman Islands, Dominica, Grenada, Guyana, Jamaica, Montserrat, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Trinidad and Tobago, and Turks and Caicos Islands. Each country is either a member of the Commonwealth of Nations or a British Overseas Territory. The aim of the university is to help ***unlock the potential for economic and cultural growth*** in the West Indies, thus, allowing improved regional autonomy. The university was originally instituted as an independent external college of the University of London.

The UWI Mona campus on Kingston offers world class, accredited higher education programmes to Jamaica, the region and the globe. They engage in research and development designed to support the social and economic growth of the Caribbean region, the provision of community service, and the enrichment of the academic experience. The campus sits on 7 acres of land which provides for a self-contained development with restaurants, retail markets, banks and a police station amongst other amenities.

The delegation was received by Vice Chancellor Prof. Dale Webber and Prof. Ian Boxill, Deputy Principal of UWI Mona Campus. In his briefing, Prof Dale highlighted the programmes offered by UWI, its world linkages which include African footprints in Ghana, Nigeria and the University of Johannesburg in South Africa. He also briefly

reflected on UWI engagements with the Hon. Kandji Murangi, Minister of Education and Culture during the Namibia-Jamaica Joint Cooperation Commission held in Kingston a fortnight ago. The UWI is ranked No.3 in the Caribbean and is leading in Nuclear Physics, Marine Biology and Medicine.

The delegates further exchanged on a wide range of issues and generally concurred on the common responsibilities they hold to strengthen cooperation between two peoples and promotion of South-South Cooperation.

While UWI enrolled Namibian students during the struggle for independence, the meeting observed that UWI has no footprints in Namibia yet.

Concluding the discussions, Dr. Amupanda donated a copy of a book that he authored titled, ***"Diamond Warriors"*** to the library of the UWI.

Next Steps:

- The City of Windhoek will share briefing notes with UNAM and NUST and encourage them to pursue relations with UWI.

- Prof. Ian Boxill, Deputy Principal of UWI Mona Campus will extend a visit to Namibia as part his academic exchange to University in Ghana during the last quarter of 2022.

2.3.2 Tour to the Tivolli Gardens Community

In pursuance of the cooperation on housing delivery, the delegation visited the Tivolli Community Gardens. Developed as a renewal project between 1963 and 1965, the Tivolli neighbourhood continued to suffer from poverty. By the late twentieth century it had become a centre of drug trafficking activity and social unrest. Repeated confrontations took place between law enforcement and gunmen in the neighbourhood in 1997, 2001, 2005, 2008 and 2010. Tivoli Gardens was developed by demolishing and redeveloping the area of the Rastafarian settlement Back-O-Wall. The area was notorious in the 1950s as the worst slum in the Caribbean, where three communal standpipes and two public bathrooms served a population of well over 5,000 people.

Because its people were poor and lacked political power, West Kingston had been the site for many institutional and undesirable projects, some of which were hazardous to the environment.

There was no way this situation could be allowed to continue. For more than one reason, to create proper housing and to dispense the criminal elements, it had to be demolished for the development of proper accommodation. This was a central government deliberate housing development initiative. Now, houses are for both rent and ownership.

Initially, a community of 4,000 residents living in a variety of structures, some high-rise condominiums, other town-house-type complexes and some bungalows was planned. Today, Tivolli is an organized community of 45,000 citizens living in harmony

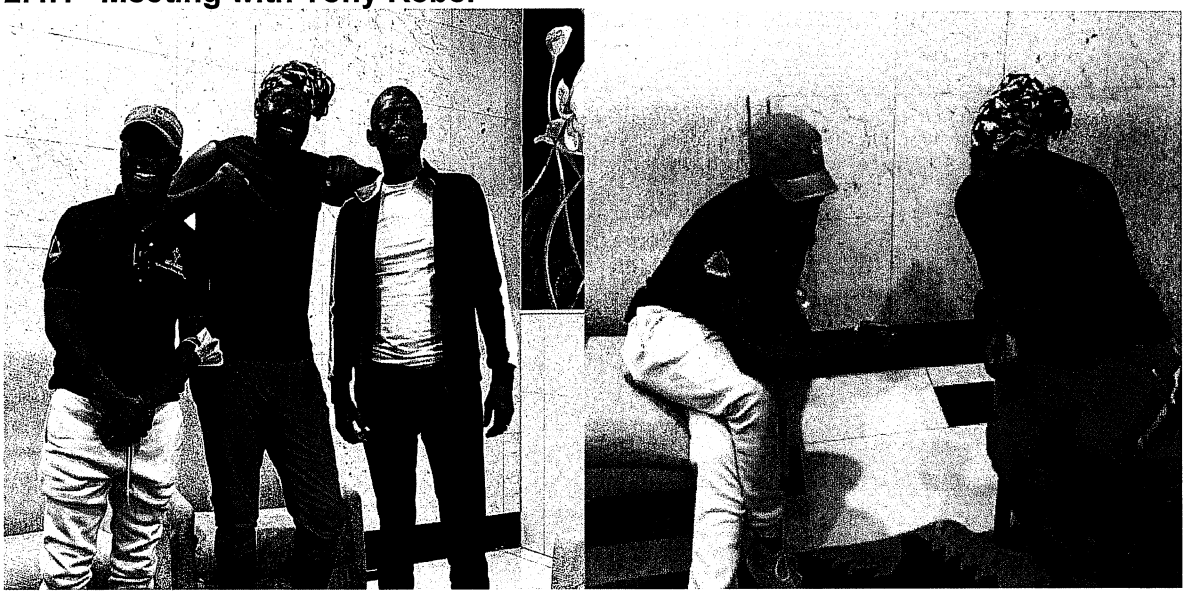
There is a school, parks and large playing field for football. Other playing areas provided opportunities for smaller games such as basketball and netball. A huge community centre was built with rooms for training in art and craft, as well as music.

Tivolli Gardens provides an insight on how informal Settlements can be transformed in an effort to attain sustainable communities and dignified urban living.

2.4 Day 4: 19 AUGUST 2022

Friday, 19 August 2022 was the last day for the mission to Kingston. In consideration of the undertaking on hosting of the Kingston-Windhoek Reggae Festival, a few meetings were held with relevant stakeholders. The highlight of this is a meeting with the reggae legend Patrick Barret aka Tony Rebel.

2.4.1 Meeting with Tony Rebel



[67]

Patrick George Anthony Barrett, better known by his stage name Tony Rebel, is one of the leading Jamaican reggae artists.

He is the CEO and Founder of the Jamaica Diaspora Magazine, a Property Developer and a promoter of the biggest Jamaican Reggae Festival popularly known as ***Rebel Salute***. He has held premier reggae shows worldwide, including Zimbabwe, Nigeria and Ghana.

Apart from being a musician of high repute, Rebel is a conscious Africanist, and a community activist in his own right. In his stable, he works with musical managers and producers who worked with the late Peter Tosh and late Bob Marley.

The engagement was exciting, as he pledged support towards the Windhoek-Kingston cooperation in the areas of Arts and Exchanges on Culture and Heritage.

Agreed Way forward

- Rebel to liaise with Kingston Municipality on the planned Reggae Festival.

2.4.2 Meeting with Dr. Julius Garvey

The delegation also briefly met with Dr. Julius Garvey the son of the first National Hero of Jamaica, the Right Excellency Marcus Garvey. Dr. Garvey renewed his support for Namibia-Jamaica relationship, in general, and the Windhoek-Kingston Twin City cooperation.

Homage on the memorial site of The Right Excellency Marcus Garvey, First National Hero of Jamaica

Before departure for Windhoek on thus last day of the visit, the delegation paid homage to the memorial site of Marcus Garvey, where Dr. Amupanda laid a wreath. It was a spiritual moment in memory of late Garvey's Pan-African ideals and his wish for a strengthened connection between the continent of Africa and black nations in the Caribbean diaspora and the Americas.

Conclusion

The visit to Kingston was not only historic but was also a forerunner for a discovery of many mutual beneficial opportunities both at municipal and national levels. It therefore calls continuous interaction between the two cities. The implementation of projects around Reggae Festival and Sport Games should serve as low hanging fruits and a transmission belt to bolster people to people relationship between Windhoek and Kingston. The establishment of a Joint Working Group will in no doubt smoothen the coordination and implementation of cooperation in the aforementioned areas and other projects as may be identified by the parties.

9/18/2022

SUMMARY REPORT ON THE VISIT TO THE 5TH CONFERENCE OF PARTNERSHIP OF GERMAN AND AFRICAN MUNICIPALITIES, IN DRESDEN AND ANNUAL COORDINATION WORKSHOP: SISTER CITIES OF BREMEN 20 TO 26 SEPTEMBER 2022

Complied by: Mr. Neumbo and Ms. Sheefeni

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1. INTRODUCTION

In September 2022, officials from the cities of Bremen and Windhoek participated in the 5th Conference of Partnership between German and African Municipalities, in Dresden which took place on 20 to 26 September 2022. The City of Windhoek has delegated Mr. Kenneth Neumbo, Acting SE: Information Communication and Technology and Ms. Monika Sheefeni, Coordinator: Intergovernmental Relations who participated in the conference. The conference brought together partnerships between German and African Municipalities. The theme of the 5th conference was "Sustainable Digitalization", which aims to expose participants on how other cities are using technology to improve the efficiency and efficacy in service delivery. As part the planned activity, the City of Windhoek delegation proceed to the cities of Bremen and Mannheim, for Planning and Coordination Workshops which aimed at review the activities in the action plans.

Monday, 19 September 2022 – arrival and evening programme

2. ARRIVAL IN DRESDEN AND INFORMAL GET- TOGETHER

2.1 A walk through "Sustainable Dresden"

The delegation that arrived in Dresden on Monday, 19 September 2022, we taken for a walk through the City of Dresden for a fresh air and have some first impression of the City.

2.2 INFORMAL GET- TOGETHER AND DINNER

After a walk through the City of Dresden, all the delegation that arrived on Monday met at the Kasematte Eventgewolbe for a dinner. The purpose of the informal get together was for the delegation to informal meet each before the conference. The dinner was co-hosted by the cities of Dresden and Brazzaville. Both cities signed a cooperation agreement since 1975.

Tuesday, 20 September 2022 – day one of the conference

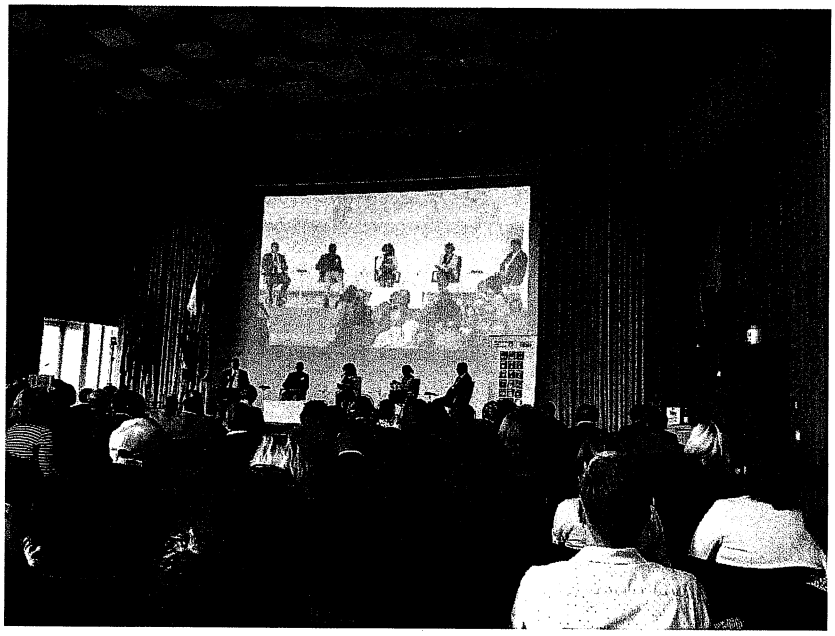
3. Digitalization and Sustainable Development and Online Access

3. 1 Registration

The conference took place at the City Hall of the City of Dresden, a short walking distance from the hotel we stayed. As a normal practice of every conference, delegates were required to register for the conference and picked their conference name tag. On the first day of the conference, we focused on presentations and panel discussions on opportunities, needs and challenges of digitalization process of African and German municipalities. We learned good practice examples from the work of the partnerships. Throughout the morning, participants who could not attend in person joined live virtually and actively participate in the discussions!

3.2 Opening Remarks

The opening remarks was done by Dr. Bärbel Kofler, Parliamentary State to the Federal Minister for Economic Cooperation and Development. The opening remarks was done virtual. She stated the German Federal government have been supporting the partnership conference between German and Africans and she was happy that this year it brought together around 300 delegates from German and African cities. She further mentioned that every three years, municipal actors from African and German municipalities that are linked through partnerships have the opportunity to come together at the 'Conference of Partnerships between German and African Municipalities' in Germany. She hopes that scheduled meetings and exchanges, the conference will bring participants come up with the latest information on digitalization. She emphases that the important of digitalization and how the world can interact through virtual platform. She encouraged the participants to participate in the all dialogue of partnerships between Germany and Africa, because many global challenges can be tackled together at the local level. Municipal actors can jointly initiate and develop strategies to address many thematic areas of municipal practice. Moreover, as well as extending their expertise, they can also develop their intercultural competences.



3.3 Opening discourse: Partnership for sustainable development. What impact can municipalities achieve together?

The conference was presented in different languages such as English, German, Spanish and French. This session was presented in a form of dialogue and the panels were as follows:

- **Ms. Anja Wagner**, Head of Unit, State and Municipalities" Federal Ministry for Economic Cooperation and Development (BMZ) Germany
- **Mr. Dirk Hibert**, Mayor of the City of Dresden, Germany
- **Mr. Dieudonné Banstimba**, Mayor of the City of Brazzaville, Republic of Congo
- **Dr. Stefan Wilhelmey,** Division Manager, Services Agency communities in One World, Engagement Global, Germany

This session highlighted the partnerships in the implementation of the United Nation Sustainable Development Goals (SDG) and it created a platform for sharing knowledge and expertise among multi-stakeholder SDG-related partnerships and voluntary commitments, and for providing periodic updates on their progress. Goal 17 of the UN aimed at building support networks between so-called developed and developing countries. Working together is the only way sustainable development initiatives will thrive.

It was also highlighted that Municipal Partnerships for Sustainability' project is aimed to support municipalities in working together to localize the 2030 Agenda of the United Nation Sustainable Development Goals. To achieve this, municipalities are encouraged to form partnership in order to ensure that they share resources and expertise. It was also mentioned that partner municipalities work together strategically and across departments to implement the 2030 Agenda at the local level. The international exchange in particular opens up new perspectives for both sides, and raises

awareness of the global impact of local action. Planning joint activities, implementing measures and learning from each other are very enriching experiences – both professionally and personally.

3.4 Penal debate Smarter Cities- Smarter SDGs? What municipalities really need to invest in

The following session consisted of the following panel as follows:

- **Hon. Prof. Blessings D. Chinsinga,** Minister of local Government, Malawi
- **Hon. Elizabeth N. Sackey,** Mayor of Accra, Ghana
- **Anna – Greta Tsahkna,** Vice president Estonian Association of information Technology and telecommunication, Estonian
- **Karl- Heinz Land,** author and digitalization expert, Germany

This session brought a lot of attention to participants especially those with ICT background, the session indicated that in the midst of the massive urban growth across the globe, there is tremendous hype in town halls, board rooms and media about making cities and communities "smarter" — yet the definition of a "smart city" is elusive.

The panelist talks about smart cities often convey complexity, with primary focus on technology. And while technology is the key enabler for smart cities, it is not an end in itself. The point of a smart city is to improve the lives of residents and businesses through the application of advanced technologies and data-driven decisions and operations.

The concept of smart cities is, in fact, relatively simple and elegant. A smart city uses an integrated approach to coordinate all essential services. It modernizes digital, physical and social infrastructure to make delivery of city services more efficient, innovative, equitable, connected, secure, sustainable and exciting. And in an era where two-thirds of the planet's inhabitants are expected to migrate to cities over the course of just one generation, the transition to smarter cities and communities could not be more urgent.

The panelists indicated that smarter cities need courageous leadership, forward-looking policy and flexible regulatory structures must be put into place to develop a truly smart city. Scaling up infrastructure to meet the needs of the future in a secure, fair and cost-effective manner requires government officials, policymakers and city and community leaders to create a new paradigm. Building broad community support for any smart cities/communities' program is a complex process that requires significant outreach to and collaboration with community anchor institutions, as well as individual stakeholders.

What was interesting for the City of Windhoek officials was the contribution by Ms. Tsahkna, from Estonian, she stated that Estonia is one of the most digitally advanced nations in the world with a model of digital governance, government e-services, e-voting, e-banking, e-healthcare, focus on education, and free public transportation. Today, Estonia is recognized as the world's most advanced digital society. Every citizen gets an ID card, which you can also use for digital signatures. Every citizen gets an ID card, which you can also use for digital signatures. In 2000,

Estonia broke new ground by passing legislation that declared access to the internet as a fundamental human right. Within the first decade of its independence, therefore, Estonia had already outlined its route to a digital future based on collective values

End of the online program

3.5 Municipal Partnership Workshops – Parallel Session

There were different parallel sessions happened at the same time. We attended different sessions, Mr. Neumbo attended as session on *insight- driven decision- making for increase services delivery efficiency in local government* while Ms. Sheefeni attended a session on *what is partnership with equal rights for you? Example south to south cooperation.*

3.5.1 Session on insight- driven decision- making for increase services delivery efficiency in local government

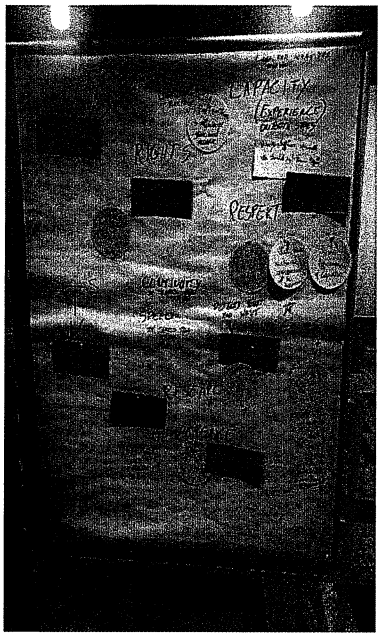
In this session we discussed the idea of digital twins. A digital twin is a virtual representation of a real-world physical system or product. In these case to looked at a sample twin of Dresden.

Digital twins enable urban planners to virtually build out new cities and test out ideas before construction, and to monitor the performance and sustainability of city assets afterward. This may include metrics such as traffic flows, energy consumption and carbon emissions. This is a very important tool in the arsenal of town planners. As they are able to simulate plans before implementing them, exposing problems before they become a reality. Thus early corrective action can be taken. The City of Durban took the lead and took us through this session.

Furthermore, we looked at how data can be represented in an easy and practical manner buy pulling information from various databases. For the use of various municipal departments as well as the citizens. These data can then be used to make decisions.

3.5.2 Session on what is partnership with equal rights for you? example South to South cooperation

The session was mainly for African cities and it discussed whether partners have equal right. This session brought a lot discussion as some African cities though that western partners have more right because they are developed and they provide funding opportunities. The session highlighted that equal partners agreed on the goals together and work as a team to achieve these goals. Partners show equal commitment to the relationship and provide mutual support and nurturing.



The session further indicated that South-South cooperation is a manifestation of solidarity among peoples and countries of the South that contributes to their national well-being, their national and collective self-reliance and the attainment of internationally agreed development goals, including the 2030 Agenda for Sustainable Development.

