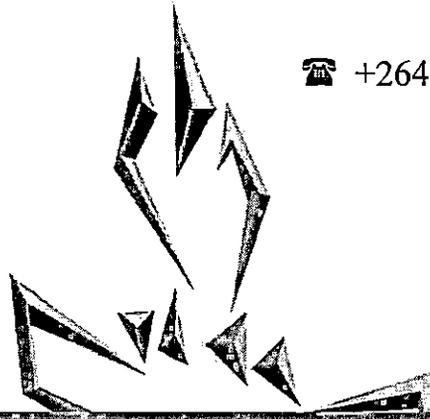


DOCUMENT 1

# CITY OF WINDHOEK

✉ 59, Windhoek

☎ +264 61 2902911

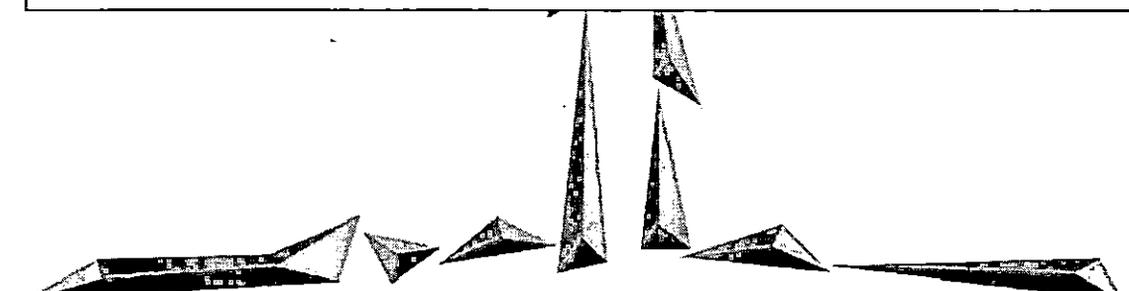


NOTICE is hereby given of the monthly meeting of the

## MUNICIPAL COUNCIL OF WINDHOEK

scheduled to be held on **Thursday, 26 June 2025, at 17:30**, in the new Council Chambers, Windhoek.

.....  
**CHIEF EXECUTIVE OFFICER**



**ENQUIRIES:** Ms M Garises/pek  
Ms T Edward

**REF:** 2025-06-26.ca

**TELEPHONE:** 2902557/2902574

**DATE:** 2025-06-20

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[Municipal Council Agenda: 2025-06-26]

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

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[Municipal Council Agenda: 2025-06-26]

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

=====

[Municipal Council Agenda: 2025-06-26]

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

=====

[Municipal Council Agenda: 2025-06-26]

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

=====

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

[Municipal Council Agenda: 2025-06-26]

**5.1** **MUNICIPAL COUNCIL MEETING  
HELD ON 05 JUNE (28-05) 2025**  
(3/2/1)

The minutes of the monthly meeting of the Municipal Council of Windhoek held on 05 June (28-05) 2025 are submitted for confirmation

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[Municipal Council Agenda: 2025-06-26]

**5.2** **SPECIAL MUNICIPAL COUNCIL MEETING  
HELD ON 13 JUNE 2025**  
(3/2/1)

The minutes of the special meeting of the Municipal Council of Windhoek held on 13 June 2025 are submitted for confirmation.

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[Municipal Council Agenda: 2025-06-26]

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

=====

**7 MOTIONS**

[Municipal Council Agenda: 2025-06-26]

**7.1 [CEO] REQUEST TO ADDRESS THE CONCERNS OF THE SHACK DWELLERS FEDERATION GROUPS IN THE QUEST FOR LAND OWNERSHIP**  
(3/2/1)

\*\*\* A motion, **attached as pages 170 - 172 to the agenda**, was received from Council Member Maitjituavi Kavetu, seconded by Council Member Illse Keister on 18 June 2025 for discussion at the Council meeting scheduled for 26 June 2025.

\*\*\* Acknowledgement of the motion by the Chief Executive Officer is **attached as page 173 to the agenda**.

**FOR DISCUSSION**

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[Municipal Council Agenda: 2025-06-26]

**7.2 [CEO] REQUEST TO REVIEW/AMEND THE EXISTING LEASE AGREEMENTS IN RESPECT OF RENTAL OF RESIDENTIAL ERVEN OKURYANGAVA, OKAHANDJA PARK, BABYLON, HAVANA, OTJOMUISE, MIX SETTLEMENT AND GOREANGAB LOCATIONS**  
(3/2/1)

\*\*\* A motion, **attached as pages 174 - 176 to the agenda**, was received from Council Member Maitjituavi Kavetu, seconded by Council Member Illse Keister on 18 June 2025 for discussion at the Council meeting scheduled for 26 June 2025.

\*\*\* Acknowledgement of the motion by the Chief Executive Officer is **attached as page 177 to the agenda**.

**FOR DISCUSSION**

=====

[Municipal Council Agenda: 2025-06-26]

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

=====

**9 MINUTES OF MANAGEMENT COMMITTEE**

[Municipal Council Agenda: 2025-06-26]

**9.1 APPROVAL OF MINUTES (MC 11/2025)**

The minutes of the Management Committee meeting (MC 11/2025) held on 3 June 2025 was approved by the said Committee on 19(18)(17) June 2025 and is submitted for notice, with recommendations being submitted to the Municipal Council of Windhoek per Items GOV.1, GOV.2, FNS.1, FNS.2, FNS.3 and IND.1 which follow immediately hereunder for consideration.

It is

**RECOMMENDED**

That the minutes of the Management Committee meeting (MC 11/2025) held on 3 June 2025, be noted by its members, with recommendations submitted to the Municipal Council of Windhoek as per Items GOV.1, GOV.2, FNS.1, FNS.2, FNS.3 and IND.1.

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[Municipal Council Agenda: 2025-06-26]

**9.1.1 GOV.1 [CEO] APPLICATION TO NAME A STREET IN HONOUR OF THE LATE MITIRI IMMANUEL HISKIA KARUHUMBA (9/2/3/1/1)**

**A submission by the Heritage Committee, an Advisory Committee of the Windhoek Municipal Council established in terms of section 30(1)(w) and Council Resolution 59/03/2021.**

**Introduction**

\*\*\* An application, attached as pages 1 - 4 to the agenda, was received through the Office of the Mayor. The application seeks for the naming of a street in Auasblick Township in honour of the late Mr Immanuel Hiskia Karuhumba. The proposed honoree was part of the pioneer teachers in the Old Location in the early 1940s and a resident of Windhoek throughout his lifetime.

\*\*\* A well-known figure in the communities of the Old Location and Katutura Townships, the late Mitiri Karuhumba was amongst those who advocated for the education for the disadvantaged in so, doing recognising education as a human

right and fundamental for a developing nation. This submission seeks for further consideration of the application in accordance with Street Naming and Renaming Guidelines as approved by Council Resolutions 76/04/2017 and 156/05/2020, attached as pages 5 and 6 - 9 respectively to the agenda.

### **Background of the application**

\*\*\*

According to the abridged biography, attached as pages 10 - 20 to the agenda, the late Immanuel Karuhumba was an educator, liberation movement cadre and community activist. His direct involvement in the liberation struggle of Namibia was evident in his contribution in the education, political and community development spheres. The late Immanuel Karuhumba was born on the 9 September 1928 in Gobabis and later completed his education at Augustineum in 1942. Approximately two (2) years later, he commenced with his teaching career at the Rynse Herero School in the Old Location, a journey that defined his contributions in the education sectors in both the Windhoek and Rehoboth communities. In Rehoboth, the proposed honoree formed part of the education team through his attachment to the Rehoboth High School. In 1960, he returned to Windhoek and nine (9) years later he became the Principal of Bethold Himumuine School, the position he held until his retirement in 1988.

Apart from his presence in an ordinary class, the late Immanuel Karuhumba led the literacy program that was deliberately crafted to equip ex-patriots in preparation and strengthening their chances for employment opportunities and placement. Many prominent figures in the post-independence transformation of business, political, legal, diplomatic and journalistic frontiers benefitted from that arrangement, sponsored by the Council of Churches of Namibia (CCN). Through the education arena, the proposed honoree allowed many to see the vastness of the world, developed human resources and empowering the disadvantaged communities, as such contributed to the profound impact of sector on the development of an independent nation.

As he later became politically conscious and while in the Old Location, the late Immanuel Karuhumba joined the liberation movement of SWAPO, reinforcing the local support towards the party. As a fearless and staunch stalwart of the SWAPO Party and while under the Windhoek Branch in the 1950s, his active involvement was through the planning of clandestine activities, foreseeing safety arrangement for his comrades, helping those prepared to escape into exile, ensuring that party remains visible and worked openly in defiance of the apartheid regime.

Furthermore, his ineradicable political contributions captured his involvement in the committee that was commissioned with the accommodation of returning comrades and ex-plain combatants. Together with the late Phura Kambangula, Karuaera, Seraera and Nico Ukera were tasked with the assignments of ensuring that those former parties are well hosted and integrated within the wider Namibian community, fostering social cohesion and inclusion. Specially, these hosting were in various houses in Windhoek owned by fellow comrades. In 1981 and as vividly captured in the shared photographs, the late Immanuel Karuhumba and others joined the late Founding Father of the Namibian Nation in Lusaka, Zambia, upon the invitation by the latter.

The noticeable involvement and contributions made by the late Mitiri Karuhumba in the political, education and community development sectors, amplifies these spheres as crucial pillars for sustainable socio-economic growth, improving quality of life and unlocking the potential of a nation. Sadly, the late Mr Immanuel Hiskia Karuhumba died on the 24 November 1997 in Windhoek.

### **Proposed street for consideration**

The applicant applied for the renaming of Aggripa or Antiochie Street in Wanaheda. The applicant and family members were engaged and consulted by the municipal technical team, for a reconsideration of the proposed streets. This led to the identification of a street without a name in Auasblick Extension 1. A number of streets in this extension remains without names. These streets with signage plates reading as 'Street 1A and 1B' connect the recently named Jason Mutumbulua and Advocate Fanuel Kozonguizi Streets and provided access to mostly residential properties. The streets to be merged are without appropriate names, thus it was found fitting to name it in honour of the late educator and a staunch liberation movement cadre. The identified streets are considered to be appropriate, as streets in that extension are named after individuals who played similar roles for the national liberation and nation building.

### **Motivation**

\*\*\*

The application is in line with the relevant guidelines that facilitate the recognition and honouring of leaders and selflessly championed the struggle for the liberation of the Namibia nation as well as those who contributed to the positive image of the City and the country at large. In support of this application is the Bethold Himunuine Primary School, Maharero Royal House and the SWAPO Party, as attested in the letters **attached as pages 21, 22, 23 - 24 respectively to the agenda.**

Considering that the street is not inhabited, no affected immediate owners were identified for consent and advertisement made in the printed media as per the requirements.

Management Committee

### **RECOMMENDED**

- 1 That the application from Mr Wilson C Karuhumba to name a street referenced as 'Street 1A and Street 1B' in Auasblick Extension 1 in honour of the late Mr Immanuel Hiskia Karuhumba, be noted and supported.
- 2 That the Chief Executive Officer (Manager: Operations and Committee Services) in consultation with the Manager: External Relations and Networking inform the applicant about this Council Resolution and make the necessary arrangements in the event of a street renaming ceremony.
- 3 That the general public be informed about this Council Resolution.

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

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[Municipal Council Agenda: 2025-06-26]

**9.1.2 GOV.2 [CEO] APPLICATION TO RENAME ROLLS ROYCE AND ISABELLA STREETS (KHOMASDAL) IN HONOUR OF REVEREND FRED ABRAHAM JOSEPH (9/2/3/1/1)**

**A submission by the Heritage Committee, an advisory committee of the Windhoek Municipal Council established in terms of section 30(1)(w) and Council Resolution 59/03/2021**

**Introduction**

\*\*\* An application, **attached as pages 25 – 28 to the agenda**, to rename a street in honour of Reverend Fred A Joseph was received through the Office of the Mayor. The proposed honoree is the founder of the Apostolic Mission Church, based at the corner of Rolls Royce and Isabella Streets in the Khomasdal Township. Under his leadership, the Khomasdal AFM Church continues to be rooted in Christ-oriented evangelism, faith and values, addressing the spiritual and moral transformation of the community.

\*\*\* The remarkable contributions made by the proposed honoree are strongly rooted in the community development through the promotion of spiritual wellbeing and evangelism, education, strengthening livelihoods, family life, and community empowerment. The application is presented for consideration in accordance with the Street and Place Naming/Renaming Guidelines (as amended) as approved by Council Resolutions 76/04/2017, 156/05/2020 and 374/11/2018 **attached as pages 5, 6 – 9 and 29 respectively to the agenda.**

**Background of the application**

The establishment of the Apostolic Mission Church in the neighborhood brought complimentary significance in terms of land use and community services to the neighborhood of interest and the wider Khomasdal community. As part of the core function, the house of faith contributes to the societal wellbeing of the community in terms of the spiritual upliftment, empowerment, restoration and reconciliation of the residents.

As documented in the provided abridged biography, Reverend Fred Abraham Joseph was born in the Eastern Cape. It was in South Africa, where he and his wife gracefully responded to the call of serving humanity through the establishment of a congregation in one of the mostly impoverished communities at the time. Through affirmed faith and preparedness to serve others, especially the less advantaged, Reverend Fred Joseph became very instrumental in his community amidst the social and political upheaval of the time. He served his community as a member of numerous school boards as well as that of town council in the Graaff Reinet community.

With that established purpose to life, in 1983, the family moved to Namibia upon acceptance of a call by Pastor Joseph to serve the Khomasdal AFM Church. It is needless to indicate the social and political situation in the country at that time, as many felt the heat of social injustice and political oppression by the apartheid dispensation. Amidst the prevailing circumstances, through the established church, Pastor Joseph cultivated a sense of hope and belonging among the wider Khomasdal community, especially the scholars of Augustineum who found the sermons to be impartial and inclusive. It was until after independence, that Reverend Joseph was ceremonially elected and installed in the capacity as the first president of a unified Apostolic Mission Church in Namibia.

As a leading figure of the church, he immensely contributed towards and oversaw the erection of numerous places of worship under his denomination both in the south, central and north region of the country. These buildings continue to be used as venues for empowerment, education and fellowship. Expanding beyond his role as a clergy, Pastor Fred Joseph's presence was witnessed in the political arena. In 1988, he ascended to the helm of the SWAPO Elders Council as a Chairperson. Whilst, in his immediate community, he had the privilege to serve various educational institutions in the capacity of chairmanship. These amongst others included institutions such as Ella du Plessis High School, Gammams Primary School, Khomasdal Teachers Training College and Concordia College. Apart from the latter institution, the other three institutions are based and well scattered across Khomasdal Township. Through holding these positions of influence, he directly and indirectly touched and nurtured youth development. As a member of the Board of Director of the Namibia Broadcasting Corporation (NBC), his contribution extended to the wide Namibian nation. At the time as the country was setting on a new democratic trajectory, as Board Members, Pastor Joseph and the team played a pivotal in the transformation of the national broadcasting agent, particularly in the reformation of religious broadcasting guidelines. Equally, Reverend Joseph, with Dr Ngeno Nakamela and Father Wulf (Roman Catholic Church) served on the Reparation, Reintegration and Resettlement of Returnees from exile, and which involved overseeing their settlement at Döbra.

\*\*\* Over the years, Revered Joseph forged for building relationships, promoting social transformation and empowering local inhabitants through the functions of the church and other influential positions he held in his community. He addressed the socio-economic and spiritual needs of the community through some concerted and collaborated efforts. To this day, a towering figure in faith and community development he remains a beacon of hope for his family, congregation and the Khomasdal community, his Biography is **attached as pages 30 – 34 to the agenda.**

### **Proposed streets**

\*\*\* The applicant seeks for the renaming of both Rolls Royce and Isabella Streets in Khomasdal Township. Both streets are connected by a smooth curve as shown by the attached layouts, **attached as pages 35 – 36 to the agenda.** The joint streets provide smooth mobility to the immediate residents as well as providing easy access linking Khomasdal and Katutura Townships. The two (2) streets meet right in front of the River of Life/Apostolic Faith Mission Church. Apart from providing access to approximately twenty five (25) households and one (1) institution (school), both streets connect to Rand Street that borders Katutura and

Khomasdal Townships. Collectively both streets, measure  $\pm$  480 metres in length and are classified as distributor streets.

\*\*\* In terms of the thematic significance attached to streets naming, a theme of exclusive vehicle brands and female names are associated with these names respectively, namely Rolls Royce and Isabella. As per Council Resolution 374/11/2018, **attached as page 29 to the agenda**, makes provision for renaming of streets in honour of national heroes while retaining or ensuring minimal disturbances of the theme used in that particular area. Therefore, the application under consideration need to be evaluated and considered in that context as well. No trace of knowledge of any significance historical value or sentiments attached to Namibia can be established in association with both streets.

### **Motivation**

\*\*\* The Street and Place Naming/Guidelines, **attached as pages 37 – 47 to the agenda** recognizes local, national and international personalities who immensely contributed to the social development and upliftment of the human race in various aspects of livelihood. Such acknowledgement particularly takes cognizance of the contribution made to the overall wellbeing of Windhoek and the Namibian nation at large. Through the thought-full consideration of this application, such provides the Municipal Council of Windhoek to continue embracing the endurable memories and indelible contributions of these heroes and prominent members of society who immensely contributed to the attainment of national independence and nation building.

\*\*\* The living Reverend Fred Abraham Joseph is amongst the many such members of the Khomasdal community, who through his spiritual calling continues to contribute towards societal transformation of the nation as a whole. The contribution and association of the proposed honoree signifies his direct connection with the Khomasdal community as his impact transcend beyond his title as a man of cloth. His spiritual and leadership abilities are well tested and had been witnessed across the spheres of community and leadership development. In addition to the support obtained from the immediate residents and street users, supporting letters from members of the community, such as Reverend James Fredericks (General Secretary of the Council of Churches in Namibia) and Ambassador Josua Hoebeb (Former Ambassador) endorsing this application are **attached as pages 48 and 49 to the agenda**, for consideration.

\*\*\* All requirements are met by the applicant as per Street and Place Naming/Renaming Guidelines (as amendment) as approved by Council Resolutions 76/04/2017 and 156/05/2020, demonstrating a good relationship between the church and the immediate streets users, all households and the school have consented the renaming. The completed resident consent forms are attached as proof of their support, **attached as pages 50 – 60 to the agenda**, and no public objections have been received by the applicant or through the Offices of the Chief Executive Officer and the Mayor as per the standard requirements, at the time of evaluating and considering this application.

Management Committee

**RECOMMENDED**

- 1 That the application from Mr Selwyn Welcome to rename Rolls Royce and Isabella Streets in honour of Reverend Fred A Joseph, be noted and supported.
- 2 That Rolls Royce and Isabella Streets be renamed and be known as Reverend Frederick Joseph Street.
- 3 That Chief Executive Officer (Manager: Operations and Committee Services) in consultation with the Manager: External Relations and Networking inform the applicant about this Council Resolution and make the necessary arrangements in the event of a street renaming ceremony.
- 4 That the general public be informed about this Council Resolution.
- 5 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2025-06-26]

**9.1.3**

**FNS.1 [HPH] APPLICATION TO PURCHASE A PORTION OF THE REMAINDER OF ERF 7961, KATUTURA EXTENSION 18 FOR CONSOLIDATION WITH ERF 7581, KATUTURA EXTENSION 18 (L/R/7961/7581/KAT)**

**Introduction**

The purpose of this item is to submit to an application received from Mr Paulus Natangue Ithete to purchase a portion of the Remainder of Erf 7961, Katutura Extension 18 for consolidation with Erf 7581, Katutura Extension 18 and to seek Council's approval thereof.

**Application**

\*\*\*

An application dated 20 May 2022, **attached as pages 61 - 62 to the agenda**, was received from Mr Paulus Natangue Ithete, the owner of Erf 7581, Katutura Extension 18, to purchase a portion of Remainder of Erf 7961, Katutura Extension 18 for consolidation with Erf 7581, Katutura Extension 18. Mr Ithete is a Namibian Citizen as evidenced by the Identity Document, **attached as page 63 to the agenda**. Mr Ithete is also the owner of Erf 7581, Katutura Extension 18 as evidenced by Deed of Transfer, T2279/2022 is **attached as pages 64 - 67 to the agenda**.

**Property Description and Locality**

Erf 7581, Katutura Extension 18 measures  $\pm 536 \text{ m}^2$  in extent, is zoned 'residential' with a density of 1:250  $\text{m}^2$  and is situated in Claudius Kandovazu Street.

The Remainder of Erf 7961, Katutura Extension 18 measures  $\pm 17\,530\text{ m}^2$  in extent, is zoned 'public open space' and is situated at the corner of Claudius Kandovazu and Abraham Mashego Streets.

\*\*\* The Enlighten locality maps depicting the erven is **attached as pages 68 - 69 to the agenda.**

#### **Technical comments**

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

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

##### **- Bulk Water and Waste Water**

There is no objection to the application: Provided:

- That no water and sewer services affected and any additional requirements with regard to water or sewer services be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

##### **- Engineering Services Division**

- No sewer services are affected by the consolidation of the applied 10 metre portion. Any additional requirements about sewer services brought on as a direct consequence of the consolidation or subsequent activities will be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

##### **- Solid Waste Management**

There is no objection to the application: Provided:

- That once approved, the applicant may continue to use the existing waste removal system already in place.
- That as far as possible the applicant will be required to institute recycling and waste reduction initiative in order to compliment City initiative on waste recycling, as the City is struggling with airspace at the landfill site.
- That by all means all waste may only be disposed of at an approved landfill and satellite sites as illegal dumping of waste will not be tolerated.
- That burning littering and burying of waste is prohibited.

### **Comments from the Strategic Executive: Electricity**

#### **- Technical Support**

There is in principle no objection to the application submitted for the purchase of portion of Erf 7961, Katutura Extension 18 for consolidation with Erf 7581, Katutura Extension 18: 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, and further distribution be from the main LV kiosk/board of each 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 may 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.
- That service connections may not be routed through any subdivided portion or remainder.

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

#### **- Health and Environmental Management**

There is no objection to the application to purchase a 10 metre portion of the Remainder of Erf 7961, Katutura Extension 18, provided that the applicant does not allow any activities taking place on the premises to constitute a public health nuisance. The protected tree located in the area applied for should be incorporated into the portion and must not be removed without prior approval. It should also be noted that Erf 7961, Katutura Extension 18 is zoned 'public open space' and the rezoning of a 'public open space' to any other land use is a listed activity in the Environmental Management Act, 2007 (Act 7 of 2007). The applicant should therefore obtain Environmental Clearance from the

Environmental Management Division of the City once the application has been approved by Council.

- **Parks**

There is no objection to consolidating a portion of the Remainder of Erf 7961, Katutura Extension 18 with Erf 7581, Katutura Extension 18, as indicated below only ( $\pm$  24 metres in length). The objected area has a protected *B. Albritrunca* tree. (It is worth noting that the objection part of this comment is addressed by the comments from Environment).

**Comments from the Strategic Executive: Urban and Transport Planning**

- **Urban Planning**

There is in principle no objections to the sale of a portion of the Remainder of Erf 7961, Katutura Extension 18 for consolidation with Erf 7581, Katutura Extension 18: Provided:

- That the applicant is still required to submit the following application to the Municipal Council of Windhoek for recommendation in terms of section 105 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) or consideration and recommendation:
  - That the subdivision of the Remainder of Erf 7961, Katutura into Portion A and the Remainder;
  - That the consolidation of Portion A (a Portion of the Remainder of Erf 7961) Katutura Extension 18 with Erf 7581, Katutura Extension 18 into one (1) erf.
- That the applicant note that after the subdivision and consolidation application is submitted to the Municipal Council of Windhoek, the applicant will be required to consult with the adjacent neighbours and the general public in accordance with section 107 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) and the Municipal Council of Windhoek's Public Consultation Policy of the proposed development regarding the aforesaid subdivision and consolidation. The applicant will further be required to furnish the Municipal Council of Windhoek with proof of such consultation.
- That the applicant obtain an Environmental Clearance Certificate for the closure of Portion A (a Portion of the Remainder of Erf 7961) Katutura Extension 18 as a 'public open space' from the Municipal Council of Windhoek by the Environmental Management Act, 2007 (Act 7 of 2007) before the submission of the subdivision and consolidation application to the Urban and Regional Planning Board.

- That the Municipal Council of Windhoek approves the permanent closure of the proposed Portion A (a Portion of the Remainder of Erf 961) Katutura Extension 18 as 'public open space' in accordance with the provisions of section 50(1) of the Local Authorities Act, 1992 (Act 23 of 1992), subject to the following conditions:
  - That the Municipal Council of Windhoek prepare the closure notice for the applicant.
  - That the applicant advertises the intended permanent closure of Portion A of the Remainder of Erf 7961, Katutura Extension 18 in the Government Gazette and in at least two (2) newspapers circulating within the local authority area, in accordance with the provisions of section 50(3)(a) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), send out letters to affected and interested persons (including neighbours) and place notice of the intended closure on the site.
- That upon closure of the public open space, Portion A of the Remainder of Erf 7961, Katutura Extension 18 assumes the same zoning and density as Erf 7581, Katutura Extension 18 in terms of clause 5(3) of the Windhoek Town Planning Scheme.
- That the land and any buildings may only be used for purposes in line with the provisions of the Windhoek Town Planning Scheme.

- **Road Planning Design and Traffic Flow**

There is no objection to the proposed sale of a portion of the Remainder of Erf 7961, Katutura Extension 18 for consolidation with Erf 7581, Katutura Extension 18: Provided:

- No access will be allowed from a public open space.
- The applied portion is affected by stormwater, roads planning and design to comment and indicate the final area to be sold.
- Urban Arterial Account (UAA) of N\$11 244.00 is applicable per dwelling unit enhanced to be paid into Item 5010/05/2/05/1032.

- **Road and Stormwater Design**

A stormwater investigation was done and the following is reported:

- Both Erf 7581, Katutura Extension 18 and the proposed Portion A of the Remainder of Erf 7961, Katutura Extension 18 have a general downward slope from the east towards the west.

- Stormwater is collected from Asem Street, flowing into a stormwater chute or system crossing the northeastern corner of Erf 7581, Katutura Extension 18, flowing across the southeastern and northern boundaries from where it flows into a northwesterly direction into the stormwater course described in point 4 below.
- There is no stormwater system crossing the proposed Portion A of the Remainder of Erf 7961, Katutura Extension 18, except for surface stormwater run-off.
- It should however, be noted that a stormwater course flows  $\pm$  15 metres away and parallel to the north western boundary of Erf 7581, flowing into a south westerly direction into a stormwater culvert underneath Claudius Kandovazu Street.

This division has no objection to the proposed purchase of a 10 metres wide portion of Erf 7961, Katutura Extension 18 and consolidation with Erf 7581, Katutura Extension 18: Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme.
- That the applicant appoint a registered professional Engineer at his/her own cost and risk, to determine if the northwestern boundary of the proposed Portion A of the Remainder of Erf 7961, Katutura Extension 18 requires to be protected against any potential flood damage.
- That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the erf 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 plans be approved until the stormwater conditions are met.
- That the stormwater chute or system be fully accommodated along its length across Erf 7581, Katutura Extension 18.
- That no building plan will be approved until the above stormwater conditions are met.

- 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.

### **Comments from the Strategic Executive: Housing, Property Management and Human Settlement**

#### **- Valuations**

\*\*\*

Portion A of the Remainder of Erf 7961, Katutura Extension 18 measures  $\pm 390 \text{ m}^2$  in extent, and after consolidation with Erf 7581, Katutura Extension 18 the size of the consolidated erf would be  $\pm 926 \text{ m}^2$  in total. The development potential is enhanced in terms of the density being 1:250  $\text{m}^2$ . Hence, the value payable is N\$148 200.00 as determined by the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Valuation Services) as per Valuation Certificate dated 25 November 2024, **attached as page 70 to the agenda.**

Should the owners of Erf 7581, Katutura Extension 18 wish to take occupation of Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 before the conclusion of the sale, it could be leased to the applicants once the preliminary consolidation diagram are available, pending the finalising of the sale, at a monthly rental of N\$1 235.00.

The rental was calculated at 10 % of the purchase price divided by twelve (12) and should be further subjected to the annual escalations in line with the Namibia Inflation Rate.

That no permanent structures be constructed on Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 during the lease period.

#### **- Property Management**

There is no objection to the subdivision of the Remainder of Erf 7961, Katutura Extension 18 into Portion A ( $\pm 390 \text{ m}^2$  in extent) and the Remainder of Erf 7961, Katutura Extension 18 and the sale of Portion A ( $\pm 390 \text{ m}^2$  in extent) to the owner of Erf 7581, Katutura Extension 18 for consolidation purposes.