The closing remarks was done by Mr. Oliver Schenk, Head of the Saxon State Chancellery and State Minister for Federal Affairs and Media, Germany who thanked all the participants for their contributions during the first day of the Conference. He further encouraged all participants to continuing interaction. The day ended with dinner hosted by the Mayor of Dresden at Johann Restaurant with live music.

Wednesday, 21 September 2022 – day two of the conference

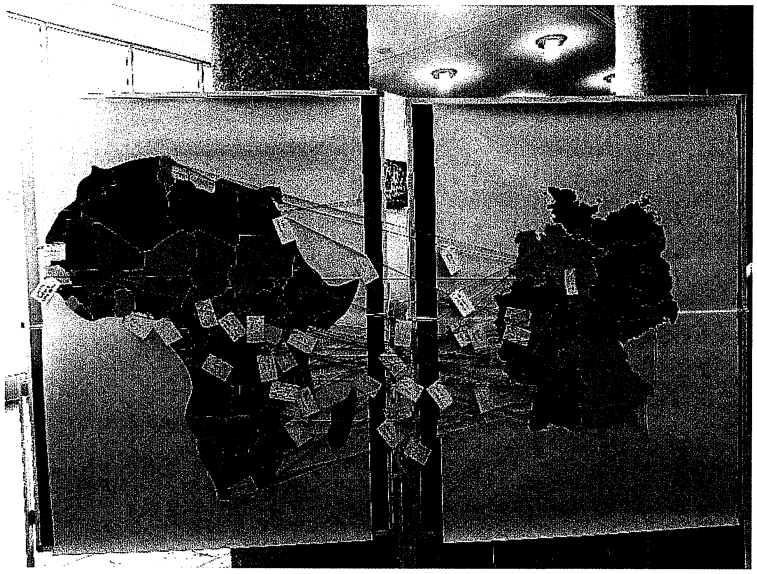
4. Smart Partnership and what we can achieve together

4.1 Recap of the previous day presentation

The first of day part of day two conference started with recap of the previous day's session as summarized below:

The trend of smart cities has been present for many years. The thoughtful implementation of technological solutions can bring many benefits to urban environments and the wider communities. In particular, digital and smart technologies can increase the efficiency of infrastructure and related services, which strengthens the resilience of cities and makes them more environmentally and peoplefriendly.But smart cities are not just about infrastructure. A smart community is above all a set of interconnected and harmoniously coordinated ecosystems. Electrified urban mobility, smart roads, lighting, renewable energy, and extremely powerful mobile networks are essential in

designing a society for the 21st and future centuries and communities where people, not technology, come first.



4. 2 Open Space Sessions offered by participants

The open space sessions were presented by different participants who are expert in those field. Those sessions were conducted parallel and wider knowledge delegate selected their preferred session. The sessions attended by the City of participants are detailed below:

4.2.1 Space 5: Transparency and Good Practice

The session on Transparency and Good Practice stated the following points:

- Communication problems such no answers to requests, no information,
- No Clear communication between the two partners
- Accountability – African perspective of
- Fail : first attempt in learning
- Interpretation/ different kind of speed and of perception
- Good practise: flexibility in time
- Unwanted hierachy: Germans ask for requirements
- Problem between ministries in Germany (BMZ and Innenministerium)
- Different way of tackling problems: direct (European) vs. indirect, courtesy (African)
- Friendship vs. work relationship: accountability is not a superfluous bullying, but a requirement for transparency

What have we learned:

- Plan enough time for passports.
- Constant, honest communication: rituals/ agreements on regular exchange, so understanding and trust can grow.
- We do not learn if we do not deal actively with challenges and failure

- Transparency on all levels: internally, among each side of partnership, within partnership, across continents, towards donors and the public.
- Monitoray and evaluation system (and e system") has to be introduced at the beginning
- Do not assume the other party knows how and what you think: rather communicate more than too little.

4.3 Official opening of the Marketplace

The session in the afternonn focused on partnership coaching and advice information on funds and programs SKEW and Engagementg Global. The space for side meetings of smaller networks and partners are :

(a) Partnershipship Project of small network and Partners
(b) Fund for Small- Scale Muicipal Deelopment Coopertaion (Nakopa)
(c) Expert for Partners
(d) Fair trade and Fair Procurement
(e) 2030 Agenda- expert dialogue with African Partners
(f) Muiciapal Climate Partnerships
(g) Utility platform foe strengthening partnerships of muicipal utilities worldwide
(h) Connective cities
(i) School exchange Programme for Development (ENSA)
(j) African- German Youth Office (DAJW)
(k) Advice on evidence and impact in the project work
(l) Impact workshop: Participatory action research with mincipalities

The second day ended with Boat Trip on the Elbe River and Dinner party where participants got chance to networking share information and contact details for future connections.

Thursday, 22 September 2022 day four of the conference

5. NAKOPA and FKKP Workshop

Day four of the conference was mainly for active Nakopa and FKKP projects, of which Windhoek and Durban do not participate.

6. Annual Coordination and Planning Workshop in Bremen

Following the conference in Dresden, participants were expected to visit their German partner municipalities for planning and coordination workshops. The delegations were welcomed at the dinner by the Head of International Relations Dr. Annette Lang where Councillor and technical official from Durban also joined.

Day 1: Friday, 23 September 2022

6. Trilateral meeting between Durban – Windhoek – Bremen

T Both Durban and Windhoek are independent sister Cities of Bremen. The session was organized so to explore methods of collaboration in a framework of a trilateral relationship. The session was attended by the following participants as detailed below:

Bremen

1. Dr Annette Lang, Head of International Relations
2. Mr. Joern HendrichsDesk Officer for International Relations and Development Cooperation
3. Mr. Heinrich Terhorst, Bremen Solid Waste Project Manager
4. Ms. Randy Haubne, Desk Officer for International Relations and Development Cooperation

Durban

5. Cllr Nkosenhle Madlala, Councilor eThekwini Metropolitan Municipality
6. Mr. Sandile Mbatha, Senior Manager, Research and Policy Advocacy
7. Ms. Thabile Mngomezulu, Acting Senior, International Projects and Donor Relations

Windhoek

8. Mr. Kenneth Neumbo, Acting Strategy Executive: ICT
9. Ms. Monika K. Sheefeni, Coordinator: Intergovernmental Relations

During this session the participants reflected on the overview of current and past activities/ projects between the cities and look at how can the three partner in projects of common interest. The following were the areas of previous cooperation:

- Climate change mitigation and adaptation
- Health
- Mobility and Urban development
- Youth and education
- Arts and culture
- Sports

The three cities had a very lengthy discussion on the possible future cooperation with special focus on United Nation Sustainable Development Goals as overall framework. During workshop in Dresden South to South cooperation was discussed and African Cities were encouraged to collaborate with other African cities because the share common opportunities and challenges. The

cities jointly agreed to look at the future possible areas of cooperation that are divided into the following thematic areas as detailed below:

6.1 Sustainability and Climate Change

(a) Sustainability Monitoring

- Joint VLR approach, developping joint reporting
- Compare indicators
- Online portals (access for citizens)

(b) Climate Adaptation

- Heat management / adaptation
- Renewable energies
- How to design urban spaces to adapt to climate change

(c) Disaster preparedness and disaster response

- Development of disaster preparedness plans
- Providing resources to be able to respond

- Various kinds of disasters and needs to climate change adaptation (flooding, wildfires, need of fire protection measures in township)

6.2 Digitalization

- Explore various digitization projects
- Digital twin project
- Monitoring / dash boards
- Smart City approach
- City-level data integration between Durban and Windhoek

6.3 Social Cohesion

(a) Gender and Equality

- Gender offices (structure, responsibilities, functionality)
- Develop action plans against gender based violence

(b) Generational exchange, aging society

- Bridging the gap between generations
- How do we design urban environment / public spaces for a better life of the elderly
- Generational mixed services
- Building generationally inclusive infrastructure and services („Kindergarden in retirement home")

(c) Resilience of health systems

- Universal access to health services

(d) Homeless people

- Street kids
- Effects of climate change on homeless people
- Infrastructure and services

(e) Migration

- Access to services for people without documents
- How to match employers' needs and job seeking immigrants

7. Field Trip: Working title Geoinformation Bremen

The Geoformation Bremen deal with state surveying, real estate cadaster, official valuation and zoning are the main tasks of the State Office Geo-Information Bremen.

They serve with their basic functions

- Securing ownership of land and buildings
- Collection of land-based taxes
- Sovereign urban planning
- Public and private planning and construction projects
- Associated investment activity.

In addition, they serve the property and real estate transactions, the measures in environmental, flood and disaster control as well as all area-related needs of our society in the sense of orderly services of general interest. Without the Landesam GeoInformation Bremen, no plot of land will be created, no development plan drawn up, no house financed.

Day 2, Sunday, 25 September 2022

The delegation of Windhoek was by additional members, who arrived in Bremen for the planning meetings and the EU funded Solid Waste Management project technical workshops.

Mr. Chris Eita, Manager External Relations & Networking

Mr. Gideon Hengari, Section Engineer, Solid Waste Management

Ms. Selma Shitilifa, Project Manager of the EU Funded Project

Day 3, Monday 26 September 2022

8. Courtesy Call on the Bremen City Hall

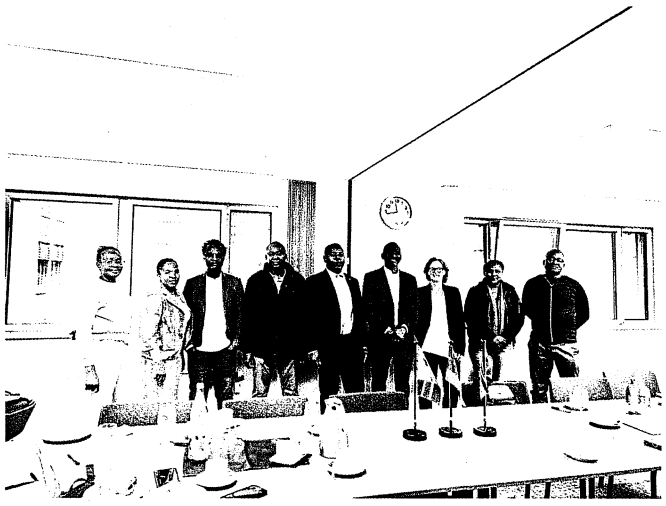
On this last day of the engagement the two delegations toured the historic City Hall which also hosts the Bremen Senate Chambers. The delegations were received by Ms. Birgitt Rambalski, the Chief Protocol in the Office of the Mayor, who narrated the historic relations between Bremen and Namibia and Bremen and South Africa.

The delegations were officially welcomed by Hon. Dr. Olaf Joachim, State Senator for Development Cooperation and International Affairs

Coordination, Planning and Wrap up Meeting

Following days of deepened discussions and site meetings the delegations came together at the Bremen Development Cooperation for the coordination, planning and wrapping of the way forward.

The discussion centered on the future of the cooperation between the three cities, Bremen, Windhoek and Bremen. Noting the progress made over the years, the delegates observed that although Durban and Windhoek are not formal sister cities, they have for many years sharing experiences on issues of environment, sanitation and solid waste management, specifically benchmarking on the DEWATS solutions and buy back centers. In appreciation the meeting amicably agreed to strengthen the cooperation between the three cities through the signing of a tri-lateral municipal cooperation. This will promote south-south cooperation, synergy and regionalization while tapping into the experiences of our partners in the development, such Bremen.



As for the future of the cooperation, the delegates concurred on the following key principles for successful cooperation :

- Sustainable Development Goals should be considered as overall framework
- Governance as overarching topic
- Co-learning on governance principles
- Partnership has to be mutual, for the benefit of all

- Looking for impact (guiding question: who's life have we changed

Going forward the delegated agreed to explore cooperation the following main thematic areas:

1. **Sustainability and climate change:** covering sustainability monitoring, joint reporting and climate change.
2. **Digitalization:** Explore various digitization projects, Digital twin project, Monitoring / dash boards, Smart city approach, City-level data integration between Durban and Windhoek
3. **Social cohesion:** Social cohesion: Gender and equality and Generational exchange, aging society

. Conclusion

As we move towards a post-pandemic reality and recovery, South-South cooperation will contribute to breaking the cycle of poverty, instability and development inequalities while promoting national development strategies. During the conference and planning and coordination meeting we have learned that implementing the SDGs demonstrates a commitment to acting in the public interest. Cities who align their strategy with the SDGs pursue transparency, meaningful engagement with stakeholders and assume responsibility for resident's foe effectively service delivery. The three cities of Bremen, Durban and Windhoek agreed to go into a tripartite agreement and they will look at different areas of cooperation.

MAYORAL REPORT

ON THE

PARTICIPATION IN THE COMMONWEALTH SUSTAINABLE CITIES MEETING IN PARTNERSHIP WITH THE AFRICAN SCHOOL OF DECENTRALISATION, CAPE TOWN, SOUTH AFRICA, 30-31 MAY 2022

MAY 2022

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1. Introduction

The CLGf is a local government organisation, endorsed by the Commonwealth Heads of Government in 1995, to speak for local self-government and help local government to share innovative and good practice through a wide network of contacts, research and information gathering, and projects in 40 countries.

The CLGF therefore works to promote and strengthen effective democratic local government throughout the Commonwealth and to facilitate the exchange of good practice in local government structures and services. Through conferences and events, the Commonwealth Local Government Good Practice Scheme and other capacity building projects, research and information, and working with members in Commonwealth member states the CLGF works towards supporting the development of democratic principles.

Since becoming a member of the CLGF in 2004, the City of Windhoek has been represented at the CLGF Board by its former Mayors of Alderman MK Shikongo 2004-2009, Alderwoman Trepper 2010-2011, Alderwoman AM Kafula 2012-2014, by Mayor Muesee Kazapua 2015-2019, Mayor Cllr Fransina Kahungu 2020, Cllr Dr. Job Amupanda 2021 and now the current Mayor Sade Gawanas.

CLGF has over the years provided a unique international opportunity for the City of Windhoek an its contribution has earned the City international recognition in the Commonwealth of local government. Participation in the CLGF activities has over the years provided exposure and placed City of Windhoek on the international commonwealth map.

2. Commonwealth Sustainable Cities Network (CSCN)

The Commonwealth Sustainable Cities Network (CSCN) was established in June 2015 and held its inaugural meeting in Singapore in October 2015. The meeting adopted the Singapore Statement on Commonwealth Cities for implementing the 2030 Agenda on Sustainable Development and its recognition of the role of cities, especially Sustainable Development Goal (SDG) 11 to 'make cities and human settlements inclusive, safe, resilient and sustainable', as well as SDG 16 on 'effective accountable institution', and other SDGs, relating to economic growth and employment; infrastructure; and climate change. At the Singapore meeting, the Mayor of Windhoek and sister city Kingston, Jamaica were elected as Chair and Deputy, the position they occupy to date

3. CSCN Cape Town Meeting

Based on the above, the Mayor of Windhoek, Cllr Sade Gawanas attended the Commonwealth Sustainable Cities meeting held in Cape Town, South Africa from 30-31 May 2022. The Cape Town meeting was part of the wider African School of Decentralization training program delivered by the Dullar Omar Institute. Mayoral delegation comprised of the following delegates:

Cllr. Magdalena Lombardt

Chris Eita, Manager: External Relations & Networking

The meeting brought together local elected leaders and key technical staff with academic and leading thinkers in under the theme of "Good Governance in African Cities". The meeting provided an opportunity to exchange views on key issues facing cities in Africa and more widely across the Commonwealth of Local Government. The CSCN meeting also staged side events for the upcoming Commonwealth Heads of State and Government meeting (CHOGM) in June.

Amongst other pertinent issues, the discussion centered on decentralization and citizen participation. The meeting held that the redefinition of Local Governments around regional economic strengths provides in roads to the much needed linkages that can grow decentralization. Governments need to strengthen Decentralization so that people can actively participate in decision making & governance of their cities.

MAYORAL REPORT ON PARTICIPATION IN THE COMMONWEALTH SUSTAINABLE CITIES MEETING IN PARTNERSHIP WITH THE AFRICAN SCHOOL OF DECENTRALIZATION, CAPE TOWN, SOUTH AFRICA, 30-31 MAY 2022

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2. Commonwealth Sustainable Cities Network (CSCN)

The Commonwealth Sustainable Cities Network (CSCN) was established in June 2015 and held its inaugural meeting in Singapore in October 2015. The meeting adopted the Singapore Statement on Commonwealth Cities for implementing the 2030 Agenda on Sustainable Development. The Singapore Statement acknowledges the 2030 Agenda for Sustainable Development and its

recognition of the role of cities, especially Sustainable Development Goal (SDG) 11 to 'make cities and human settlements inclusive, safe, resilient and sustainable', as well as SDG 16 on 'effective accountable institutions', and other SDGs, relating to economic growth and employment; infrastructure; and climate change. At the Singapore meeting, the Mayor of Windhoek and sister city Kingston, Jamaica were elected as Chair and Deputy Chair, the position they occupy to date.

3. CSCN Cape Town Meeting

Based on the above, the Mayor of Windhoek, Cllr Sade Gawanas attended the Commonwealth Sustainable Cities meeting held in Cape Town, South Africa from 30-31 May 2022. The Cape Town meeting was part of the wider African School of Decentralization training program delivered by the Dullah Omar Institute. Mayoral delegation comprised of the following delegates:

Cllr. Madalena Lombardt

Chris Eita, Manager: External Relations & Networking

The meeting brought together local elected leaders and key technical staff with academic and leading thinkers in under the theme of *"Good Governance in African Cities"*. The meeting provided an opportunity to exchange views on key issues facing cities in Africa and more widely across the Commonwealth of Local Government. The CSCN meeting also staged side events for the upcoming Commonwealth Heads of State and Government meeting (CHOGM) in June.

Amongst other pertinent issues, the discussions centred on decentralization and citizen participation. The meeting held that the redefinition of Local Governments around regional economic strengths provides in roads to the much needed linkages that can grow decentralization. Governments need to strengthen Decentralization so that people can actively participate in decision making & governance of their cities.

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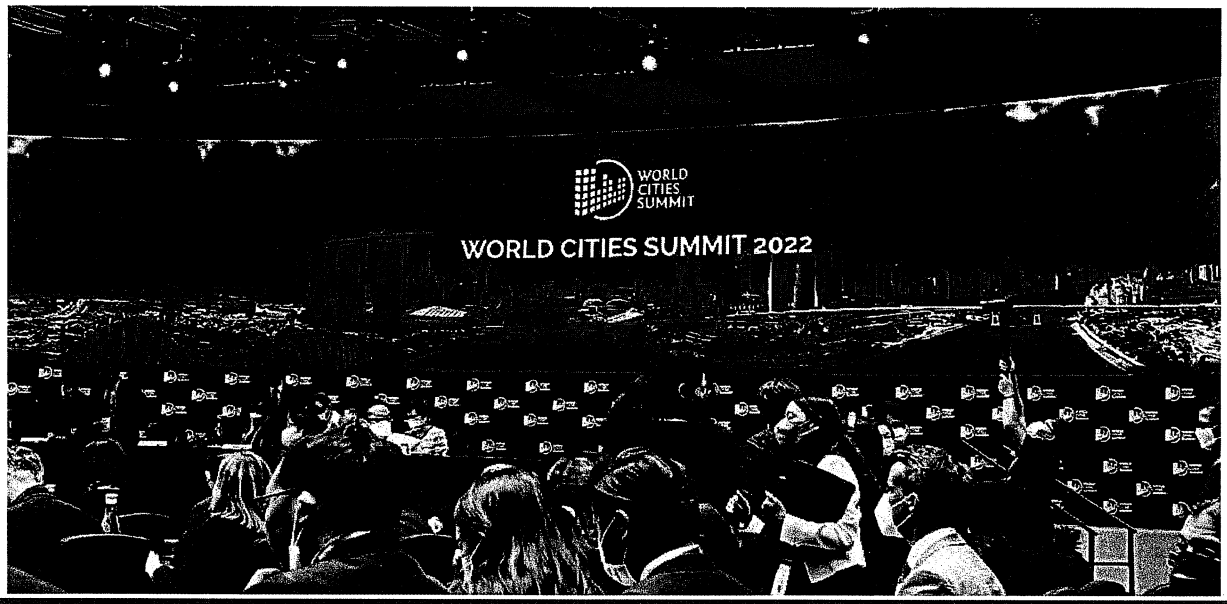
WORLD CITIES SUMMIT 2022



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1. INTRODUCTION

The biennial World Cities Summit (WCS) is an exclusive platform for government leaders and industry experts with the objective of addressing sustainable city challenges, sharing of integrated urban solutions and forging new partnerships. Since its inauguration in 2008, the WCS has been attended by over 250 global cities, with the support of leaders from government, business, international organizations and the academia. Jointly organized by Singapore's Centre for Livable Cities and the Urban Redevelopment Authority, the biennial WCS returned to an in-person conference after a largely virtual Summit in 2021 due to COVID. The World Cities Summit 2022 was held in conjunction with the key partner, the Asia Infrastructure Forum. Highlights of the Summit included the Lee Kuan Yew World City Prize, and the WCS Mayors Forum.

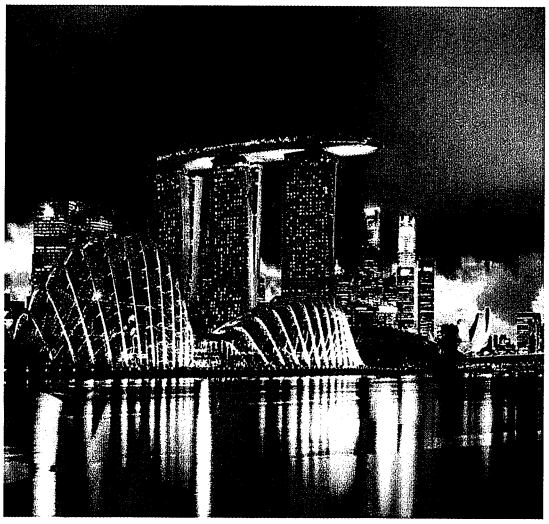
The Forum's theme of WCS 2022, **Livable and Sustainable Cities: Emerging Stronger**, conveys the need for cities to remain livable, sustainable and more resilient, in these times of prolonged and unpredictable disruptions that include pandemics and climate change.

To record a successful forum the following areas were covered during the summit:

- Smart cities concept
- Urban resilience
- Climate resilience
- Sustainable financing
- Planning and development
- Livable future cities

An invitation to attend and partake founded on the above background, the Management Committee at its meeting held in July, resolved that a mayoral led delegation would be partaking in the Summit. Her Worship the Mayor, Councillor Sade Gawanas, Councillor Clemencia Hanases and Ms. Jennifer Comalie formed of the delegation.

2. MARINA SANDS, SINGAPORE



Singapore is a global commerce, finance and transport hub. Its standings include World Bank for ten consecutive years, technological advancement and the second most competitive country in the world, third largest foreign exchange centre, third largest oil refining and trading centre and one of the top two busiest container ports since the 1990s. For the past decade, it has been the only Asian country with the top AAA sovereign rating from all major credit rating agencies, including S&P, Moody's and Fitch.

Singapore is known for its effective, pragmatic and incorrupt governance and civil service, which together with its rapid development policies, is widely cited as the Singapore model. Hence the decision to hold the World Summit at the Marina Bay in Singapore which is one of the factual reflections of a smart and liveable City.

3. PROGRAMME OF ACTIVITIES

Day 1: Sunday, 31 July 2022

Prior to the arrival, the participating delegates were welcomed and treated to a 'Singapore Night' a networking dinner organized by the ST Engineering. The dinner highlighted the program of events, which set a tone for the anticipated Summit.

Day 2: Monday, 01 August 2022

Day 2 entailed three plenaries namely, Plenary 1 – Emerging Stronger, Plenary 2 – Sustainable Financing and Plenary 3 – Development. The detailed information discussed are outlined as follows;

- ***Plenary 1 – Emerging Stronger***

The plenary discussed several matters on the aspect of digitalization and how it helped curb the challenges that were experienced during the COVID-19 pandemic. A call for the diverse residents' groups are left behind. The solutions discussed were fixed around bringing effectiveness and efficiency that will not only bring forth temporary minimal solutions but rather adaptive solution that will not only be brought forth by the technology aspect of events but also by the social cohesion. One main challenge highlighted is the skills of the workforce needs to keep up to date with the digital revolution. Furthermore, special focus should be on the elderly and vulnerable to access WI-FI and other smart devices to ensure that all residents can actively participate in the technological revolution. The digitalization revolution should be inclusive and ethical policies that should be developed to address these challenges.

- ***Plenary 2 – Sustainable Financing***

  During this discussion, financing was deemed a very important aspect in attaining sustainable cities. The availability of financial information will enable cities to have a sustainable financial flow. The cost recovery must be proven and the high return required. A preparation of a good budget and green finance, which hold the future economic activities. The plenary then concluded that the most important way to maintain sustainable financing and growth by model city and economic zones in order for the infrastructure, urbanization and social issues at the same time.

- ***Plenary 3 – Development and Technology***

  This plenary discussion included a discussion on the various discussion that are centred on the aspects that enlarges the technological aspects of par. There are aspect such social, political, financial and environmental that have a total impact on the development pattern of each smart cities linked to. Master plans that are time framed linked with the strategic objectives towards the smart city goals of that country. That the social entrepreneurs be given a platform to reach investors and be partakers of the innovation measures within their Cities. The impact as well of government policies and implementation that entails a call for action and involvement. The need of block chain, internet access coverage, drone technology, GPS technology, data privacy, digital rights and technological ethics are terms that would be used to build dimensions of technological innovation.

  End of day two ended on a high note of knowledge sharing and expertise.

Day 3: Tuesday, 02 August 2022

Day 3 equally featured several plenaries that discussed the importance of the urban resilience, climate crises and future cities. The following was the order of the various plenaries that the delegates engaged in:

- Plenary 1 – Smart Cities and Future Cities

  This dialogue focused on the need of smart citizens through smart cities education, through engagements and visible need for engagement with the leaders. Africa wants to step up its smart city game. With Cairo, Algiers and Tunis ranked as the continent's smartest cities, there is much room for improvement in Sub-Saharan Africa. Energy saving concepts to rich smart cities development. Smart cities should be able to constantly create jobs for the

- Plenary 2 – Urban Resilience

  Urban resilience has conventionally been defined as the measurable ability of any urban system, with its inhabitants, to maintain continuity through all shocks and stresses, while positively adapting and transforming towards sustainability.

- Plenary 3 – Climate Crises

  Climate crisis is a term used to show a greater sense of emergency and urgency about

climate change. *Climate crisis* is a term used to show a greater sense of emergency and urgency about climate change. That is, the climate is not just changing—it is causing a crisis and, if humans do not do something about now, the consequences may be catastrophic. Rec

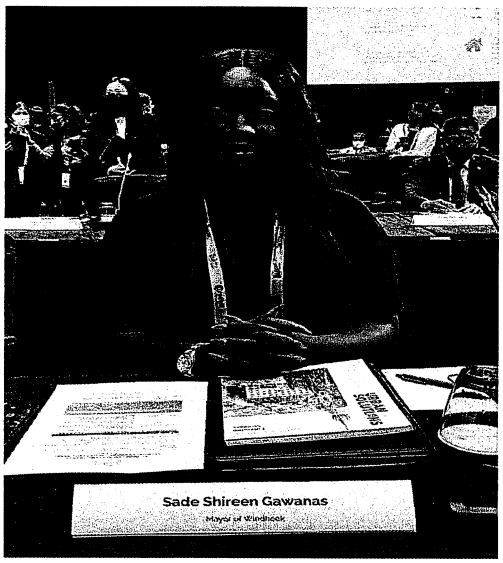
Day four: Wednesday, 03 August 2022

Day 4, which was also recorded as the final day of the Summit, included the roundup of the past days and a conclusion of events from Singapore's Minister of National Development who is equally responsible for social services integration in the country. He has indicated that the Summit was insightful and objectively mastered as key decision were taken throughout. "It is a great thing to always learn from the experienced around the world because and to adapt it for local requirements. If it works we scale it up, we need to constantly to continuously learn to do better.

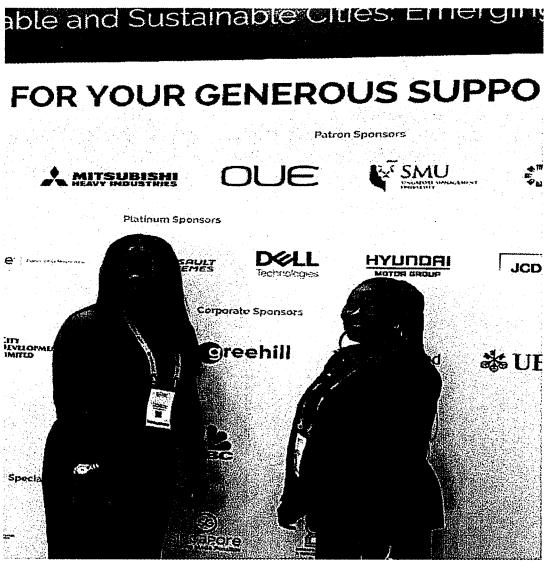
RECOMMENDATIONS

- That, the participants from the various cities represented from all over the globe explore collaborative partnership

4. THE WORLD CITIES SUMMIT PICTORIAL UPDATES

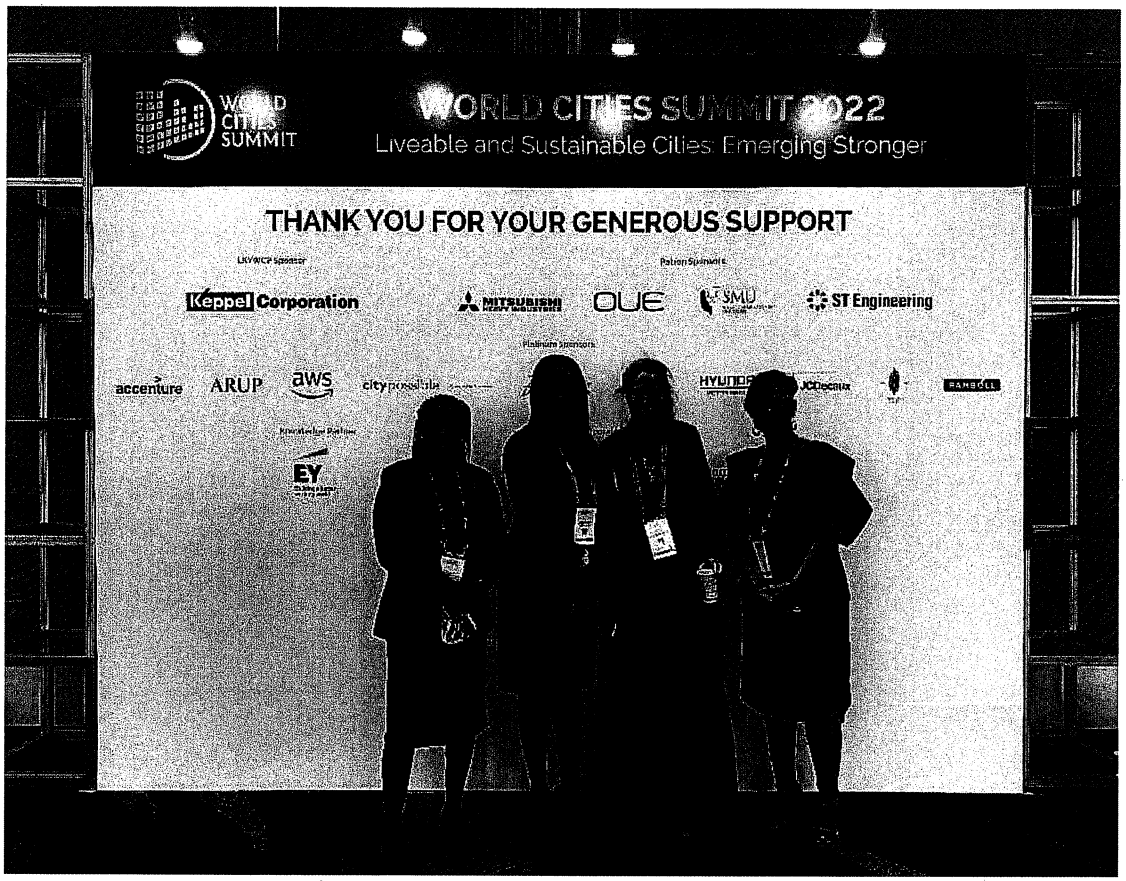


Her Worship the Mayor, Cllr Sade Gawanas



Delegates: Cllr S Gawanas and Cllr C Hanases

City of Windhoek delegates, Cllr. S Gawanas and Ms. J Comalie with various representing delegates



The women force in attendance of the World Cities Summits

Compiled by:
Ms. Jennifer Comalie
SE: Finance & Customer Service

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10/17/2022

SUMMARY REPORT ON THE INVITATION TO THE DELL TECHNOLOGY EXECUTIVE BRIEFING CENTER IN DUBAI, UNITED ARAB OF EMIRATE

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1. Introduction

The Information and Communication Technology (ICT) infrastructure is a fundamental enabler for Smart Cities. The City of Windhoek ICT infrastructure must be able to scale, adapt and provide an always-on business. A modern and agile ICT infrastructure will be able to meet the new strict demanding business needs. The city spend around 26 mill to do the technology refresh. At the time we were running old dell equipment. Dell EMC, the global leader in digital transformation solutions, has been a long-standing strategic partner to CoW hence it was not a difficult decision, having provided proven infrastructure solutions over the years on which CoW's business applications has been running.

The Dell Technologies a global leader in digital transformation solutions, has been a long-standing strategic partner of the City of Windhoek, having provided proven infrastructure solutions over the years on which the City 's business applications have been running.

Based on this relationship, the City of Windhoek attended an Executive Briefing Workshop organized by Dell Technologies held in Dubai, United Arab Emirates from 04 to 08 October 2022. The delegation was led by Cllr Sam S. Nujoma, Chairperson Financial Sustainability Performance Management and Policy. The delegation comprised of the following honorable councilors and technical officials:

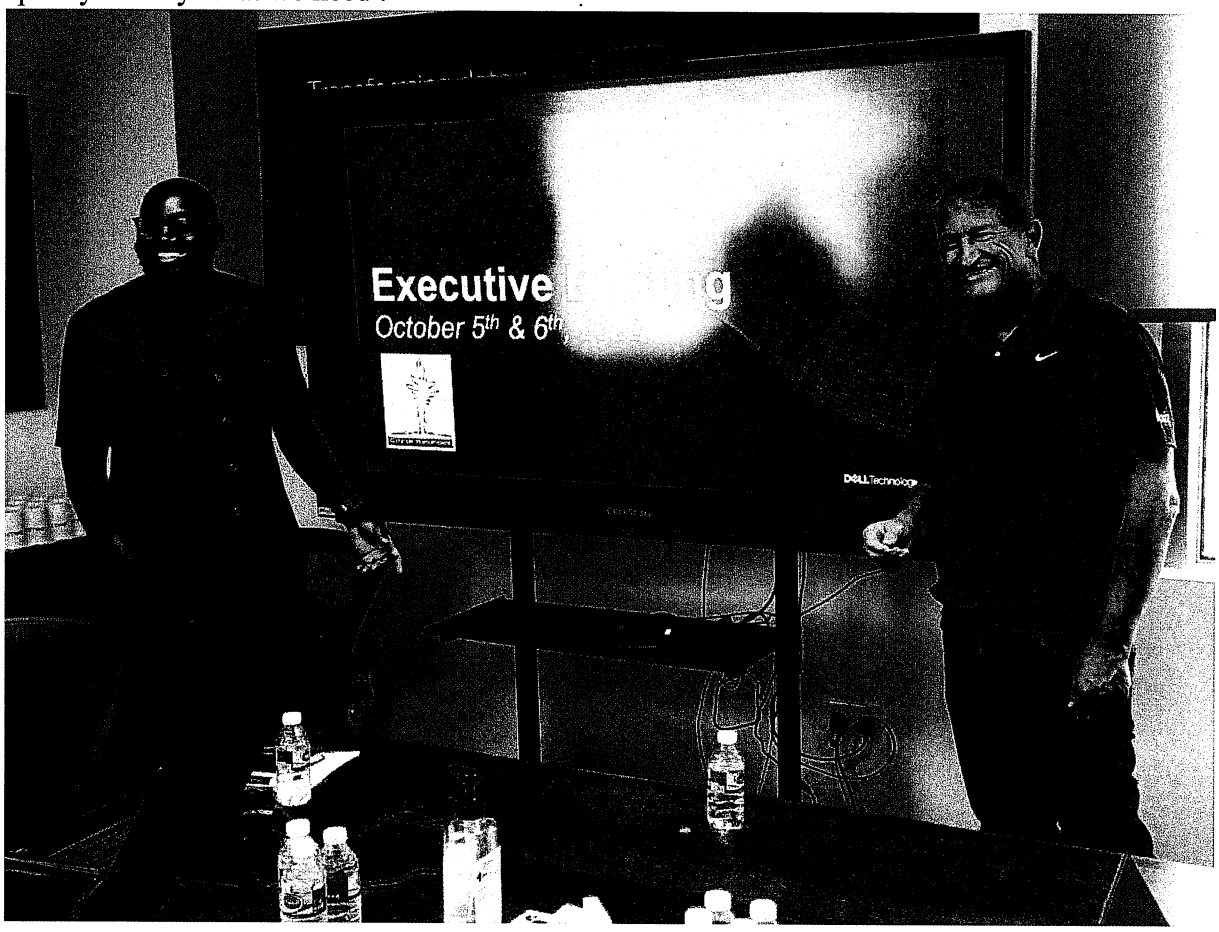
1. Cllr Joseph Uapingene Deputy Mayor of the City of Windhoek
2. Cllr Ilse Keister, Chairperson Management Committee
3. Cllr Sam Nujoma, Chairperson Financial Sustainability Performance Management and Policy
4. Cllr Magdalena Lombardt, Councillor
5. Mr. Kenneth Neumbo, Acting Strategic Executive ICT
6. Mr. Clarence Rupingena, Strategy Advisor: SMART Cities
7. Deputy Chief Leevi Ileka, Deputy Chief: City Police
8. Mr. Petrus Nehale, Section Engineer: Protection Electricity
9. Ms Monika Sheefeni, Coordinator: Intergovernmental Relations

2. Purpose of the visit

The purpose of the visit was to brief the councilors and relevant officials on the operations of Dell technologies and possible smart solutions for the primary areas that where identified as critical and core to the city's smart city ambitions namely Surveillance, Smart metering (Water & Electricity) and public Wi-fi. The delegation was also briefed on how to improving efficiency and reducing waste, but also to improve constituent services, public safety, environmental conditions, and the overall quality of life for residents, businesses, and visitors.