#### **Site inspection**

A site visit was conducted on 30 July 2024 by the Strategic Executive: Housing, Property Management and Human Settlement (Property Management Division) and it was discovered that the applied portion is free from encroachment except a fence that was erected to curb illegal land grabbers from occupying the applied portion as indicated on the pictures, **attached as pages 71 - 72 to the agenda.**

### Neighbours Consent

\*\*\* The favorable consent from the owner of Erf 7588, Katutura Extension 18 is attached as page 73 to the agenda.

### Conclusion

In light of the positive technical comments received, the item is submitted to Council for its deliberations and consideration whilst it is proposed that the application from the owner of Erf 7581, Katutura Extension 18 for a portion of the Remainder of Erf 7961, Katutura Extension 18 ( $\pm 390 \text{ m}^2$  in extent) for consolidation purposes be approved.

Management Committee, having considered the application

### RECOMMENDED

- \*\*\* 1 That the application, attached as page 61 - 62 to the agenda, received from the owner of Erf 7581, Katutura Extension 18 to purchase a portion of the Remainder of Erf 7961, Katutura Extension 18 for consolidation with Erf 7581, Katutura Extension 18, be noted.
- \*\*\* 2 That the Remainder of Erf 7961, Katutura Extension 18 be subdivided into Portion A ( $\pm 390 \text{ m}^2$  in extent) and the Remainder as indicated on Plan No: KAT R7961-1 attached as pages 68 - 69 to the agenda.
- 3 That approval be granted for the sale of Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 to the owner of Erf 7581, Katutura Extension 18 for consolidation purposes.
- 4 That the sale of Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 be subject to the following conditions:  
Extension 18 be subject to the following conditions:
- 4.1 That Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 be closed as a public open space in terms of section 50(1) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 4.2 That the City prepare the closure notice and that the applicant/owner of Erf 7581, Katutura Extension 18, at own cost, be responsible for inserting the notice in the media, placing a copy on-site and for distribution to the affected neighbours.
- 4.3 That proof of successful advertising be provided to the Strategic Executive: Urban and Transport Planning before the transfer process.
- 4.4 That Portion A of the Remainder of Erf 7961, Katutura Extension 18 be consolidated with Erf 7581, Katutura Extension 18 simultaneously with transfer.

- 4.5 That the applicant/owner of Erf 7581, Katutura Extension 18 be responsible for the town planning and cadastral applications to the Ministry of Urban and Rural Development.
- 4.6 That the applicant be responsible to submit all the required documents, forms and fees as per the Urban and Regional Planning Board requirements to the Strategic Executive: Urban and Transport Planning for submission to the Urban and Regional Planning Board.
- 4.7 That upon consolidation, Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 assume the same zoning of the abutting Erf 7581, Katutura Extension 18, being 'residential' with a density of 1:250  $\text{m}^2$ , in terms of clause 5(3) of the Windhoek Town Planning Scheme.
- 5 That it be noted that there is a protected tree (*B. Albritrunca*) species on Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18, which tree must be incorporated into the portion and must not be removed without the prior approval of Council.
- \*\*\*
- 6 That, after obtaining Environmental Clearance Certificate and successful completion of the town planning and cadastral procedures, Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 be sold to the owner of Erf 7581, Katutura Extension 18 for consolidation purposes at a full market price of N\$390  $\text{m}^2$  / being N\$148 200.00 in total in terms of Council Resolution 276/08/2004, **attached as page 74 to the agenda**, and as per the Valuation Certificate dated 25 November 2024, **attached as page 70 to the agenda**.
- 7 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme, stating:
- 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 appoint a registered professional Engineer at his/her own cost and risk, to determine if the northwestern boundary of the proposed Portion A of the Remainder of Erf 7961, Katutura Extension 18 requires to be protected against any potential flood damage.

- 9 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the erf is contemplated.
- 10 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.
- 11 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.
- 12 That no building plans be approved until the stormwater conditions are met.
- 13 That the stormwater chute or system be fully accommodated along its length across Erf 7581, Katutura Extension 18.
- 14 That no building plan will be approved until the above stormwater conditions are met.
- 15 That a condition for the resale of the consolidated property be included in the Deed of Transfer of the erf, whereby transfer to a third party only take place with approval of the Municipal Council of Windhoek.
- 15.1 That approval will only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.
- 16 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.
- 17 That only one (1) service connection from the municipal electrical network be allowed per erf, and further distribution be from the main LV kiosk/board of each erf.
- 17.1 That only one (1) additional metre point be allowed for an approved flat on erven that are zoned 'single residential' and for more metre points, the erf be rezoned to 'general residential'.
- 17.2 That no access will be allowed from a public open space.
- 17.3 That an Urban Arterial Account (UAA) of N\$11 244.00 is applicable per dwelling unit enhanced to be paid into Item 5010/05/2/05/1032.
- 18 That the applicant/owner of Erf 7581, Katutura Extension 18:

- 18.1 Submit proof to the Strategic Executive: Housing, Property Management and Human Settlement not later than six (6) months from the date of this Council Resolution that the Environmental Management Clearance Certificate has been obtained and the proposed closure, subdivision and consolidation have been submitted to the Townships Board for consideration.
- 18.2 Submit proof to the Strategic Executive: Housing, Property Management and Human Settlement within sixty (60) days after the issuing of the Closure, Subdivision and Consolidation Certificate that a Surveyor has been appointed.
- 18.3 Submit draft erf diagrams to the Strategic Executive: Housing, Property Management and Human Settlement within three (3) months after appointment of the Surveyor, indicating that the survey has been completed and that the diagrams have been submitted to the Surveyor General for approval.
- 18.4 Sign the Deed of Sale not later than sixty (60) days after the approval of the diagrams by the Surveyor General and having been requested to do so by the Strategic Executive: Housing, Property Management and Human Settlement and pay the purchase price.
- 18.5 That, should the applicants fail to comply with any of the conditions in this Council Resolution or fail to finalize the sale within eighteen (18) months from the date of this Council Resolution, that the allocation of Portions A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 to the owner of Erf 7581, Katutura 18 beyond the eighteen (18) months be subject to the price escalation to be determined by the Strategic Executive: Housing, Property Management and Human Settlements.
- 19 That, should the applicant wish to take occupation of Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 prior to the conclusion of the sale thereof, that the portion be leased to the applicant once the preliminary diagrams are available, pending the sale, at a monthly rental of N\$1 235.00 further subject to the annual escalation in line with the Namibia Inflation Rate.
- 20 That the sale/lease of Portion A ( $\pm 390 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 be advertised in terms of section 63(2)(b) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 21 That the sale/lease of Portion A ( $\pm 366 \text{ m}^2$  in extent) of the Remainder of Erf 7961, Katutura Extension 18 be subject to Ministerial approval in terms of section 30(1)(t)(iii) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 22 That the Chief Executive Officer (Corporate Legal Adviser) draft the Deed of Sale.

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

### Financial implications

Service rendered	Funds required (N\$)	Funds available
Advertisement cost	4 000.00	Item 4000/20/1/10/0025
Urban Arterial Account (UAA)	11 244.00	Item 5010/05/2/05/1032.

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[Municipal Council Agenda: 2025-06-26]

#### 9.1.4 FNS.2 [HPH] APPLICATION TO PURCHASE A PORTION OF ERF 2111, KATUTURA TO BE CONSOLIDATED WITH ERF 2031, KATUTURA (L/2111/Kat)

##### Introduction

\*\*\* The purpose of this item is to submit to Council an application dated 7 September 2016, **attached as pages 75 – 76 to the agenda**, received from the Namibia College of Open Learning (NAMCOL) for the purchase of a portion of Erf 2111, Katutura for consolidation with Erf 2031, Katutura.

##### Application

An application was received from the Namibia College of Open Learning (NAMCOL) for the purchase of a portion of Erf 2111, Katutura for consolidation with Erf 2031, Katutura.

##### Property description and locality

\*\*\* Erf 2031, Katutura is zoned ‘institutional’, measures ± 26 813 m<sup>2</sup> in extent and is situated in Independence Avenue as per Plan No. PDT/2031Kat, **attached as page 77 to the agenda**.

Erf 2111, Katutura is zoned ‘public open space’, measures ± 41 596 m<sup>2</sup> in extent and is situated in Independence Avenue, Katutura.

##### Site Visit

\*\*\* A site visit was conducted on 15 April 2025. Pictures in this regard are **attached as pages 78 - 81 to the agenda**.

##### Technical comments

The Strategic Executive: Housing, Property Management and Human Settlement hereby indicate that technical comments were requested from the different departments and the following comments have been received.

### **Comments from the Strategic Executive: Electricity**

#### **- Technical Support**

There is in principle no objection to the application submitted to purchase a portion of Erf 2111, Katutura for consolidation with Erf 2031, Katutura: 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, and further distribution be from the main LV kiosk/board of each 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 may 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.
- That it be noted that a split prepayment meter shall be used in residential areas with payment levels lower than 80 % and all informal settlements.
- That it be noted that for 'general residential' developments without high rise buildings i.e., individual apartments, a split prepayment meter boundary shall be used for each unit: Provided that it's technically possible otherwise a bulk meter shall be used with a metering box located on the street/ development erf.

### **Comments from the Strategic Executive: Urban and Transport Planning**

#### **- Roads Planning, Design and Traffic Flow**

There is no objections to the proposed purchase of a portion of ( $\pm 1\ 808\ m^2$ ) of Erf R/2111, Katutura for consolidation with Erf 2031, Katutura: Provided:

- That the Planning and Design Section supports the purchase of the portion.
- That no new accesses will be allowed from Independence Avenue.
- That building plans for the proposed development should be submitted for approval prior to the commencement of the development showing all parking calculations and layout.
- Urban Arterial Account (UAA) contribution will be N\$49 960.49, to be paid into Item 5010/05/2/05/1032.

### **Urban Planning**

The Remainder of Erf 2111, Katutura measures 41 487 m<sup>2</sup> in extent, the proposed size by the applicant is 5 500 m<sup>2</sup>. The subject property is zoned 'public open space' and Erf 2031 is zoned 'institutional'.

There is in principle no objection to the purchase, subject to the comments from the Roads and Stormwater Division should there be an objection, then the approval will be withdrawn:

- The use of the land and building(s) comply with the provisions of the Windhoek Town Planning Scheme;
- That Erf R/2111 be subdivided into Portion A and the Remainder.
- That the proposed Portion A be closed off as 'public open space' in line with section 50(1)(c) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended);
- All town planning procedures to be carried out by the applicant (closure, subdivision and consolidation).
- The cost of the town planning procedures should be for the account of the applicant.
- That the City prepare the closure notice for the applicant;
- That the applicant advertises the intended closure as per section 50(3) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and follow all processes as per the Act for closure.

### **Roads and Stormwater Design**

A stormwater investigation was done and the following is reported:

- Erf 2031 has a general downward slope from the center of the erf towards the stormwater courses flowing along the western and south eastern boundaries of the erf.

- There is no stormwater system crossing Erf 2031, except for surface stormwater run-off.
- There is a stormwater course flowing along the south eastern boundary of Erf 2031, flowing from the north east into a south westerly direction, flowing approximately between 25 and 10 metres away from the south eastern boundary of Erf 2031, flowing across a portion of the proposed Portion A of Erf R/2111, flowing from a stormwater culvert underneath Independence Avenue.
- There is another stormwater course flowing along Erf R/2111, flowing parallel and along the western boundary of Erf 2031, flowing from a stormwater culvert underneath Independence Avenue, flowing from the north into a southerly direction, flowing into the stormwater course mentioned above at the most south western corner of Erf 2031.

This division therefore does not support the sale of the proposed Portion A of Erf R/2111 to be consolidated with Erf 2031, Independence Avenue Katutura.

This division would however reconsider the sale of a portion of Erf R/2111 and subsequent consolidation with Erf 2031, Independence Avenue Katutura: Provided:

- That the proposed Portion A ( $\pm 1\,808\text{ m}^2$ ) of Erf R/2111 be measured as indicated on the attached Figure 1.
- That the proposed Portion A ( $\pm 1\,808\text{ m}^2$ ) of Erf R/2111 be as stipulated by the Public Open Space Policy.
- That surface stormwater run-off be accommodated according to clause 35 of the Town Planning Scheme.
- That the applicant appoints a registered professional Engineer at his/her own cost and risk, to determine if the proposed Portion A of Erf R/2111 requires to be protected against any potential flood damage.

#### - **Sustainable Development**

Erf 2111, Katutura measures  $41\,487\text{ m}^2$  in extent and is zoned 'public open space'. It is currently predominantly vacant. The applicant proposes to purchase the portion of about  $5\,500\text{ m}^2$  which is **not** in line with the Public Open Space Policy which endorses the sale of 10 metre strip of adjacent land reserved as Public Open Space. Therefore, this application should be assessed and supported on its merit. The division has no objection to the proposed application provided that all technical departments also support the application. The division further recommends the following:

- Erf 2111, Katutura be subdivided into Portions X and Remainder.

- That Portion X of Erf R/2111, Katutura be closed off as public open space in line with section 50(1)(c) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- That Portion X be rezoned to 'institutional' for consolidation with Erf 2031, Katutura into consolidated Erf Z.
- That the applicant be responsible for all the cadastral town planning applications to the Ministry of Urban and Rural Development.

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

**- Solid Waste Management**

There are no objections from Solid Waste Management Division.

**General comments**

- During the extension, depending on the types of waste being generated, all waste may be collected and removed to the Kupferberg Landfill Site or to various satellite sites within the City.
- Hazardous waste, such as paint, waste oil may not be thrown onto the ground but rather be collected and removed from the site and disposed of at hazardous cell at the Kupferberg Landfill Site.
- As far as possible the applicant will be required to institute recycling and waste reduction initiative in order to compliment the City's initiatives on waste recycling, reduce and reuse as per Solid Waste Management regulations and the policy.
- Recyclable may be handed over to authorised waste recyclers within the City.
- By all means, all waste may only be disposed of at an approved landfill and satellite sites as illegal dumping of waste will not be tolerated.
- Burning, littering and burying of waste is prohibited.

**- Engineering Services**

**Water**

The division comments that the sale of a portion of Erf R/2111, Katutura for consolidation with Erf 2031, Katutura is not supported because a Municipal water line is affected.

The application can only be approved if the water line is relocated outside the boundaries of the applied portion of Erf R/2111. To facilitate the consolidation, the applicant is required to appoint a registered professional Engineer to do the design for the new water relocation. A complete design should be submitted by the appointed Engineer to the Strategic Executive: Infrastructure, Water and Technical Services: Engineering Services Division for approval before any work may start. After approval of the design, the applicant should appoint a Contractor to do the construction of the water line. The supervision of the construction work should be done by a registered Engineer. All costs involved will be for the applicant's account. The Deed of Sale may only be signed after the relocation of the water line is done to the satisfaction of the Strategic Executive: Infrastructure, Water and Technical services.

Any further water requirements shall be for the applicant's account.

#### **Sewer**

No sewer services affected. Any further sewer requirements shall be for the applicant's account.

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

##### **- Economic Development**

No objections to the proposed sale of a portion of Erf 2111, Katutura for consolidation with Erf 2031, Katutura subject to the comments of all technical departments.

##### **- Environmental Management**

No objection to the sale of a 10-metre portion as per the policy. It should however, be noted that Erf 2111, Katutura is zoned 'public open space'. The rezoning of a 'public open space' to any other land use is a listed activity in the Environmental Management Act, 2007 (Act 7 of 2007). The applicant should therefore obtain Environmental Clearance from the Health and Environmental Services Division of the City once the application has been approved by Council.

##### **- Parks**

No objection to consolidate a 10 metre portion only of Erf R/2111, Katutura with Erf 2031, Katutura.

#### **Valuation Services**

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The Strategic Executive: Housing, Property Management and Human Settlement (Valuation Division) indicated that development costs for Katutura were determined at N\$130.52/m<sup>2</sup> in 2012. The N\$130.52/m<sup>2</sup> was escalated from 2012 to 2022 to produce an average price of N\$224/m<sup>2</sup>. Consequently, the portion required should be valued at N\$224/m<sup>2</sup>. Therefore, Portion A (1 808 m<sup>2</sup>) of

Erf 2111, Katutura should be valued at N\$279/m<sup>2</sup> which is N\$504 400.00, the Valuation Certificate dated 15 April 2025 is **attached as page 82 to the agenda.**

### **Conclusion**

\*\*\* In light of the above, the Strategic Executive: Housing, Property Management and Human Settlement propose that the Remainder of Erf 2111, Katutura be subdivided into Portion A ( $\pm 1\,808\text{ m}^2$  in extent) and the Remainder, and that Portion A ( $\pm 1\,808\text{ m}^2$  in extent) be sold to the Namibia College of Open Learning (NAMCOL), owner of Erf 2031, Katutura for consolidation purposes. The subdivision has to be done according to the measurements as indicated on the subdivision Plan No. PDT/2031KAT, **attached as page 77 to the agenda.**

Management Committee, having considered the application

### **RECOMMENDED**

- 1 That the application from Namibia College of Open Learning (NAMCOL), be noted and supported.
- \*\*\* 2 That the Remainder of Erf 2111, Katutura Extension 10 be subdivided into Portion A ( $\pm 1\,808\text{ m}^2$  in extent) and the Remainder as indicated on Plan No. PDT/2031KAT, **attached as page 77 to the agenda.**
- 3 That Portion A ( $\pm 1\,808\text{ m}^2$ ) of the Remainder of Erf 2111, Katutura Extension 10 assume the zoning of 'institutional' upon consolidation with Erf 2031, Katutura into the consolidated Erf X.
- \*\*\* 4 That Portion A ( $\pm 1\,808\text{ m}^2$ ) of the Remainder of Erf 2111, Katutura Extension 10 be sold to the Namibia College of Open Learning (NAMCOL) at a purchase price of N\$504 400.00 (excluding 15 % VAT) as determined by the Strategic Executive: Housing, Property Management and Human Settlement as indicated on the Valuation Certificate dated 15 April 2025, **attached as page 82 to the agenda.**
- 5 That the proposed Portion A ( $\pm 1\,808\text{ m}^2$ ) of the Remainder of Erf 2111, Katutura Extension 10 be closed off as a 'public open space' in line with section 50(1)(c) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and assume the same zoning as that of Erf 2031, Katutura Extension 10.
- 6 That the applicant at their own cost, be responsible for the town planning and cadastral procedures.
- 7 That the City prepare the closure notice for the applicant.
- 8 That the applicant advertise the intended closure as per section 50(3) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 9 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.

- 10 That only one (1) service connection from the municipal electrical network be allowed per erf, and further distribution be from the main LV kiosk/board of each erf.
- 11 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.
- 12 That it be noted that a connection charge may 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.
- 13 That it be noted that Erf 2031, Katutura Extension 10 has a general downward slope from the center of the erf towards the stormwater courses flowing along the western and south eastern boundaries of the erf.
  - 13.1 That it be noted that there is a stormwater course flowing along the south eastern boundary of Erf 2031, Katutura Extension 10, flowing from the north east into a south westerly direction, flowing approximately between 25 and 10 metres away from the south eastern boundary of Erf 2031, Katutura flowing across a portion of the proposed Portion A of the Remainder of Erf 2111, Katutura Extension 10, flowing from a stormwater culvert underneath Independence Avenue.
  - 13.2 That it be noted that there is another stormwater course flowing along the Remainder of Erf 2111, Katutura Extension 10, flowing parallel and along the western boundary of Erf 2031, Katutura, flowing from a stormwater culvert underneath Independence Avenue, flowing from the north into a southerly direction, flowing into the stormwater course mentioned above at the most south western corner of Erf 2031, Katutura Extension 10.
  - 13.3 That the proposed Portion A ( $\pm 1\ 808\ m^2$ ) of the Remainder of Erf 2111, Katutura Extension 10 be measured as indicated on Plan No. PDT/2031KAT, attached as page 77 to the agenda.
  - 13.4 That the proposed Portion A ( $\pm 1\ 808\ m^2$ ) of the Remainder of Erf 2111, Katutura Extension 10 be as stipulated by the Public Open Space Policy.
- 14 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme, stating:

- 14.1 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.
- 14.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 15 That the applicant appoint a registered professional Engineer at his/her own cost and risk, to determine if the proposed Portion A of the Remainder of Erf 2111, Katutura Extension 10 requires to be protected against any potential flood damage.
- 16 That the water line be relocated outside the boundaries of Portion A of the Remainder of Erf 2111, Katutura Extension 10 to the satisfaction of the Strategic Executive: Infrastructure, Water and Technical Services.
- 16.1 That the applicant appoint a registered professional Engineer to do the design for the new water relocation.
- 16.2 Those complete designs should be submitted by the appointed Engineer to the Department of Infrastructure, Water and Technical Services (Engineering Services Division) for approval before any work may start.
- 16.3 That the applicant appoints a Contractor to do the construction of the water line.
- 16.4 That the supervision of the construction work of the water line should be done by a registered Engineer.
- 16.5 That all costs involved will be for the applicant's account.
- 16.6 That the Deed of Sale may only be signed after the relocation of the water line is done to the satisfaction of the Strategic Executive: Infrastructure, Water and Technical services.
- 16.7 That any further water requirements shall be for the applicant's account.
- 17 That the use of the land and building(s) comply with the provisions of the Windhoek Town Planning Scheme;
- 18 The applicant obtain Environmental Clearance from the Health and Environmental Services Division.

- 19 That the applicant/owner of Erf 2031, Katutura Extension 10:
  - 19.1 Submit proof to the Strategic Executive: Housing, Property Management and Human Settlement not later than six (6) months from the date of this Council Resolution that the proposed closure, subdivision and consolidation have been submitted to the Urban and Regional Planning Board for consideration.
  - 19.2 Submit proof to the Strategic Executive: Housing, Property Management and Human Settlement within sixty (60) days after the issuing of the Closure, Subdivision and Consolidation Certificate that a Surveyor has been appointed.
  - 19.3 Submit draft erf diagrams to the Strategic Executive: Housing, Property Management and Human Settlement within three (3) months after appointment of the Surveyor, indicating that the survey has been completed and that the diagrams have been submitted to the Surveyor General for approval.
  - 19.4 That the applicant sign the Deed of Sale not later than ninety (90) days after having been requested to do so by the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Property Management) and pay the purchase price in line with Council Policy.
  - 19.5 That, should the owner of Erf 2031, Katutura Extension 10 fail to finalise the sale within eighteen (18) months from the date of this Council Resolution, that the allocation of Portion A of the Remainder of Erf 2111, Katutura Extension 10 beyond the eighteen (18) months be subject to the price escalation to be determined by the Strategic Executive: Housing, Property Management and Human Settlement.
- 20 That, should the owners of Erf 2031, Katutura Extension 10. wish to take occupation of Portion A of the Remainder of Erf 2111, Katutura, prior to the finalisation of the Town Planning and Cadastral procedures, Portion A of the Remainder of Erf 2111, Katutura Extension 10, be leased to the owner at a monthly rental of N\$3 992.50 which is 10 % of the purchase price per annum calculated monthly; further subject to the annual escalations in terms of the Namibian Inflation Rate and the draft diagrams being available.
- 21 That no new accesses will be allowed from the Independence Avenue.
- 22 That building plans be submitted to the Building Control Division for approval prior to the commencement of construction work and such plans should indicate all required parking with parking calculations.
- 23 That Urban Arterial Account (UAA) contribution be calculated at the rate of N\$25.97 per square metre to be paid into Item 5010/05/2/05/1032.

- 24 That the intended sale and lease of Portion A ( $\pm 1\,808\text{ m}^2$ ) of the Remainder of Erf 2111, Katutura Extension 10 be subject to Ministerial approval being obtained in terms of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 25 That the intended sale and lease of Portion A ( $\pm 1\,808\text{ m}^2$ ) of the Remainder of Erf 2111, Katutura Extension 10 be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 26 That the Chief Executive Officer (Corporate Legal Adviser) draft the Deed of Sale or Lease Agreement.
- 27 That the resolution be implemented prior to confirmation of the minutes.

### Financial implications

Service rendered	Funds required (NS)	Funds available
Advertisement cost	4 000.00	Item 4000/20/1/10/0025

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[Municipal Council Agenda: 2025-06-26]

### 9.1.5

#### **FNS.3 [HPH] APPLICATION TO PURCHASE A PORTION OF ERF 6242, WINDHOEK NAMIBIA ONCOLOGY CENTRE (L/6242/W)**

#### **Introduction**

The purpose of this submission is to submit to Council an application from Erf No. Six Two Three Four Windhoek (Pty) Ltd on behalf of Namibia Oncology Centre for the acquisition of a portion of Erf 6242, Windhoek for parking purposes. The submission further seeks Council's approval thereof.

#### **Background**

Council per Resolution 137/06/2014, **attached as pages 83 - 85 to the agenda**, resolved that a portion ( $\pm 3\,389\text{ m}^2$  in extent) of Erf 6242, Windhoek be leased to the Namibia Oncology Centre. In the same Resolution Council also resolved that the possibility of selling the portion of Erf 6242, Windhoek to Namibia Oncology Centre should be investigated.

#### **Application**

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Erf No. Six Two Three Four Windhoek (Pty) Ltd on behalf of Namibia Oncology Centre in an application dated 30 August 2021, **attached as page 86 to the agenda**, applied to purchase the portion of Erf 6242, Windhoek. The Namibia Oncology Centre is currently leasing the applied portion for parking purposes.

It should be noted that the Namibia Oncology Centre is currently renting Erf 6234, Windhoek (opposite Erf 6242, Windhoek) from Erf No. Six Two Three Four Windhoek (Pty) Ltd and that's where their office facility is situated.

### **Property description**

Erf 6242, Windhoek is located in Helidoor Street. It is 6 274.3 m<sup>2</sup> in extent and is zoned 'public open space'.

\*\*\*

The locality of the property is indicated on the Enlighten Plans **attached as pages 87 - 89 to the agenda.**

### **Site Visit**

A site visit was conducted on 15 April 2025 and it was discovered that the applied portion is being used for parking purposes. It is further worth noting the current occupation is in line with a current lease agreement of the same portion currently occupied and now applied for sale.

### **Comments from the Strategic Executive: Electricity**

#### **- Technical Support**

There is in principle no objection to the application submitted to purchase a portion of Erf R/6242, Windhoek, for an Oncology Centre: 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, and further distribution be from the main LV kiosk/board of each 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 may 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.

- A Split Prepayment metre shall be used in residential areas with payment levels lower than 80 % and all informal settlements.
- That 'general residential' developments without high rise buildings i.e., individual apartments, a split Prepayment metre for each unit shall be used with a metering box located on the street/development erf boundary provided that it is technically possible otherwise a bulk metre shall be used.

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

#### **- Engineering Services**

The application can only be approved under the following conditions:

- That it be noted that a bulk municipal sewer line passes through the applied portion of Erf R/6242.
- That a 5 metre wide servitude be surveyed and registered over the municipal sewer line.
- That all surveying and registration costs due to the sewer line servitude be for the applicant's account.
- That the Deed of Sale for the applied portion of Erf R/6242 only be signed after the registration of the servitude over the municipal sewer line is concluded.
- That no building plans be approved before the 5 metre servitude is registered over the municipal sewer line.
- That it be noted that no permanent structures be erected within the 5 metre wide sewer line servitude, or within 2.5 metre from the sewer line.
- That it be noted that a water and sewer connection is available.
- That any further water or sewer requirements shall be for the applicant's account.

#### **- Solid Waste Management**

There is in principle no objections to the application, once approved the following conditions need to be adhered to:

- **Waste Containment**

Once approved the applicants will be required to apply for waste storage container at Solid Waste Management Division offices located in Northern Industrial area, New Castle Street No. 50. The container is usually in a form of a 240 L wheelie bins which will be charged according to the zoning of the area.

- **Waste Transportation**

All waste transporters will be required to be licensed as waste transporters as per the Registration and Licensing Strategy. Once licensed, the waste transporters will be issued with a certificate, valid for twelve (12) months and the disc that will allow them to enter various disposal sites around the City.

- **Registration**

The centre will be required to be registered as a health care risk waste generators with Solid Waste Management Division.

- **Waste Disposal**

All waste generated within the jurisdiction of the Municipal Council of Windhoek, are only allowed to be disposed of at an approved disposal sites. All health care risk waste shall be disposed of at the Health Care Treatment facility located at Solid Waste Management Division office premises in Northern Industrial area.