3. Dell Technologies

Besides being a reseller of computers hardware dell together with its technology partners provides backend solutions for various applications across the municipal landscape . As at times solutions has to be custom build for a specific municipal applicationThe company is also known for how it manages its supply chain and electronic commerce. This includes Dell selling directly to customers and delivering PCs that the customer wants the city has first hand experience of that as we can specify exactly what we need .



Day 1: Wednesday, 05 October 2022

4. Dell Technology Executive Briefing Workshop

The Windhoek delegation arrived in Dubai on 04 October 2022 but on different time because they were booked on different frights. The Briefing Workshop is discussed in detail below.

The delegation was booked at the Radisson Blu Hotel Dubai – Media City. Dubai Media Center host most of the news and tech companies, as well as a large open-air amphitheater that hosts international music acts and food festivals. Dell Technologies was just 10 minutes' way from the hostel where the delegation stayed.

4.1. Welcomes and Introductions

The delegation was welcomed by Ms. Odile Aboumrad, Director of Presales Strategy at Dell Technologies who thanked the City delegation for travelled to Dubai for the Executive Briefing Workshop. She empathized the important technology special in the world that is disrupted by COVID – 19 and also highlighted that physical contact is important relationship. The head delegation from the City Windhoek then introduced the Windhoek delegation.

4. 2 City of Windhoek Insight

As part the workshop the City of the Windhoek insight were presented at detail below:

4.2.1 Electricity and Water

The Electricity Department is faced with the challenge of preventing electricity theft, as well as the ability to monitor the customer's electricity consumption in real time. The challenge is attributed to the currently used electricity meters that are passive. The department has a fiber network that could be used for communicating the metering information, but this ends only at substations and not at the customer supply point. The following were proposed to be part of the solutions to the challenges.

1. Implement Smart Metering using the existing fiber
   To ensure no electricity theft and provide real time information to the control center.

The implementation of the smart metering has been in operation in most of the smart cities across the world, including Dubai.

4.2.2 Safety and Security (Safer City Concept)

The Windhoek Municipal Police Service (City Police Service), in its effort to maintain law and order, protect lives and properties, and enforce By-laws, is faced with many challenges. Among these challenges is the lack of adequate manpower, due to the fact that Council is unable to recruit more officers because of a lack of funds, and inefficient surveillance equipment to ensure timely reporting of crimes as they occur.

As a result, the City Police Service has resorted to the intensified use of technology (technology-led policing), utilizing systems and equipment such as electronic profiling, high-definition CCTV cameras, drones operations, and other systems that will enable the City Police to be effective albeit with few manpower on the ground.

Therefore the visit aimed to benchmark the best practices in terms of safety and security initiatives implemented by the city of Dubai as a local authority.

The following were identified as possible smart initiatives to improve safety and security within the city:

1. Implement electronic profiling system
2. Procure CCTV cameras with facial recognition and speed-measuring features
3. The use of drones
4. Possibility to use privately owned CCTV cameras to increase visibility, etc

Currently, Dubai and other smart cities utilizes camera surveillance to monitor the cities and deploy personnel only when needed. This helps in reacting to the situations/crimes as they happen. The increased camera surveillance also does not require intensive manpower.

4.2.3 Public Transport

The City of Windhoek Bus service is one of the financially bleeding services of the organization. The residents who utilize the bus service use either the monthly tickets or the cash payment as they enter the bus. This seem to be inefficient nor it is controllable financial operation of the buses and

as a result, the Council revenue is compromised. The bus routes also seem to be skewed and inefficient. The following were proposed.

1. Automate the access to the busses – no money exchange at the busses
2. Monitoring of the Buses
3. Plan efficient routes
4. Explore a possibility of smart toll gates

4.2.4 Public Parking

City of Windhoek owns parking along the side road and in some areas in central business district. These parking currently bring no revenue to the council and are used for free. The following were proposed.

1. Activate the access control to the parking.
2. Automate the parking count to inform the drivers of availability
3. Side road parking should be active and equipped with cameras
4. Fines for illegal parking should be implemented.

The Smart Cities, including Dubai, the public parking spaces are paid for and monitored for proper revenue collection.

4.2.5 Information Communication and Technology

1. Technology is a major business enabler and the department is tasked with ensuring data is available as needed by the organisiation. One of the challenges is to make sure that there is rubust a data protection and cyber resilience strategy in place.Often we think that we have are covered as we are doing backups and can recover from any situation. But we forget to check if what we are backing up is not already effected with any malicious software.Dell showcased the strategies they are deploying to manage the cyber threats that we are faced with in this morden age.

4.2 Presentation: Smart Cities, IOT and Advanced Analysis

The presentation on the Smart Cities, IOT and Advanced Analysis was done by Mr. Hani Khalaf, an Electrical Engineer by profession and working as an Internet of Things, Edge and Digital Cities CTO for the Middle East, Africa and Turkey (META) region. She has over 25 years of experience of international in Smart Cities, Public Safety, Transportation and Joined Dell Technologies in 2018.

The presentation highlighted the following important components:

The Dubai Smart Cities, IOT and Advanced Analysis is driven by the pursuit of resident and visitor happiness, made possible by smart technology, Smart Dubai, through its cutting-edge strategies and solutions, is introducing a new era of digital wealth for Dubai.
Smart Dubai is guiding the city on an accelerated trajectory to realize unprecedented advancements in quality of life, service efficiency, frictionless experiences and digital security, guided by a

pioneering vision to promote happiness for all people in Dubai through a continuous commitment to innovation.

Today Smart Dubai is launching the next phase of Dubai's transformation to digital wealth with a city IOT strategy to implement the most advanced Internet of Things Ecosystem in the smartest city in the world.

Smarter and integrated Security has the following components:

- Government E-Gov
- Smart Cities IOC Use Cases
- Safe City – Computer Vision
- Green and Sustainable
- Smart Education
- Digital Twin
- Smart Health
- National Security
- Smart Buildings
- Smarter and integrated security
- Supporting Digital Framework – Digital Acceleration Model and Backbone

The presenter also highlighted the following benefits of a Smart City Platform.

Gain visibility
Generate Revenue
• Use real-time Insights to make faster decisions
• Connect teams, systems and infrastructures
• Foster cross-departmental collaboration
• Fully exploit current city resources and optimize their usagesibility over all city operations

- Continuously monitor critical assets
- Predict and prepare for unusual situations
- Centralize and automate decisions
- Respond faster to incidents
- Get citizen's informed and involved in incident reporting and resolution

The presentation was learning process as it created room the look how we integrated our system in order to smart city initiative to ensure efficiency and effective serviced delivery. And smart strategic initiative needs support from the other stakeholders for smooth implementation. It is recommendation for the City to be smart cities needs develop the Smart Cities Strategy.

Day 2: Thursday, 06 October 2022

The second day started with a recap on the City of Windhoek insight with regard to the current situation on the Smart Cities Project as detailed below:

1. Limited to No connectivity from edge devices to a centralized location
2. No real-time data gathering
3. Analytics platform not available
4. No DataLake (Limited Storage capacity)
5. Business automation, Realtime actions not available
6. Limited number of cameras with limited functionality
7. Limited insights on traffic, city activities
8. Master Citizen platform not available today
9. Lack of supply Diversity and revenue generation.
10. Lack of Coordination and Smart City engagement and consultation with other Departments for Cow Services.

4. 3 Presentation: IT Transformation: IT Proven case studies water and electricity

The presentation on the IT Proven case studies water and electricity by

Around the world we are learning the importance of deploying an integrated platform for digital smart cities to achieve best outcomes.

IT proven allows creating a connector layer enabling to connect to different type of systems or data sources hosted in a City. Data gathered from all those different types of systems or data sources go to the IT Transformation which is the central repository of integrated data from the different sources. It stores current and historical data in one single place enabling the cross data visualization and analytics through the applications.

Organization

During the session we identified Key challenges the city if facing while trying to achieve our goal of being a smart city.

Key Business Challenges

1. Limited to No connectivity from edge devices to a centralized location
2. No real-time data gathering
3. Analytics platform not available
4. No DataLake (Limited Storage capacity)

5. Business automation, Realtime actions not available
6. Limited number of cameras with limited functionality
7. Limited insights on traffic, city activities
8. Master Citizen platform not available today
9. Lack of supply Diversity and revenue generation.
10. Lack of Coordination and Smart City engagement and consultation with other Departments for Cow Services

5. Recommendation for immediate implementation

The based on the information gathered and the life demo's that where shown the team is making the following recommendations.

5.1 Reconfirm council's decision to have a feasibility study done. (Consultancy, Transactional advisor) develop Technology Master Plan. Etc. Idenfity quik wins

5.2 Start with the low hanging fruits.

5.3 Get all endpoints on the network to enable data collection. (Embrace IOT)

Aim is to Monitor, Control & Automation: Areas of prioritization Safety security,Water & Electricity)

5.5 Stakeholder engagements to discuss the smart city across all departments. This is to enhance the understanding and get the buy-in of the rest of the organization.

5.6 Dell is the preferred technology partner for the city The city should continue to foster this relationship with Dell technologies As City stands to benfit a great deal from this partnership. Dell has deployed together with their partners has deployed various municipal solutions worldwide and the city will only benefit from the vast experience and interlectual property buildup over the years. Futhurmore the city has already made a huge investment in dell infrastructure it would not make anysense for they city to consider any other vendor in that space at the moment.

City of Windhoek

The Gateway to Endless Opportunities

SUMMARY REPORT ON THE 8th MILANO URBAN FOOD POLICY PACT GLOBAL FORUM, RIO DE JANEIRO, BRAZIL, 17 TO 19 JULY 2022

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1. Introduction

The Municipal Council of Windhoek (MCoW) as per Council Resolution 175/07/2015 adopted the integrated food security and nutrition programme. The Resolution committed Council to a food and nutrition system governance with the aim at improving the livelihood of people at risk of food insecurity and malnutrition.

The City of Windhoek together with 250 other cities worldwide, signed the Milano Urban Food Policy Pact (MUFPP) in October 2015, whereas the signatory cities pledged to minimise food waste, decrease food insecurity, amongst others; while adapting to and mitigating impacts of climate change. It is on this platform where the City of Windhoek is invited annually to MUFPP global forums.

The Global Forum is an initiative aimed at providing cities the opportunity to showcase their plans for food system transformation, to be stimulated by other cities to take action effectively and efficiently, and to meet with stakeholders who may help to deliver city goals. This was the 8th MUFPP Global Forum attended by the City of Windhoek, whose food security and nutrition projects are headed by the Division: Social and Youth Development in the Department of Economic Development and Community Services (EDCS).

As a signatory to the Millan Urban Food Policy Pact, the City of Windhoek, per invitation attached to this agenda as **pages xxxx,** was invited to the 8th MUFPP Forum from 17 to 19 October 2022, by His worship, the Mayor of Rio de Janeiro, Eduardo Paes, together with other city mayors from all the regions of the continent. The event was hosted at the City of Arts in Rio de Janeiro with over 600 participants in attendance, both in person and online. The forum convened under the theme: '**Food to Feed the Climate Justice** – urban food solutions for a fairer world"

This invitation was discussed at MC and approval to partake was granted. It was recommended that the Manager: Social and Youth Development Division responsible for the Food and Nutrition Security Projects attend the Forum in Rio de Janeiro.

The 8th MUFPP Global Forum hosted 20 sessions during the two days of the Forum. There was an extension that invited and gathered mayors from the African cities. The takeaway included the availability of urban agricultural land, water supply, transportation, cold storages and transformation of the sector.

Figure 1: Mayor of Rio, Cllr Sade Gawanas: Mayor of the City of Windhoek and Deputy Mayor of Tel Aviv, Rober Ladjianski

2. City of Rio in Brief

Rio de Janeiro is the second largest city in Brazil. It is the capital of the state of Rio de Janeiro. Until April 21, 1960 it was the capital city of Brazil. According to the 2000 Census, the city had 5,473,909 people, and an area of over 1,000 km^2. In 2008 Eduardo Paes became Mayor.[1] The city was started in 1565.

Copacabana Beach, Ipanema Beach, Sugar Loaf Mountain (in Portuguese, *Pão de Açúcar*), the statue of Christ the Redeemer (in Portuguese, *Cristo Redentor*), a harbor on Guanabara Bay, and Tom Jobim Airport are in Rio de Janeiro. It has much commerce and many industries, especially textiles, food, chemicals, and metallurgy. Most of these industries are in the northern and western suburbs of the city. Rio de Janeiro also has a small rural area, near the suburb of Campo Grande, where fruits and vegetables are grown.

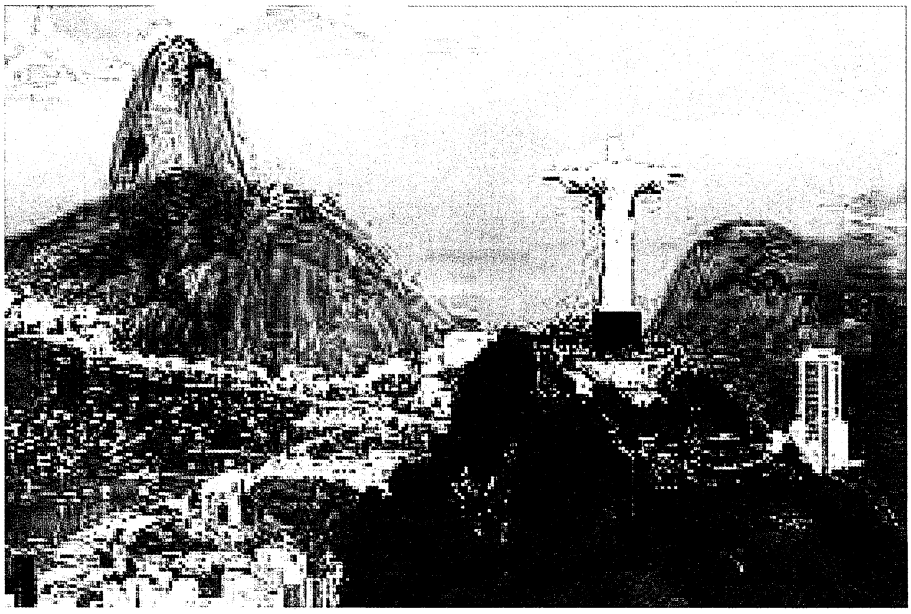


Figure 2: Statue of Christ the Redeemer

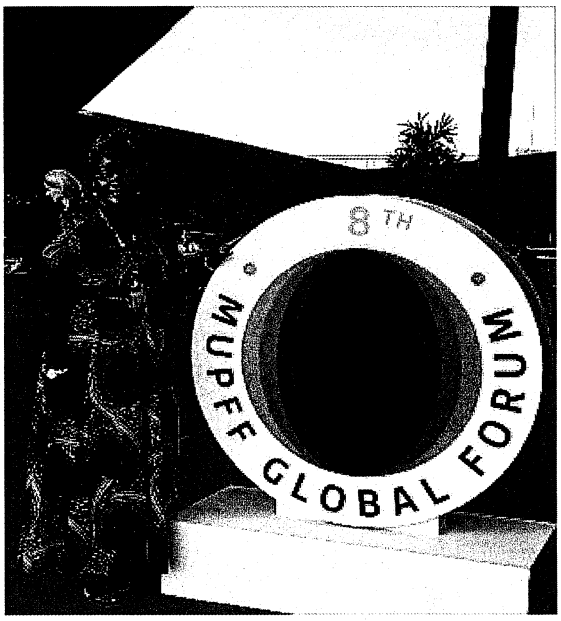
As the COVID-19 pandemic took hold, commercial trading was suspended on 27 March 2020, the Manguinhos vegetable garden project, an urban agriculture initiative and Latin America's largest community farm, was established in collaboration with the Manguinhos Residents Association and with municipal and federal funding. This community farm is helping at least 800 families survive, as well as employing more than 20 local workers at a time when Brazil grapples with a pandemic-battered economy. The project supplies workers with training, basic equipment and enough food to take home to their families weekly. In accordance with its guidelines, they must also distribute part of the produce to at-risk members. The rest is sold commercially to Brazilian distributors.

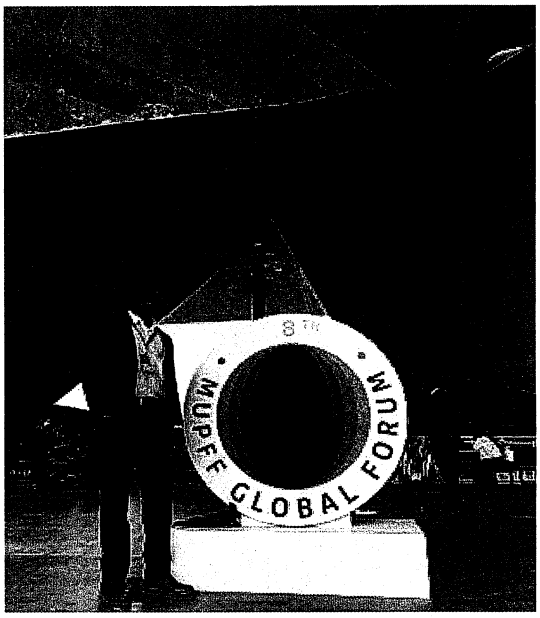
The Windhoek delegation arrived in Rio by air, midnight, 16 October 2022. The programme of activities is discussed in detail below.

Day 1: Monday, 17 October 2022

- Welcome

- Mayor's debate
- Regional forum





Figures 3 and 4: Opening Cllr Sade Gawanas: Mayor of the City of Windhoek Mr James Kalundu:Lead Manager of peri-urban agriculture

Day 2: Tuesday 18 Oct 2022

- Steering committee meeting
- Inspirational meeting for all African Mayors
- Plenary: addressing equity through food policy post pandemic

Figure 5:I believe that the guy with the blue short is from Curitiba but I am not sure

Day 3: Wednesday 19 October 2022

- Plenary: Climate Justice and urban food systems
- closing

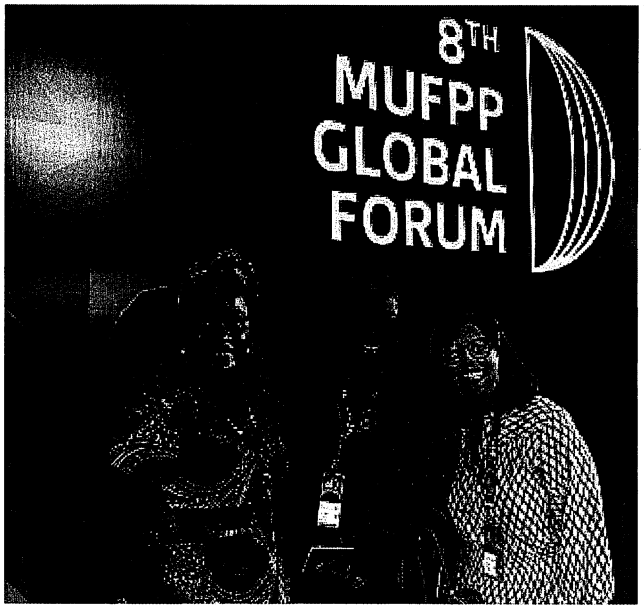


Figure 6: Sorry no idea of who are they...

4. Conclusion

Food systems represent at the same time one of the causes and consequences of the current climate change emergency and growing inequalities, it is clear that there cannot be climate justice without bold and innovative actions from cities.

The 8th MUFPP Global Forum aimed at exploring how food systems can become one of the most powerful leverages for achieving a fairer world, creating a space for cities' delegates to turn challenges into solutions, for a more prosperous future....