- **Recycling initiatives**

As far as possible the applicant will be required to institute recycling and waste reduction initiative in order compliment the City initiative on waste recycling, reduce and reuse as per Solid Waste Management Regulations.

- **General**

All waste removal services are subject to the relevant monthly waste management charges and all forms of illegal dumping will not be allowed.

### **Comments from the Strategic Executive: Urban and Transport Planning**

- **Urban Planning**

Erf R/6242, Windhoek is zoned 'public open space' and is ± 6 209 m<sup>2</sup> in size.

The proposed portion should be subdivided from Erf R/6242, Windhoek and closed as 'public open space'. The cost of the closure and town planning procedures should be for the account of the applicant.

Urban Planning has no objection to the subdivision of a portion of Erf R/6242, Windhoek: Provided:

- The use of the land and building(s) comply with the provisions of the Windhoek Town Planning Scheme.

- That Erf R/6242, Windhoek be subdivided into proposed Portion A and the Remainder.
- That the proposed Portion A be closed as public open space in line with section 50(1)(c) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- That the proposed Portion A be rezoned to 'undetermined' with consent for parking purposes only.
- That the applicant submit a rezoning with relevant consent use application to the Municipal Council of Windhoek for consideration.
- That the applicant advertises the intended purchase as per section 50(3) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- The applicant submit copies of the approved erf diagrams to the Strategic Executive: Urban and Transport Planning upon approval of the subdivision.
- That the subdivision and any existing and future buildings comply with any building regulation in regard with safety distances from boundaries.

- **Road Planning, Design and Traffic Flow**

There are no indication as to whether the erf will be rezoned to 'office' in line with the functions of Erf 6234, Windhoek where the Oncology Centre is operating from or it will be rezoned to 'residential' as the common zone in the area. Urban Policy should give guidance on this.

For the calculation of the Urban Arterial Account (UAA), it is assumed that Portion of Erf 6242, Windhoek will be rezoned to 'office' in line with the functions of Oncology Centre.

In principle, there is no objection to the sale of a portion ( $\pm 3\,389\text{ m}^2$  in extent) of Erf 6242, to the Windhoek Namibia Oncology Centre: Provided:

- No access or parking within 20 metres from intersection, measured from intersecting kerb lines.
- Sidewalk level may not be changed for access purposes.
- Urban Arterial Account (UAA) applicable is N\$93 799.39 to be paid in Item 5010/05/2/05/1032.

It is worth noting that there is indication that the applicant only wishes to maintain the current use, which is parking for both staff members and clients.

### Road and Stormwater Design

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It should further be noted that the applicant is currently leasing the proposed portion as resolved per Council Resolution 137/06/2014, **attached as pages 83 - 85 to the agenda**. The same resolution also resolved that it be investigated that the proposed portion be sold to the applicant.

A stormwater investigation was done and the following is reported:

- The proposed Portion A of Erf R/6242 has a general downward slope from the north east into a south westerly direction.
- There is a stormwater course flowing along Erf R/6242, flowing from the east into a south westerly direction towards a stormwater culvert underneath Omaramba Road, flowing  $\pm 1$  to 3 metres away from the southern boundary of the proposed portion A of Erf R/6242.
- There are stormwater systems collecting stormwater from catchpits along Heliodoor Street, discharging stormwater onto the north western portion of Erf R/6242 through stormwater outlet structures, from where the stormwater flows along a stormwater course into a southerly direction, flowing into the stormwater course as described in point 2 above.
- It should be noted that a 50 year flood study was required, as per Council Resolution 137/06/2014, to determine the size of the proposed portion A of Erf R/6242.

There is no objection to the proposed purchase of a portion Erf R/6242 Windhoek: Provided:

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- That reference be made to Council Resolution 137/06/2014, **attached as pages 83 - 85 to the agenda**.
- That the applicant submits proof that the stormwater requirements in terms of clauses 1, 3, 6, 6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 7 and 8 of Council Resolution 137/06/2014 have been complied with.
- That the exact size and position of the proposed portion be clearly defined in terms of the application as determined by the 50 year flood report.
- That the Applicant accepts the outcome of the detailed 50 year flood report and applies the conditions as stipulated in the report.
- That surface stormwater run-off be accommodated according to clause 35 of the Town Planning Scheme.
- That prior approval must be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the erf 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 development will be allowed over or onto any stormwater system or structure.
- That no building plan will be approved until the above stormwater conditions are met.
- That any stormwater crossing be accommodative of at least a 50 year flood.
- 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.]

### **Valuations**

\*\*\*

The Strategic Executive: Housing, Property Management and Human Settlement valued the portions as per the Valuation Certificate dated 15 April 2025 **attached as page 90 to the agenda.**

- Portion A ( $\pm 3\,389\text{ m}^2$ ): N\$5 280 000.00

### **Conclusion**

Given the above, the Strategic Executive: Housing, Property Management and Human Settlement proposes that Erf 6242, Windhoek be subdivided into Portion A ( $\pm 3\,389\text{ m}^2$ ) and the Remainder. It is further proposed that Portion A ( $\pm 3\,389\text{ m}^2$ ) be sold to the Namibia Oncology Centre.

Management Committee, having considered the application

### **RECOMMENDED**

- 1 That Erf 6242, Windhoek Extension 15, be subdivided into Portion A ( $\pm 3\,389\text{ m}^2$  in extent) and the Remainder.
- 2 That the proposed Portion A ( $\pm 3\,389\text{ m}^2$  in extent) of Erf 6242, Windhoek Extension 15, be closed off as 'public open space' in terms of section 50(1) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).

- 3 That the proposed Portion A be rezoned to 'undetermined' with consent for parking purposes only.
- 4 That the applicant submit a rezoning with relevant consent use application to the Municipal Council of Windhoek, for consideration.
- 5 That the City prepare the closure notice and that the applicant be responsible for inserting the notice in the media, placing a copy on-site and for distribution to affected neighbours and that proof of successful advertising be provided to the Strategic Executive: Housing, Property Management and Human Settlement before a Sales Agreement is signed.
- 6 That the cost of the closure and town planning procedures be for the account of the applicant.
- 7 That the use of the land and building(s) comply with the provisions of the Windhoek Town Planning Scheme.
- 8 That the applicant submit copies of the approved erf diagrams to the Strategic Executive: Urban and Transport Planning upon approval of the subdivision.
- 9 That the subdivision and any existing and future buildings comply with any building regulation in regard with safety distances from boundaries.
- 10 That upon finalisation of the town planning and cadastral procedures, and subject to the approval of the proposed rezoning, Portion A ( $\pm 3\,389\text{ m}^2$  in extent) of Erf 6242, Windhoek Extension 15 be sold to the Namibia Oncology Centre at a purchase price of N\$5 280 000.00 as determined per the Valuation Certificate dated 15 April 2025, attached as page 90 to the agenda.
- 11 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.
- 12 That only one (1) service connection from the municipal electrical network be allowed per erf, and further distribution be from the main LV kiosk/board of each erf.
- 13 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.

- 14 That it be noted that a connection charge may 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.
- 15 That it be noted that a municipal sewer line is affected as per the following:
  - 15.1 That a bulk municipal sewer line passes through the applied portion of the Remainder of Erf 6242.
  - 15.2 That a 5 metre wide servitude be surveyed and registered over the municipal sewer line.
  - 15.3 That all surveying and registration costs due to the sewer line servitude be for the applicant's account.
  - 15.4 That the Deed of Sale for the applied portion of Erf R/6242 only be signed after the registration of the servitude over the municipal sewer line is concluded.
  - 15.5 That no building plans be approved before the 5 metre servitude is registered over the municipal sewer line.
  - 15.6 That it be noted that no permanent structures be erected within the 5 metre wide sewer line servitude, or within 2.5 metre from the sewer line.
  - 15.7 That it be noted that a water and sewer connection is available.
  - 15.8 That any further water or sewer requirements shall be for the applicant's account.
- 16 That no access or parking is allowed within 20 metres from intersection, measured from intersecting kerb lines.
- 17 That sidewalk level may not be changed for access purposes .
- 18 That with regard to stormwater accommodation, reference be made to Council Resolution 137/06/2014, attached as pages 83 - 85 to the agenda.
- 19 That the applicant submit proof that the stormwater requirements in terms of clauses 1, 3, 6, 6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 7 and 8 of Council Resolution 137/06/2014 have been complied with.
- 20 That the exact size and position of the proposed portion be clearly defined in terms of the application as determined by the 50 year flood report.
- 21 That the applicant accept the outcome of the detailed 50 year flood report and apply the conditions as stipulated in the report.

- 22 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme, stating:
- 22.1 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.
- 22.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 23 That prior approval must be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the erf is contemplated.
- 24 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.
- 25 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.
- 26 That no development will be allowed over or onto any stormwater system or structure.
- 27 That no building plan will be approved until the above stormwater conditions are met.
- 28 That any stormwater crossing be accommodative of at least a 50 year flood.
- 29 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.]
- 30 That the Namibia Oncology Centre continue with the lease of Portion A ( $\pm 3389 \text{ m}^2$  in extent) of Erf 6242, Windhoek Extension 15 pending the finalisation of the town planning and cadastral procedures and the sale, in line with the provisions of Council Resolution 137/06/2014.

- 31 That should the Namibia Oncology Centre fail to comply with any of the conditions stipulated in this resolution or fail to finalise the sale within eighteen (18) months from the date of this resolution that the allocation of Portion A ( $\pm 3\,389\text{ m}^2$  in extent) of Erf 6242, Windhoek Extension 15 beyond eighteen (18) months be cancelled and the lease be terminated accordingly.
- 31.1 That should the extension to finalise the sale be granted beyond the eighteen (18) months that the price be subject to escalation by the Strategic Executive: Housing, Property Management and Human Settlement.
- 32 That the sale of Portion A ( $\pm 3\,389\text{ m}^2$  in extent) of Erf 6242, Windhoek be subject to Ministerial approval in terms of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 33 That the sale of Portion A ( $\pm 3\,389\text{ m}^2$  in extent) of Erf 6242, Windhoek Extension 15 be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 34 That the Chief Executive Officer (Corporate Legal Adviser) draft the Deed of Sale.
- 35 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2025-06-26]

9.1.6

**IND.1 [UTP] APPLICATION FOR THE  
 SUBDIVISION OF THE REMAINDER OF  
 PORTION 4 OF FARM NARUCHAS NO. 254  
 INTO EIGHTY FIVE (85) PORTIONS AND  
 THE REMAINDER  
 (Farm Naruchas No. 254)**

Management Committee, at its meeting held on 21 September 2023 per Item IND.2 *inter alia* resolved as follows:

- 1 That this matter be kept in abeyance in order for the Strategic Executive: Urban and Transport Planning, in consultation with the Chief Executive Officer (Manager: Mayoral and Council Affairs) to arrange an urgent site visit for Councillors to the Remainder of Portion 4 of Farm Naruchas No. 254 by no later than 31 October 2023, whereafter it be resubmitted to Management Committee, for consideration.*

\*\*\*

In response to the abovementioned Management Committee resolution, the requested site visit took place on 7 June 2024. The Attendance Register is attached as **page 125 to the agenda.**

The Municipal Council of Windhoek, at its meeting held on 29 August 2024 per Item IND.1 *inter alia* resolved as follows:

- 1 *That this matter be kept in abeyance in order for the Strategic Executive: Urban and Transport Planning, in consultation with the Chief Executive Officer (Acting Manager: Mayoral and Council Affairs), to make a presentation to Council Members on the matter, for a better understanding, followed by a simultaneous presentation by the applicants on their application/Development Proposal, whereafter it be resubmitted to Council, for consideration.*

\*\*\* In response to the abovementioned Council Resolution, the requested presentation took place on 21 May 2025 as per the attendance lists, **attached as pages 91 – 92 to the agenda.**

The submission has been updated and is herewith resubmitted.

### **Application**

An application was received from Harmonic Town and Regional Planning Consultants on behalf of the registered owners Mr Deon Heinrich Edward Husselman and Ms Donzeal Adeline Husselman for the following:

- Subdivision of the Remainder of Portion 4, of Farm Naruchas No. 254 into Portions 85 and the Remainder; and
- Waiver of endowment fees in lieu of the paid application fees.

\*\*\* The full application, including relevant correspondence/documentation is **attached as pages 93 - 124 to the agenda.**

### **Location, zoning and size**

The Remainder of Portion 4 of Farm Naruchas No. 254 is located within the jurisdiction of the Municipal Council of Windhoek. The portion is surrounded by farmland and situated  $\pm$  73 kilometres South of Windhoek and about 13 kilometres away from Rehoboth.

\*\*\* The portion to be subdivided is 621,4374 hectares and is currently used for agricultural/farming purposes. The locality plan of the farm is **attached as page 108 to the agenda.**

### **Proposal**

\*\*\* The applicant intends to subdivide the Remainder of Portion 4 of Farm Naruchas No. 254 into eighty five (85) Portions and the Remainder where fifty eight (58) portions are about 5 hectares, eleven (11) portions are about 10 hectares, thirteen (13) portions range between 6 - 8 hectares, one (1) portion of 20 hectares, one (1) portion of  $\pm$  50 hectares with the Remainder measuring over  $\pm$  200 hectares. The subdivision plan is **attached as page 109 to the agenda.**

No other land uses are catered for in the proposed development.

### **Public Consultation and Objections**

The proposed subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into eighty five (85) Portions and the Remainder was advertised on-site, where the notice was displayed on the farm boundary.

In addition, neighbour consultation was done with a closing date for comments on the proposed subdivision on Friday, 19 August 2022. Concerns raised during the consultation are highlighted as follows:

- No environmental impact assessment was done.
- No provision was made for sewage on the plans.
- The lack of sewage will contaminate the underground water sources.
- There is not enough underground water for eighty five (85) households - the water table will drop if eighty five (85) households extract water.
- NamWater tested the water on Portion 4 of Farm Naruchas No. 254 and established that the water is not suitable for human consumption.

The objectors raised a number of valid concerns, especially on issues related to absence of municipal services in particular water supply and sanitation (non-existence of services) and the absence of an Environmental Impact Assessment (EIA). These were not adequately addressed by the applicant to prove the viability of the proposed development.

### **Technical comments**

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

#### **Comments from the Strategic Executive: Urban and Transport Planning**

##### **- Roads Planning, Design and Traffic Flow**

The application for the proposed subdivision of the Remainder of Portion 4 of the Farm Naruchas No. 254 into eighty five (85) Portions and the Remainder can only be considered under the following conditions:

- That the applicant be responsible for provision of all infrastructure, inclusive of the tarring of all roads giving access to the development and individual portions.
- That the access road from B1 National Road must be constructed and in place before transfer of the properties into private ownership title deeds.
- That a development agreement must be signed following the approval of the layout by Council, whereby an Engineer be appointed to design and supervise all infrastructures.

This division objects to the proposed request to waive the endowment fees in lieu of the paid application fees because endowment is related to service cost and not application fees paid.

The following general requirement applies:

- Access road from the B1 National road (Windhoek - Rehoboth) should be as per Roads Authority letter dated 16 December 2021.
- The building line for properties along the B1 National road (Windhoek - Rehoboth) should be 100 metres from centre line of the B1 National road.
- No direct erf access to any of portions will be allowed from the B1 National road (Windhoek - Rehoboth).
- No access will be allowed within 20 metres from any of the intersection, measured from the intersecting kerbs.
- Provision should be made to prevent accessing the B1 National Road (Windhoek - Rehoboth) from any position than the authorised access point.

- **Urban Planning**

The proposed application contradicts the future planning principles of Windhoek which aims to establish a compact City and avoid further urban sprawl, hence the further subdivision of farmlands for intensified settlement other than the designated growth points as identified or lower intensity subdivision to allow for rural residence is neither supported, nor considered viable.

Furthermore, an application for a settlement of this magnitude requires a thorough environmental assessment due to services required to service the number of subdivided parcels to be formed which is not available as part of the application.

Finally, infrastructure provision is not adequately addressed for the proposed development, hence cannot be evaluated, but given the location and general absence of any services in the vicinity is unlikely to be financially viable and/or environmentally sustainable.

The application is not supported.

- **Roads and Stormwater Design**

The proposed subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into eighty five (85) portions does not contain the necessary information but could be considered under the following conditions:

- That the applicant submits a detailed layout plan with contours.

- That the applicant appoints a registered professional Engineer to compile a detailed 50 year flood report of the river(s) and other stormwater courses at own cost and risk.
- That the applicant applies the conditions as stipulated in the detailed 50 year flood report.
- That the applicant accepts the outcome of the detailed 50 year flood report, and if allowed by the flood report, appoints a registered professional Engineer to submit detailed engineering plans as to how the proposed portion is to be protected against any potential flood damage.
- That no adjacent or opposite property be negatively affected by the proposed development along any river or stormwater course.
- That no development be allowed within the 50 year flood level of any river or stormwater course.
- That no development be allowed onto or over any stormwater system or structure.
- That any stormwater crossing be accommodative of at least a 50 year flood.
- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme.
- That prior approval must be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the portion 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 this property be included in the Title Deed of the erf, whereby transfer to a third party only take place with confirmation 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.]

- That roads and stormwater be planned, designed and constructed to municipal standard.
- That it be recommended that Portions 75, 57, 58, 66, 60, 61, 62, 39, 40, 41, 42, 81, 82, 83, 71, 70, 69, 68, 8, 7, 6, 26, 27, 28, 29, 5, 4, 4, 3, 2, 63, 38, 37, 44, 24, 28, 29, 30 and 15 of the proposed Remainder of Portion 4 of Farm Naruchas No. 254, as well as any other Portions on the Remainder of Portion 4 of Farm Naruchas No. 254, that is affected by stormwater, be sold with the relevant stormwater conditions as listed above.
- That access and 'right of way' servitudes be registered according to the conditions as stipulated by the Strategic Executive: Urban and Transport Planning.
- That the Roads Authority access conditions for the proposed access point onto the B1 (Windhoek to Rehoboth) Trunk road, be adhered to by the client.
- That should any roads be required to be taken over, which should be confirmed first, a Development Agreement, be signed.

#### **- Engineering Services and Bulk Water and Waste Water**

Insufficient information regarding the provision of services were provided, hence the application cannot be supported on technical grounds. With regards to water and sewer the absence of an Environmental Impact Assessment (EIA) is also of considerable concern. In general, the following will be required:

- No existing Bulk Water and Sewer Services are available for Portion 4 of Farm Naruchas No. 254.
- All cost for the provision of bulk and internal services for the development shall be borne by the Developer. This shall include the cost of bulk infrastructure upstream and downstream from the development.
- It must be noted that an application for their own water supply from NamWater must be submitted through the Municipal Council of Windhoek, if applicable.
- The developer has to provide its own water storage (reservoir) for the development with a storage capacity of 48 hours.
- The Municipal Council of Windhoek will not be held responsible for the provision of water if the groundwater supply deteriorates.

- The Developer must appoint a registered professional Engineer to propose an acceptable waste water disposal system subject to the condition that no pollution of the ground water occurs and further provide that there will be no health risks to the users and surrounding residents. Final effluent shall at all times comply with applicable legislation. The possibility to reuse the purified effluent for irrigation purposes must be considered and all costs involved will be for the developer's account.
- The sewer system and proposed treatment of waste water must be submitted to the Strategic Executive: Infrastructure, Water and Technical Services, for approval. The issuing of the waste water discharge permit must be subject to the adherence of all conditions pertaining to such permit. Only full waterborne waste systems should be utilised and all Windhoek service standards should apply.
- Final effluent from a treatment facility shall comply with the Special Discharge Standards as prescribed by the Directorate of Water Affairs. No oxidation or other open pond system or holding system shall be allowed.
- No erven may be developed within a radius of 500 metres from a Treatment Plant. Engineering Services Division should be consulted during the planning stage of a Treatment Plant, before starting with detail designs, for conceptual discussions.
- A waste water treatment plant forms part of the development and the operations and maintenance thereof will be the responsibility of the Developer/Home Owner's Association/Governing Body Corporate.
- For the design of water and sewer related services, the Developer is required to appoint a professionally registered Engineer, to compile a comprehensive Design Report. This should be done in line with comments and recommendations of the existing master plans, if applicable. The Design Report should be submitted by the appointed Engineer to Strategic Executive: Infrastructure, Water and Technical Services for approval before starting with detail water and sewer infrastructure designs. All costs involved due to the design report will be for the Developer's account.
- The design report should stipulate at least the following:
  - The expected water demand for the development.
  - Whether fire-fighting requirements will be met.
  - It should be indicated how access to an existing water supply source or linkage to an existing water supply network will cater for the water demand of the development.

- An analysis of the impact of the proposed development on the existing bulk water infrastructure as well as on the existing water supply source by taking the existing water demand as well as the additional water demand, due to the proposed development, into account. This is to confirm that the capacity of the existing water supply source as well as the existing bulk water infrastructure is sufficient to cater for the demand of the development as well as the existing demands of exiting townships. If the outcome of the report determines that any of these services are insufficient, the report should state how these will be catered for. (if applicable).
  - The minimum and maximum pressures in the reticulation network under peak- and low-flow demand for the proposed development, as well as in the applicable pressure zone.
  - The calculated design waste water generated by the development.
  - It should be clearly stated how the generated wastewater will be disposed of.
  - An analysis of the impact of the development on any existing bulk sewer infrastructure downstream of the point of connection, as well as the impact on the existing wastewater treatment plant by taking the existing sewer discharge as well as the additional sewer discharge, due to the proposed development, into account. This is to confirm that the capacity of the existing bulk sewer infrastructure as well as the existing waste water treatment plant is sufficient to cater for the additional generated effluent due to the proposed development. If the outcome of the report determines that any of these services are insufficient, the report should state how these will be catered for. (if applicable).
  - It should be clearly stated who will take ownership of the water and sewer infrastructure and who will be responsible for the maintenance and operations thereof.
  - The design report to include detailed design calculations, assumptions and clear referencing to Standards used in the calculations of water demands, sewer flows, pipe capacities, storage requirements, treatment capacities, etc.
- An Environmental Impact Assessment (EIA) should be submitted along with the Design Report and should clearly confirm the following:

- The proposed treatment of waste water will have no negative impact on any water sources and/or aquifers.
  - The minimum recommended distance between the waste water treatment facility and any water source.
  - A quality analysis of the water quality of the water source.
  - A comprehensive Geo-hydrological Study that should confirm the sustainable supply of the water source. This shall include Test Pumping Data and Abstraction Rates for boreholes.
  - An Environmental Clearance Certificate for the proposed treatment of waste water should be submitted along with the Design Report.
- After approval of the Design Report, all final designs for water and waste water infrastructure should be submitted by the appointed Engineer to the Strategic Executive: Infrastructure, Water and Technical Services for approval before construction commences. All cost for the provision of bulk and internal services for the development, as well as any upgrading of services if applicable, shall be borne by the Developer.
  - Building plans will only be approved after water and sewer services are installed and taken over by Municipal Council of Windhoek as per approved design report and designs.
  - Any water and sewer infrastructure to be transferred to Municipal Council of Windhoek has to comply with the standard conditions to large subdivisions in respect of services. Standard conditions applicable for water and sewerage services.

The following standard conditions applicable should further be noted:

- The design of the water and sewerage reticulation networks, as well as waste water treatment plants, reservoirs and pump stations, must be done by professionally registered Engineer.
- The design of the water and sewerage reticulation networks, as well as waste water treatment plants, reservoirs and pump stations, must be done according to the standards and specifications of the Strategic Executive: Infrastructure, Water and Technical Services and must be submitted for approval by the Developer to the Strategic Executive: Infrastructure, Water and Technical Services before any work may proceed.
- The design criteria are to be in accordance with the '*The Guidelines for human settlement, planning and design*' as published by the Council of Scientific and Industrial Research (CSIR) and are available on-line at [http://www.csir.co.za/Built\\_environment/RedBook/](http://www.csir.co.za/Built_environment/RedBook/).

- Materials and construction standards are to comply with the latest edition of the South African National Standards (SANS) 1200.
- Water reticulation networks must connect to the existing main services provided by NamWater or the Municipal Council of Windhoek and all connection points must be approved by the Municipal Council of Windhoek.
- The design of the water and sewerage reticulation networks, as well as waste water treatment plants, reservoirs and pump stations must be done on a Computer Aided Dispatch (CAD) system adaptable to the system used by the Municipal Council of Windhoek and the information will be made available to the Strategic Executive: Infrastructure, Water and Technical Services.
- A complete set of as-built drawings (paper copies and electronically) must be submitted to the Strategic Executive: Infrastructure, Water and Technical Services or his representative once the project is completed. As-built information shall include a list of co-ordinates for all manholes (invert and cover levels) within the sewer networks and for all valves, hydrants, bends and T-connections within the water networks.
- The existing water, sewer, electricity and telecom services must be indicated on the construction drawings. The Developer will be held responsible for any damages to existing services.
- Professionally registered Engineers must supervise the construction of the water and sewerage reticulation networks, as well as waste water treatment plants, reservoirs and pump stations, to ensure that the work is done to the satisfaction of the Strategic Executive: Infrastructure, Water and Technical Services, and a Certificate of Acceptance shall be submitted by the Developer's Engineer to certify that construction conforms to the design and approved drawings.
- A Quality Monitor Officer should be assigned by Strategic Executive: Infrastructure, Water and Technical Services, Engineering Services Division before starting with construction works where works should be taken over by Council.
- After the construction period, all the new services must be inspected by the Strategic Executive: Infrastructure, Water and Technical Services and bulk and Waste Water or their respective representatives at an official site inspection where-after a Certificate of Completion will be issued to the Developer.
- No building plans will be approved before water and sewer infrastructure is taken over by Municipal Council of Windhoek as per approved Design Report and Designs.

- The Developer must bear the full costs of all water and sewer services (as well as waste water treatment plants, reservoirs and pump stations, if applicable), including the professional fees for planning, design and supervision costs and the construction costs.
- The Developer will be held responsible by the Strategic Executive: Infrastructure, Water and Technical Services for a retention period of twelve (12) months on the water and sewerage reticulation networks (as well as reservoirs and pump stations if applicable) after completion and take-over of the works. This will only be applicable where services are taken over by the Municipal Council of Windhoek.
- The operation and maintenance of a waste water treatment plant shall be the responsibility of the Developer for a predetermined number of years as described in the Development Agreement which will dictate taking over pre-conditions (if applicable).
- The Municipal Council of Windhoek will not be able to take-over the services immediately and to do any maintenance on the water and sewerage reticulation networks. The Developer will be responsible to do maintenance on all the water and sewerage reticulation networks until such time that the Municipal Council of Windhoek will be able to take-over the services. The Strategic Executive: Infrastructure, Water and Technical Services should be contacted regarding the taking-over of services.
- If it comes to the attention of the Municipal Council of Windhoek that any of the works constructed by the Developer are at fault, no further developments will be permitted and no building plans will be approved until such time that the works are rectified to the satisfaction of the Strategic Executive: Infrastructure, Water and Technical Services.

- **Bulk Water and Waste Water**

The application cannot be supported in the current format and the following matters to be addressed by the applicant.

- That a comprehensive hydrogeological assessment or study is required and submitted before the Municipal Council of Windhoek will consider any application for sinking of boreholes. The assessment can be either as a standalone study or as a specialist report of an overall environmental assessment and it should address the following matters:
  - Biophysical description of the area.
  - The expected water demand for the entire area.
  - The study report should indicate how access to an existing water supply source or linkage to an existing water supply network will cater for the water demand of the development.

- Provides details of alternative water sources for the development and assess their feasibility.
  - Provides details of the current and projected water demand for the proposed development, outlining how the water source chosen will meet such demand over the stated futures.
  - An analysis of the impact of the development on the existing water supply source by taking the existing water demand as well as the additional water demand, due to the development, into account. This is to confirm that the capacity of the existing water supply source is sufficient to cater for the new development. If the outcome of the report determines that the existing water supply source and alternative supply source are insufficient, the report should state how these shortages will be catered for, if applicable.
  - The potential impacts of the development on the groundwater resource of the surrounding area, considering both quality and quantity.
- The applicant to take note that should groundwater be the most feasible water supply source for the development, a scheme comprising a limited number of boreholes for water supply will be considered and not the sinking of boreholes on each individual portion.
  - The views of surrounding neighbouring farmers or properties are considered in relation to groundwater resource utilisation and management, in light of the envisaged development.
  - It should be noted that individual application for the drilling of boreholes will not be considered from new owners of portions but only from the owner of Remainder of Portion 4 of Farm Naruchas No. 254 or any association that may be formed and representing all plot owners.
  - The applicant to take note of requirements in respect of environmental legislation on establishment of a Groundwater Scheme.