This trip to Rio has proven invaluable as a huge amount of print material and information have been collected to draft the City of Windhoek Food Nutrition and Systems Strategy.
The erection of more community gardens in and around Windhoek is a vehicle to transform the food poverty pandemic and should receive commensurate political attention.

It should be noted that attending local and internal conferences and workshops on food security and nutrition, are imperative for the City of Windhoek as the relevant implementing technical team are able to expand their knowledge, learn, and improve on what they currently know and have implemented.

SUMMARY REPORT

ON THE

FAMILIARIZATION VISITS TO SISTER LOCAL AUTHORITIES AND SIGNING OF COOPERATION AGREEMENTS

JUNE- JULY 2022

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1. Introduction

The City of Windhoek being both the political capital and economic hub of the Republic of Namibia has a leading role to play not only in supporting, but also learning from other towns and villages across the country. At the same time, the City has an obligation to contribute to nation building and economic development across the broader spectrum of the local authority sector and enhance inter-municipal relations.

Equally, maintaining local contacts and aiding other local authorities, enhances local government capacities necessary to tackle development challenges, in the context of Namibia's policy on decentralization. It is this context that the City of Windhoek has over the years established relations with other local authorities across the country. Local authorities in Namibia are already demonstrating exceptional collaboration through cooperation agreements. The City of Windhoek sees the need to pay familiarization visits to other local authorities in order to understand what is happening at the ground level and develop an amicable plan of action on how to support other local authorities. The purpose of the visits was to signs of the cooperation agreements and to pay familiarization visit to local authorities who are in close proximity or along the route of the town where the signing of the agreements would take place. The Windhoek delegation was divided into 5-groups comprising Councillors, MC Members and relevant officials

2. *GROUP 1: OKAKARARA, OTJIWARONGO, OUTJO, OMARURU, WALVIS BAY AND SWAKOPMUND*

The delegation for group one were:

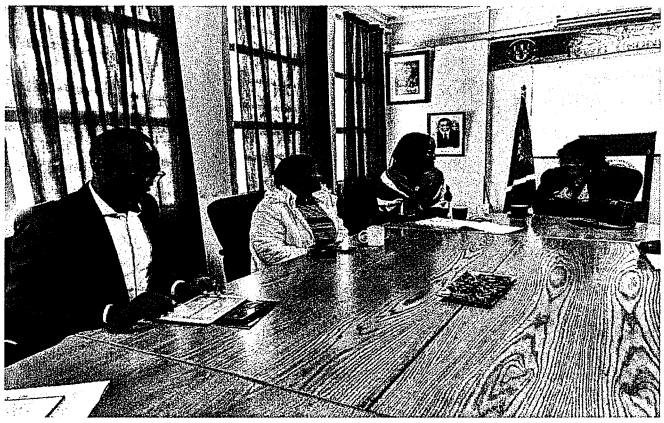
1. Cllr S. Gawanas, Mayor
2. Cllr. M. Pienaar-Lombardt, Councilor
3 Mr. C. Eita, Manager: ERN
4 Ms. J. Shikongo, Mayor's PA

Day 1 – Monday, 11 July 2022

2. 1 Visit to Okakarara Town Council

2.1.1 Courtesy call on the Mayor of Okakarara

Upon arrival in Okakarara Town Council, the Windhoek delegation was warmly welcomed by Her Worship, Hon. Olga Tjitaure, Mayor of Okakarara and Her delegation, which included Hon. Golden Katjatakua, Hon. Samualine Ngairo and Hon. Asnath Uazukuka. The courtesy call had positive deliberations, highlighting that the agreement is of significant importance and will birth development opportunities for Okakarara especially towards the towns' agricultural activities and the economic development.



The following challenges were tabled by the Okakarara Town Council:

- Upgrading of Abattoir, from C to A grade meat quality
- Formalization of the informal settlement, assistance with town planners
- Sewer upgrade
- Development funding and Mayoral Outreach (Relief Fund)

2.1.2 Site visit Developmental Projects

The delegation visited sites such as the Namvoc and Okakarara Vocational Training Centre that accommodates students in TVET related courses - the towns are looking at sharing equal opportunities for internship and capacity building. Successively, the pensioner municipal homes, the informal settlement and the Okakarara Activity Centre where the Trade Fair and numerous town economic activities take place were visited. The session was concluded with a visit to the Okakarara Sports field, which is currently in a dilapidated state and in need of improvements in order for the various sports activities to take place. Her Worship, Hon Tjiurutue stressed that the town need to get back on track and has confidence that through the agreement, that will become a reality.

2.1.3 Signing Ceremony: Windhoek/Okakarara Cooperation Agreement

Okakarara is known to be a town that is economically growing at a gradual pace; as a result, the Windhoek Municipality deemed it necessary to enter into an agreement with to strengthen relation and to foster further developments within the town. The agreement was signed at the Okakarara Town Council Office. The Windhoek and Okakarara co-operation covers a scope of the following main areas:

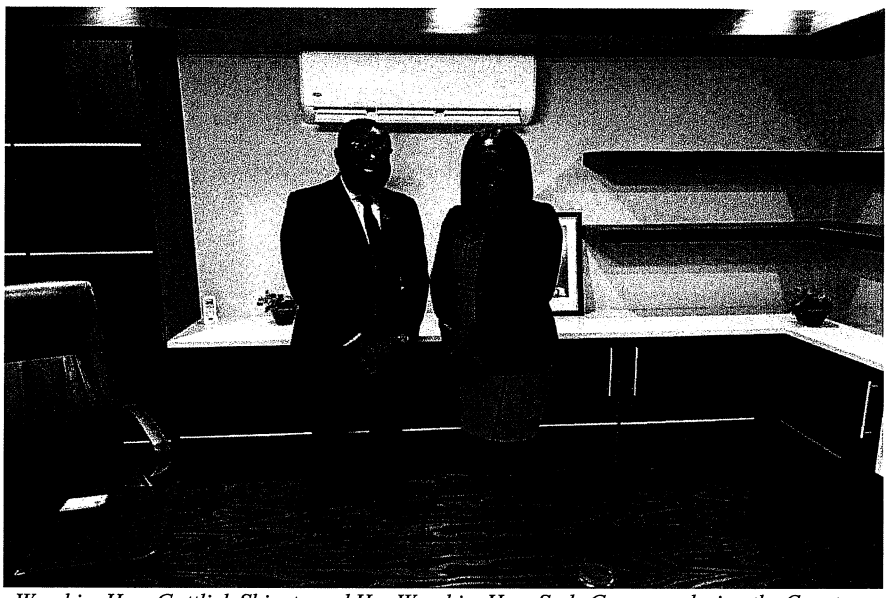
- Local Economic Development and Tourism Promotion
- Capacity Building and Skills Development
- Town Planning and Urban Development
- Cooperation in Technical areas and Engineering Services, and
- Any other area of common interest, which co-exist

Day 2 – Tuesday, 12 July 2022

2.2. Visit to Otjiwarongo Municipality and sign the agreement

2.2.1 Courtesy Call on the Mayor of Otjiwarongo

The Mayoral led delegation paid a call to the Otjiwarongo Mayor, Hon Gottlieb Shivute, who was pleased that the visit materialized. During the call a detailed presentation about the Otjiwarongo town was offered by the Municipality CEO Mr. Moses Matjayi that gave the Windhoek delegation a clear understanding on the towns' operations.



His Worship, Hon. Gottlieb Shivute and Her Worship, Hon. Sade Gawanas during the Courtesy call

The Hon. Mayors and Otjiwarongo Municipality CEO, Mr. Moses Matjayi during the presentation.

2.2.2 Visit to Developmental Sites

A visit to various sites of Otjiwarongo took place including to the Informal Settlement - where plans to upgrade and formalize it are underway and approved by the Municipality. The overall view of the site visit gave a clear indication that the Windhoek Municipality can absorb the successful planning, layout and arrangement of its towns' informal settlement.

2.2.3 Signing Ceremony: Windhoek/ Otjiwarongo Cooperation Agreement

The signing of the cooperation agreement took place between the two Municipalities at the Otjiwarongo Council Chambers on the following areas of cooperation:

- Local Economic Development
- Trade and Tourism Promotion

- Capacity Building and Skills Development
- Town Planning and Township Development strategies
- Financial Management Systems and Principles
- Environmental Management
- Health and safety management
- Information Technology and Communication Strategies

2.3 Visit to Outjo Municipality

2.3.1 Courtesy call on the Mayor of Outjo

The City delegation paid a courtesy call to the Mayor of Outjo, His Worship, Hon. Johaness Bapello. The call highlighted on the town's greatest achievement, which is their own means of water supply through the towns' borehole facilities.

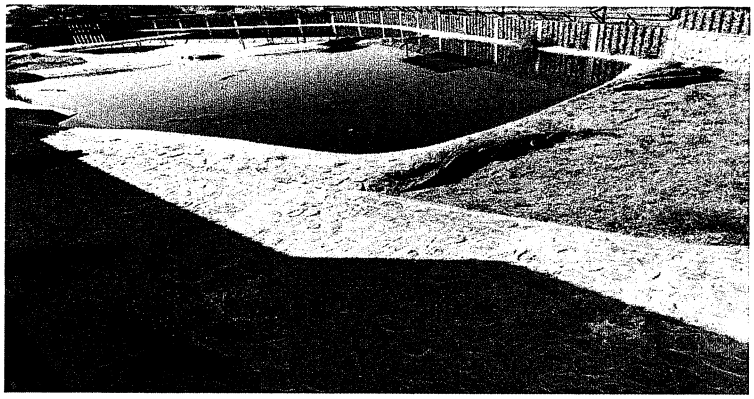
The following challenges were tabled by the Outjo Municipality:

- Shortage of human capital e.g. Town planners
- Lack of machinery/ usage of obsolete equipment (request for tractor extended)
- Lack of implementation towards the development strategies tabled
- Services of land

Her Worship, Hon. Gawanas, His Worship, Hon. Bapello and Cllr. M. Lombardt during the courtesy visit

2.3.2 Visit to Developmental Sites

The delegation visited the town's dumpsite, where a portion has been development into a garden as per the Mayors initiative of turning the dumpsite into a food resource area. We further paid a visit to the Outjo Crocodile park, that will be turned into a national and tourist attraction park with an addition of a restaurant and onsite accommodation soon to be constructed. The visit ended on a great note, with the Windhoek delegation exploring and seeing how they development of the town can influence the City's policy and development catalysts.

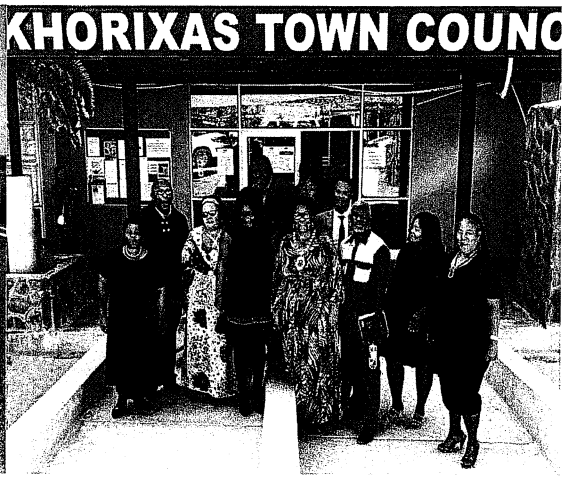


The crocodile park visited

Day 3, Wednesday 13 July 2022

2.4 Visit to Khorixas Town Council

2.4.1 Courtesy call on the Mayor of Khorixas



2.4.2 Visit to Developmental Sites

The Khorixas team had a rendition of sites to show the Windhoek Delegation including the visit to the informal settlement, which according to Her Worship Hon. #Gaeses, has been rapidly growing, and is still under planning, and control as per the arrangements of the Town Council. A visit to the construction site where for Khorixas Vocational Centre was a great highlight because what this means to the Town Council is that most of the youth in Khorixas will soon be accommodated.

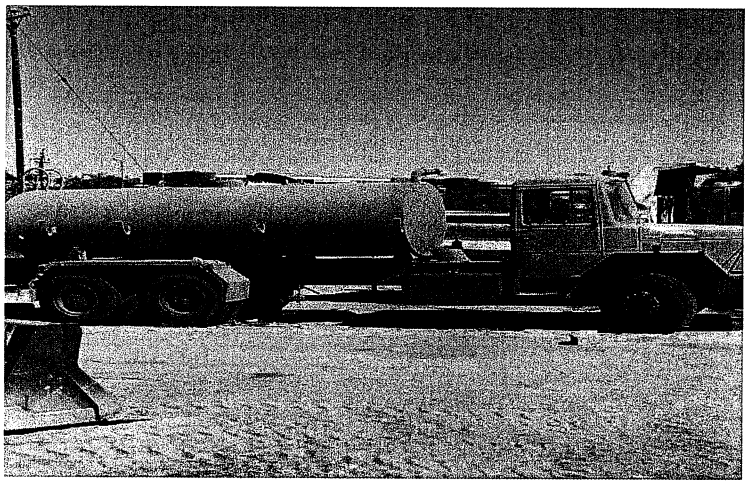


Image: fleet donation by the Windhoek Municipality in 2019

2.4.3 Signing Ceremony: Windhoek/ Khorixas Cooperation Agreement

The of cooperation agreement, was signed at the Khorixas Town Council chambers;

The agreement serves to work under the following areas of cooperation:

- Water Security and Management
- Land Management
- Human Resource Exchange Programmes
- Finance and Administration
- Technical Services/Equipment and Plant Assistance
- Urban Town Planning
- Environmental Management
- Waste Management

Day 4, Thursday - 14 July 2022

2.5 Visit to Omaruru Municipality

2.5.1 Courtesy call on the Mayor of Omaruru

The Mayor of Omaruru, His Worship Vincent Kahua welcomed the Windhoek Delegation noting that the visit is of outmost importance as it marks recognition and relation strengthening between the sister local authorities. Hon. Kahua further expressed that the purpose of this mission is to familiarize ourselves with onsite situations in order to device approaches on how, together, and we can formalize and improve inter-municipal relations. Hence Her Worship, Cllr. Gawanas requested for the Omaruru Municipality to consider entering into an agreement with the Windhoek Municipality in order to enhance the existing fruitful relation.

2.5.2 Visit to Developmental Sites

A visit to the informal area where the construction of over 40 houses is situated was a good view of the town's development, which the Municipality together with the shack dwellers federation have committed. Thereafter, the delegation visited the Fandre Plastic Molders cc, a custom

manufacturer and supplier of polythene terephthslate (PET), and closures for beverage. The Mayor reiterated that the plastic packaging factory has helped reduce the litter around the town and has equally created job opportunities for the collectors but equally for those directly employed by FPM.

2.6 Visit to Swakopmund Municipality

2.6.1 A Meet and Greet at Strand Hotel

The Windhoek Delegation arrived in Swakopmund on 14 July 2022 but due to unforeseen delays, the site visits anticipated did not materialize, however the Mayor of Swakopmund, Her Worship Hon. Louisa Kativa welcomed the delegation, to the wonderful tourist town. A meet and greet session took place were fruitful deliberations were the order of the day stressing, that the continuous strengthening of ties between the towns will eventually achieve all the area of cooperation.

Day 5, Friday, 15 July 2022

2.7 Visit to Walvis Bay Municipality

2.7.1 Briefing meeting with the Mayors of Windhoek/Walvis Bay and Swakopmund

The meeting that took place between the three Mayors namely the His Worship, Hon. Trevino Forbes, Mayor of Walvis Bay, Her Worship Hon. Louisa Kativa, Mayor of Swakopmund and Her

Worship Hon. Sade Gawanas Mayor of Windhoek, revolved around the improvements of the towns informal settlements. The discussions further emphasized on the skills exchange between the three Municipalities and most importantly the resource management within the towns.

2.8 Signing Ceremony: Tripartite Agreement

2.8.1 The Tripartite Agreement – Walvis Bay/Swakopmund/Windhoek

The signing of the agreements took place at the at the Walvis Bay Council Chambers where the first-ever tripartite agreement was signed in the history of the local authorities between the Walvis Bay, Swakopmund and Windhoek Municipality. The area of operation is the following;

- Funding models for the delivery of social services,
- Human resources development, capacity building and related matters,
- Policy development, strategy formulation and drafting of municipal regulations,
- Technical cooperation and knowledge sharing,
- Experience sharing on urbanization, land and housing delivery
- Lead the sharing of knowledge, experiences and best practices with other towns and villages around Namibia and lead the national agenda of inter-municipal collaboration, and
- Promote sound corporate governance and accountability

2.8.2 Walvis Bay/Windhoek Cooperation Agreement

With the aim to strengthen, promote and foster the friendly relationship which exists between the local authorities and residents of Windhoek and Walvis Bay, the two local authorities signed an

agreement on Friday, 15 July 2022 at the Walvis Bay Council Chambers on the following main areas:

- Water Security and Management
- Emergency Services
- Land delivery and housing
- Human Recourse Exchange Programme
- Economic Development, Tourism and Business Promotion
- Public Health, Urbanization and Environmental Management
- Crime Prevention and Maintenance of Law and Order

3. GROUP 2: ORANJEMUND, KARASBURG, LUDERITZ, KEETMANSHOOP, BERSESA, MARIENTAL AND REHOBOTH

The delegation for group one were:

1. Cllr. Ivan Skrywer — Member of the Management Committee
2. Cllr. Job Amupanda — Councilor
3. Mr. Mervin Witbooi — Technical Support

Day 1 Monday, 11th July 2022

3.1 Visit to Oranjemund Town Council

3.1.1 Courtesy Call on the Mayor of Oranjemund

Upon arrival at the Oranjemund town Council, the City delegation was welcomed by His Worship, Elias Kasemba, Mayor of Oranjemund and Hon. Leopold Haihambo, Hon. Sekunda Petrus, and Hon. Leena Vaile, Hon. Rakkel Amutenya and the technical team. Subsequently, the City delegation was given an opportunity to open the floor for dialog whereby the Hon. Councillors briefly touched on the purpose of the visit which is to maintain contact and provide assistance to other local authorities and to enhance local government capacity needed to tackle local development challenges in the context of decentralization.

Thereafter, a presentation was held by the Acting Chief Executive Officer Mr. Charles Kakuru, giving a brief overview of the Oranjemund Town Council Vision, Mission, and Values, followed by a site visit to their Green House plantation.

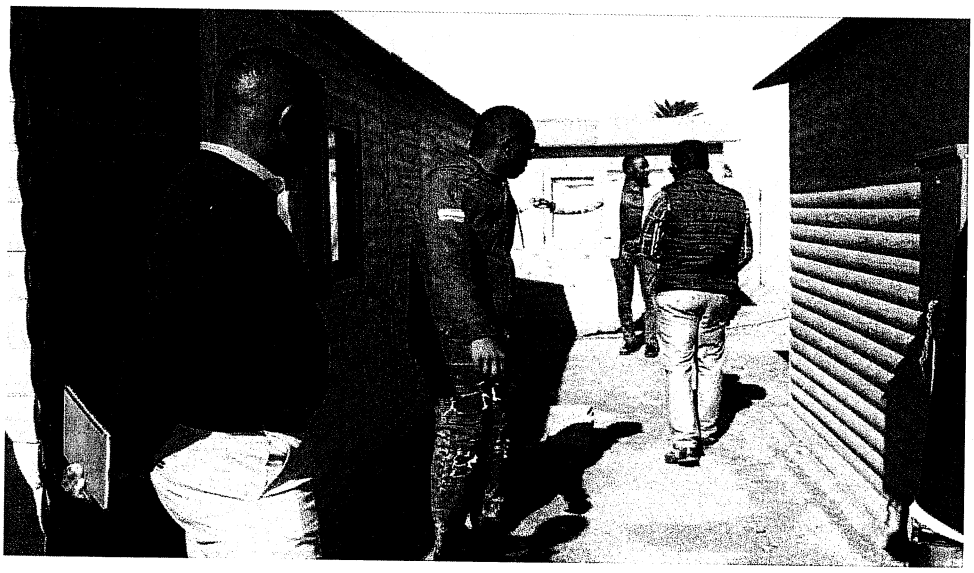
3.1.2 Visit to Development Sites

The town of Oranjemund is located at the mid-point of the Atlantic Ocean and the Orange River, making it very suitable for agricultural activities. Therefore, there is great potential for various sustainable agricultural projects including the planting of food crops within greenhouse. The delegation paid a visit to the various Greenhouse within the town.