### **Comments from the Strategic Executive: Electricity**

#### **- Technical support**

The Municipal Council of Windhoek does not have any network infrastructure in the area at this stage and provision of electricity in the Namibia's rural areas are usually supplied by NamPower, should the proposed establishment be close to their existing grid. The applicant and/or their electrical engineering Consultant must approach NamPower for a possible connection point and the applicant/Developers will be responsible for all cost related thereto.

The design of the MV and LV reticulation must adhere to all Namibian Standards, in particular NamPower -, Municipal Council of Windhoek - and Electricity Control Board (ECB) distribution and township development standards.

The applicant and/or consulting Engineers are advised to approach NamPower well in advance; before any layout and building plans are approved to allow them ample time to determine whether the existing network will be able to handle any additional loading as a result of the new development.

Where MV/HV overhead lines are in close proximity and servitudes have not been registered, the following horizontal clearing width applies for allowing access to the line and for safety reasons:

- 220/132 kV - 25 metres either side of the overhead line structure; and
- 66/33/22/19/11 kV - 11 metres either side of the overhead line structure; and therefore, no permanent structure is be erected within the stipulated area.

The township development guidelines with regard to the MV and LV Reticulation Networks can be requested in writing from the Department of Electricity of the Municipal Council of Windhoek.

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

#### **- Health and Environmental Management**

An Environmental Impact Assessment (EIA) report should be submitted to the Health and Environment Services Division for review before submitting it to the Environmental Commissioner for a decision. An Environmental Clearance Certificate is required before the application can be supported and submitted for further consideration.

### **Sustainable Development evaluation**

The Municipal Council of Windhoek is in the final stages of completing the new Windhoek Structure Plan. This essential guiding document is in its final draft form and is currently undergoing the last round of consultations before being submitted for formal consideration.

The comprehensive studies conducted as part of the structure plan highlight the future development strategy for Windhoek, which centers on curbing urban sprawl and promoting a more compact city design. The core strategy emphasizes the efficient use of existing services to accommodate growth in a cost-effective and orderly manner. To achieve this, the plan focuses on infill development and the redevelopment of brownfield sites. This approach aims to increase density and provide a greater mix of land uses, thereby supporting crucial complementary services such as public transportation, city policing, fire and emergency services, and more.

In line with this vision, the establishment of remote settlements particularly those located more than 70 kilometres from existing urban infrastructure is strongly discouraged. Past instances where such developments were permitted have resulted in poorly serviced sites. These sites were often sold to individual owners, who later sought services from the Municipal Council of Windhoek, despite the inadequate provisions made by the original Developers.

This new structure plan seeks to rectify these issues by ensuring that future developments align with the broader goals of creating a sustainable, well-serviced, and vibrant urban environment for Windhoek.

The applicant also did not proof the financial viability or the environmental sustainability of the proposed development. In the absence of any services considerable concern regarding specifically the provision of water and sewer services prevails, which concern is reflected in objections received.

This application therefore represents a contradiction of the future development aims of the City in addition to the fact that it has a number of technical shortcomings, environmental and technical studies towards the provision of services, hence is not supported.

### **Waiver of endowment fees in lieu of the paid application fees**

The application for the request to waive endowment fees (compensation) in lieu of the paid application fees represent a misinterpretation of the purpose of these statutory fees. In essence endowment fees/compensation is provided in lieu of the provision of supporting bulk infrastructure, public amenities, etc. which has nothing to do with the administrative charge for evaluating the application. bulk and service infrastructure is not adequately covered in the development proposal; hence the request could not be evaluated and/or considered.

## **Conclusion**

The application to subdivide the Remainder of Portion 4, of Farm Naruchas No. 254 into eighty five (85) Portions and the Remainder and the application to waive endowment fees in lieu of the paid application fees is not supported.

Management Committee, having considered the application

## **RECOMMENDED**

- 1 That the application for the subdivision of the Remainder of Portion 4, of Farm Naruchas No. 254 into eighty five (85) Portions and the Remainder not be recommended to the Urban and Regional Planning Board in terms of section 109(2) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), due to the following:
  - 1.1 The applicant is developing in an isolated, unspoilt natural environment in the absence of any environmental studies pertaining to possible unique and delicate ecosystems, potential habitat destruction, loss of biodiversity, and/or disruption of wildlife corridors.
  - 1.2 The absence of any municipal services indicates to reliance on groundwater, but without any proof of relevant geohydrological studies to confirm availability, suitability or sufficiency.
  - 1.3 Objections from nearby land owners highlighting environmental and groundwater concerns.
  - 1.4 An isolated subdivision isolated translates into long commutes to work, schools, and essential services, leading to increased traffic, higher transportation costs and greater carbon emissions.
  - 1.5 The proposed development in an isolated area goes against principles of sustainable urban planning, which advocate for higher density living and minimizing urban sprawl to protect natural landscapes.
  - 1.6 Further to the paragraphs above, the application contradicts the development objectives and principles established during extensive studies and compilation of the draft Windhoek Urban Structure Plan advocating against urban sprawl and isolated development with no access to education, health care, emergency services, etc.
- 2 That it be noted that the application for the waiver of endowment fees/compensation in lieu of application fees could not be evaluated and/or considered as the proposed link between compensation and application fees could not be established.
- 3 That paragraph 1.2 of Management Committee resolution per Item FNS.2 dated 5 February 2019, be amended to be in line with the provisions of the draft Urban Structure Plan for Windhoek in terms of the subdivision of farm land until such time as the Structure Plan has been approved by the Honourable Minister.

- 4 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.
- 4.1 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.
- 5 That the resolution be implemented prior to confirmation of the minutes.

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[Municipal Council Agenda: 2025-06-26]

**9.2 APPROVAL OF MINUTES (MC 12/2025)**

The minutes of the Management Committee meeting (MC 12/2025) held on 19(18)(17) June 2025 is submitted to Management Committee members for approval.

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[Municipal Council Agenda: 2025-06-26]

**9.3 MINUTES (MC 12/2025)**

The minutes of the Management Committee meeting (MC 12/2025) held on 19(18)(17) June 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, FNS.1 and FNS.2 which follow immediately hereunder for consideration.

It is

**RECOMMENDED**

That the minutes of the Management Committee meeting (MC 12/2025) held on 19(18)(17) June 2025, be noted by its members, with recommendations being submitted to the Municipal Council of Windhoek per Items GOV.1, FNS.1 and FNS.2.

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[Municipal Council Agenda: 2025-06-26]

### 9.3.1

#### **GOV.1 [UTP] FEEDBACK TO MOTION: DEVELOPMENT OF A CENTRAL SMART BUS TERMINAL WITH A MARKET PLACE (18/2/3)**

##### **Background**

\*\*\*

A Motion, **attached as pages 126 – 127 to the agenda**, was tabled before the Municipal Council of Windhoek by the former Council Member Sam S Nujoma and seconded by Council Member Queen O Kamati, proposing the establishment of a **safe Central Smart Bus Terminus with integrated market facilities**.

The matter was subsequently referred to Management Committee, for consideration. In response, the Management Committee requested input from the Department of Urban and Transport Planning before further consideration and recommendations to Council.

This submission seeks to provide the necessary background and contextual information to Management Committee and Council.

##### **Introduction**

Cities are dynamic centres of economic activity, social interaction and cultural exchange. As urban populations expand and mobility demand escalates, the need for reliable, accessible and well-integrated public transport system becomes increasingly critical. At the heart of this system, central bus terminals play a pivotal role - facilitating multimodal connectivity and promoting sustainable urban mobility.

Modern central bus stations typically fulfil the following two (2) essential functions:

- Firstly, they provide a safe, efficient and coordinated transport services, alleviating traffic congestion by curbing unregulated stops along primary corridors.
- Secondly, they serve as engines of local economic development thus stimulating pedestrian flow and unlocking commercial opportunities for Informal Traders, Vendors and service providers. Crucially, they also uphold the principle of inclusive mobility by ensuring that affordable public transport remains within reach of all residents.

##### **Consideration of the Motion**

In accordance with section 30(1)(h) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and subject to the provisions of section 56, a local authority is empowered to participate in the provision of public transport services. This includes the facilitation and development of essential public transport infrastructure, such as bus terminals, to support an efficient and integrated urban mobility system.

As highlighted in the referenced Motion, despite the presence of multiple public transport operators in Windhoek, the City currently lacks a central, purpose-built bus terminal that ensures commuter safety, operational efficiency and user comfort.

To align with its legislative mandate and to address this gap, the Municipal Council of Windhoek recently commissioned a comprehensive study aimed at assessing the demand for public transport facilities across all operator types, including the municipal transport services for Windhoek. The goal is to understand the operational dynamics and infrastructure needs of these operators in order to facilitate the development of appropriate support facilities for public transport users.

Key objectives of the study, relevant to the Motion under consideration, include the following:

- Development of a strategic framework for the identification and provision of suitable public transport facilities within Windhoek;
- Enhanced commuter safety, including safe pedestrian access and secure, well-structured boarding and alighting zones;
- Integration of commercial land uses typically associated with central transport hubs to enhance accessibility, economic activity and urban vibrancy (prelim design purposes);
- Integration of private and public transport services, fostering a more seamless and efficient urban transport network; and
- Adherence to industry design standards and international best practices, ensuring uniformity, accessibility and scalability of infrastructure.

Specifically, regarding the establishment of a Central Bus Terminal, the study scope incorporates the following deliverables:

- Innovative geometric design concepts that accommodate the efficient and safe movement of both vehicles and pedestrians within and around the facility.

As an integral element of the study, the proposed Central Bus Terminal is expected to be supported by a concept design and preliminary cost estimates as part of the project deliverables. These outputs will enable Council to take informed decisions toward a further feasibility, future detailed planning and design and ultimately the envisaged implementation of a modern, centralised transport hub for Windhoek.

### **Financial implications**

The ongoing study has already been budgeted for implementation in the 2024/2025 Financial Year, with completion anticipated during the 2025/2026 period. The study is estimated to be completed early in 2026 with information available for consideration under the budget for the following financial year. Future budgetary provisions will be aligned with the cost estimates to be generated as a key output of the study, ensuring that future funding requirements are informed by detailed and realistic projections.

### **Conclusion**

In conclusion, a modern, centralised bus terminal is far more than a logistical node, it represents a strategic investment in the City's infrastructure, social cohesion and economic resilience. Beyond improving the efficiency, safety and reliability of public transport, such a facility acts as a catalyst for local economic activity, enhances urban functionality and reinforces Windhoek's commitment to inclusive and sustainable development.

As herein reported, initial steps toward the realisation of this critical infrastructure are already in motion, with the first outputs of the planning and design process expected to become available in the near future..

Management Committee

### **RECOMMENDED**

- 1 That the ongoing progress towards the establishment of a Central Bus Terminal for Windhoek, be noted.
- 2 That the project include efforts related to the integration of the various modes of transport, strategic planning, preliminary design and cost estimation of the proposed facility, which aspects are already underway as part of a broader initiative to improve the City's Public Transport Infrastructure.

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[Municipal Council Agenda: 2025-06-26]

### **9.3.2**

#### **FNS.1 [FCS] CONFIDENTIAL MATTER (3/1)**

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 -*

- (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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[Municipal Council Agenda: 2025-06-26]

9.3.3

**FNS.2 [UTP] APPLICATION FOR THE SUBDIVISION OF ERF 10713, KATUTURA EXTENSION 17 INTO PORTION 'X' AND THE REMAINDER; THE REZONING OF PORTION 'X' (A PORTION OF ERF 10713, KATUTURA EXTENSION 17) FROM 'UNDETERMINED' TO 'MUNICIPAL'; RESERVATION OF THE REMAINDER ERF 10713, KATUTURA EXTENSION 17 AS 'STREET'**  
(L/10713/Kat)

**Introduction**

The submission seeks to facilitate the formalisation and continued operation of a Municipal Council of Windhoek's Waste Buy-Back Centre on Erf 10713, Katutura Extension 17, by creating an erf specifically designated for this purpose. Additionally, it proposes the creation of a road reserve to formally accommodate the alignment of an existing street that currently traverses the aforementioned erf.

Prescribed town planning procedures in terms of section 105 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) are required for instituting statutory approvals i.e., public notifications and Council recommendations, prior to the submission to the Urban and Regional Planning Board, for approval.

The item therefore seek approval for the following:

- Subdivision of Erf 10713, Katutura Extension 17 into Portion 'X' and the Remainder;
- Rezoning of Portion 'X' (a portion of Erf 10713, Katutura Extension 17) from 'undetermined' to 'municipal'; and
- Reservation of the Remainder of Erf 10713, Katutura Extension 17 as 'street'.

\*\*\*

The full application, including relevant correspondence/documentation is **attached as pages 128 – 169 to the agenda.**

## Background

### Previous Council Resolutions

\*\*\* The Municipal Council of Windhoek at its meeting held on 30 June 2022 via Council Resolution 166/06/2022, **attached as pages 136 - 137 to the agenda**, consented to the construction of a Waste Buy-Back Center on a portion of Erf 10713, Katutura Extension 17. This item intends to obtain statutory approval to create a new erf to be zoned for 'municipal' purposes.

### Locality and current land use

The erf is located along Bondel Street and a portion of the erf is currently housing the City's Waste Buy-Back Center with built structures of offices, shaded platforms and ablution facilities.

\*\*\* A locality plan is **attached as pages 138 - 142 to the agenda**.

#### - Zoning and size

\*\*\* The erf is currently zoned 'undetermined' and measures  $\pm 5\,141\text{ m}^2$  in extent as per the Town Planning Certificate, **attached as pages 143 - 144 to the agenda**.

#### - Ownership and Title Deed conditions

\*\*\* The erf is currently owned by the Municipal Council of Windhoek by way of Certificate of Registered Title No. T8091/2015 **attached as pages 155 - 160 to the agenda**. There are no restrictive conditions registered against the erf that limits the proposed activity.

### Developmental intention

Firstly, the intended development is to create a separate erf for municipal purposes from which the operation of a buy-back centre (waste reclamation site) can continue to operate. Secondly, the development intends to make a road alignment for an existing street. It is therefore proposed to subdivide Erf 10713, Katutura Extension 17 and change the current land use to accommodate the intended activities by:

- Subdivision of Erf 10713, Katutura Extension 17 into Portion 'X' (a portion of Erf 10713, Katutura Extension 17) ( $\pm 3\,064\text{ m}^2$  in extent) and the Remainder ( $\pm 2\,076\text{ m}^2$  in extent);
- Rezoning of Portion 'X' from 'undetermined' to 'municipal'; and
- Reservation of the Remainder of Erf 10713, Katutura Extension 17 as 'street'.

### Advertisement

The public consultation process was completed as follows for the proposed development in line with the requirements of the Public Consultation Policy:

- \*\*\* - A notice was published in the Government Gazette No. 8318 of 1 March 2024, under Notice No. 92 of 2024, **attached as pages 162 - 163 to the agenda.**
- \*\*\* - The proposed application was advertised in the Namibia Sun and Republikein newspapers in accordance with the Act for two (2) consecutive weeks on 3 and 9 April 2024 as per the advertisements, **attached as pages 164 - 165 to the agenda;**
- \*\*\* - Notices were placed, **attached as pages 166 - 168 to the agenda,** on the Notice Board of the Municipal Council of Windhoek Customer Care Centre (CCC) as well as on-site; and
- \*\*\* - Neighbour consultation letters/forms, **attached as page 169 to the agenda,** were sent via registered mail to adjacent erf owners of Erven 10494, and 10495, 10496, 7346, Katutura Extension 17. Erven R/2466, 2465, 10714, 10712, 10708, 10811 are in ownership of the Municipal Council of Windhoek, hence no consultations were necessary or made.

No objections were received by the end of the notification period or thereafter.

### Technical comments

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

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

##### - Health and Environment Services

- \*\*\* There is no objection to the application as the division has already conducted an Environmental Assessment for the construction and operation of the Waste Buy-Back Center at Erf 10173, Katutura Extension 17. An Environmental Clearance Certificate **attached as page 148 to the agenda** was issued by the Environmental Commissioner's Office in June 2024.

#### Comments from the Strategic Executive: Electricity

##### - Technical Support

There is in principle no objection to the proposed subdivision and rezoning of Erf 10173, Katutura Extension 17.

An electrical miniature substation has been installed for the development; thus, electricity is already available. No municipal electrical infrastructure needs to be relocated, dismantled or replaced.

A clearance of at least 1 metre around the miniature substation be maintained for operation and safety purposes.

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

- **Engineering Services**

A water and sewer lines are situated on the Remainder of Erf 10713, Katutura Extension 17.

The division has no objection to the proposed subdivision of Erf 10713, Katutura Extension 17: Provided:

- That the water and sewer lines situated on the Remainder of Erf 10713, Katutura Extension 17, are relocated in compliance with the specifications of the Engineering Services Division during the construction of the street on the Remainder of Erf 10713, Katutura Extension 17, and that the cost for relocating the aforementioned services is included in the project costs.

**Comments from the Strategic Executive: Urban and Transport Planning**

- **Urban Policy Division**

The proposed subdivision and rezoning are supported subject to the following:

- That the following conditions be registered against Portion 'X' (a portion of Erf 10713), Katutura Extension 17 in favour of the Municipal Council of Windhoek:
  - That 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 approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- That the Remainder of Erf 10713, Katutura Extension 17 be reserved for the local authority for street purposes.

- **Roads Planning, Design and Traffic Flow**

Erf 10713 is located at the corner of Hans-Dietrich Genscher and Bondel Streets, access is obtained from Bondel Street. The erf is zoned 'undetermined' and is measuring  $\pm 5\,141\text{ m}^2$  in extent. Hans-Dietrich Genscher Street is a major collector road which carries high traffic volumes while Bondel Street is a short street with low traffic volumes.

- The division has no objection to the proposed subdivision of Erf 10713, Katutura Extension 17 into Portion 'X' and Remainder: Provided:

\*\*\*

- That access to Portion X be restricted to Bondel Street.
- That the erf be subdivided as per Subdivision Plan No. PDT/10712/KAT dated February 2022 as provided with previous comments and as **attached as pages 138 - 142 to the agenda.**
- The division has no objection to the proposed rezoning of Portion 'X' (a portion of Erf 10713, Katutura Extension 17) from 'undetermined' to 'municipal': Provided:
  - That parking be provided as determined by the Strategic Executive: Urban and Transport Planning.
  - That no access or parking be allowed 20 metres from the intersection, measured from the intersecting kerb.
  - That Bondel Street be upgraded to bitumen standards to aid development and access to this property.
- The division has no objection to the proposed reservation of the Remainder Erf 10713, Katutura Extension 17 as 'street'.

**- Roads and Stormwater section**

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

- The proposed Portion X and the Remainder of Erf 10713, Katutura Extension 17 has a general downward slope from the east into a westerly direction.
- There is no visible stormwater course or system flowing across the proposed Portion 'X' and the Remainder, except for surface stormwater run-off.

There is no objection for the proposed, subdivision of Erf 10713, Katutura Extension 17, into Portion 'X' and the Remainder, subsequent rezoning of Portion 'X' (a portion of Erf 10713, Katutura Extension 17) from 'undetermined' to 'municipal' and reservation of the Remainder Erf 10713, Katutura Extension 17, as 'street': Provided:

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

**Conditions to be registered**

That conditions registered against the affected erf be cancelled and the following conditions be registered against Portion 'X' (a portion of Erf 10713), Katutura Extension 17 in favour of the Municipal Council of Windhoek:

- 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 approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

- That the Remainder of Erf 10713, Katutura Extension 17 be reserved for the local authority for street purposes.

### **Evaluation: Sustainable Development**

#### **Motivation**

In the quest for more sustainable waste management solutions, the establishment of buy-back centres in close proximities of densely populated areas present significant advantages to both the community and Council. The centre has a potential to amongst other offer financial incentives for recyclable materials, play a crucial role in managing waste, promoting recycling and reducing landfill use.

The close proximities of Erf 10713, Katutura Extension 17 to high-density urban environments present itself strategically advantageous for addressing the need and desirability of the development.

#### **Evaluation**

\*\*\*

The application is in response to Council Resolution 166/06/2022, **attached as pages 136 - 137 to the agenda**, to ensure that the current operations of the buy-back centre are in compliance with the Windhoek Zoning Scheme and therefore considered favorably as it promotes conformity with Council and other planning policies.

#### **Conclusion**

In conclusion, the application is supported and recommended to the Urban and Regional Planning Board for consideration and to the Minister of Urban and Rural Development for approval.

Management Committee, having considered the application

### **RECOMMENDED**

- 1 That the subdivision of Erf 10713, Katutura Extension 17 into Portion 'X' (a portion of Erf 10713, Katutura Extension 17) measuring  $\pm 3\,064\text{ m}^2$  in extent and the Remainder measuring  $\pm 2\,076\text{ m}^2$  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 rezoning of Portion 'X' (a portion of Erf 10713, Katutura Extension 17) from 'undetermined' to 'municipal', 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).

- 3 That the reservation of the Remainder Erf 10713, Katutura Extension 17 as a 'street', be recommended for approval.
- 4 That the Windhoek Zoning Scheme conditions be registered in favour of the local authority against the title deeds of the newly created erf (except for street against which no conditions shall be registered).
- 5 That the following conditions be registered against Portion 'X' (a portion of Erf 10713), Katutura Extension 17 in favor of the Municipal Council of Windhoek:
  - 5.1 The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
  - 5.2 That the Remainder of Erf 10713, Katutura Extension 17 be reserved for the local authority for 'street' purposes.
- 6 That the Environmental Clearance Certificate **attached as page 148 to the agenda**, issued by the Environmental Commissioner's Office in June 2024, be noted.
- 7 That it be noted that an electrical miniature substation had been installed for the development thus, electricity is available.
- 8 That it be noted that no municipal electrical infrastructure needs to be relocated, dismantled or replaced.
- 9 That a clearance of at least 1 metre around the miniature substation be maintained for operation and safety purposes.
- 10 That the water and sewer lines situated on the Remainder of Erf 10713, Katutura Extension 17, are relocated in compliance with the specifications of the Strategic Executive: Infrastructure, Water and Technical Services: Engineering Services Division during the construction of the street on the Remainder of Erf 10713, Katutura and that the cost for relocating the aforementioned services be included in the project costs.
- 11 That access to Portion 'X' (a portion of Erf 10713, Katutura Extension 17), be restricted to Bondel Street.
- 12 That parking be provided as determined by the Strategic Executive: Urban and Transport Planning.
- 13 That no access will be allowed 20 metres from the intersection, measured from the intersecting kerbs.
- 14 That Bondel Street be upgraded to bitumen standards to aid development and access to this property.

\*\*\*

- 15 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme, stating:
  - 15.1 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.
  - 15.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 16 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.
  - 16.1 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.
- 17 That the resolution be implemented prior to confirmation of the minutes.

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**MR. WILSON KARUHUMBA**

**KARUHUMBA FAMILY**

**WINDHOEK**

**Cell: 0812689607**

**[jkaruhumba@nust.na](mailto:jkaruhumba@nust.na)**

**14 OCTOBER 2023**

**HIS WORSHIP CLLR J.UAPINGENE**

**MAYOR**

**CITY OF WINDHOEK**

**WINDHOEK**

**NAMIBIA**

**RENAMING OF AGGRIPA/ ANTIOCHIE STREET TO LATE IMMANUEL HISKIA KARUHUMBA.**

**GREETINGS TO YOU THE WORSHIP AND THE ENTIRE COUNCIL MEMBERS.**

**I AM WRITING THIS LETTER, AFTER CONSULTATIONS WITH FAMILY OF THE LATE MR. IMMANUEL HISKIA KARUHUMBA TO RENAME AGRIPPA/ ANTIOCHIE STREET IN SOWETO CONSTITUENCY OR ANY STREET IN KATUTURA WHICH THE COUNCIL WILL CONSIDER TO THE LATE MR. IMMANUEL HISKIA KARUHUMBA, HE IS ONE OF OUR UNSUNG HERO WHO HAS CONTRIBUTED TREMENDOUSLY TO OUR LIBERATION STRUGGLE AND THE WELL BEING OF OUR PEOPLE AS PER THE ATTACHED CV OF HIS LIFE.**

**(CV AND PHOTO ATTACHED)**

**IT IS AGAINST THIS BACKGROUND THAT UPON HIS DEATH, HIS EXCELLENCY DR. SAM S. NUUYOMA CONFERRED HIM AS A LIBERATION HERO AND ATTENDED HIS MEMORIAL AND HIS FUNERAL WITH SWAPO MEMBERS AND THE EDUCATION SOCKET ACCROSS NAMIBIA.**

**YOUR WORSHIP, THERE IS NO DOUBT THAT RENAMING THIS STREET AFTER OUR LIBERATION STRUGGLE VETERAN, THE HISTORY OF OUR COUNTRY WILL CONTINUE TO BE REMEMBERED BY THE GENERATION TO COME.**

**PLEASE YOUR WORSHIP, ACCEPT THE ASSURANCE OF MY HIGHEST CONSIDERATION AND APPRECIATION AND HOPE YOU WILL BE FORWARDING THIS REQUEST TO THE CITY OF WINDHOEK.**

**RENAMING STREET COMMITTEE FOR THEIR FAVOURABLE CONSIDERATION ACCORDINGLY.**

**YOURS SINCERELY**

**MR. WILSON KARUHUMBA**

**CHAIRPERSON**

**KARUHUMBA FAMILY**



# STREET, PLACE RE/NAMING AND PROPERTIES NUMBERING APPLICATION FORM

## TYPE OF APPLICATION

Naming/Renaming of Street     Naming/Renaming of Place     (Re)Numbering of Street Properties

## PARTICULARS OF THE APPLICANT

Name & Surname: Wilson Cross Karuhumba

Organization: \_\_\_\_\_

Postal Address: P.O. Box 22999, Windhoek

Residential Address: ETF 410, CACAPALM Street, Dorado Valley

Contact Number: 0817486346 / 0812689607

Email Address: jkaruhumba@nust-nc

## APPLICATION DETAILS

Township Name: Auasblich

Name of the Street to be renamed: New Street

Proposed three alternative and preferred street names

Proposed street names must be kept short, at least limited to 20 characters including street name suffixes e.g. street, road, avenue etc.

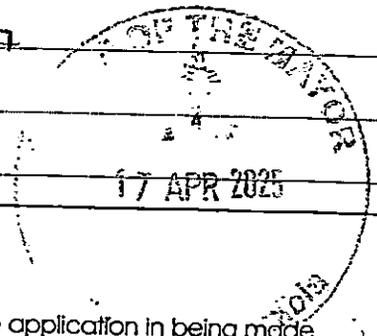
Historical, social, natural, national character and connection, cultural and emotional concerns of the affected areas and surrounding must be taken into consideration as themes.

Further reference must be made to Section 5 and 7 of the Street and Place Naming Guidelines

Alternative 1: Immanuel Karuhumba

Alternative 2: \_\_\_\_\_

Alternative 3: \_\_\_\_\_



## DECLARATION BY THE APPLICANT

I CONFIRM that details provided are correct, to the best of my knowledge and the application in being made in accordance with the procedures and guidance of the Street and Place Naming Guideline of the Windhoek Municipality

Signature:

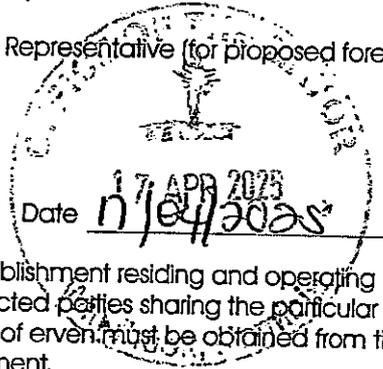
Date: 17/04/2025

# DECLARATION BY THE APPLICANT

I HAVE included the following supporting information with this application form (please tick)

- 5.1  Background of the street to be renamed
- 5.2  A formal, comprehensive biography of the proposed honouree
- 5.3  Research references, evidence of professional or community support
- 5.4  Motivation as to why the affected street name should be changed
- 5.5  Proof of all three required and placed public notices
- 5.6  Consent affected residents, businesses, institutions and establishments
- 5.7  Written objections raised (if any)
- 5.8  Motivation addressing raised objections (if any)
- 5.9  Acceptance letter from family member(s) (if proponent is not related)
- 5.10  Consenting letter from MIRC, MURD and the respective Diplomatic Representative (for proposed foreign national honouree)
- 5.11  Proof of Payment (non-refundable application fee of 250.00 NAD)

Signature [Handwritten Signature]



\* Consents of all immediate residents, businesses and institutions or any other establishment residing and operating in the affected street must be secured. The term "immediate" refers to those affected parties sharing the particular street as their direct physical address as by municipal billing system. Complete list of even must be obtained from the Street and Place Naming/Renaming Committee Secretariat with the proof of payment.