Mix Vegetables Greenhouse:

Tomato Greenhouse:

The delegation then stopped at the housing development projects that are underway within the informal set up of the town.



Day 2 Tuesday, 12th July 2022

3.2 Visit Karasburg Town Council

3.2.1 Courtesy Call on the Mayor of Karasburg

On Tuesday, the delegation was welcomed by His Worship Josef Witbooi, Mayor of Karasburg and the Hon. Esmerelda Clarke, Deputy Mayor, Hon. Maria Veldskoen, Chairperson of Management Committee, Hon. Christophelus Izaks, Hon. Frieda Amutenya. His Worship, Josef Witbooi, opened the discussion by pointing out the significance of the signing ceremony and further indicated that Karasburg is indeed the heartbeat of the karas Region and that its location makes it ideal for economic development and prosperity. Inspired by the progress made, it was indicated that the resources the Town Council received from the Windhoek Municipality as per the previous agreement has made a significant contribution to the residents of Karasburg.

Hon. Ivan Skrywer and Hon. Job Amupanda further pointed out the purpose of the mission is to familiarise themselves with the on-site situations and to devise approaches on how we can improve inter-municipal relations. Furthermore, it was emphasised that the signing of the renewed co-operation agreement, seeks to strengthen, promote and foster the friendly relationship which exists between the local authorities.

The following are the main areas of co-operation as per the agreement:

- Water and Waste Management
- HR Management & Staff Development
- Promotion Local Economic Development
- Tourism Promotion
- Finance and Administration
- Transport
- Property Management
- Electricity Management

3.2.2 Signing of the Co-operation Agreement

The signed Memorandum of Understanding (MoU) serves as a general framework within which specific projects of mutual interest in the agreed broader areas of co-operation are implemented. Mayor Josef Witbooi together with Hon. Ivan Skrywer, signed the agreement on 12 July 2022 in Karasburg.

Signing Ceremony

3.2.3 Visit to Developmental Sites

The delegation had a guided tour throughout Karasburg, to acquaint themselves with the area.

The Delegation had the opportunity to visit a pig farm, which was one of the Town Council's corporate social responsibility projects.

Day 3 Wednesday, 13th July 2022

3.3 Courtesy Call on the Mayor of Lüderitz

The Courtesy call on Her Worship Anna-Marie Hartzenberg, Mayor of Lüderitz, was postponed due to conflicting priorities.

3.4 Courtesy Call on the Mayor of Keetmanshoop and the Mayor of Mariental

The delegation was welcomed by His Worship McDonald Hanse Mayor of Keetmanshoop and Hon. Easter Isaak, and Her Worship Cherien Kock Mayor of Mariental, Subsequently, His Worship

McDonald Hanse indicated that Her Worship would be joining us for the courtesy call due to the fact that she will not be available, on 14th July 2022, for her courtesy call within Mariental, hence a joint courtesy call was requested.

Furthermore, after introduction of the delegation, Hon. Ivan Skrywer and Hon. Job Amupanda, opened the floor indicating that the co-operation of agreement with Keetmanshoop was signed in 2017 with City of Windhoek and so far Keetmanshoop Municipality benchmarked with solid waste and City Police division of the City. Thereof, it was mentioned that signing of agreements is not what the Hon. Councillors want to see but rather tangible results such as leadership capacity. It was further noted that, cooperation with sister cities increases efficiency and effectiveness in providing public services so let's work together and learn from one another.

Gift Exchange with His Worship McDonald Hanse

Gift Exchange with Her Worship Cherien Kock

Day 4 Thursday, 14th July 2022

3.5 Visit to Berseba Village Council

3.5.1 Courtesy Call on the Chairperson of the Berseba Village Council

The delegation was welcomed by the Chairperson of Berseba Village Council Hon. Felicia Montinga and Hon. Sara Katrina Frederick, Hon. Thomas Goliath, and Hon. Hendrik Vries. Thereafter, the Chairperson gave the floor to the delegation, which spoke of the importance of this signing ceremony, for the strengthened collaboration between Windhoek and Berseba Village Council. It was further noted that, this signing of the new co-operation agreement is the utmost importance in promoting social and economic development, capacity building, and technical knowledge exchange.

3.5.2 Signing of the Cooperation Agreement

Chairperson Felicia Montinga together with Hon. Ivan Skrywer, signed the agreement on 14th July 2022 in Berseba.

Signing Ceremony

Exchange of the Gift

Day 5 Friday, 15th July 2022

3.6 Courtesy Call on the Mayor of Rehoboth

The delegation was welcomed by His Worship Enrico Junius, Mayor of the Rehoboth Town Council, and Her Worship Lelanie Uiras Deputy Mayor, Hon. Amanda Groenewaldt, Hon. Anna Hammerslacht, and Hon. Jackie Jackson #Khariseb. Furthermore, His Worship mentioned that, this courtesy call was long overdue and that given this chance to engage is an opportunity to devise approaches for the residents at large and further gave the floor to Dr. Job Amupanda as head of the delegation.

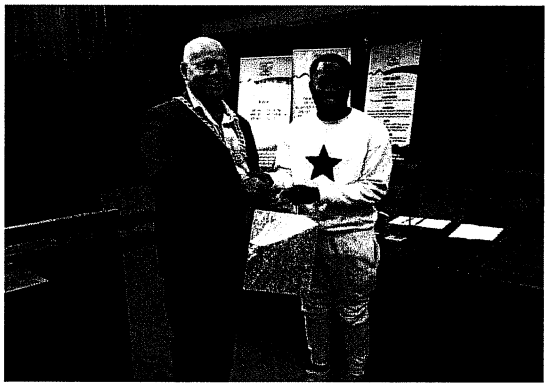
Dr. Job Amupanda mentioned that we should strengthen inter-municipal engagements and devise approaches on how to improve relations, and further noted that we can't just keep signing

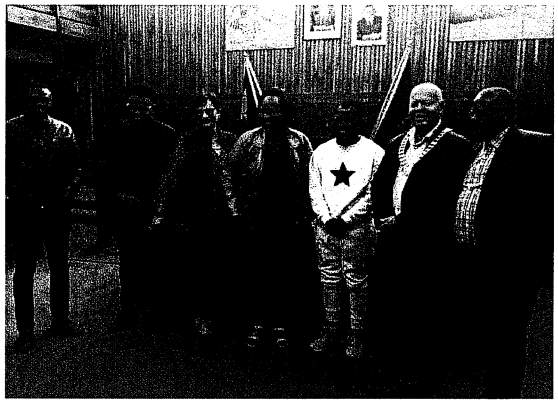
agreements with local authorities but rather to have a tangible result at the end of each agreement. Furthermore, Dr. Job Amupanda stated that we should start taking initiative to engage the CEO of the Road Authority and get partnerships.

His Worship Enrico Junius, further noted that engagement is very imperative to learn from one another and note that they need assistance from the Windhoek Municipality in the following areas:

- Legal Service
- Solid Waste Strategies (to be done in house)
- Training in Procurement area
- Human Resource Development
- Transportation (Mini Buses, 7 Seater)
- Training for Fire Fighters more specifically for women
- Benchmark with the engineers to assist Council with the boreholes

His worship further noted that the current agreement would expire this year October 2022, hence suggested that the above-mentioned areas be incorporated.





Gift Exchange with Cllr. Enrico Junius, Mayor of Rehoboth

4. *GROUP 3: OTAVI, TSUMEB, ONIIPA, OSHAKATI, ONGWEDIVA, ONDANGWA, OKAHAO, OUTAPI, OSHIKUKU, RUACANA, KAMANJAB*

The City of Windhoek Delegation comprised of the following persons:

- Cllr. Joseph Uapingene, Deputy Mayor
- Cllr. Queen Kamati, Councillor
- Ms. Ndinelao Munghono, Administrative Officer
- Acting Sgt. Isak Emvula, Driver

Day one: 11 July 2022

4.1 Visit to Otavi Town Council

4.1.2 Courtesy call on the Mayor of Otavi Town Council

On 11 July 2022, the City of Windhoek delegation led by Cllr. Joseph Uapingene paid a Courtesy call on the Mayor of Otavi Town Council, Cllr. Isaac Hoaeb. The Mayor highlighted that the two Councils need to review the Agreement as since the signing ceremony no action has been set in place.

The Mayor of Otavi outlined the important aspect of the Agreement and Action Plan which will be to identify and agree on projects. The most important areas whereby Otavi Town Council would like assistance with are as follows:

- Capacity Building (Finance, Human Resource, Fleet -redundant, Staff Training)
- Waste Management
- Town Planning
- Junior Council
- 3rd Party Funding

- Recreational Parks
- Flexible Land Tenure (Pre-Approval)

The City of Windhoek delegation advised that a Council Advisory Committee within Otavi Town Council be introduced and merge to the Council Members portfolios. The City of Windhoek Councillors also advised that Otavi Town Council assign/allocate their Council members to the different constituencies/areas to play a role within the community. Since the City of Windhoek has

4.1.3 Visit to Developmental Sites

Fleet Division- Otavi Town Council is requesting for donations of any redundant equipment for the day-to-day operational activities as the Council has no vehicles

Otavi Landfill- The Council is in the process of decommissioning the land.

Informal Settlement Upgrading -The Council has started with the leasing of houses at N$50.00 and all the houses are numbered. Unfortunately, there is no sanitation in the Informal settlement yet.

4.2. Visit to Tsumeb Municipality

4.2.1 Courtesy call on the Mayor of Tsumeb

The City of Windhoek Delegation proceeded to pay a Courtesy Call on the Mayor of Tsumeb Municipality, Cllr. Mathew Hangula. He informed the meeting that the two Council have no signed agreement in place and would like to make the relationship official. Tsumeb Municipality will submit a letter of intent to the City of Windhoek requesting for an official Memorandum of Agreement between the two Councils.

During the discussions, the CoW delegation touched based on the following:

Urban Agriculture-. Farm Okukuna was identified by the City of Windhoek Department of Economic Development (Social and Youth Development Division), as a suitable site for urban agriculture due to its previous activities and has the potential to introduce other social and economic activities with the positive impact to the benefit of all the residents of the city. The division also lobbied and worked with various internal and external stakeholders to source expertise and funding opportunity to complement its own budget and skills.

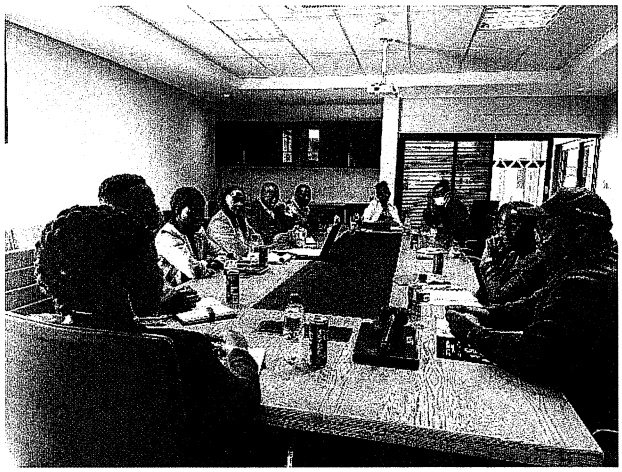
Informal Settlement- When the Town Councils build houses in the informal settlements, the Council should always consider them to be Low Income Houses. A demarcation of the roads in between the houses to allow safety precautions especially for disastrous events. The City of Windhoek also advised that the Municipality control the land grabbing amongst the community.

Community Engagement- CoW encouraged that the Municipality arrange Councillor engagements with the community members at least 3 times a year. The engagements should include clean up campaigns where both Council members and the community clean the town on days communicated and agreed upon.

Uncontrolled Vendors- The vendors usually flock to areas where most of the activities are taking place like banking, supermarkets to mention a few.

4.3 Visit to Courtesy Call on the Mayor of Oniipa Town Council

The City of Windhoek proceeded to Oniipa Town Council to pay a Courtesy Call on the Mayor of Oniipa, Cllr. Hileni Idongela. She was informed that it was the first time that the Windhoek City Council members are paying a Courtesy visit to Oniipa Town Council. The meeting was further informed that the town was established by the Finish Missionaries during the year 1872, in 2014 proclaimed as a settlement and in April 2013 proclaimed as a Town Council.



The meeting was informed that the two Council have no signed agreement in place and would like to make the relationship official. Oniipa Town Council will submit a letter of intent to the City of Windhoek requesting for an official Memorandum of Agreement between the two Councils.

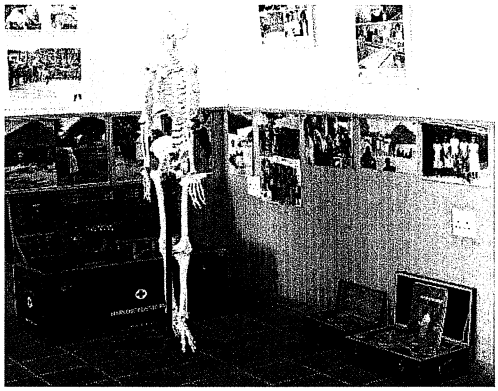
Challenges

Police Station- The meeting was informed that Oniipa Town has high crime rate and no Police Station nor a Satellite office to deal with any crime issue. This is due to the fact that no land is availed to build the station. In this case, the Town Council has made arrangements with the Namibian Police to send their Officer Mondays and Wednesdays to assist with the certifying of documents for the residence at Oniipa Town Council.

- Exchange skills and knowledge
- Issue of traditional Authority
- Capacity Building
- Land issue
- Agricultural Project

4.4 Visit to Developmental Sites

Onandjokwe Medical Museum- Onandjokwe Medical Museum is the first medical museum in Namibia. It was opened on 22 March 2013 at Onandjokwe Hospital in Ondangwa. The museum is set in one of the oldest buildings in the Onandjokwe Hospital which is over 100 years with the first medical doctor, Dr. Selma Rainio. The museum has a collection of real medical equipment and pictures dating back to as far as 1908. There are permanent exhibitions which feature the history of the hospital during the liberation struggle. A highlight is the Traditional Medicine Garden which shows the use of plants as medicines. Medical personnel, enthusiasts and students of nursing, medicine, dentistry will benefit treasured knowledge on the evolution of medical technology over the years by visiting the



Affordable Housing- The Town Council had a groundbreaking for a serviced land for 90 plots. In the same vein, the Council received a donation of building materials by the Finnish to build two (2) pilot houses.

Day 2: 12 July 2022

4.4 Courtesy Call on the Mayor of Oshakati

The morning of 12 July 2022, the Deputy Mayor of the City of Windhoek and his delegation paid a Courtesy Call on the Mayor of Oshakati Town before the signing ceremony. Both parties proceed for sites visit to the following places as arranged by Oshakati Town Council but due to lack of time, not all the sites could be visited:

Caribbean Recreational Park, Oshakati Landfill Site, Oshakati Dr. Frans Oupa Indongo Open Market, Oshoopala Informal Settlement, Flood Mitigate Dyke, Ekuku Housing Development, Ehenye Housing Development, Onawa Relocation Site and Extension 16 Housing Development.

4.5 Visit to Developmental Sites

Caribbean Recreational Park- The park is still under renovation. This site is an area an open space set aside for family gatherings and is available for use by the public. The park contains the following facilities namely, netball, volleyball and tennis courts, and a swimming pool for adults and children. Council is in the process of putting up a braai area for barbecues.

Landfill- The site is 15 hecters and has a weighing system. The Council is considering to put an incinerator on site for the medical waste for health and safety measures. There are proposals to put up a facility for *'woman groups'* who will be required to assist with the selection of recycling items eg. bottles, plastic and paper for RE-DUCE, RE-USE, RE-CYCLE.

Oshakati Dr. Frans Oupa Indongo Open Market- The town has one of the biggest open market within the SADC region with over 700 traders selling different products and items. Oshakati Town Council has introduced *'Market Day'* for the residents in and around the town. The Market day is normally set for Mondays and Fridays.

4.6 Windhoek/Oshakati/Ongwediva/Ondangwa Cooperation Agreement

On 12 July 2022, a joint signing ceremony of the renewal of the Co-operation Agreements between the City of Windhoek, Oshakati, Ongwediva, and Ondangwa Town Councils took place. The agreements of co-operation that were signed imply the continuous joint participation in finding solutions to the problems facing our people, in our respective urban areas.

The prevailing global economic, political, environmental, financial, and social trends increase the demands for services and complex community expectations. In addition, Post- Independence, galvanized unprecedented urbanization and migration rates, to urban areas in search of job opportunities and quality of life. This placed significant pressure on Windhoek as a capital city and hub of economic activities. Both parties believe that by building capacities amongst other sister local authorities, they will not only enhance decentralization efforts, but also the high urbanization trends in Windhoek and other major towns.

It is important that councils seek more strategic collaborations and partnerships, to mitigate the impact of ever-growing demands. In many instances, inter-governmental collaboration allows localities to achieve quicker and more effective results as opposed to working independently. Indeed, I would propose that the Chief Executive Officers from the different local authorities, consider allocating an official from their respective local authorities to co-ordinate inter-governmental activities and oversee the implementation of the action plans between our local authorities.

Windhoek as a capital city and the biggest municipality in Namibia has a great national obligation to play, in terms of assisting its sister local authorities, through capacity-building initiatives and knowledge exchange. The Town Councils further mentioned that they would join hands to address the key areas of capacity-building, economic development and technical skills exchange amongst other things.

Day 3- 13 July 2022

4.7 Courtesy call on the Mayor of Okahao On 13 July 2022, the City of Windhoek delegation led by Cllr. Joseph Uapingene paid a Courtesy call on the Mayor of Okahao Town Council, Cllr. Cornelia Iiyambul. She informed the meeting that the two Council have no signed agreement in place and would like to make the relationship official. Okahao Town Council will submit a letter of intent to the City of Windhoek requesting for an official Memorandum of Agreement between the two Councils.

Challenges

The meeting was informed that the City of Windhoek has capacity to assist the Council once a request is submitted. Okahao Town Council is facing many challenges, since 2016, no qualified Audit reports were submitted as there are no Charted Accountants employed and would need assistance in compiling their financial reports and accounting policies.

Town Planning- When developing the town, the Council should consider to demarcate the areas off into Business and Industrial areas. They should also address the issue of street vendors; an area was identified to set up a structure and develop it for the vendors to avoid them selling their goods and products in every corner of the town.

Storm Water- In 2019 Okahao CBD considered the costing to be assisted and address the issue of storm water which the matter was never concluded. Therefore, the Council is requesting for assistance by the City of Windhoek with regards to the Storm Water issue.