## FOR OFFICE USE ONLY

Status of the Application

APPLICATION NO. \_\_\_\_\_

- Application complete  Application incomplete
- Namibian Citizen  Foreign National
- Approved  Reject
- Council Resolution

Application Dated 17/04/2025  
 Received Date 17/04/2025  
 Payment Receipt Number 374779  
 Administrator 17242

Comments \_\_\_\_\_

\* All required supporting information are compulsory and must form part of the application. Failure to ensure that, will result in the application been considered as incomplete. No incomplete application will be accepted, neither submitted to the Street and Place Naming/Renaming Committee for consideration.

## ENQUIRIES AND SUBMISSION OF THE APPLICATION

If hand delivered

Office of the Mayor  
Windhoek Municipality  
c/o Independence Avenue and Sam Nujoma Drive

If via postal address

Office of the Mayor  
Windhoek Municipality  
Box 59, WINDHOEK

Enquiries

Vemourman.Endjala@windhoekcc.org.na

VV 25273707\*  
IN 4 1707

CITY of WINDHOEK

# OF WINDHOEK

59, WINDHOEK NAMIBIA  
Phone No: (061) 290 2911

## TAX INVOICE

J. Number 2646057-01-5



2025/04/16 4:44:27

Term Id.: 31

Receipt No.: 37479

General Paymen

Vote No.: 5000 32050048

Name: MR WILSON KARUHUMBA

Cash Amount Paid N\$\*\*\*\*\*250.00

Orig. Amt Ten N\$\*\*\*\*\*400.00

Change N\$\*\*\*\*\*150.00

Processed by: 00035-KKI-khoeb N

Comment :

Date Issued : 4/16/2025

Vote Number : 5000132050048

Reference Number : STREET NAMING APPLICATION

System Reference : INV432339

Issued By : 16562 - SAMUEL (N.T)

Contact Details : +264 61 290 2609

Name : MR WILSON KARUHUMBA

Address : N/A

Description : STREET NAMING APPLICATION FOR IMMANUEL HISKIA KARUHUMBA

### PAYMENT DUE

Total Amount Excluding VAT	: N\$ 217.39
Total VAT Amount	: N\$ 32.61
Total Amount Payable	: N\$ 250.00

### INVOICE DETAILS

Department : 5000 - URBAN & TRANSPORT PLANNING

Tariff Code	: N/A
Tariff Description	: N/A
Quantity Provided	: 1
Unit Price	: N\$ 217.39
Tariff Amount Excluding VAT	: N\$ 217.39
Tariff VAT Amount	: N\$ 32.61
Tariff Total Amount	: N\$ 250.00
Service Code	: N/A

[Municipal Council Minutes: 2017-04-27]

8.1.4

**HRD.1 [COM] REVIEW OF THE STREET  
AND PLACE NAMING/RENAMING POLICY  
(16/3/P)**

On proposal by Councillor MJ Amadhila, it was

**RESOLVED**

That the revised Street and Place Naming/Renaming Policy, attached as pages 128 - 137 to the agenda, be approved and be known as the Street and Public Place Naming Guidelines.

**RESOLUTION 76/04/2017**

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[Municipal Council Minutes: 2020-05-28]

10.3.8

**SOP.7 [UTP] AMENDMENT OF COUNCIL  
RESOLUTION ON THE IMPLEMENTATION  
OF THE PUBLIC PARTICIPATION PROCESS  
IN STREET AND PLACE NAMING/RENAMING  
APPLICATION ASSESSMENT AND  
DECISION-MAKING  
(16/3/7/1)**

On proposal by Councillor M Shiikwa, it was

**RESOLVED**

- 1 That the proposed public participation procedures be supported and incorporated in the approved Street and Place Naming Guidelines in terms of Council Resolution 76/04/2017 (Annexure B), attached as pages 1029 - 1041 to the agenda.
- 2 That the public participation exercise for the street and place naming/renaming application be based on the values and concerns of those who are affected by a decision to be taken.
- 3 That the following procedures be followed for the consideration of a Street and Place Naming/Renaming application:
  - 3.1 Application lodgement and public participation**
    - 3.1.1 That an applicant express his/her intention to apply for the naming or renaming of a street and place, simultaneously informing and seeking for objections from the general public.
    - 3.1.2 That the expression of intention be published in two (2) local newspapers for one (1) week, through the placement of the notification on site (at the beginning and the end of the street) and on the public notice board at the City of Windhoek (Customer Care Centre).
    - 3.1.3 That the notice to be published in the newspapers be a standard legal notice as provided for in the various publications.
    - 3.1.4 That no notices placed in any publication between the period 10 December of any year until 10 January of the following year, be considered.
    - 3.1.5 That the notice placed in the newspaper be a normal legal notice, while the notice on the notice board and on-site be A3 size that embed the prescribed text as per the template (Annexure T), attached as pages 192 - 194 to the agenda.
    - 3.1.6 That the notification to be placed on the notice board at the City of Windhoek (Customer Care Centre) be date stamped on the day it is posted by the Street

and Place Naming/Renaming Committee Secretariat and have the same deadline for objections as indicated in the published advertisement.

- 3.1.7 That the applicant ensure that provisions made in the Street and Place Naming Guidelines and other relevant statutory and municipal by-laws be adhered to and not contravened.
- 3.1.8 That the applicant lodge a formal and comprehensive application as per the prescribed application template with the City of Windhoek, whereas the applicant also openly highlight and address raised concerns and objections by the general public (if any).
- 3.1.9 That the application for street and place naming/renaming include sufficient and validated information about the proposed name (origin, meaning and pronunciation) and the reason for motivating for that name as well as background information on the street to be replaced.
- 3.1.10 That the applicant obtain and complete a standard application form (Annexure U), attached as pages 192 - 194 to the agenda, from the City of Windhoek at a prescribed non-refundable fee as gasetted, and that a completed application form be submitted with the Office of the Mayor.
- 3.1.11 That signatures of all immediate residents, businesses and institutions or any other establishment residing and operating in the affected street must be secured by the proponent as prescribed by the standard application form. [The term 'immediate' refers to those affected parties sharing the particular street under consideration as their direct physical address as per the municipal billing system.]
- 3.1.12 That the proposals for naming/renaming streets or places in honour of a foreign person(s) be forwarded to the Ministries of International Relations and Co-operations; and Urban and Rural Development and the respective diplomatic representative, prior to the procedures as per paragraphs 3.1.1 to 3.1.10 above, for further consideration and advice to the Street and Place Naming/Renaming Committee.
- 3.1.13 That the proposition for streets and place naming in upcoming townships must be lodged as part of the township establishment application to be submitted by the Developer or appointed Town Planning Consultant to City of Windhoek for assessment and approval.
- 3.1.14 That it be noted that a member of the public who have objections against the naming or renaming of a street or place have fourteen (14) working days from the date of the advertisement to lodge the objections with Council and the proponent.
- 3.1.15 That any objection and comments be directed to both the City of Windhoek (Chief Executive Officer) and the proponent and complaints forwarded to the proponent accompany the formal application to be submitted to the City of Windhoek.

### **3.2 Application evaluation and consideration**

- 3.2.1 That the City of Windhoek within one (1) month acknowledge receipt of the application, by writing a notification to the proponent of the application.
- 3.2.2 That the City of Windhoek not accept, record and process an incomplete application or an application that fail to comply with the principles and requirements of the Street and Place Naming Guidelines.
- 3.2.3 That on acceptance of the application, the Street and Place Naming/Renaming Committee Secretariat file, pre-evaluate the application, prepare a submission to the Committee and facilitate the consideration of the application through the internal municipal structures.
- 3.2.4 That the consideration and evaluation of the application be made against the provisions of the Street and Place Naming Guidelines and other relevant legal frameworks.
- 3.2.5 That the Street and Place Naming/Renaming Committee thoroughly evaluate and consider the application based on the values, motivations and concerns expressed by both the general public and applicant(s) for recommendation to Management Committee and Council.
- 3.2.6 That in exceptional circumstances, the Street and Place Naming/Renaming Committee through and by instruction of the Office of the Mayor may evaluate and motivate an application for renaming/naming of streets and places and ensure that provisions made in the Street and Place Naming Guidelines and other relevant legal frameworks are followed.

### **3.3 Decision-making and public notification**

- 3.3.1 That Council take a presiding decision of which the general public be informed about, particularly the complainant(s) (if any), the applicant(s) and the immediate affected inhabitants of the respective street. [The term 'immediate' refers to those affected parties sharing the particular street under consideration as their direct physical address as per the municipal billing system.]
- 3.3.2 That the general public be informed of the decision taken by Council as per the Street and Place Naming Guidelines prior to the actual naming of the street and such be done in either the following manner:
  - Through placing a notice in the Aloe newsletter; or
  - Through disseminating letters informing all property owners along the affected street.

**3.4 Appealing process**

- 3.4.1 That any appeals to the decision taken by Council be communicated to the Chief Executive Officer by the concerned parties within the fourteen (14) working days from the date of the advertisement period stated under paragraphs 3.1.2 and 3.1.14.
- 3.4.2 That these appeals may constitute a second round of appeals (if any) after Council has pronounced itself over the submitted application.
- 3.4.3 That appeals registered with the Chief Executive Officer be forwarded to the Street and Place Naming/Renaming Committee for thorough assessment, consideration and further recommendation to Council.
- 3.4.4 That if there are no appeals, the Street and Place Naming/Renaming Committee Secretariat proceed with the handing over of the administrative task to the Office of the Mayor for further actions, which involve informing the applicants, next of kin and making the necessary arrangements for a street naming/renaming ceremony.
- 3.4.5 That Council retain the right to reject any objection with or without reasons and refuse the naming or renaming of a place or street.
- 3.4.6 That the decision taken by Council be final and no further objections be entertained.
- 4 That the Street and Place Naming Guidelines clearly outline the process of public participation and decision-making in the assessment, approval and disapproval of a street and place naming/renaming application.
- 5 That information from the general public be sought, facilitated and incorporated in the assessment of the application prior to the final decision and public notification.
- 6 That public participation recognise and focus on the needs and interests of all participants, including the general public and decision-makers.
- 7 That the resolving of this submission exclude all street and place naming/renaming applications received before the passing of this Council Resolution and be applicable to all applications received after the implementation of this public participation process.
- 8 That the resolution be implemented prior to confirmation of the minutes.

**RESOLUTION 156/05/2020**

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CV/HISTORICAL BACKGROUND OF LATE: MR. IMMANUEL HISKIA KARUHUMBA

Mr. Immanuel Hiskia Karuhumba, was born on 09 September 1928 in Gobabis, Omaheke Region.

He completed his education at Augstineum in 1942. He started teaching at the Rynse Herero School, Old Location in 1944. He was teaching with Mr. Karita, Katjimune, Vries, Karamata, Katjivikua and Hipondoka. He was transferred in 1959 to Rehoboth High School with Mr. C. Bezuidenhout, Mr. E. Kloppers and Mr. C. Khaibeb where he taught until 1960.

He moved to Windhoek in 1960 and got employed as a teacher at Bethold Himumuine School in Katutura, with in depth experience as a dedicated and experience teacher.

In 1969 he became the principal of Bethold Himumuie School (better known as Karuhumba School) until 1988 when he retired. He was teaching with Mr. C. Katangolo, Mr. F. De Klerk, Mr. C. Tsuseb, Mr. Shifidi, Mr. Tjivikua, Mr. Kahuure, Ms. Muundjua, Mr. Kavita, Ms. Paulus and many more. After his retirement, he was appointed as a Director on the instruction of the Founding father.

Dr. S. Nuyoma to lead the literacy program, which was sponsored by the Council of Churches of Namibia (CCN). This program was established to educate the ex-patriots to ready them for better job opportunities during his teaching career, he was a teacher to many prominent and successful people like the late Aaron Mushimba, Daniel Tjongarero, Marco Hausiku, Mr. Karuaihe, Mr. Tjikuua, Mr. Festus Muundjua, Mr. Kaurausa, Mr. K. Iyambo, Mr. K. Nangolo, Mr. Mvula ya Nangolo, Mr. Zack Kazapua and Mr. Elia Kaiyamo (former Minister of Home Affairs) and many more.

He joined the liberation movement of SWAPO years back in Old Location, where he was active, and prominent member. During his teaching career is when they planned the activities of SWAPO. To arrange for safety of comrades and to help them to cross the borders. The late Immanuel Karuhumba was one of fearless stalwarts who worked tirelessly for the Windhoek Branch of SWAPO in the 1950. He was part of the transport section supporting the Youth League as well. He believed strongly in the idea that SWAPO was not no-go underground, but must be seen by all working openly in defiance of the South African enemy.

During the repatriation process, many returning comrades and ex-plan combatants were accommodated in various comrades' houses in Windhoek and he was in that committee with the late Phura Kambangula, Mr. Karuaera and Mr. Seraera and Mr. Nico Ukeru.

He was also part of the delegation who escorted the Founding father through the border of Botswana.

In 1981, he was invited by the Founding father in Lusaka with the late Mr. Z. Zeraera, Mr. H. Karamata, Mr. K. Karuaera and Mr. C. Mutubulua for urgent meetings and consultations pertaining to the liberation struggle of Namibia.

With this history and dedication as a bona fide member of SWAPO and everybody, who went through him, the family (Karuhumba), Community, Education, Stalwards, Elders Council and many people known to him, it is requested to honour him accordingly.

For more information, please contact Mr. Wilson C. Karuhumba at 0817436346/0812689607

SUIDWES AFRICA / S. AFRICA  
 SOUTH WEST AFRICA / S. AFRICA

Region: SUIDWES AFRICA / S. AFRICA  
 No. 31745

Name: MANUEL HSKIA  
 SUIDWES AFRICA / S. AFRICA

Date / Day: 128 02 07  
 No. 31745



18 SEP 2006

TATURA

This document is a true reproduction of the original which was examined by me on 12/02/07. The original has been returned to the applicant.

02596

2006



**Rynse Herero Skool 1944**

**Front Row: Karitá , Katjimune, Vries, Karamata  
Back Row: Katjivikua, Karuhumba, Hipondoka**



Mr. KARUHUMBA and Mr. TIJIKUA



1981, Mr KARUHUMBA  
WITH FOUNDING FATHER



1980, KARUHUMBA, KARAMABA, Ushara

16



1980, KARUHUMBA, KARAMABA, Ushara

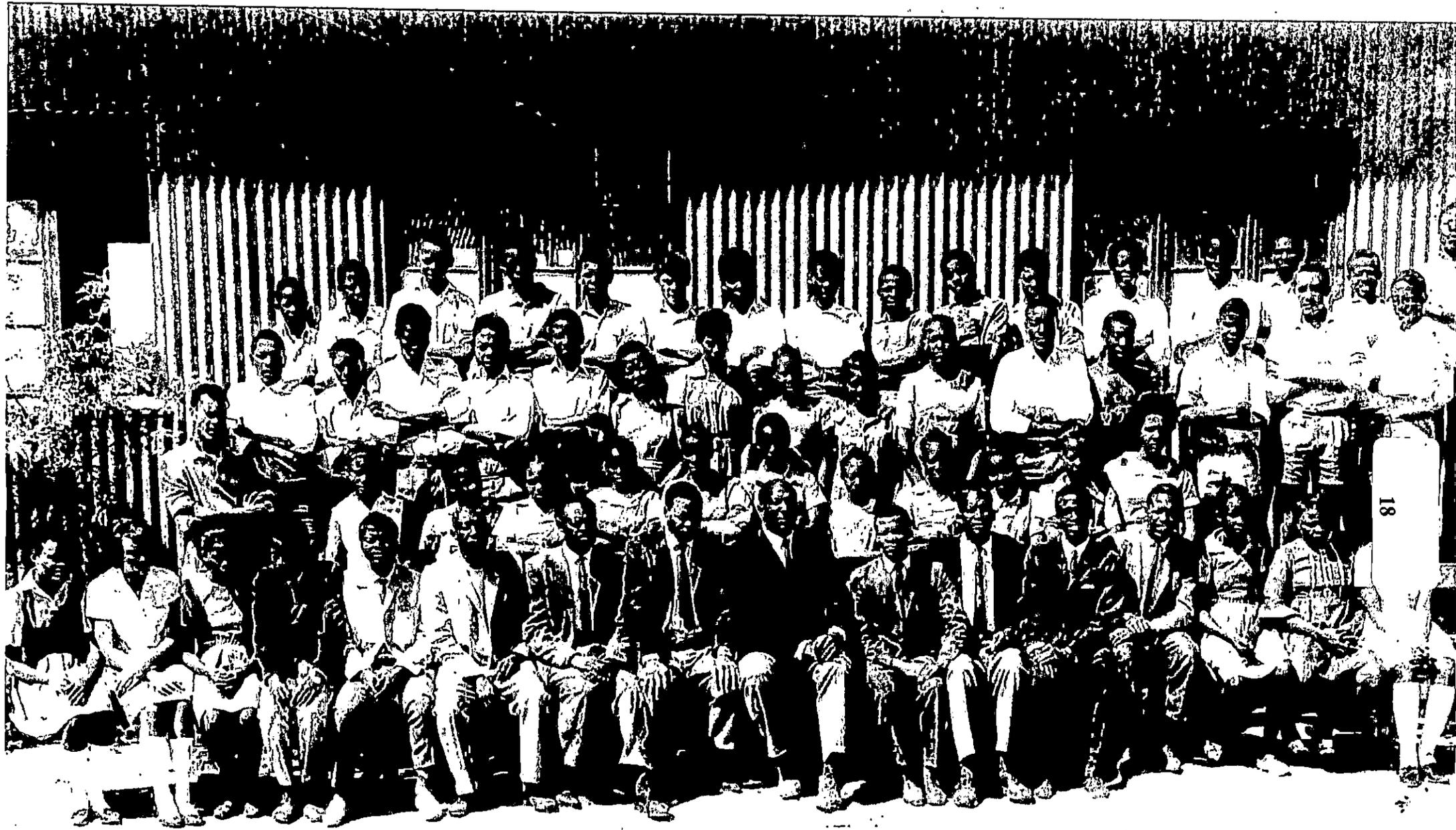
1981, LUSAKA →  
Comrade Karuhumba  
Comrade Anton Gorbunski,  
Founding father,  
Karamacheta + Comrade  
Kapuyupu.



17

1981, LUSAKA went  
to meet Dr Sam  
Nuyyoma  
Comrade Karuhumba +  
Comrade Karamaba





Teachers of Old Location 1970, Karuhumba, Katangolo, Kahuire, Paulus  
Kahuire, Kahuire, Tsuses, Shifidi, Katjira & e, Shilongo, Mutumbulua

# Reality and Falsehood of the OvaHerero Chieftaincy

CONGRATULATIONS for a powerful and well written editorial in *The Namibian* of 06 June 2014, titled From Villain to Hero in Death. Allow me to add my voice to what has now become a bipolar fracas.

As a lifetime Swapo party member, I have observed firsthand the activities of the colonial regime and those who benefitted from it. I need not repeat what you articulated so well in that editorial piece. Very few journalists have actually put this thing into perspective and consequently the truth has never come out.

Samuel Maharero, the Supreme Chief and Commander of the OvaHerero people, sent his sons Hera and Kauee to then South West Africa from Botswana to appoint Chief Hosea Kutako as his regent and emissary in Namibia. This was after thorough analysis of the political situation when the Germans were still in charge, de facto that is. Chief Kutako remained faithful to the course of the anti-colonial struggle.

The truth that hasn't been told widely enough is that six days before he died, Chief Kutako returned the regency to the Maharero Royal House/Otjika Tjamuaha and Chief Kaihepovazandu Maharero received it back. This was openly revealed at the funeral of the latter almost two years ago.

When Clemence Kapuuo

wanted to claim a stake and ascend to the royal chieftaincy of the Mahareros, the late Bishop BG Karuaera, who himself was a direct descendant of the Maharero Royal House, pronounced himself very clearly and stated a categorical "NO" to that. See *Windhoek Advertiser* after 18 July 1970.

Enter the scuffle of 1978. The death of Kapuuo was widely blamed on Swapo. Living Swapo members are still testifying that they were chased away from Kapuuo's wake without any remorse. Tensions were raised to boiling point and Swapo members in the Herero community suffered severe humiliations and some fled to what was known as Donkerhoek, South Africa and other towns.

Mitiri Tjivikua, Karuhumba, Karamata and others were branded Swapo teachers in derogatory terms. Bishops Karuaera, Kameeta, Tjijombo and others were labelled Swapo pastors. Together with them, families of Tjamuaha, Maharero, Kaapama, Meroro, Tjongarero, Tjerije, Kasuto and Ngatjizeko became targets of vigilante groups supported by the apartheid colonial regime. They all went into hiding as if they were not in their own motherland.

The mayhem that followed saw the Swapo opposition form vigilante groups using all sorts of tactics including cattle rus-

tling to create fear among these Swapo stalwarts. Many Swapo supporters were robbed of their hard-earned possessions.

In the same year after the death of Kapuuo, somewhere at the village of Okahitua, a group of people called a meeting wanting to know who will succeed him. What transpired was that the Maharero Royal House supported by the unwavering Kambazembi Royal House and others, walked out of that meeting since the supporters of Kapuuo wanted to impose Kuaima Riruako.

Neither Clemence Kapuuo nor Kuaima Riruako could in their lives inherit royal chieftainship in the traditional royal governance of the OvaHerero people. As the saying goes in OtjiHerero "Onganda i kuaterua kairanderua" loosely translated as "Leaders are born into a family blood line and not bought into it."

Swapo members of the Herero community, particularly those who joined during the dangerous days of the liberation struggle, were and are still derided to this day. Swapo members, particularly the prominent ones and their families endured the wrath of the supporters in the erstwhile South African administrative outpost.

The present day situation is that there are those "Johnny-come-latelies" the "two-faced" and the "in-betweeners" lingering in our

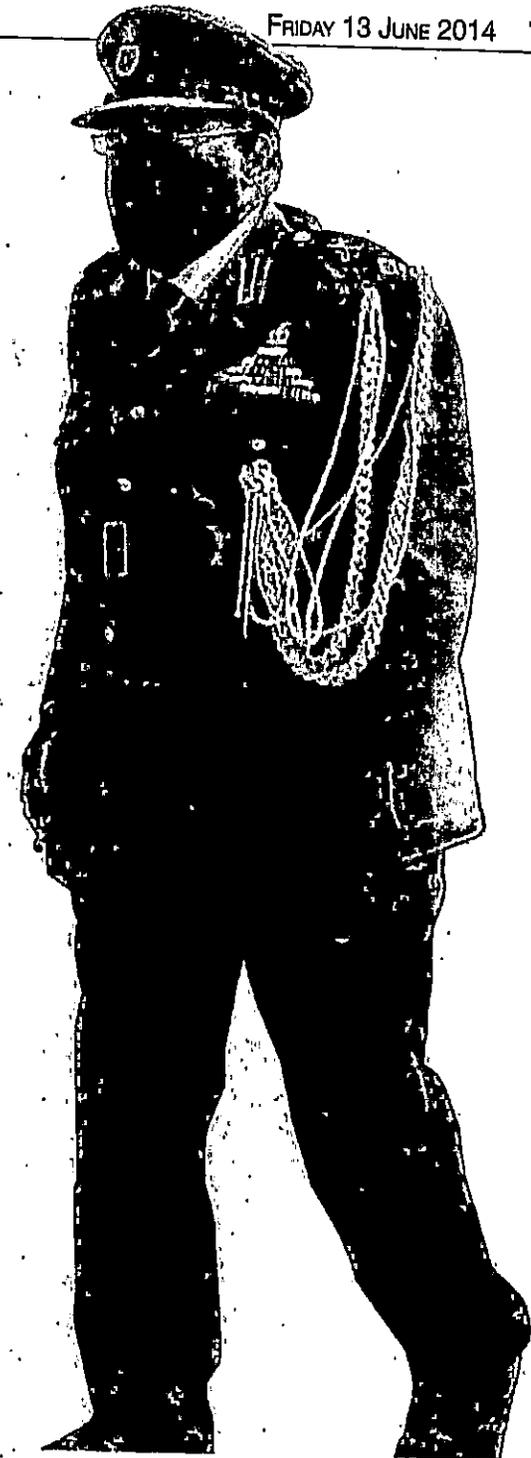
beloved Swapo creating confusion among the leadership, telling them lies about who the true leaders in the Herero speaking community are.

I have been and will always be a proponent of unity and positive nationalism in our beloved Namibia. But I believe it is time our leaders woke up to the reality of the past and present situation and most importantly locate the stolen chieftaincy of the Mahareros, rectify this colonial malice and disruption rather than perpetuate the falsehood of the current 'paramount-ness' supported by the ill-informed media.

It must be further noted that the Namibian law doesn't legalise the existence of a 'paramount chief' and the government must implement this one forcefully. All "chiefs" in the Republic of Namibia are equal. For the sake of establishing order it must remain as such. After all, in South West Africa the term 'paramount Chief' was given by the colonial apartheid South Africa, and it will be a disaster of tribal proportions if and when an independent Namibia continues to use it.

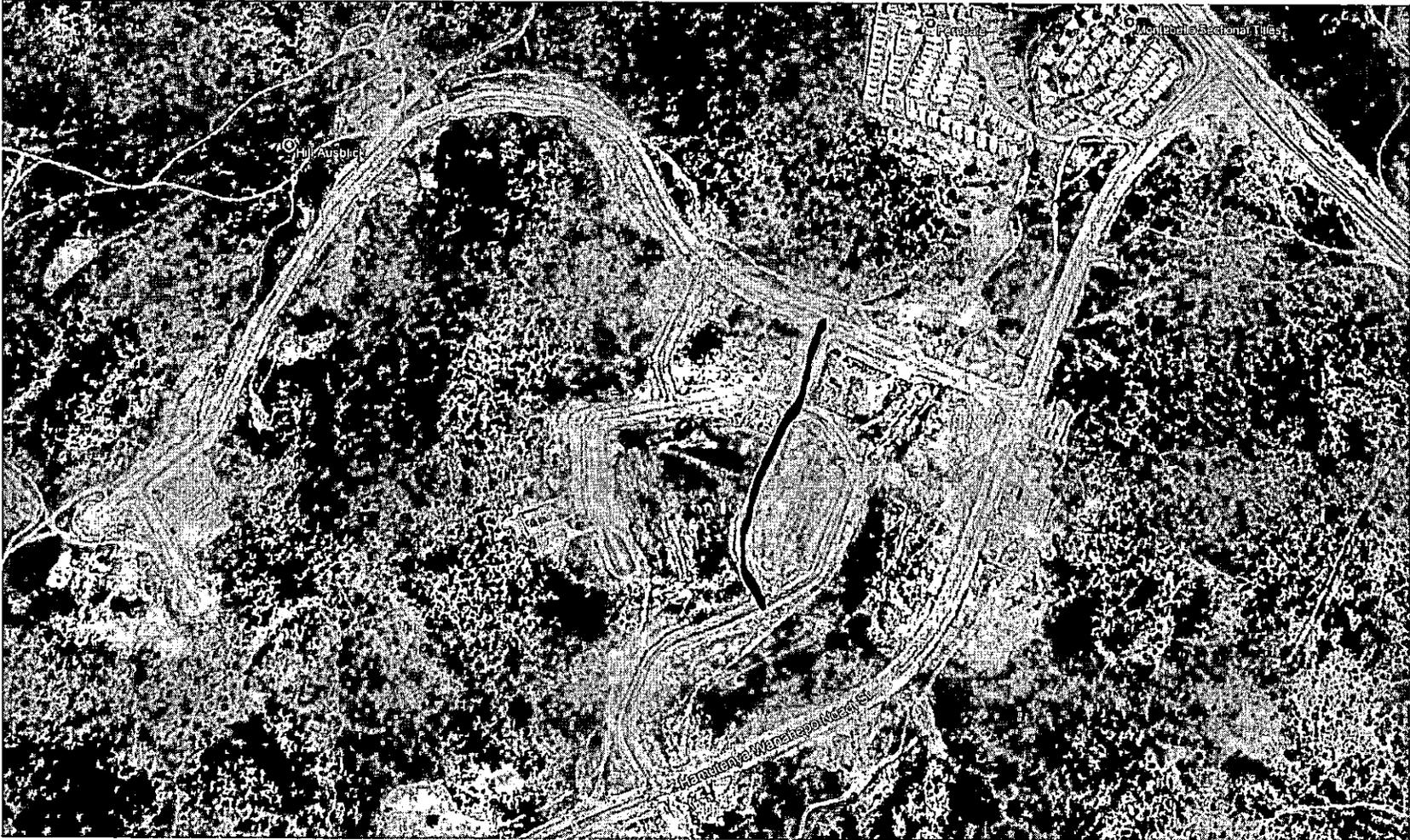
Above all, we shouldn't worship and exalt anyone but the Creator, but we must ensure that tribalism and its tentacles do not emerge once more.

*Tuakondja  
Windhoek*

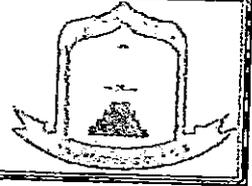


The late chief Kuaima Riruako

Street 1A and Street 1B, Auasblick Extension 1



BETHOLD HIMUMUINE PRIMARY SCHOOL  
 Private Box 60059  
 Katutura  
 Tel: (061) 261661 Fax: (061) 247634  
 NAZARET + TIBERIAS STREET



03 March 2025

To: The Karuhumba Family  
 Attn: Mr. Wilson Karuhumba  
 Windhoek

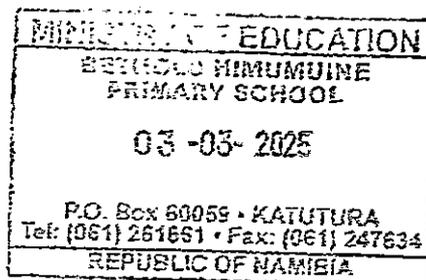
Subject: Support for the Renaming of Aggripa/Antiochie Street

Dear Mr. Karuhumba,

I am writing on behalf of Bethold Himumuine Primary School in response to your request regarding the renaming of Aggripa/Antiochie Street in honor of the late Mr. Immanuel Hiskia Karuhumba. We acknowledge his immense contributions to the liberation struggle and the significant role he played in securing the independence of our country.

We would like to formally express that Bethold Himumuine Primary School has no objection to this request and fully supports the initiative to recognize Mr. Karuhumba's legacy.

Kind regards,  
 Beauty Mukuahima  
 Principal





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Tel: 062 567 653

Postal Address: P O Box 45, Otjinene, Namibia

**MAHARERO ROYAL HOUSE TRADITIONAL AUTHORITY**

P.O. Box 61624

Katutura

16 April 2025

City of Windhoek  
The Honorable Mayor  
P.O. Box 59  
Namibia

Dear Sir/Madam

**Application for Renaming Street Name to the late Mitiri Immanuel Hiskia Karuhumba**

It is with profound interest and enthusiasm that we are writing this letter to your Institution for the above mention request.

The Maharero Royal Traditional Authority are hereby requesting your good office to rename any street in the City to the late Mr. Immanuel Hiskia Karuhumba.

This will be a good opportunity for young Namibian to know more about history of Namibia. It will make people to read more on history of different heroes in the country as it will be a motivational tool. The Maharero Royal Traditional Authority recognize and value the role and impact that Mr. Mitiri Karuhumba played during his teaching career and his involvement in the liberation struggle of Namibia until his death. The community of Katutura still name a school to his name and has made immense contribution to Namibia history.

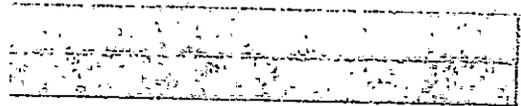
We therefore support and request your office to rename any street in the new suburbs after his name.

I hope you find our application to your liking, while anticipating for your kind reply.

Thank you in advance for your good service.

You're sincerely,  
Ombara T Maharero  
Cell: 0812596216

MAHARERO ROYAL HOUSE TRADITIONAL AUTHORITY



## Office of the Secretary General

P O Box 1071  
Windhoek  
09 April 2025

City of Windhoek  
The Honourable Mayor  
P O Box 59  
Namibia

### APPLICATION FOR RENAMING STREET NAME TO THE LATE IMMANUEL HISKIA KARUHUMBA

It is with profound interest and enthusiasm that we are writing this letter to your Institution for the above-mentioned request. The SWAPO Party is hereby requesting your good office to rename any street in the City of Windhoek to late Immanuel Hiskia Karuhumba. Hereby is the background information:

#### Historical background of late Mr. Immanuel Hiskia Karuhumba

Comrade Immanuel Hiskia Karuhumba was born on 09 September 1928 in Gobabis, Omaheke Region.

He completed his educational training at Augustinium in 1942. He started teaching at Reinse Herero School, old location in Windhoek. The late Mr. Theo Katjimune was the principal and there was other teachers. Mr. Kavita was a teacher for standard 5 and 6. In addition there was also Mr. Ngajone , Mr. John Ya Otto, Mr. Ithana, just the mention a few.

After retirement, he was appointed as Managing Director of Namibia Literacy Program, a section 21 Company. This was before Independence of Namibia. He succeeded the late comrade Matongo.

The directors of Namibia Literacy Program namely Bishop Kauluma, Bishop (Marco) Hausiku, Jeremia Nambinga and Advocate Kasuto appointed him.

This program was establish to teach the Namibian people to read and write. He carried out his work successfully even though the South African Government was against this program. After his retirement as Managing Director, Mr. Joshua Hoebek succeeded him as Managing Director.

In April 1960, SWAPO was formed under the leadership of Dr. Sam Nujoma. The late Karuhumba was a member of the Chief Council under Chief Hosea Kutako in the Old Location.

Comrade Reverend Karaerua, Reverend Tjirimuje, Mr. Karamata, Mr. Karuhumba, Mr. Seraera and others joined SWAPO in the late 1970.

The late Karuhumba assisted greatly the late Chief Kutako as a member of the Chief Council.

This was the time the South African Government developed all type of tactics to divide the people of Namibia. Such tactics did not worked well as the people of Namibia under the leadership of leaders like Chief Kutako and others rejected the attempts by South Africa to divide the people of Namibia.

Late Karuhumba, as a member of the Council, was one of the trusted, loyal, dedicated, hardworking teacher who assisted the SWAPO as a Movement, Chief Council and in particular Chief Hosea Kutako.

After joining SWAPO, late Karuhumba was a trusted and a true comrade, he sacrificed his life for others. He was invited for meetings by the late Dr. Sam Nujoma and has visited several places like Zambia, Rhodesia, Tanzania and Botswana with other Comrades like Mr. Karamata, Mr. Marco Hausiku, Reverend Seraera and Karuaera and many more.

The situation to sacrifice his life for others became difficult to people like Karuhumba because at some stage, some groups turned around, started supporting the South African Government in Namibia, and preferred to an independence of homelands engineered by South Africa. As a result, he was beaten and his house was set on fire and his cattle at the village were killed.

The SWAPO Party is hereby recommends to your good Office to consider this request as matter of preserve the history of our hard won freedom and independence for self- determination as people of Namibia for honouring the late Immanuel Karuhumba with a street name in any suburbs of Windhoek.

Kind regards



**Konrad Sitarara**  
Deputy Director of Administration





# Apostolic Faith Mission of Namibia

## Khomasdal Town 25<sup>th</sup> River of Life Community Church

P.O.Box 10406, Khomasdal ♦ Tel. (061) 246 758 ♦

Email : [Admin@riverofflifenamibia.org](mailto:Admin@riverofflifenamibia.org)

27<sup>th</sup> June 2024

His Worship the Mayor

City of Windhoek

You're Worship,

### RENAMING OF: ROLLS ROYCE STREET AND ISABELLA STREETS IN KHOMASDAL

On the 1<sup>st</sup> week of August 2024, our church will celebrate its 60<sup>th</sup> year of existence in Khomasdal. Formerly, the congregation was established in the OU LOKASIE in 1959, compelled to move to Khomasdal due to the apartheid regime. Pastor Frederick Abraham Joseph is the Church's local Pastor as from January 1983 till date.

It is the sincere wish of the **River of Life** Church Council to honor our local pastor who has served and is still serving the congregation and on extension the community of the greater City of Windhoek and Namibia for more than 40 (forty) years. We are hereby seeking your approval to rename the streets in front of the church; **Rolls Royce Street and Isabella Street**. The church would like to change these, with your approval, to **Reverend Fred A. Joseph Street**.

### Pastor Fred has served the community of Khomasdal and Namibia in the following capacities:

1. Pastor Frederick A. Joseph led the congregation out of the apartheid regime.
2. Pastor Frederick A. Joseph assisted in building many churches in Namibia, in the following towns:  
Rehoboth, Gobabis, Keetmanshoop, Oshakati, Noordoewer, Mariental, Narraville, Katutura and other Towns
3. Pastor Frederick A. Joseph is serving the church and community for more than 40 years, across Namibia.

Unopposed elected as chairperson of the **SWAPO Elders Council in 1988**

Served as Chairperson of Ella Du Plessis High School

Served as Chairperson of Gammams Primary School

Served as Chairperson of Khomasdal Teachers Training College

Served as Chairperson of Concordia College

Appointed by President Sam Nujoma to the **Board of Directors of the NBC** Namibian Broadcasting Corporation (Writing the religious guidelines for broadcasts in Namibia 1990-1995)

Served on the RRR Board; **Repatriation and Resettlement of Returnees** from exile in 1989.

Intercepted and exposed a 26 page document marked TOP SECRET - which was intended plans for the SABOTAGE of the Namibian Independence; Minutes of a SADF meeting held at the Skeleton Coast.

Instrumental in the desegregation of the Apostolic Faith Mission Church in Namibia and elected first National President of the AFM Church, 19 January 1989.

An Integral part of organizing and setting up of SWAPO rallies in Khomasdal together with the late Dany Tjongarero, Anton Lubowski and Nico Bessinger.

Involved in the Planning of our Independence Celebrations in 1990 with CDE Pendukeni Emvula.

Part of a SWAPO delegation to China in September 1991 arranged by CDE Hidipo Hamutenya.

It would further be appreciated if you could inform us of any logistics (financial implications) if any. The Church Council intends to do the unveiling ceremony on the morning of the 3rd of August 2024 at approximately 09:00 depending on the timeline of the approval of the City.

We thank you in anticipation of your favorable consideration and approval.

Selwyn Welcome

(Cellphone +264 81 535 5761)

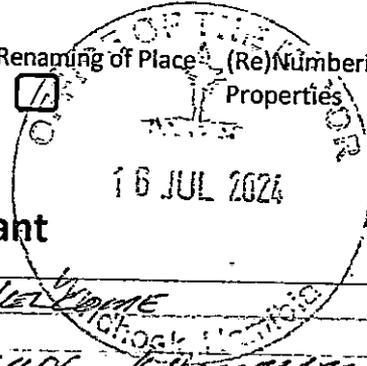


STREET, PLACE RE/NAMING AND PROPERTIES NUMBERING APPLICATION FORM

### Type of application

Naming/Renaming of Street

Naming/Renaming of Place (Re)Numbering of Street Properties



### Particulars of the applicant

Name & Surname SELWYN WELCOME

Organization \_\_\_\_\_

Postal Address P. O BOX 10406 KHOWANADAL

Residential Address \_\_\_\_\_

Contact Number 0812535761

Email Address WELCOMESELWYN311@qmail.com  
admin@PIVHOFLIFENAMINDA.org

### Application details

Township Name KHOWANADAL

Name of the Street to be renamed \_\_\_\_\_

ROLLE ROYCE STR & ISABELLA STREET

Proposed three alternative and preferred street names

- Proposed street names must be kept short, at least limited to 20 characters including street name suffixes e.g. street, road, avenue etc.
- Historical, social, natural, national character and connection, cultural and emotional concerns of the affected areas and surrounding must be taken into consideration as themes.
- Further reference must be made to Section 5 and 7 of the Street and Place Naming Guidelines

Alternative 1 REVEREND FRED. A. JOSEPH / Rev. Fred A. JOSEPH

Alternative 2 PASTOR FRED A. JOSEPH

Alternative 3 FRED A JOSEPH STREET

### Declaration by the applicant

I CONFIRM that details provided are correct, to the best of my knowledge and the application in being made in accordance with the procedures and guidance of the Street and Place Naming Guideline of the Windhoek Municipality

Signature

*[Handwritten Signature]*

Date

11/07/2024

# Declaration by the applicant

I HAVE included the following supporting information with this application form (please tick)

- 5.1 Background of the street to be renamed
- 5.2 A formal, comprehensive biography of the proposed honouree
- 5.3 Research references, evidence of professional or community support
- 5.4 Motivation as to why the affected street name should be changed
- 5.5 Proof of all three required and placed public notices
- 5.6 Consent affected residents, businesses, institutions and establishments
- 5.7 Written objections raised (if any)
- 5.8 Motivation addressing raised objections (if any)
- 5.9 Acceptance letter from family member(s) (if proponent is not related)
- 5.10 Consenting letter from MIRC, MURD and the respective Diplomatic Representative (for proposed foreign national honouree)
- 5.11 Proof of Payment (non-refundable application fee of 250.00 NAD)

Signature *[Signature]* Date 11-07-2024

\* Consents of all immediate residents, businesses and institutions or any other establishment residing and operating in the affected street must be secured. The term "immediate" refers to those affected parties sharing the particular street as their direct physical address as by municipal billing system. Complete list of erven must be obtained from the Street and Place Naming/Renaming Committee Secretariat with the proof of payment.

## FOR OFFICE USE ONLY

Status of the Application

Application complete  Application incomplete

Namibian Citizen  Foreign National

Approved  Reject

Council Resolution

Comments

APPLICATION NO. 16 JUL 2024

Application Dated 11/07/2024

Received Date 16/07/2024

Payment Receipt Number 206351

Administrator 17042

\* All required supporting information are compulsory and must form part of the application. Failure to ensure that, will result in the application been considered as incomplete. No incomplete application will be accepted, neither submitted to the Street and Place Naming/Renaming Committee for consideration.

Enquiries and submission of the application  
 If via postal address  
 Office of the Mayor  
 Windhoek Municipality  
 Box 59, WINDHOEK

Enquiries  
 Vernourman.Endjala@windhoekcc.org.na

If hand delivered  
 Office of the Mayor  
 Windhoek Municipality  
 c/o Independence Avenue and Sam Nujoma Drive



INV2024249928

# CITY OF WINDHOEK

P O Box 59, WINDHOEK NAMIBIA  
Telephone No: (061) 290 2911

## TAX INVOICE

VAT Reg. Number 2646057-01-5



2024-07-16  
Ter. No.: 42  
Receipt No.: 20225  
Invoice Payment  
Ref No.: 5000132050048  
to: THE APOSTOLIC FAITH MISSION C  
Paid Amount Pd N\$\*\*\*\*\*250.00  
Ant Tend N\$\*\*\*\*\*250.00  
Charge N\$\*\*\*\*\*0.00  
Issued by: 000042-Halleluya Ksut  
Sent :

<b>Invoice Number</b> : INV2024249928	<b>Date Issued</b> : 7/15/2024
<b>Account Number</b> : N/A	<b>Vote Number</b> : 5000132050048
<b>Name</b> : THE APOSTOLIC FAITH MISSION OF NAMIBIA	<b>Reference Number</b> : STREET RENAMING APPLICATION (ROLLS ROYCE AND ISABELLA STREETS,
<b>Address</b> : BOX 10406 KHOMASDAL	<b>System Reference</b> : INV400624
	<b>Issued By</b> : 17057 - SISAMU-KABOZU (V.K)
	<b>Contact Details</b> : +264 61 290 2299
<b>Description</b> : STREET RENAMING APPLICATION (ROLLS ROYCE AND ISABELLA STREETS, KHOMASDAL)	

### PAYMENT DUE

<b>Total Amount Excluding VAT</b>	: N\$ 217.39
<b>Total VAT Amount</b>	: N\$ 32.61
<b>Total Amount Payable</b>	: N\$ 250.00

### INVOICE DETAILS

**Department** : 5000 - URBAN & TRANSPORT PLANNING

<b>Tariff Code</b>	: N/A
<b>Tariff Description</b>	: N/A
<b>Quantity Provided</b>	: 1
<b>Unit Price</b>	: N\$ 217.39
<b>Tariff Amount Excluding VAT</b>	: N\$ 217.39
<b>Tariff VAT Amount</b>	: N\$ 32.61
<b>Tariff Total Amount</b>	: N\$ 250.00
<b>Service Code</b>	: N/A

[Municipal Council Minutes: 2018-11-28(22)]

9.4.17

**SOP.4 [UTP] RETAINING OF STREET NAMING THEMES AND HONOURING OF PROPOSED HONOUREES IN EXISTING AND NEWLY ESTABLISHED TOWNSHIPS**

(16/3/7/1)

On proposal by Councillor MJ Amadhila, it was

**RESOLVED**

- 1 That the professional and administrative culture of embracing street naming themes be retained as per the Street and Public Place Naming Guidelines, attached as pages 1097 - 1107 to the agenda, approved by Council per Resolution 76/04/2017.
- 2 That historical, social, natural, national character and connection, cultural and emotional concerns of the affected areas and surrounding be taken into consideration as themes for naming/renaming streets, places and townships.
- 3 That the street naming themes in existing townships and extensions be maintained as original as possible for ease reference and orientation in delivering public and emergency services.
- 4 That in existing townships and extensions where street naming themes are established, such themes form the basis for new names in the area.
- 5 That distributor streets in current and upcoming townships be reserved for the retaining of existing and assigned street naming themes.
- 6 That future street naming and renaming applications honouring historical figures received after this Council Resolution be considered for arterial and main collector streets in existing and new township developments.
- 7 That the resolution be implemented prior to confirmation of the minutes.

**RESOLUTION 374/11/2018**

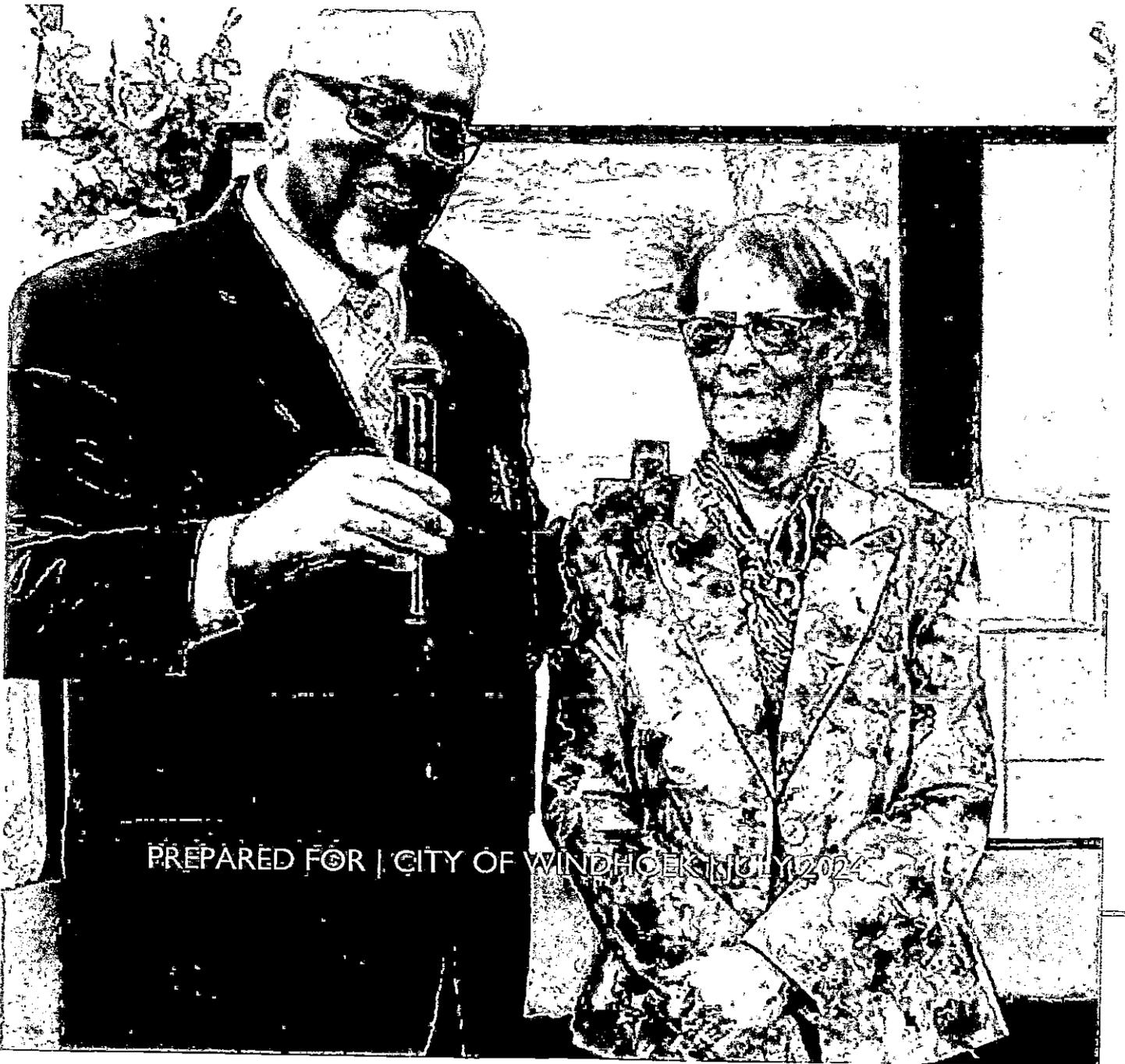
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# BIOGRAPHY

## OF PASTOR

### FREDERICK A. JOSEPH (1945-...)

FAITH, COMMUNITY AND JUSTICE



PREPARED FOR | CITY OF WINDHOEK | JULY 2024

*Introduction: Pastor Fred A. Joseph, a pillar of strength and compassion, has left an indelible mark on the community of Khomasdal and the entire nation of Namibia. His unwavering commitment to faith, social justice, and community upliftment has touched countless lives over the past four decades. Let us delve into the remarkable journey of this servant leader.*

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*Early Years and Spiritual Calling: Born in the Eastern Cape, South Africa where he went to school and later in life started building a congregation in the town of Graaff Reinet with his wife Joan; in one of the poorest communities in South Africa at the time. With a heart attuned to the needs of others, Fred Joseph discovered his spiritual calling at an early age. His unwavering faith and dedication led him to become a beacon of hope for those seeking solace during the tumultuous apartheid era. In Graaff Reinet he served on many school boards as well as the town council.*

*After 13 years of serving and building a church in the Graaff Reinet community, he received a call to serve the Khomasdal AFM Church. Pastor Fred arrived in Windhoek in January 1983 with his wife Joan and five young children. As a pastor, he led his congregation through the oppression of apartheid, guiding them by preaching hope for a brighter future. Many former students of Augustineum started attending the church in the early 1980's where they found his sermons to be unbiased and inclusive of all people.*

---

*Building Churches and Bridging Communities: Pastor Fred has labored to build not only physical structures but also bridges of understanding and unity. From Noord Oewer, Rehoboth to Oshakati, he has been instrumental in constructing churches that serve as sanctuaries for worship, education, and community gatherings. His vision extended beyond structures—each church became a hub for empowerment, education, and fellowship.*

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*Leadership and Advocacy: Pastor Fred Joseph's leadership extends far beyond the pulpit. He served as the unopposed chairperson of the SWAPO Elders Council in 1988, a position earned through trust, wisdom, and tireless dedication. His tenure as chairperson of various educational institutions—Ella Du Plessis High School, Gammams Primary School, Khomasdal Teachers Training College, and Concordia College—underscored his commitment to nurturing young*

minds. After Independence in 1990, pastor Fred was elected and installed as the first president of a unified Apostolic Faith Mission Church in Namibia.

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**Broadcasting and National Service:** Appointed to the Board of Directors of the NBC (Namibian Broadcasting Corporation), Pastor Fred played a pivotal role in shaping the religious broadcasting guidelines. His influence reached millions of Namibians, fostering understanding, tolerance, and spiritual growth. Simultaneously, he served on the RRR Committee together with Dr. N. Nakamela, Father Wulf (RC church), ensuring the successful Repatriation Reintegration and Resettlement of Returnees from exile and their initial settling at Dobra

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**Courage and Vigilance:** Pastor Fred's courage knew no bounds. He intercepted and exposed a top-secret document outlining plans for sabotaging Namibia's independence—an act that safeguarded the nation's future and which himself and others were personally thanked for by our founding father, President Sam Nujoma. His vigilance and commitment to justice remain an inspiration to all.

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**Desegregation and Unity:** Instrumental in desegregating the racially segregated Apostolic Faith Mission Church in Namibia, Pastor Fred was elected as its first National President. His tireless efforts promoted unity, understanding, and reconciliation among diverse congregations.

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**International Diplomacy and Humanitarianism:** Pastor Fred's global impact extended to China, where he represented SWAPO in a delegation arranged by CDE Hidipo Hamutenya. His commitment to education and basic needs support for young people exemplified true humanitarianism.

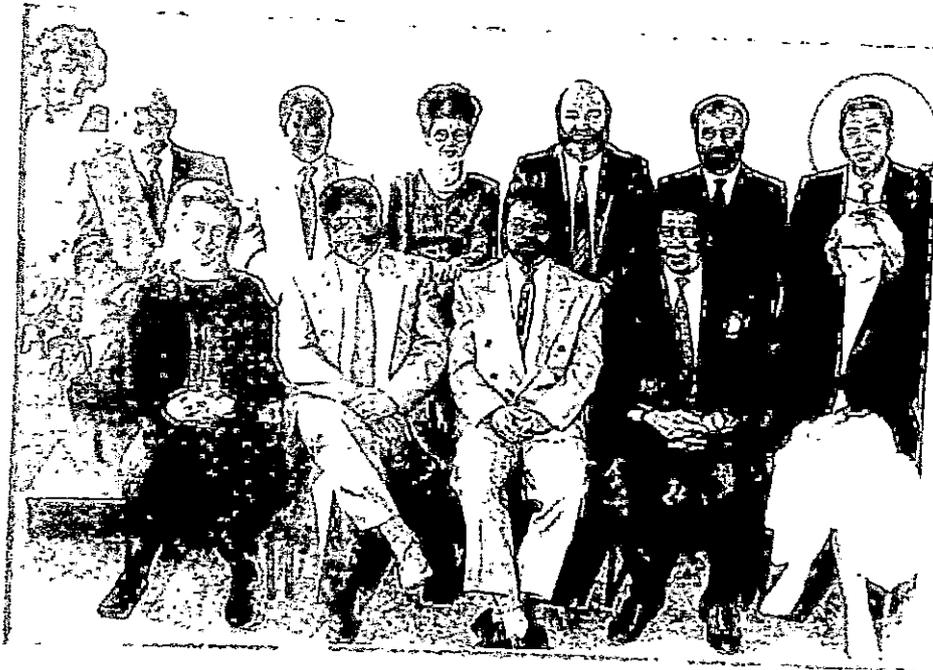
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**Legacy of Love and Service:** Pastor Fred A. Joseph, alongside his beloved wife Joan, has touched countless lives. Their generosity, especially towards tertiary students, has transformed dreams into reality. Through the church's welfare organization, they have provided sustenance to the elderly, embodying compassion and selflessness.

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**Conclusion:** Pastor Fred A. Joseph's legacy transcends titles and accolades. It resides in the hearts of those he has uplifted, the communities he has strengthened, and the faith he has unwaveringly lived. His life epitomizes service, love, and the pursuit of justice—a beacon that continues to guide Namibia toward a brighter future.