4.7.1 Visit to Developmental Sites

Heritage- Okahao Town Council is requesting for assistance to establish a Museum to reflect on the history of the town. The City of Windhoek delegation informed the meeting that the city Council has their own "City Museum" a house containing six (6) galleries that depict the pre and colonial history of Windhoek and was official launched in 2019 by the Founding Father of the Namibian Nation, and has capacity to assist Okahao with a museum set up.

Open Market- An area was allocated for the vendors to sell their goods and products to the residents of Okaho The Council received a donation of 1million by an Indian Company to help develop the market. The land belongs to the traditional authority and is demarcated in two phases. Provision of water and electricity (conventional) is offered. The CoW delegation advised that Okahao consider to construct their open markets close to the Malls where most activities usually take place as the vendors would prefer to be close to their targets.

4.7.2 New Developments

Natis Office- Okahao is in the process to construct a Natis office which will provide the following services and the official launch is set for 02 September 2022.

- Registration
- Issuance of Learners licence

Mayoral Relief Fund- On 02 September 2022, Okahao Town Councl will be launching their Mayoral relief Fund that will be assisting the needy community with donations to help with the Corporate Social Responsibility Initiative.

A site visit was conducted after the Courtesy Call to the following sites:

- Open Market
- Technical Centre for Council
- Boabab Heritage

4.8 Courtesy call on the Mayor of Outapi

The City of Windhoek proceeded to Outapi and paid a Courtesy call on the Mayor of Outapi Town, Cllr. Selma Asino. The Mayor acknowledge the support the Council received from the CoW in terms of training (Open Markets) and staff exchange (Town Planning). CoW also trained the Outapi officials with Peace Officers training, the certificates are available but the registration did not take place.

Challenges

Dumping Site- An open space area out of Outapi Town was allocated for the site by the Council to set up the dumping site. Outapi Town Council is seeking for assistance to sort out the garbage of plastic, paper and bottles onsite. Assistance of funds and capacity is also needed to fence off the dumping site area. Council with the development of its Dumping Site by means of skills, training and capacity building.

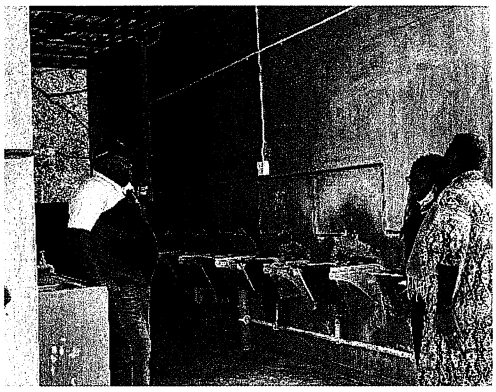
Urban Agriculture- A portion of land is earmarked for Urban Agriculture Projects. Outapi Town Council would need assistance from the CoW for the project, guidance on how to set it up and advise on the selection of the different investors and reference was made to the Farm Okukuna Project that the City of Windhoek's Economic Development department is managing.

4.8.1 Visit to Developmental Sites

Open Market- The market is currently operational for business. The town Council received a trainer for the open market on how to tender. The services of water and electricity if provided on a free basis.

Informal Settlement- The design and set up of the houses is done in a chronological order with adequate space between each erf for the possibility of a road to be placed. Okayekongwe location has no sewage connection, no electricity but each household has connection to the provision of a water meters.

Washing House- The structure was constructed in the informal settlement where each of the residents have access to the facility and an entrance fees of N$ 2,00.00 is paid these funds are used to purchase the items needed in the washing house eg, toilet paper, clean materials, cleaning equipment and maintenance. The facility has thirty (30) showers, twenty (20) adult toilets, toilets for the kids/toddlers, sinks. The facility is 24/7 open to the community and there is a security guard based at the entrance. A register form is drawn up allowing a chance to each group from the community members to clean up the place for hygiene purposes.



The site visit took place at the following sites:

- Wastewater Treatment Plant
- OSWIN Treatment Plant
- Washing House
- Dumping site

Day 4- 14 July 2022

4.9 Signing Ceremony: Outapi/Oshikuku/Windhoek Cooperation Agreement

On 14 July 2022, a joint signing ceremony of the renewal of the Co-operation Agreements between the City of Windhoek, Outapi and Oshikuku Town Councils took place. The agreements of co-operation that were signed imply the continuous joint participation in f in finding solutions to the problems facing our people, in our respective urban areas.

4.10 Courtesy call on the Mayor of Ruacana

After the joint signing ceremony, the CoW delegation proceeded to Ruacana and paid a Courtesy Call on the Mayor of Raucana Town Council Cllr. Linda Mwale. She informed the meeting that the two Council have no signed agreement in place and would like to make the relationship official. Raucana Town Council will submit a letter of intent to the City of Windhoek requesting for an official Memorandum of Agreement between the two Councils.

The CoW delegation informed the meeting that the City will be willing to assist the Town Council on various issues upon request by means of donations of equipment, training, capacity building and staff exchange to mention a few. Raucana Town Council will arrange an internal meeting and discuss the areas of cooperation that will be included in the MoU before submission to the City of Windhoek for approval.

Urban Agriculture- Ruacana has small scale farmers within the area and their sell their goods and products to the northern parts of the country as well as to Angola. The town is well known to its large amount of water supply and their land/soil is rich in nutrients and minerals.

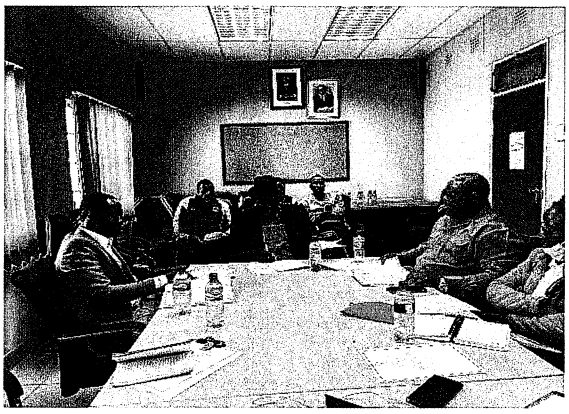
Etunda irrigation farm- The farm is located few kilometers out of Ruacana of which both commercial and small-scale farming takes place. Maize is the main crop on the commercial plot, whereas varieties of vegetables and fruits are cultivated seasonally throughout the year by the small-scale farmers.

4.10.1 Visit to Developmental Sites

Ruacana Swimming Pool- This was one of the attractive sites visited. The Ruacana swimming pool is second biggest pool in the country. Many tournaments and activates used to take place before the Covid-19 pandemic aroused. Currently the Town Council has submitted a proposal to renovate and upgrade the pool into a tourist attraction to attract its visitors by means of entertainment /barbecue before they procced to the waterfall while on vacation or holidays with family or friends. The swimming pool is surrounded by sports facilities where different school can consider having sport tournaments in the town.

Day 5- 15 July 2022

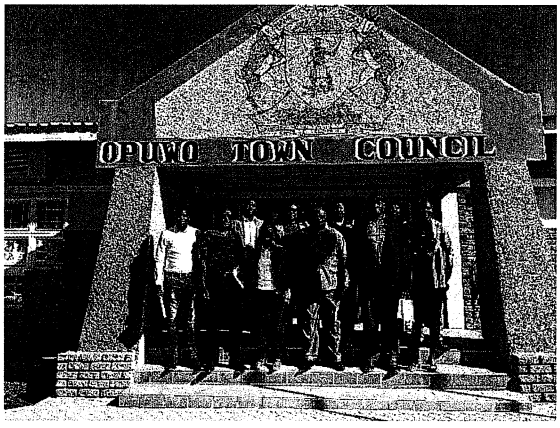
4.11 Courtesy Call on the Mayor of Opuwo



On 15 July 2022, the City of Windhoek delegation paid a Courtesy Call on the Chairperson of Management Council for Opuwo Town Council, Cllr. Lucius Mupya. The Chairperson outlined that they as a Council would like to review and strengthen the MoU between the two councils. The followings areas were outlined that needed more assistance on he further informed the meeting that an exchange visit by the Opuwo Town Council relevant staff members be undertaken to strengthen their skills and knowledge on the issues below:

- Drafting of Investors Polices
- Economic Development and Tourism Promotion
- Bulk Water
- Assist by creation of Council/ Municipal Cemetery and body creation
- Operational budget tracking

Urban Agriculture – A area was identified for agricultural activities to take place by the Town Council and has currently 2-3 boreholes that belong to the Ministry of Agriculture. There are beneficiaries currently farming on the identified land.



Waste Management and Sewer- The town has a challenge of many ponds within the town. The dumpsite is encroached by the residents who are residing close to the site for survival. A meeting with the traditional Authorities will be arranged to discuss the matter of expanding the Solid Waste Facility out of Opuwo Town.

Youth Development- The Council was urged to identify a group of skilled and semi-skilled youth who they are willing to be working with before the Council start to engage them. The Council was further advised that the City of Windhoek is willing to send officials to Opuwo Town to train the selected of identified youth with the assistance needed.

Informal Settlements- The CoW delegation advised Opuwo Town Council to consider and plan accordingly when upgrading or developing their informal settlements to demarcate the area with spaces for the road and sewer connection. A motion was place by the CoW delegation and encouraged the need of community engagement between Opuwo Town Council Councillors and the community.

Informal Markets- Opuwo Town Council was advised to place the vendors close to the shopping malls when developing the town. The CoW delegation further outlined the need of the town council to arrange a benchmark exercise with Oshakati Town Council on their Open market.

The CoW delegation advised the town council to establish a Council Committee amongst the elected Councillors of which they would draft their Terms of Reference and share with the City of Windhoek for review and guidance. The CoW further advised that a Councillors Forum be established for all the northern towns, to help activities to improve or upgrade. A Team Building exercise can be organized for all towns to attend at one central point.

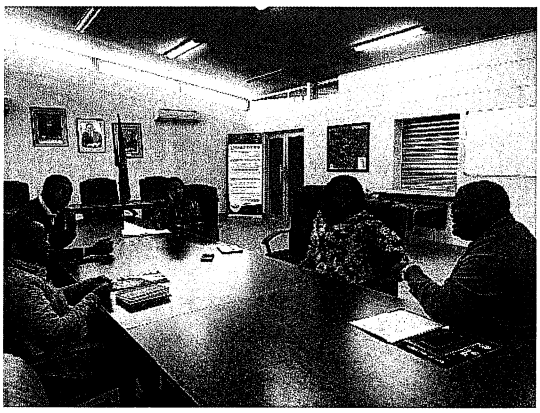
After the Courtesy call on the Chairperson, a site visit was arranged to the following sites:

- Opuwo Dumpsite
- Affordable Housing Project
- Epuka Central Park

Day 6- 16 July 2022

4.12 Courtesy call on the Acting Chief Executive Officer of Kamanjab

The CoW delegation ended the familiarization visit with a Courtesy Call on the Chairperson of Kamanjab Village Council. Due to the delay in time, the CoW delegation was unable to meet with the Kamanjab Village Council members as were assigned to other equal engagements.



In the absence of the Village Council Members, the CoW delegation was welcomed by the Acting Chief Executive Officer, Ms. Diana Garas.

The meeting was informed that the two Council have no signed agreement in place and would like to make the relationship official. Kamanjab Village Council will submit a letter of intent to the City of Windhoek requesting for an official Memorandum of Agreement between the two Councils.

Challenges

- Debt collection is high and the policy is outdated
- Emergency Service Department and equipment needed
- No source of income for the Village Council apart from the sale of water and sale of ervens
- No Fleet for the Village Council
- High unemployment rate
- High veld fires- need of more manpower under the emergency unit
- High unclaimed land and there is a need for land evaluation

Progressive Projects

- The Village Council is in passion of their own borehole that supplies the entire informal settlement location.

4.12.1 Visit to Developmental sites

Affordable Housing- The Village Council managed to roll out a pilot project of four (4) houses of which they identified four (4) pensioners in the informal settlement. The houses were constructed by the Village Councils contractors, whereas a donation of N$700,000.00 worth of cement was donated by Ohorongo Cement Company. The four-pilot houses have no access to electricity connection but there is availability of water connection supply. The Council is considering to make use of the pilot plan to construct more houses in the entire informal settlement.

5. *GROUP 4: NKURENKURU, OMUTHIYA, OKONGO, EENHANA AND HELAO NAFIDI*

The City of Windhoek Delegation comprised of the following persons:

1. Cllr. Bernardus Araeb
2. Cllr. Fransina N. Kahungu
3. Cllr. Illse Keister,
4. Cllr. Clemencia C. Hanases

Day one- 20 June 2022

5.1 Familiarization visit to Nkurenkuru Town Council

5.1.1 Courtesy Call on Nkurenkuru Town Council

Nkurenkuru Town Council (1.093 m above sea level) is a town on the south-western banks of the Kavango River. It is the capital of the Kavango West Region of northern Namibia, located 140 kilometres (87 mi) west of Rundu. It is also a former mission station of the Finnish Missionary Society. Nkurenkuru has a population of around 618 (in 2011) inhabitants and is homestead of the local Uukwangali kings and until 1936, also was capital for the entire region. Then the seat of the regional government was moved to Rundu, due to its strategically more central location. In 2013 it became a regional capital again, of the then-created Region of Kavango West. Nkurenkuru is the smallest town in Namibia, and the only self-governed settlement in the Region of Kavango West.

The delegation from the City of Windhoek led by Cllr. Bernardus Araeb, Management Committee Member by paid a courtesy on the His Worship Jafet Muti the Mayor of Nkurenkuru Town Council on 20 June 2022 at 10h00 at Nkurenkuru Town Council. The courtesy call was attended by all the council members of the Nkurenkuru Town Council, ACEO and technical relevant officials. Amongst the other, the it was discussed that the cooperation agreement between the two councils was established in 2013 renewed but during the courtesy call both parties expressed the willingness to renew the cooperation agreement.

5.1.2 Site visits for the Developmental Project

The purposes of the familiarizing with onsite situations in order to devise approaches on that will improve inter-municipal cooperation After the courtesy call the delegation visited the following developmental projects as detailed below:

(a) Housing Projects:

- The housing development at extension three (3)
- Mayara reception area (approved as extension 14, available services water and electricity)
- Extension 5 Shack dwellers housing development
- Kulisuka reception are extension four (4)

(b) **Urban agriculture**

- Urban agriculture at Kahenge near the Kavango perenial river

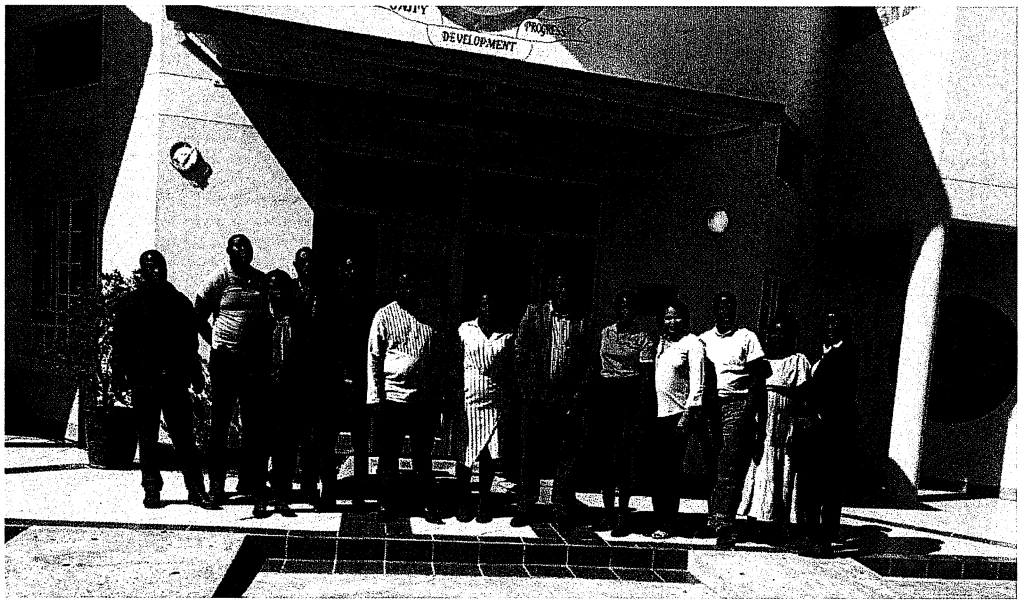
(c) Government administration office

- Nkurenkuru extension 6 (visited the newly Police Headquarter under construction and the construction of Municipal services site)

(d) San community informal temporary housing project

During COVID-19 the Nkurenkuru Town Council created a temporary shelter to the san community which accommodate the san people and other vulnerable people in the town.

(e) Ebeach recreation site



Delegation from Windhoek and Nkurenkuru in front of the Town Council

Housing development at extension three San community housing project

5.2 Visit to Okongo and signing of Windhoek /Okongo MoU

5.2. 1 Courtesy Call on the Chairperson of Okongo Village Council

The Village Council Chairperson welcomed the Windhoek delegation to Okongo, expressing appreciation for the courtesy call. He further indicated that it is important for the City of Windhoek Councilor to familiarized themselves with the surrounding of the other local authorities. The Chairperson of Okongo Village Council, indicated that Okongo was first proclaimed as a settlement in 1997, and later as a Village Council in April 2015. It further became independent of the Regional Council in 2016, with the appointment of CEO and administrative staff.

In response, the leader of the delegation from Windhoek thanked the Okongo for warm welcomed and good hospitality offered to them. He indicated that the past years of drought in Namibia, affected not only rural communities, but urban communities were also not spared. In Namibia, the responsibility of food security has been left mainly to the central Government, however, the mandate to ensure the wellbeing of inhabitants of cities is squarely shared by the local authorities' leadership. And we believe that through this cooperation agreement we will able craft projects that will contribute to the national food security. As City we do not have obligation to support other small local authority but also to create linkage with other partners.

5.2.2 Visit to Developmental Projects

(a) Okongo Dumping Site

The council have the dumping site which accommodate all refuse in the town, with few registered wastes reclaim. The dumping site is controlled by the council, and it is complying with all legislation. The council is intending to relocate the dump site as per the EMP (Environmental Management Plan).

(b) Water Treatment Plant

The council have a water trickling filter plant of 2500m^3.It was constructed in 2015 and council has made provision for 32 agricultural plots around the plant to reuse the treated wastewater. Currently those plots are not developed due financial difficulties, but the communities are interested in urban agriculture.

(c) **Informal settlement/New Reception area**

The council establish the informal settlement with over 600 plots whereby they relocate all shacks in the town. The council make provision for water, access road and electricity, Council make provision for Shack Dwellers Federation and construct 300 houses.

(d) Open Market and Bus Terminal

The council is constructing the Open market and bus terminal phase 1 to the amount of N$ 3mil, whereby all the street vendors in the town will be trading.

(e) Reservoirs

The Council has its own bulk water supply infrastructures with 8 boreholes, 2 x 300 m^3 water reservoirs and 100m^3 elevated water tower.

(F) Omaludi Venue

The council hosted it is annual trade fair called Omaludi Festival, whereby it constructs 54 stalls for exhibitors. Due to Covid 19 epidemic the Council didn't host Omaludi for 2 consecutive years. The Council make provision for toilets and parking area.