33  
FIRST BOARD OF THE  
NAMIBIAN BROADCASTING CORPORATION  
MAY 1990



Back: MR K W R LIST, MR H D NAMUHUJA, MISS P H COETZEE, MR N J GORELICK (DIRECTOR-GENERAL),  
MR C V KAURISA (VICE-CHAIRMAN), REV A F JOSEPH  
Front: MS G A LISTER, HON DEPUTY MIN D TJONGARERO, HON MIN H HAMUTENYA, DR Z NGAVIRUE (CHAIRMAN), MRS M M C KOEP  
Insert: MRS E P MUUNDJUA

### **Background of the streets to be renamed**<sup>34</sup>

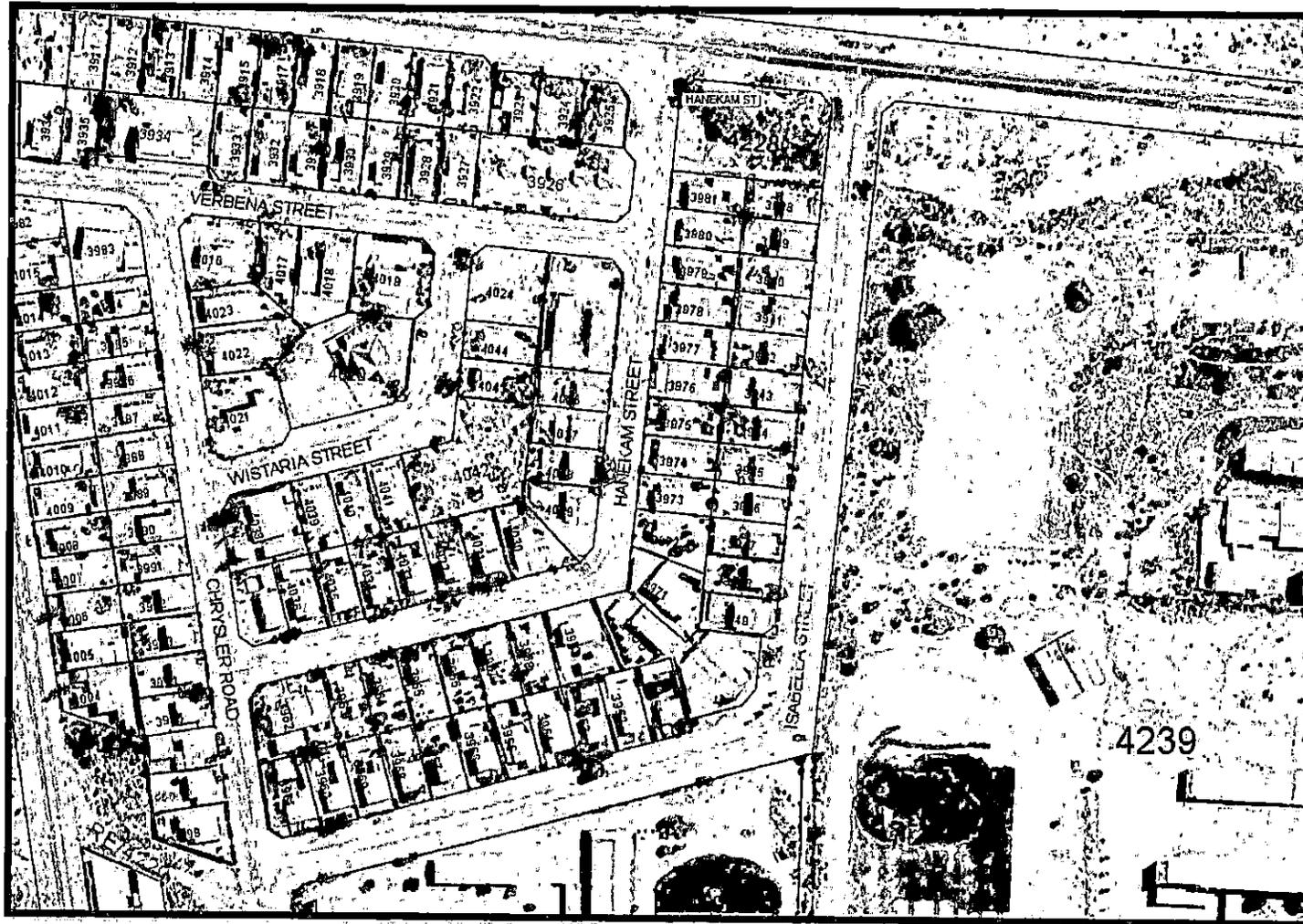
Rolls Royce Street and Isabella Street are two streets that meet at a smooth bend right in front of the River of Life Church/Apostolic Faith Mission church (our church) where Pastor Fred Joseph had been and is currently serving the surrounding community of Khomasdal.

As with every neighborhood or street, people move away and others move into the homes which they now make as comfortable for themselves and their families. The River of Life church with pastor Fred Joseph as the senior pastor for more than forty years, have always held good relations with the people of Isabella and Rolls Royce streets. Our church is known in our community to bury everyone who are in need and does not belong to a church community. Therefore, the homeowners that occupy properties in these streets has agreed and signed off on the renaming of the streets.

The names of the streets, according to our knowledge does not have any significant historical value or sentiment for the people of Khomasdal or anyone who is currently residing in these streets. The two streets, when considering their paths, merge right in front of the AFM River of Life church in a seamless bend, therefore making it only one street, especially when considering the other two streets (Hanekam & Wisteria streets) running parallel with the streets to be renamed.



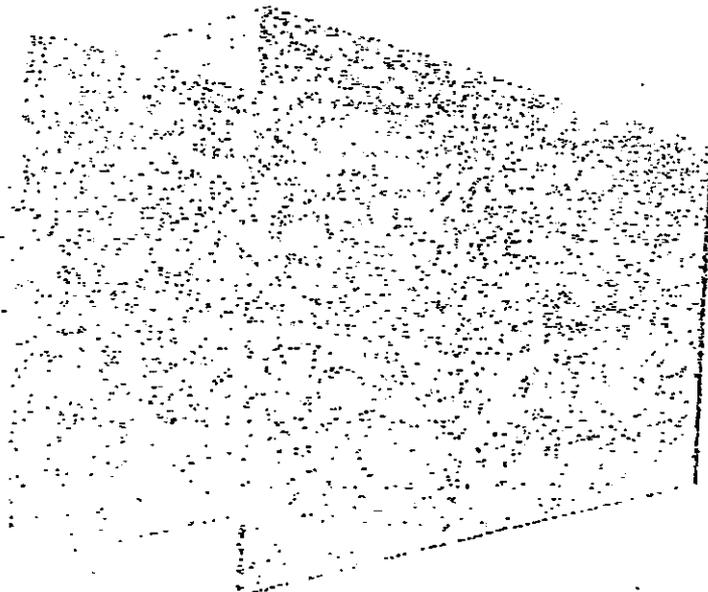
Rolls Royce and Isabella Streets, Khomadsal



City of Windhoek

**Street and Place Naming Guidelines**

APPROVED BY COUNCIL RESOLUTION 76/04/2017



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## 1 Introduction and Background

The City of Windhoek is the Local Authority responsible for the administration of the street naming and renaming within its boundary. This administrative function is performed in order to ensure that all properties in the City are allocated official addresses. Street Addresses are an important urban navigation tool to the City's officials, residents, visitors and businesses.

Naming of streets and places is also an important element of service delivery as it promotes legibility and facilitates the effective delivery of services such as water and electricity, emergency services and also policing functions.

The naming and renaming of streets and places after persons who made an impact on the development of the City is a way of etching the country's history, both pleasant and not so pleasant, in the memory of people; and also to honour individuals for their contributions to the development of the country and the City and should therefore be done with careful consideration since it may have an impact on current and future users of a particular street or place.

## 2 Framework

The legislative framework within which the street and place naming and renaming is undertaken is the Local Authorities Act, Act 23 of 1992. Of particular relevance is Section 94 (1) (f) that stipulates as follows:

*"the regulation of the naming from time to time of streets, and the numbering of houses, buildings and places in such streets"*

## 3 Purpose of the Policy

- 3.1 The purpose of the policy is to provide a consolidated document to be used in the processes of naming and renaming of public places and streets within the City of Windhoek.
- 3.2 To ensure an inclusive, consultative and transparent process that enjoys public support when a proposal for a name change is received;
- 3.3 To facilitate the replacement of controversial, historical irrelevant and offensive names within Windhoek;
- 3.4 To facilitate the allocation of street names to new townships to be established in Windhoek; and

- 3.5 To serve as a guide to all private township developers within Windhoek on procedures to be followed in the allocation of street and place names.

#### 4 Establishment of Committee

There shall be established a Committee under Section 30 (1) (w) exclusively dealing with the naming and renaming of public places and streets.

##### 4.1 Composition of Committee

- 4.1.1 The committee will comprise of not less than eight (8) and no more than ten (10) members.

- 4.1.2 The committee shall consist of :

- 4.1.2.1 Three (3) Councillors nominated by Council,

- 4.1.2.2 Five (5) members from the public with expertise or experience in one or more of the following: town planning, onomastics, history, culture, linguistics, land survey, reconciliation and religion nominated by the Department of Community Services following consultation and acceptance of the nomination,

- 4.1.2.3 Two (2) staff members - one (1) representing the Department of Community Services and one (1) representing the Office of the Chief Executive Officer (the latter shall be staff member designated by the Chief Executive Officer).

- 4.1.3 The Department of Community Services shall perform the secretarial functions of the committee.

- 4.1.4 The Department of Community Services shall motivate and submit the names of the public members to Council for consideration.

##### 4.2 Quorum of the committee

A simple majority of the Committee shall form the quorum.

**4.3 Terms of office**

- 4.3.1 The Committee shall hold office contemporaneous with the term of Council.
- 4.3.2 A member of the committee is appointed for a period of five (5) years.
- 4.3.3 A member of the committee may be re-appointed for a consecutive term of office.
- 4.3.4 Council may terminate a person's membership to the Committee.
- 4.3.5 If a member dies or resigns, Council must appoint another person to fill that vacancy for the remaining portion of the term of office of that member.

**4.4 Meetings of the committee**

- 4.4.1 The Chief Executive Officer must convene the first Committee meeting, thereafter the Chairperson of the Committee must be elected from the Members of the Committee.
- 4.4.2 The Strategic Executive Community Services will convene all other meetings including urgent meetings.
- 4.4.3 The committee will meet once every quarter or four (4) times a year and when convened by the Chairperson as often as necessary to consider urgent matters.
- 4.4.4 In the absence of the Chairperson, the members present at the meeting must elect from amongst themselves a Chairperson for the purpose of that meeting.

**4.5 Functions of the committee**

The primary functions of the Committee are to:

- 4.5.1 Assess and evaluate all naming and or renaming proposals received against the criteria as spelt out in this policy.
- 4.5.2 Recommend to Council proposed names for public places and streets within the Municipal boundary of Windhoek.

#### 4.6 Allowances of members of the committee

Members of the committee shall not receive any remuneration and serve on a voluntary basis.

#### 4.7 Annual report of the committee

In order to ensure that proper record keeping is maintained the committee will compile an annual report on the following:

4.7.1 Current names that were changed;

4.7.2 New names that were proposed and accepted

This report shall be held with the City's Registry for record keeping purposes.

#### 4.8 Policy Review

This policy is subject to review as and when the regulatory; social and or the local authority environment require change.

### 5 Principles to be followed in naming streets and places

The principles detailed below should be adhered to in considering all submissions/proposals and petitions for the naming and renaming of public places and streets.

The following principles shall apply:

- 5.1 Proposed street names must be kept short.
- 5.2 Names of people, places, or objects may be used.
- 5.3 Names can be in all languages and should be easily pronounceable by Namibian citizens.
- 5.4 For record keeping purposes, information with regards to the proposed name, identity of a personal names; biography and activities the person was involved must accompany the proposal letter. This is important in cases where notable persons names are submitted as proposed for naming or renaming after streets or public places.

- 5.5 Names of the same object but in different languages can occur but are preferably to be avoided.
- 5.6 Names with similar sounds but different spelling cause confusion and should be avoided.
- 5.7 When personal names are used, the preferred form is to use only the surname, for instance, "Smith Street", the full name should be used, for example "Joan Harrison Street". A third alternative, which allows names to be kept in short form, is to use initials and surname, for example "H G Veii Street'.

## 6 The naming of places and streets after deceased persons

- 6.1 The person must have popular support.
- 6.2 The person is credited with outstanding achievement, for example, in the areas of cultural, educational, social, sport or economic development.
- 6.3 The person should have greatly contributed towards promoting a positive image of Namibia and Windhoek.

## 7 Guidelines to be followed in renaming existing public places and streets

- 7.1 In an effort to keeping with previous Council Resolutions, streets should, as a general principle:
  - 7.1.1 be named after people, places, events and things related primarily to the City and its citizens and; b) Secondly, to Namibia at large.
- 7.2 The following are the criteria that will be applicable in the naming or renaming of public places and streets:
  - 7.2.1 To commemorate noteworthy persons associated with the City, Namibia, Africa and the international community of which the City is part of;
  - 7.2.2 To commemorate local history, places, events or culture;
  - 7.2.3 To promote names with powerful positive meanings for people, so as to provide opportunities to promote Community harmony;
  - 7.2.4 To recognise native wildlife, flora, fauna or natural features related to the community and the City of Windhoek;
  - 7.2.5 To recognise communities which contribute to the ethno-racial diversity of Windhoek City;
  - 7.2.6 To strengthen community identity;

- 7.2.7 To use names that can serve as locational tools and navigational aids for a predictable, manageable, and orderly environment (names are the beginnings of journeys or destination); and
- 7.2.8 To use names that creates a sense of place.
- 7.2.9 Preference shall be given to names of local area or historical significance.
- 7.2.10 Names of living persons should only be used in exceptional circumstances such as to celebrate Windhoek's rich heritage of struggle for a democratic, non-racial society and to acknowledge the contribution that many of the City's residents have made to the development of the City or Namibia.
- 7.2.11 Names should be grouped in categories for use in the same areas, for instance, the names of birds are used in certain extensions of Khomasdal, and whilst the names of historical figures are used in other townships; new developments can accommodate new trends in the naming of streets.
- 7.2.12 Renaming proposals must recognise persons who, in their lifetime demonstrated outstanding contributions to the City and the country at large. The following criteria must be met:
- 7.2.12.1 Persons nominated dead or alive should have made a substantial contribution directly to the City of Windhoek or Namibia at large;
- 7.2.12.2 The person must have given extensive or distinguished service to the community that goes beyond any doubt to Council;
- 7.2.12.3 The service should be easily recognisable as having a direct benefit to the City or Namibia at large and should be such that it has produced substantial benefit to the well-being of the citizens of the country; and
- 7.2.12.4 Nominees in the case of a Windhoek resident should have lived within the City of Windhoek for a significant number of years (significant usually means at least 15 years) and have had a long and close association and identification with the City.
- 7.2.12.5 Nominations by foreigners shall be done by their direct diplomatic representatives through both the Ministry of International Relations and Ministry of Urban and Rural Development.
- 8 Names to be avoided
- 8.1 There must be no duplication of a name within the City.
- 8.2 Names for public streets must not be construed as commercial advertising.

- 8.3 Cumbersome, corrupted or poorly modified names, discriminatory or derogatory names from the point of view of race, sex, colour, creed, political affiliation or other social factors shall be avoided.
- 8.4 The reuse of former street names should be discouraged because of the confusion it causes in property records management.
- 8.5 Names of living people are to be excluded, except when the age of the proposed persons reach or exceed 70 years.
- 8.6 In addition to the guidelines the City will consider the following when renaming the City's streets:
  - 8.6.1 The historical reasons for the original name;
  - 8.6.2 The public profile or familiarity of the public place and street's original name;
  - 8.6.3 The cost associated with changing the place or street's name; that is, the cost of replacing street and traffic signs;
  - 8.6.4 The relevance of the proposed new name to the place and street's main user group; and
  - 8.6.5 The potential confusion created for emergency and other municipal services, commercial delivery services, and the travelling public.

## **9 Current streets and places that should not be renamed**

The renaming of public places and streets which have the following characteristics is discouraged, i.e. streets that:

- 9.1 Have a name that reflects a positive historical event within the City of Windhoek;
- 9.2 Have a name that has specific relevance to the people of Namibia; and
- 9.3 Public places and streets that have already been renamed after a person associated with the City and people of Windhoek.

## **10 Process by which proposals for naming or renaming shall be made**

- 10.1 Any citizen or person, Community or organisation in the geographical area of the City of Windhoek shall be entitled to propose the naming of new streets or renaming of an existing street in accordance with policies and procedures accepted by Council.
- 10.2 Application for the naming or renaming of streets/places shall be in writing under the name of the person making the proposal, and include details of

the affected street or place, proposed new name, background of the name to be eliminated, and fully motivated reasons which shall include research references, evidence of professional or community support of the name proposed.

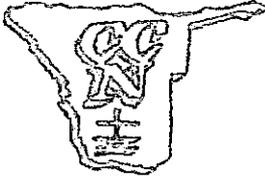
- 10.3 Proposals may include the results of referenda, minutes of a concerned group or similar consultation within communities by way of evidence of support or opposition but which Council shall not consider as defining criteria.
- 10.4 Proposals will be received by the Chief Executive Officer, and forwarded to the Strategic Executive Community Services for report and preparation of a submission to the Committee.
- 10.5 The processing shall be strictly according to the proposed procedures provided in the Policy.
- 10.6 Proposals will be considered by the Street and Public Places Naming Committee who will make recommendations to Council.
- 10.7 The Council of the City of Windhoek will take the final decision on whether to accept the proposed name or not.

## 11 Public Participation

In order to ensure a transparent and fair process in the renaming of public places and streets, the following shall be followed:

- 11.1 The level of public participation must be reflective of the size, and importance of the street or public place to be named or renamed.
- 11.2 Council will place an advert in two (2) local newspapers for one week advertising the proposed renaming of a street or public space calling for objections from the public.
- 11.3 In cases where the street is short, the city may invite objections from all residents in the surrounding by way of registered mail.
- 11.4 A member of the public who has objections against the renaming of a place or street will have twenty one (21) working days to lodge the objections with Council.
- 11.5 Council shall retain the right to reject any objection with reasons and refuse the renaming of a public place or street.
- 11.6 Council's decision shall be final and no further objections may be entertained.

10 Annexures



**COUNCIL OF CHURCHES IN NAMIBIA**  
Office of the General Secretary

18 July 2024

City of Windhoek  
Office of the Mayor  
P.O. Box 59  
Windhoek

**Re: Renaming of Rolls-Royce Street to Reverend Frederick A. Joseph Street**

Dear Your Worship Mayor

I am writing in support of the renaming of Rolls-Royce Street to Reverend Frederick A. Joseph Street. Reverend Frederick A. Joseph is a member of the Ecumenical body and is a reliable member of CCN.

Pastor Fred's journey within the CCN has been marked by dedication, courage, and a relentless pursuit of unity and justice. Pastor Fred was not content with mere observation; he actively lent his voice to the cause. As the first representative from the Pentecostal and charismatic circles, he bridged gaps and fostered dialogue. His commitment to CCN was not without challenges, as even within his own denomination—the Apostolic Faith Mission (AFM)—there were reservations. Yet, Pastor Fred persisted, driven by a vision of collective impact. Despite resistance, he initiated negotiations for the desegregation and unification of racial lines within the AFM church. His courage in advocating for racial unity within our faith community is commendable. His Black-consciousness convictions contributed towards his strong stance against non-racialism.

Pastor Fred's primary goal was clear: to ensure that the voices of Pentecostal and charismatic believers resonated within the CCN. He believed that our diverse traditions could enrich the collective witness. Pastor Fred's influence extended beyond Namibia. Encouraged by the CCN, he reached out to Pentecostal churches in other Frontline States (SADEC). His vision was to encourage similar participation in their respective National Church Councils. Today, the AFM church and the Pentecostal Protestant Church (PPC) stand as proud corporate members of the CCN—a testament to Pastor Fred's tireless efforts.

I humbly submit this support letter to your good office for favourable consideration.

Sincerely yours in the Lord's service

Rev. James Fredericks  
General Secretary of CCN

Council of Churches in Namibia  
Secretariat  
☒ 41 - Plot 8521, Ext. No. 14  
Abraham Mashego Street, Katutura  
WINDHOEK, 9000

8 Mont Blanc Street, Eros, Windhoek

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PO Box 41, Windhoek, Namibia, Tel.: +264-81-649-9003 / +264-81-206-2464

Email Address: [jhfedericks@gmail.com](mailto:jhfedericks@gmail.com) / [ccnfinance01@yahoo.com](mailto:ccnfinance01@yahoo.com)

15 July 2024

LETTER OF SUPPORT

This is to confirm that I have known Pastor Fred Joseph since the early 1980's.

Pastor Fred Joseph was a great and critical political activist and stalwart in the difficult years of the liberation struggle. Encouraged by the principles of the liberation theology precepts, he would use every public opportunity to fearlessly preach about liberation to the masses – especially in the communities of Khomasdal and in other towns.

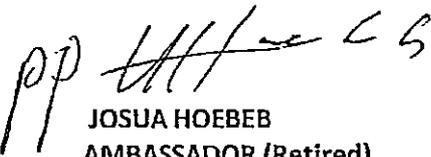
Pastor Fred Joseph used the pulpit as a powerful weapon to preach against injustices of the Apartheid regime and encouraged his congregants to join the fight for the liberation of this country.

He would be seen walking shoulder to shoulder with political activists such as the late Mokganeidi Thlabanello, Danny Tjongarero, Nico Bessinger, Bishop Zephania Kameeta, Pastor Tjirumueja, Bob Kandetu and many others, on protest marches as well as Corpus Christi marches with the leader of the Catholic community in Khomasdal, Father Wulf.

He is a man of immense faith, anointed to preach the Gospel of the Good News of Jesus Christ, which he used to great effect in making a tangible change to the lives of people in the urban communities of Namibia as well as valuable contributions to the liberation struggle.

Finally, I would proclaim that he is a man who has surely earned his struggle credentials and I lend my support to the renaming of Rolls Royce street (on which the River of Life Church, which he has led for over 40 years) be renamed in his honour to Reverend Fred Joseph street.

Faithfully,

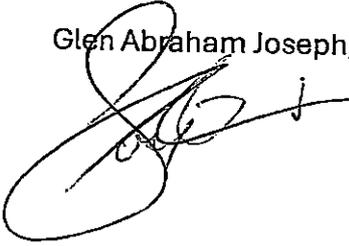
  
JOSUA HOEBEB  
AMBASSADOR (Retired)

**Renaming of Isabella and Rolls Royce streets**

Family Consent:

On behalf of my father, Abraham Frederick Joseph, I, eldest son and my siblings hereby give consent to the renaming of the above streets to be changed to the name of the City's preference as per the three suggested names given in the application documents.

Glen Abraham Joseph, ID 681023 00329

A handwritten signature in black ink, appearing to be 'Glen Abraham Joseph', written over the printed name.

STREET, PLACE RE/NAMING AND PROPERTIES NUMBERING APPLICATION FORM



List of immediate properties to be consulted  
Isabella Street, Khomasdal

Street Name	Erf No.	Gate/ House No.	Name of the Owner/ Occupant	Support/Not Supported	Signature	Contact
Isabella Street	3958		S. V/D HOEVEN	Support	[Signature]	0811242492
Isabella Street	3959		Juliana I	OK	[Signature]	0813279583
Isabella Street	3960		G. GUSIAU	✓	[Signature]	0851491547
Isabella Street	4239	SCHOOL	M. Luvindana	Supported	[Signature]	0810082386
Isabella Street			U. KURU	✓	[Signature]	0813163165
Isabella Street						
Isabella Street						
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GOVERNMENT OF THE WESTERN CAPE

STREET, PLACE RE/NAMING AND PROPERTIES NUMBERING APPLICATION FORM

List of immediate properties to be consulted  
Isabella Street, Khomasdal

Street Name	Erf No.	Gate/ House No.	Name of the Owner/ Occupant	Support/Not Supported	Signature	Contact
Isabella Street	4228		OPEN ERF			
Isabella Street	3938		<del>Robert</del>			
Isabella Street	3939		Margie Klein	OK	<i>[Signature]</i>	0811678264
Isabella Street	3940		ERIC R. AFRICANER	✓	<i>[Signature]</i>	0814624718
Isabella Street	3941		James Smeets	✓	<i>[Signature]</i>	0816349970
Isabella Street	3942		Conno Todewiltz	✓	<i>[Signature]</i>	0813732294
Isabella Street	3943		Amanda E. Newton	✓	<i>[Signature]</i>	0812239876
Isabella Street	3944		Jose Maphumbe	✓	<i>[Signature]</i>	0812131624
Isabella Street	3945		Oliva Smetleka		<i>[Signature]</i>	0812055941
Isabella Street	3946		Jessi Kshpetu	✓	<i>[Signature]</i>	0812517435
Isabella Street	3947		Nyembo Kenda	✓	<i>[Signature]</i>	0813773318
Isabella Street	3948		Clarence Murphy	✓	<i>[Signature]</i>	0811486402
Isabella Street	3949		John-Jay Platt	✓	<i>[Signature]</i>	0815127850
Isabella Street	2430		Cela Jossel	✓	<i>[Signature]</i>	0815478996
Isabella Street	3951		Alvinia Buis	✓	<i>[Signature]</i>	0811492428
Isabella Street	3952		Wayne Macdonald	✓	<i>[Signature]</i>	0816317285
Isabella Street	3953		Cedric MARETTI	OK	<i>[Signature]</i>	0815555517
Isabella Street	3954		Charizig Kozekordje	OK	<i>[Signature]</i>	0813890987
Isabella Street	3955		Andre Louw	✓	<i>[Signature]</i>	0814641695
Isabella Street	3956		Williamson	✓	<i>[Signature]</i>	08119515
Isabella Street	3957		Steven Simuketa	✓	<i>[Signature]</i>	0812937028

PO Box 3436, Windhoek, Namibia. Tel: +264-61-297 2000

**Booking ID** : DM0202400416516  
**Company Name** : SMALLS EROS  
**Address** :  
**Client Name** : AFM / RIVER OF LIFE-P.O.BOX 10406, Khomasdal  
**Contact No.** :  
**Caption** : NOTICE  
**Position Rem.** : NOTICE  
**Package Name** : REP-DMH

**Executive** : NELOISE VAN WYK  
**Key No.** : rec  
**RCB No.** : DM0202400416516  
**Date** : 01/07/2024  
**Ad Type** : CLASSIFIED  
**R.O No./Date** : 00590753/01/07/2024  
**Payment** : CASH

Issue	Invoice No.	Issue Date	Size	Type	Page No.	Package Rate	Amount	
REP-DMH		03/07/2024; Wednesday	86	BLACK & WHITE	0	107.46	256.62	
							VAT	38.49
							Less Rounding	-0.01
							Net Amount	295.10

**Kindly Note:** A Cancellation fee of 25% will be Charged on all Cancelled Advertisements 48 Hours prior to publication. 100% Cancellation fee will be Charged on all Cancelled Advertisements within 48 Hours prior to publication.  
**Advt. Manager /Accountant**

**Category** : REPUBLIKEIN CLASSIFIED, Ad Subcategory : KENNISGEWINGS

**In Words NS** : Two Hundred Ninety Five point One Zero Only

**Customer Signature**

**NOTICE** is hereby given in accordance with the street and place Naming guidelines of the City of Windhoek, that I Selwyn Welcome, ID 56011400612, P.O.Box 10406 Khomasdal, Email: welcomeselwyn331@gmail.com on behalf of the AFM Khomasdal church board request that the Windhoek Municipal Council:  
 Naming/renaming of street/s or place:Rolls Royce Street and Isabella street, Khomasdal township.  
 Written objections, duly motivated, to be intended to this transaction must be forwarded to the CHIEF EXECUTIVE OFFICER, BOX 59, WINDHOEK and the applicant within fourteen (14) working days from the advertisement.

- ① Republikein
- ② Sun.
- ③ Allgemeine Zeitung

Received from

54 Date 1.07.2020

DMO 202400416516  
AFM / River of life

Amount in words

Two Nine Five 10/100

295 | 10

Without prejudice

Cash

Credit Card With Thanks

Received by Ne. loise

Signature *[Handwritten Signature]*

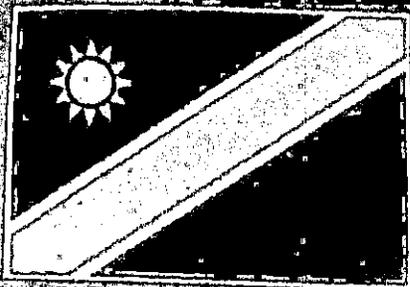
Erongo

GET YOUR

Erongo

IN  
PA

55



Woensdag 3 Julie 2024

Republi

*Jou land. Jou me*

**SPERTYE:** 13:00 TWEE WERKSDAE VOOR PLASING  
**DEADLINES:** 13:00 TWO WORKING DAYS PRIOR TO PLACEMENT

Geen advertensies sal telefonies aanvaar word nie.

TEL: 061\*29

EMAIL: cla

No advertise

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DM0202400416373

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**Betrekkings gevra Employment Wanted**

**ZATIEUAVI (31)** is looking for any kind of cleaning or laundry work 2 days a week. Call: 081-6918180

DM0202400416529

**Vakatures Vacancies**

**Vakatures Vacancies**

**CONSERVATION FUND THE CHEETAH CONSERVATION FUND (CCF) HAS TWO POSITIONS AVAILABLE.**

Salary and benefits would be negotiated.

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To manage the HR Department and being ultimately responsible for the various human resource functions, which include payroll, recruitment, staffing, data and analytics, industrial relations, training and development, performance monitoring and employee counselling.

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**Vakature Vacancies**



**PROJECT MANAGER PACKHOUSE DEVELOPMENT AND SYSTEMS**

Desert Fruit (Pty) Ltd is a Namibian company with the objective to produce, grow and pack high-value dates for the international market.