5.2.3 Sign of the Memorandum of Understanding (MoU) between City of Windhoek and Okongo Village Council

The MoU between the City of Windhoek and Okongo Village was signed at the ceremony held in Okongo Village Council Chamber. The signed MoU serve as a formalization of our partnership between the two local authorities and implies a shared responsibility towards finding solutions to the problems facing the residents in ensuring that they have access to basic municipal services. The MoU was signed by Cllr. Bernardus Araeb, Member of the City of Windhoek Management Committee and Cllr. Lazarus Shapwa, Chairperson of the Okongo Village Council on 21 June 2022. The two cities agreed to cooperate in the following areas: Urban Planning, Economic Development, Establishment of Council Own Entity, Financial Management, Solid Waste Management, Water and Sanitation, Human Resource Development, Fire and Emergency services, Urban Agriculture and Fleet Management.

Signing ceremony

Group picture

Day two- 21 June 2022

5.3 Visit to Eenhana and Helao Nafidi Town Councils

5. 3.1 Renewal of the Cooperation Agreement Windhoek and Eenhana

Due to coinciding event of the Ohangwena Region State of the Region Address (SORA) which took place on 22 June 2022 at Eenhnna the site visit for Eenhana Town Council could not take place. It is important mention that City of Windhoek and Eenhana Town Council are celebrating 20 years of friendship since the first cooperation agreement was first signed in 2002. Both local authorities were happy about the good progress made during the past years.

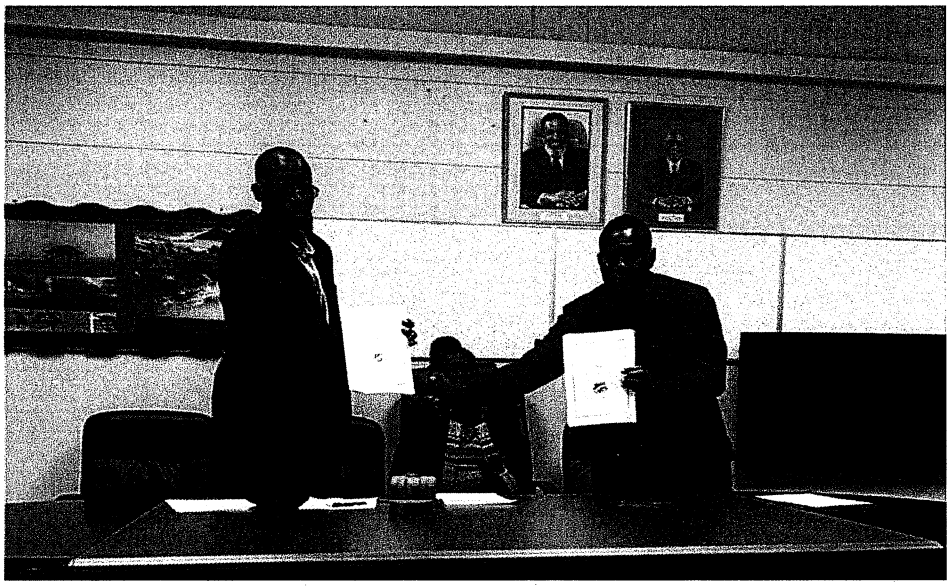
The renewal of the MoU between the City of Windhoek and Eenhana Town Council was signed at the ceremony held in Mento Carlo Guest House. We remain committed to nation-building and economic development, intending to achieve the national development goals and Vision 2030. The MoU was signed by Cllr. Bernardus Araeb, Member of the City of Windhoek Management Committee and His Worship Omri-Onn Kavandje, Mayor Eehnana Town Council on 22 June 2022. The two cities agreed to cooperate in the following areas: Financial Management, Town Planning and Property Management, Housing and Land Delivery, Strategic Planning, Organizational Development, Human Resource and Capacity Building, Promotion of Local Economic Development and Tourism, Environmental and Waste Management and Youth Development and Exchange Program.

5.3.2 Renewal of the Cooperation Agreement Windhoek and Helao Nafidi

After the renewed the cooperation agreement between Windhoek and Eenhana, the delegation travelled to Helao Nafidi Town Council for the signing ceremony. It is important to mentioned that the visit to Helao Nafidi was delayed similarly to Eenhana the visit to the developmental projects of the Helao Nafidi Town Council could not take place.

The renewal of the MoU between the City of Windhoek and Helao Nafidi Town Council was signed at the ceremony held in Helao Nafidi Council Chamber We remain committed to nation-building and economic development, intending to achieve the national development goals and Vision 2030. The MoU was signed by Cllr. Bernardus Araeb, Member of the City of Windhoek Management Committee and Cllr. Fillipus Shimunyengu, Member of the Management Committee of the Helao Nafidi Town Council on 22 June 2022. The two cities agreed to cooperate in the following areas:Human Resources and Capacity Building in the form of staff and councilors exchanges, and training in areas of mutual interest, Financial Management in the areas of Revenue Collection and Credit Control, Sharing of information on local and democratic, Co-operation in Town Planning and Sustainable Development, Co-operation in the provision of Emergency Services–ambulances and Fire-Fighting , Local Economic Development – SME Development and Environmental and Waste Management

Both representatives of the two local authorities acknowledged the importance of having a good relationship between the two towns. Cllr. Cllr. Bernardus Araeb that Helao Nafidi will allocate an official to coordinate the implementation of the activities action plan of the cooperation agreement signed by our two cities.



After the signing ceremony at Heloa Nafidi town council the Windhoek delegation took tour to the Oshikango and observed the activities at the border between Namibia and Angola. The delegation has noticed that the business activity at the Namibia/Angola border has decline. The delegation then travelled to overnight in Omuthiya.

Day Four- 22 June 2022

5.4 Courtesy Call on the Mayor of Omuthiya Village Council

Omuthiyagwiipundi (short: Omuthiya) is the capital of Oshikoto Region in northern Namibia, situated approximately 10 kilometres (6.2 mi) from Etosha National Park. It has about 5,000 residents. Prior to Omuthiya, Tsumeb was the regional capital. The town has been proclaimed in October 2007 and the Omuthiya Town Council established in September 2008.

The delegation from the City of Windhoek led by Cllr. Bernardus Araeb, Management Committee Member by paid a courtesy on the Her Worship Jafet Muti the Deputy Mayor of Omuthiya Town Council on 23 June 2022 at 09h00 at Omuthiya Town Council. The courtesy call was attended by Councillors, ACEO and technical relevant officials. Cllr. Bernardus Araeb indicated that the purpose of this mission is to familiarize ourselves with onsite situations in order to device approaches on how, together, we can improve inter-municipal relations. He then assured them that assure you that in the absence of the Memorandum of Understanding between our two cities, the City of Windhoek is in the position to offer any kind of support.

4.2Visit to the Developmental Project

6. GROUP 5: GROOTFONTEIN, RUNDU, DIVINDU, KATIMA MULILO, BUKALO

Delegation Members;

- Dr Saarty Ottilie Uukule (head of delegation)
- Cllr Austin Kwenani
- Cllr Shafiishuna Sam Nujoma
- Jekonia Nghiikumbu (Official)
- Sgt Gerald Swartz (Driver)

Day 1: Monday, 20 June 2022

6.2 Visit to Grootfontein Municipality

The delegation departed from Windhoek, on Sunday afternoon of which the first stop was

Grootfontein Municipality, were the delegation overnight and had to meet and greet with the Council of Grootfontein however the wish could not be achieved as Council together with its senior managers had also traveled for a week-long workshop out of Town.

Day 3: Tuesday, 21 June 2022

6.3 Visit to Rundu Town Council and signing of the MoU

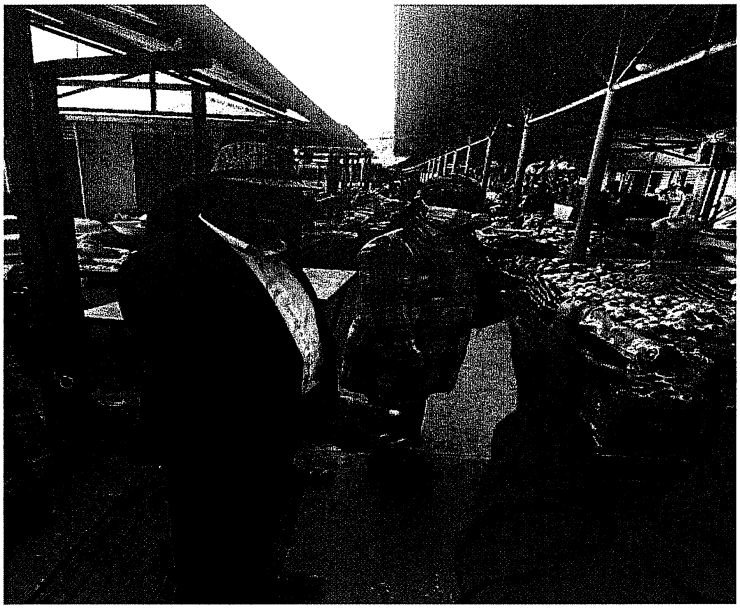
The next destination was Rundu Town Council were the delegation overnight, the next morning the delegation headed by Dr. Uukule; paid a curtesy call to His Worship the Mayor, Cllr Gabriel M. Kanyanga were Dr Uukule explained the purpose of the visit on behalf of the delegation. The City delegation was taken to some of the developmental /project sites.

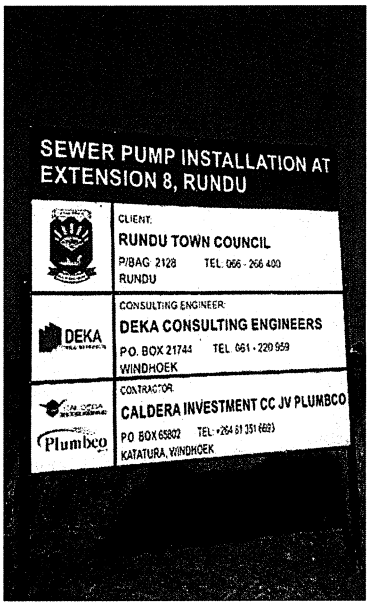
From the site visit the delegation was brought back to the Town Council building were the renewal of the Memorandum of cooperation agreement is signed, The Mayor hence give warm welcoming remarks to the delegation. Subsequently before the signing of the agreement the head of delegation highlighted the areas of cooperation agreement amongst others the following;

- Water and Waste Management
- HR Management & Staff Development
- Promotion Local Economic Development
- Tourism Promotion
- Finance and Administration
- Transport
- Property Management
- Electricity Management

From the signing of the renewal of the Memorandum of cooperation the delegation was hosted with lunch before departure to the next town.

The following visuals, depicts the series of events at the Rundu Town Council;





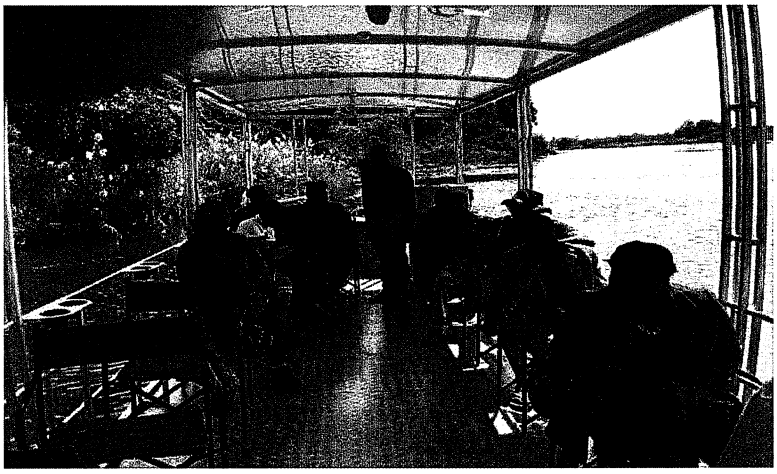
Day 4: Wednesday, 22 June 2022

6.4 Visit to Divundu Village Council

On this day the paid curtesy to Divundu Village Council. The head of delegation once highlighted inter-alia the purpose of the visit and that no local authority could successfully operate isolation, hence local authorities need to work-together in order to achieve developmental goals. The City delegation proposed that village council sign a cooperation of agreements with City of Windhoek and join the inter-municipal family and benefit in forms of skills transfer and curb problems of over-population, as well as, urbanization which has become a serious concern to the City.

The Village Councils appreciated the visit and also indicated their intension to join the inter-municipal family. The delegation was further guided to some of developmental sites of the Village Council and areas of tourism attraction. Lunch and a boat cruze were also hosted by the village council.

Series of events are as follows;



Day 5: Thursday,22 June 2022

6.5 Visit to Katima Town Council

On this day the Delegation paid curtesy to the Mayor of the Katima Town Council were the Council members and senior management were in attendance. The head of the delegation in her remarks highlighted out amongst others; The need to strengthen relationships, and also pointed out the support the City has rendered to the Town Council in the past and that the City could Continue rendered the sisterly support. The delegation also reported to council that the renewal of the cooperation of understanding, an item has been prepared for council approval of which the Katima Mulilo Town Council will be informed once ready.

His Worship, Lister Libuku Shamalaza the mayor and team of the Katima Mulilo Town Council welcomed the Windhoek delegation and give assurance to feel at home. The delegation was further guided to the great Zambezi River, regarded as a tourist attraction in of the Zambezi region as well as to the Open Markets and the Craft Center. The delegation was also hosted with dinner at Protea Hotel alongside the Zambezi river.

The series of events are illustrated as follows;

6.6 Visit to Bukalo Village Council signing for the MoU

New cooperation agreement was signed between the City of Windhoek and the Bukalo Village Council. The following are main themes of the cooperation agreement inter- alia;

- Water and Waste Management
- HR Management & Staff Development
- Promotion Local Economic Development
- Tourism Promotion
- Finance and Administration
- Transport
- Property Management
- Electricity Management

The delegation was further guided to the areas demarcated for a new township, and also took through to the Chobe River alongside the Namibia, Botswana boarders.

Illustration of events are as follows;

7. Conclusion

The familiarization visit to the different regions by the City of Windhoek delegation was indeed a success and an eye opener for the delegation to gain more knowledge and information from other the sister Local Authorities in the Northern and North-Eastern regions. The CoW delegation got an opportunity to attend site visits and learn more about the challenges that the smaller town councils are experiencing and facing. Moving forward, the Local Authorities will submit their requests where they will need assistance and also Letters of Intent to formally enter into an agreement of friendship with the City of Windhoek.

SUMMARY REPORT

ON THE

The Network of Locally elected women of Africa (Refela)

20 – 21 October 2022

Kavango Regional Council

Rundu

OCTOBER 2022

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1. Introduction

The Association of Local Authorities in Namibia (ALAN) is the umbrella body for organized government in Namibia, can only fulfill its mandate by representing local government interests and issues to the central government through a collective and consensual position and help members carry out their municipal tasks by delivering services and offering platforms where local authorities can exchange information and learn from each other's experience.

- The Network of Local Women Elected in Africa (REFELA) was created in March 2011 in Tangier, under the impulse of United Cities and Local Governments of Africa (UCLG Africa) with the support of the Kingdom of Morocco.

- REFELA brings together at the continental African level, women mayors and local elected representatives and constitutes their voice for the promotion of gender responsive local governance.

- REFELA is attached to UCLG Africa and has been its Standing Committee on Gender Equality since 2016.

REFELA is represented at the level of the Standing Committee on Gender Equality of UCLG World, which is recognized as the voice of the world's cities and local governments by the United Nations

Obejective

To proposed strategies and actions aiming ay taking into account the concerns of women in all areas of local life;

To promote a better participation of women in the political life and in the management bodies of local governments

To build up thee capacities of local elected women and develop women leadership in the management of local affairs

To represent the voice of local elected women of Africa in the bodies of the United Cities and Local Governments of Africa and with the Women Commission of the world organisation of UCLG

To consolidate networking of elected women at the Pan – African level by promoting exchanges of experience and mutual apprenticeship including peer apprenticeship.

Vision and Mission

VISION

« Building a parity, inclusive and gender-sensitive local Africa ».

We seek to build an equitable, inclusive and gender-sensitive Africa, where gender equity prevails and communities mobilize to protect vulnerable children and to ensure territorial inclusiveness in Africa. We support initiatives to empower women and girls.

MISSION

To be the engine of change for equity,

empowerment of women and girls

protection of vulnerable children and inclusiveness of all categories in difficulty.

2. ***The City of Windoek delegation***

The delegation for City of Windhoek was represented:

1. Cllr F.N Kahungu
2. Cllr. M. Pienaar-Lombardt
3 Cllr N Larandja
4 Cllr.Q.Kamati
5. Cllr. CC Hanases
6. Cllr.O.Uukule

Day 1 – Thursday, 20 October 2022

2. 1 Visit to Okakarara Town Council

2.1.1 Courtesy call on the Mayor of Okakarara

Upon arrival in Kavango east Regional Council, the delegations of women leaders at Local authority level around the 14 Regions in Namibia was warmly welcomed by Her Worship,

Hon.Johanna Kakondo, Deputy Mayor of Kavango east. The had positive deliberations, highlighting issues that face women countrywide, Education,Unemployment and Gender based violence. the

2.1.2 Remarks by women of solidarity ,Ms Rosa Namaises

The delegation was addressed by Ms. Nmaises with the notion of being a mother first before anything else and narrated on women to know where politicians come from and what were their roles and responsibilities in the communities from which they are coming from,think of the advantages of activism for their work,why it is important that women politician be activists,What is political parties and why we need them in our societies and ideologies are driving our political parties.

Lastly Ms. Namises concluded with urging all women politicians to protect ,empower and encourage openness in their respective political party.

in

2.1.3 Background and Overview Refela by Hon.Jesaya –ALAN Vice President

Ms. Jesaya highlighted on the following:

- The Network of Local Women Elected in Africa (REFELA) was created in March 2011 in Tangier, under the impulse of United Cities and Local Governments of Africa (UCLG Africa) with the support of the Kingdom of Morocco.

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2.1.4 Group discussion onKey Priority areas

Day 1 ended with the Ms. Maureen Kamabala the ALAN Administrator dividing the women in groups of 5, for the discusiion on key priority areas.

2.2. Presentation of the Refela Constitution

Ms Maureen Kamabala recapped the previous day work and shortl went through the refela,s constitution to the delegation for the purpose of capturing and reviewing priority key areas to concentrate on when doing group discussion

2.2.1 Feedback from the group discussions

GROUP 1

2.2.2 Vote of the Regional Commisioners,Vice commissioner and Treasurer

Each region voted for a Regional Commisioner,

Khomas-Queen Kamati

Karas

Hardap

Erongo

Ohangwena

Omusati

Omahekke

Kavango East

Kavango west

Kunene

Otjozondjupa region

Oshikoto

Oshana

Zambezi

Bella Kavendji of Arandis Town Council was voted as the Vice president ,Queen Kamato of the City odf Windhoek was voted as the traeasurer while Juliane Ndeunyema of Maltahohe village Council and Petra Salome Witbooi from leonardville village council as Executive members.

Vote of Thanks by the Vice president

"I humbly accept the position of vice president in the REFELA association to work closely with the commissioners that are representing their different regions. We are going to drive the agenda or maybe ensure that the strategies that we have come up with are adhered to and are mainstreamed within our localities," said the newly elected vice president Kavendji.

"I would urge all local authority councillors and all members that have been together with us during this congress to work together and make sure that in everything we do, we ensure that the sensitivity of gender is adhered to within our local authorities," she noted. Kavendji appealed for cooperation and input from fellow REFELA members to make sure they take care of strategies for instance the issues of children, violence against women. This will guarantee that they are all in a safe environment within the respective local authorities.

7. Conclusion

The Refela visit by the City of Windhoek delegation was indeed a success and an eye opener for the delegation to gain more knowledge and information from other the sister Local Authorities in the Northern and North-Eastern regions. The delegation of the