- Sound leadership and strategic direction in the packhouse ensuring accuracy and consistency in packhouse systems and documentation.
- Develop new management systems and processes to increase productivity and drive workflow innovation.
- Develop and management of budgets, forecasts and activity allocations.
- Actively drive the risk assessment process and develop efficient systems for implementation.
- Manage and direct the continuous food safety and biosecurity standards and prepare for the annual audit processes.
- Develop and implement new equipment and plant systems for the maintenance of all related packhouse machinery.
- Managing QC control systems.
- Board reports & presentations.

**REQUIREMENTS:**

- Relevant 3-year degree with a minimum of 8 years' experience in a senior position, or
- Minimum of 15 years' extensive experience in a senior position with systems development and implementation track record.
- Excellent knowledge and experience of systems development
- Fluent in Afrikaans / English

We offer a market related package. **PLEASE SEND CV TO:** [hr@desertfruit.com](mailto:hr@desertfruit.com)

Only short-listed candidates will be contacted.

Please ensure that documents are in PDF format when submitting. Reference checks will be undertaken.

**Spesiale dienste Services**

**SPERTYE: 13:00 TWE WERKSDAE VOOR PLASING**  
**DEADLINES: 13:00 TWO WORKING DAYS PRIOR TO PLACEMENT**

Geen advertensies sal telefonies aanvaar word nie.

TEL: 0  
 EMAIL  
 No adv

**INHOUDSOPGAWE**      **COUKAENTES**

- |                               |                                |
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| 004 Verlore                   | 004 Lost                       |
| 005 Kennisgewings             | 005 Notices                    |
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**Vakatures Vacancies**

**TOUR GUIDE:** Requirement: 1. Bachelor's Degree

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**QUALIFYING FACTORS:**  
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**DESERT FRUIT**

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Desert Fruit (Pty) l Namibian company objective to produce, pack high-value dat international mc

Sound leadership and strategic direction in ti packhouse ensuring accuracy and consisti in packhouse systems documentation.  
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**Spesiale \$**

**DO YOU URGENTLY CASH?** Get up to 75% vehicle's value in 45 mi

**SPERTYDE:** 13:00 TWEË WERKSDAE VOOR PLASING  
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 No adver

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We offer a market related package

Please send CV to [hr@desertfruit.com](mailto:hr@desertfruit.com)

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Please ensure that document in PDF format when submit Reference checks will be undertaken.

**Spesiale di Ser**

**DO YOU URGENTLY I**

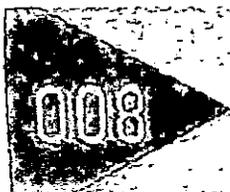
children's home  
prescribed place.

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DM0202400416516



**Betrekkings gevra**  
**Employment Wanted**

Notice is hereby given in accordance with the Street and Place Naming guidelines of the City of Windhoek, that I Selwyn Welcome, ID 56011400612, P.O.Box 10406 Khomasdal, Email: [welcomeselwyn311@gmail.com](mailto:welcomeselwyn311@gmail.com) on behalf of the AFM Khomasdal church board request that the Windhoek Municipal Council:

Naming/renaming of street/s or place:

Rolls Royce Street and Isabella Street, Khomasdal township

Written objections, duly motivated, to be intended to this transaction must be forwarded to the **Chief Executive Officer, Box 59, Windhoek** and the applicant within fourteen (14) working days from the date of the advertisement.

PN Ithete  
PO Box 4298  
Windhoek

Friday, 20 May 2022

**TO WHOM IT MAY CONCERN**

Dear Sir/Madam

**RE: APPLICATION FOR A 10 (TEN) METER PORTION OF ERF R/7961 KATUTURA FOR CONSOLIDATION WITH ERF 7581 KATUTURA, EXTENSION NO. 18**

I, PN Ithete owner of Erf 7581, Katutura, hereby apply for a (ten) 10 meter portion for residential purposes. Attached hereto please find the map for ease of reference.

A favourable response is awaited in anticipation from the Municipality of City of Windhoek.

Do not hesitate to contact writer hereof for any further clarification at 0811 296 064.

Yours faithfully

A handwritten signature in black ink, appearing to be 'PN Ithete', written over a horizontal line.

PN Ithete

# Department of Housing, Property Management and Human Settlements

☒ 59

80 Independence Avenue

WINDHOEK, NAMIBIA

Tel: (+264) 61 290 2170 • [www.cityofwindhoek.org.na](http://www.cityofwindhoek.org.na)



ENQ: Regina Luyenu  
EMAIL: [mnr@windhoekcc.org.na](mailto:mnr@windhoekcc.org.na)

PHONE: 061-290 3303  
OUR REF: L/RE/7961/KAT

PN Ithete  
P O Box 4298  
WINDHOEK

081 129 6064

Dear Sir / Madam

## RE: APPLICATION FOR CONSOLIDATION PURPOSES

Receipt of your letter dated 20 May 2022 regarding the above subject matter, is herewith acknowledged. At the same time the City wishes to register its apology for this rather late reply.

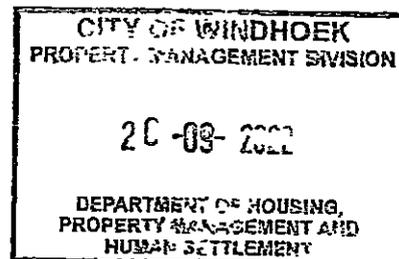
Kindly be advised that the Division of Property Management will carry out an investigation with regards to the above subject property. Thereafter, the City will revert back to you with a more comprehensive reply on your application, and to advice on the way forward.

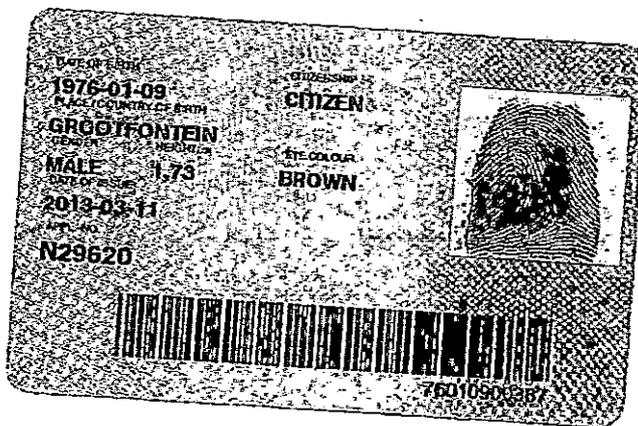
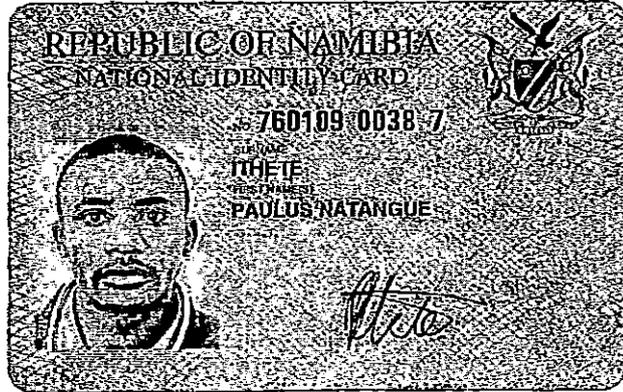
Trust that you find the above in order.

Yours faithfully,

S Simpson

**MANAGER: PROPERTY MANAGEMENT DIVISION**





2022-04-04  
2022-04-13

64

File Ref: ITH1/0001/r1

## DEED OF TRANSFER

NO.

T 2279 / 2022

**PAULUS NATANGUE ITHETE**  
Identity Number 760109 0038 7  
Married out of Community of Property

**ERF 7581 KATUTURA (EXTENSION NO. 18)**

**SAMUEL & CO**  
ATTORNEYS - NOTARIES - ESTATE AGENTS - TRUSTEES & PROBATIONERS

**10**

12 Mosé Tjitendero Street, Olympia, Windhoek  
Unit 1 Central Park, Opposite Medi Park, Ongwediva  
P.O. Box 25869, Windhoek, Namibia  
Tel: +264 61 258 773 • Cell: +264 81 779 2247 (Windhoek)  
Tel: +264 65 231 809 • Cell: +264 81 291 4285 (Ongwediva)

Prepared by me

*Samuel*  
CONVEYANCER  
SAMUEL, A M

**SAMUEL & COMPANY NO. 10**  
**Attorneys, Conveyancers & Notaries**  
**NO 12, MOSE TJITENDERO STREET, OLYMPIA**  
**P O Box 25869 WINDHOEK**

**DEED OF TRANSFER NO. 2279-2022**

**BE IT HEREBY MADE KNOWN:**

**THAT ALVINE MIRJAM SAMUEL ~~and/or SHARON LYNETTE BLAAUW~~**

appeared before me Registrar of Deeds at Windhoek, she the said Appearer being duly authorised thereto by a power of attorney granted to her by

**ABNER IMMANUEL**  
**Identity Number 620707 0135 2**

**and**

**HILENA IMMANUEL**  
**Identity Number 630401 0047 2**

**Married in Community of Property to each other**

**dated the 23<sup>RD</sup> FEBRUARY 2022 and signed at ONGWEDIVA.**

*st*

*^*

*et*

*fe*

And the said Appearer declared that his principal had truly and legally sold on 05<sup>TH</sup> FEBRUARY 2022 and that he in his capacity aforesaid did, by these presents, cede and transfer, in full and free property, to and on behalf of

PAULUS NATANGUE ITHETE  
Identity Number 760109 0038 7  
Married out of Community of Property

His heirs, Executors, Administrators or Assigns:

**CERTAIN**                      ERF 7581 KATUTURA (EXTENSION NO. 18)

**SITUATE**                      in the Municipality of WINDHOEK  
Registration Division "K"  
KHOMAS REGION

**MEASURING**                  536 (FIVE THREE SIX) Square Metres

**FIRST TRANSFERRED** and still held by Deed of Transfer No. T2043/1996 with  
General Plan No. A46/1983 relating thereto,

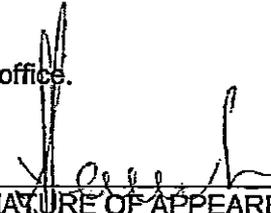
**A. SUBJECT**                  to the following conditions imposed in terms of the Urban  
and Regional Planning Act (Act No. 5 of 2018), and  
created in the said Deed of Transfer No. T2043/1996,  
namely:

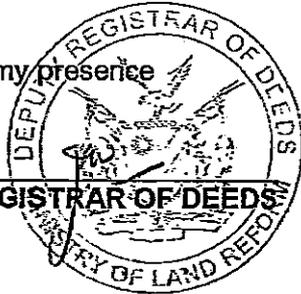
**IN FAVOUR OF THE LOCAL AUTHORITY:**

- (a) The erf must only be used or occupied for purposes which are in accordance with, and the use and 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 Act, 2018 (Act No. 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 prevailing valuation of the erf.
- B. FURTHER SUBJECT** 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, sewage, 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.

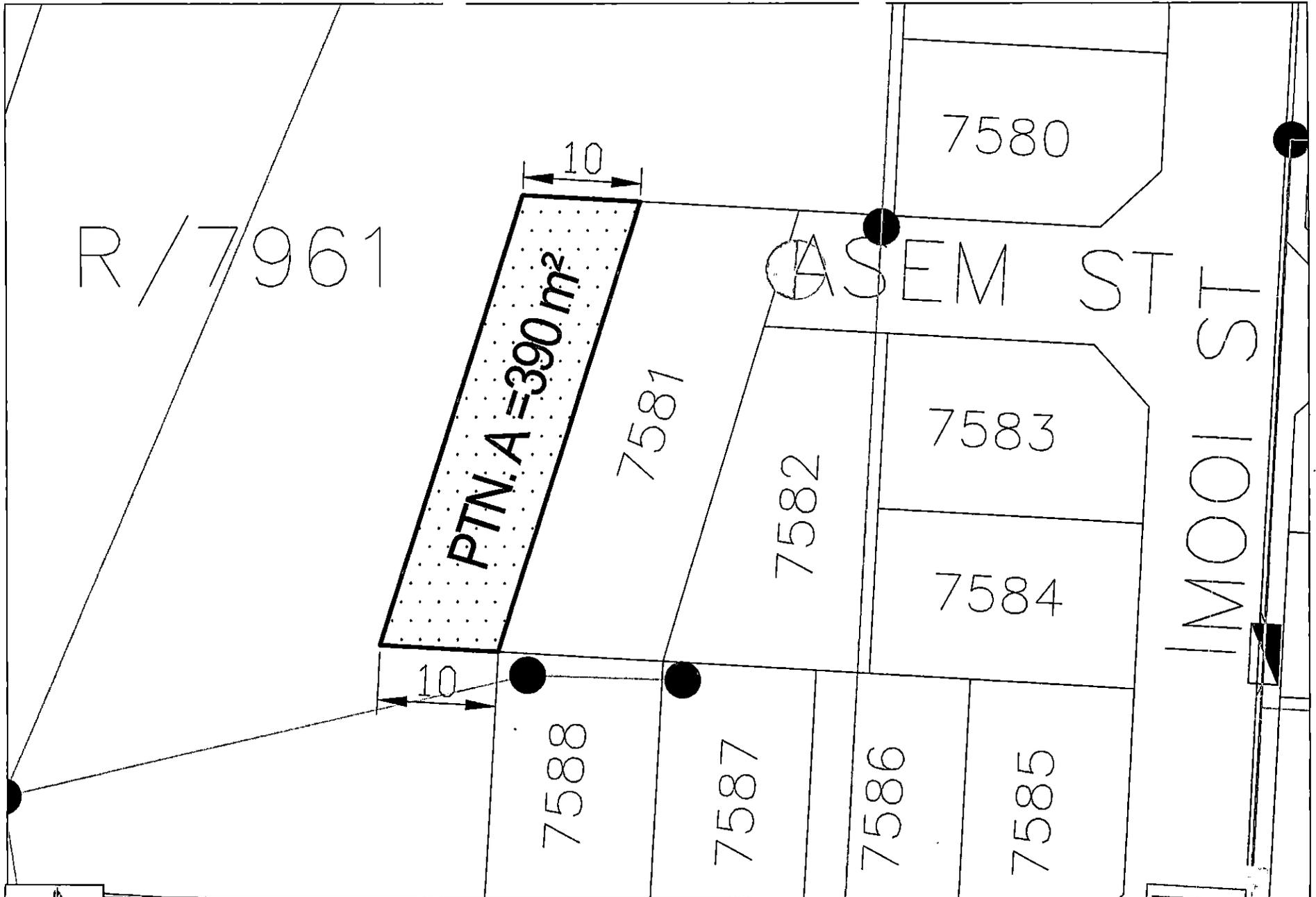
WHEREFORE the Appearer renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFEROR to be entirely dispossessed of, and disentitled to, the same; and that by virtue of these presents the said TRANSFEREE his heirs, executors, administrators or assigns now is and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its right, and finally acknowledging that the purchase price is the sum of N\$ 600,000.00.

SIGNED AT WINDHOEK on 2022-04-14  
Together with the Appearer, and confirmed with my seal of office.

  
SIGNATURE OF APPEARER

In my presence  
  
REGISTRAR OF DEEDS

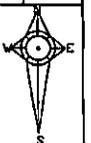
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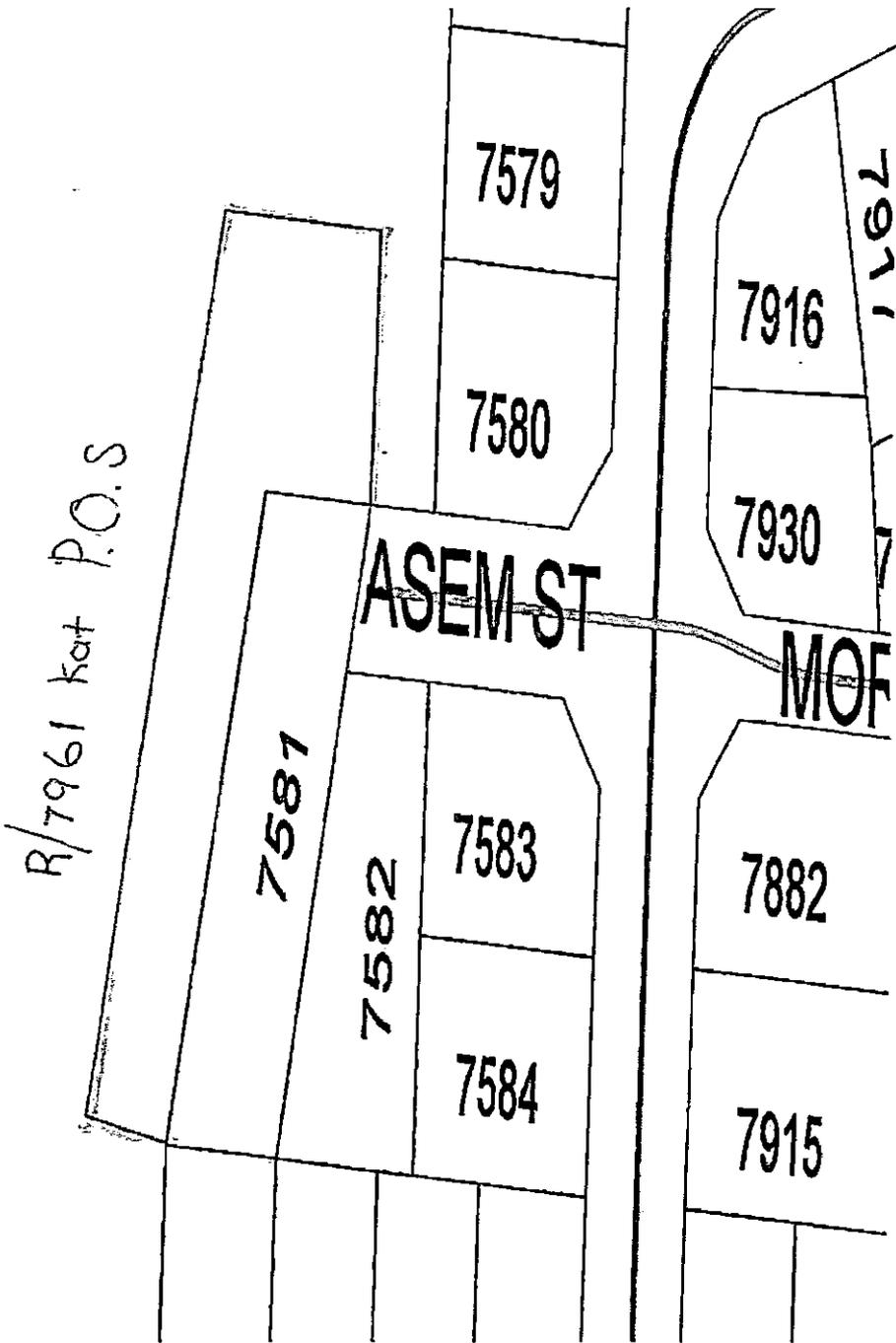


SUBDIVISION OF A PORTION OF THE REMAINDER OF ERF 7961 KATUTURA,  
FOR CONSOLIDATION WITH ERF 7581 KATUTURA

PATH: cad data/groups/geomatics/7581-KAT PLAN NO: KAT 7581-1

19 FEBRUARY 2025





VALUATION CERTIFICATE	
DIVISION: VALUATION SERVICES DATE OF VALUATION: 25/11/2024	
	
Erf No.: 7961	Suburb Katutura Street name: Cladius Kandovazu
Erf size: 17 530m <sup>2</sup>	Zoning Public Open Space Bulk/Density:
Required portion size:	390 m <sup>2</sup>
Current use of the portion under consideration: Vacant	
Acquisition purpose: To be sold for consolidation with Erf 7581 Katutura	
Current vacant land going rate / m <sup>2</sup>	N\$ 380
Size of the Erf	390 m <sup>2</sup>
Estimated Market Value	N\$ 148 200.00 (rounded off)
<p>Comparable portions of land were sold in 2023 by the Council at a rate of N\$ 350 per square metre. To align the price per square metre attained in 2023 with the current market-related pricing, the aforementioned price was adjusted for a one-year period. Following adjustment, a price of N\$380 per square metre was established. Therefore, the required portion should be valued at N\$380 per square metre.</p> <p style="text-align: center;">.....<i>[Signature]</i>.....</p>	
Valued by:	Kaulikufwa/Hendjala Date: 25/11/2024





(Owner)Name: PN ITHETE.  
P. O BoX4298.....  
... Windhoek.....

City of Windhoek  
Property Management

Dear Sir/ Madam

Request for a 10 metre portion inclusion of Erf ...R/7961....., Location:  
...Katutura..... into my Erf ...7561....., Location: Katutura.....

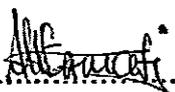
(Neighbour)Name.....Letty Kamati.....  
I hereby do/ we with ID number: .....  
P. O Box.....  
Cell: .....0814362755.....  
Erf no: ...7588.....Katutura.....

<input checked="" type="checkbox"/>	Do not object with the inclusion of a 10 metre portion of Erf ....., .....
<input type="checkbox"/>	Do object with the inclusion of a 10 metre portion of Erf ....., .....

**For the following reasons:**

1.  
.....  
.....  
.....  
.....  
.....

Signed at..... Windhoek.....on this.....20..... day  
of.....November.....2024

  
.....  
Signature of property owner

[Municipal Council Minutes: 2004-08-25]

8.3.4

**BRB.2 [PLA] CALCULATION OF PURCHASE  
PRICE – ADDITIONAL LAND SALES  
(16/15/2/2/1)**

RGS done

On proposal by Councillor Dr B von Finckenstein, it was

RESOLVED

. That Council Resolution 405/08/95 be rescinded and replaced by the following:

- 1 That portions of open spaces, which are big enough to enhance the potential of the property with which the portion is to be consolidated, be valued at the full market-related price as determined by the Strategic Executive: Planning, Urbanisation and Environment.
- 2 That portions of open spaces which can be used as separate erven, with separate access and which are fully serviced, be valued at the full market-related price as determined by the Strategic Executive: Planning, Urbanisation and Environment.
- 3 That portions of open spaces which are too small to enhance the potential of the erf with which the portion is to be consolidated, be valued at 50 % of the market value as determined by the Strategic Executive: Planning, Urbanisation and Environment.
- 4 That, where fully market-related prices is payable, the costs incurred for the closure, town planning and cadastral procedures (as calculated by the Strategic Executive: Planning, Urbanisation and Environment) be deducted from the eventual purchase price: Provided that the eventual purchase price not be less than 50 % of the market-related price as determined by the Strategic Executive: Planning, Urbanisation and Environment.
- 5 That additional land being sold at a subsidised price for consolidation with the adjacent 'institutional' zoned properties not be allowed to deduct the costs mentioned in paragraph 4.
- 6 That the policy on the deduction of costs where full market-related purchase prices are payable also be made applicable to all outstanding sales subject to the conditions of the original resolution.

RESOLUTION 276/08/2004 [POLICY]

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Date: 7 September, 2016

The City of Windhoek,  
Department of Urban Planning & Property Management  
P.O. Box 59,  
Windhoek,  
NAMIBIA

Attention: Mr. L. Narib,

Dear Sir,

**RE: APPLICATION - NAMCOL WINDHOEK HEAD OFFICE – EXTENSION OF ERF 2031, INDEPENDENCE AVENUE, KATUTURA, WINDHOEK BOUNDARY INTO RIVER PORTION:**

The Namibian College of Open Learning (NamCol) head office and main education campus currently occupies Erf 2031 on Independence Avenue, Katutura Windhoek. NamCol wishes to apply for additional land to add on to the current adjacent property.

The land in question spans between the current NamCol boundary fence and the river on the southern portion of the property, as indicated on attached Architect's Site Plan, drawing S-002

**Background to NamCol:**

NAMCOL is a State Owned Educational institution created by an Act of Parliament (**Act 1 of 1997**) to provide learning opportunities for adults and out-of-school youth.

**Institutional Values**

Accessibility: To provide opportunities for adults and out-of-school youth to further their education or develop new skills.

Sustainability: To ensure the College has sufficient resources to continue developing and offering programs in future

In November 1994, NAMCOL was initially established as a directorate within the then Ministry of Basic Education and Culture. This transition period was completed on 1st April 1998, when the newly-established institution took over responsibility for all continuing education.

**Motivation for application of additional land:**

The current Katutura head office and main campus is progressing in meeting the future demands of the education expansion objectives of our country, and are investing in resources and facilities on campus to meet the ever growing demand for education by our youth.

It is in this light that we will require more land on this main campus to construct additional classrooms and administrative facilities in order to expand our student intake quota and meet the demands of the future.

The above noted extra land is well clear of the river's main water course and should our initial application be successful NamCol will proceed with a flood line survey and river bank engineering design for City of Windhoek approval to ensure our property and those affected by the river flow in this area are securely protected from any flood damage that may occur.

The extra land, measuring approximately a total area of **5,500m<sup>2</sup>**, will provide the following facilities to be constructed;

1. At ground level, 1,544m<sup>2</sup> of Classrooms space = 16 Classrooms. If space is maximized by building above the ground floor Classrooms it will translate to 3,088m<sup>2</sup> of Classroom space and 32 Classrooms.



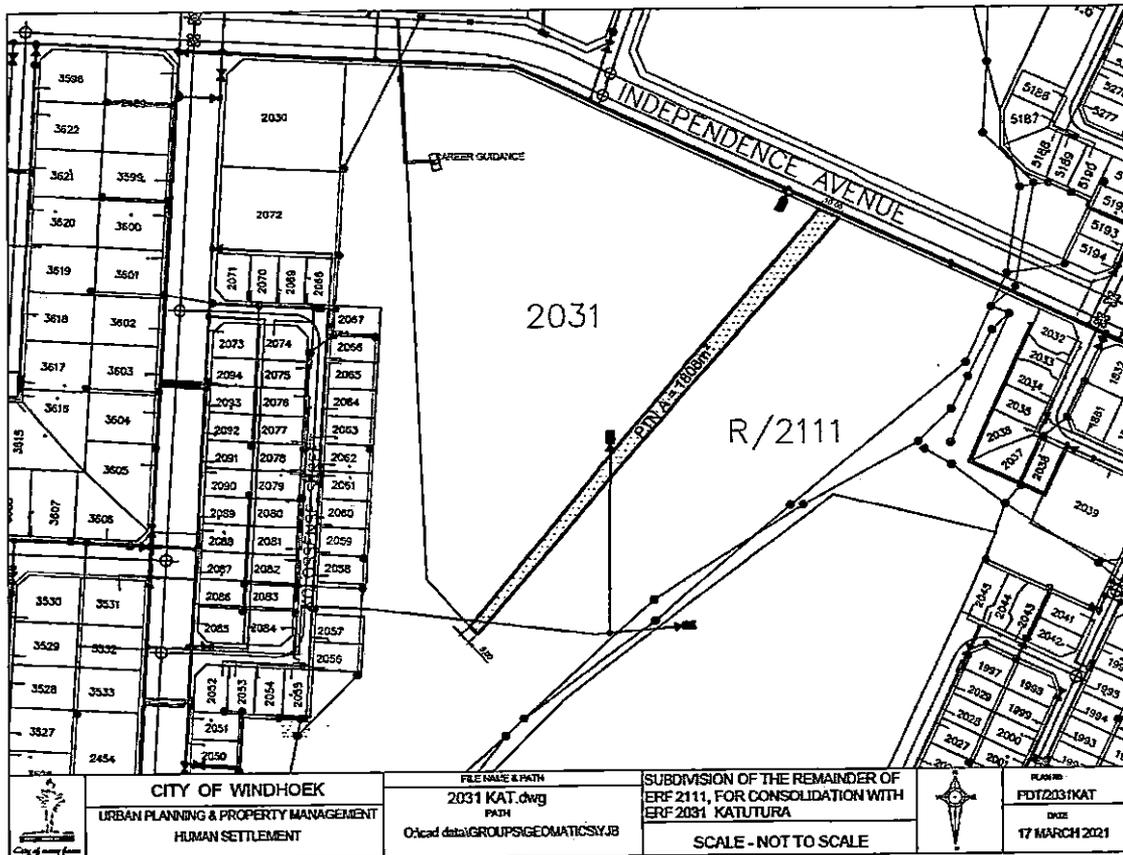
2. At ground level, 108m<sup>2</sup> of Administration Office space = 8 Offices. If space is maximized by building above then 216m<sup>2</sup> of Office Space would total 16 Offices
3. At ground level, 90m<sup>2</sup> of Public Toilets for Administrators, Lecturers and Students can be accommodated. If classrooms are maximized then Public Toilets will be increased to 180m<sup>2</sup> by building above the ground floor toilets.
4. Related covered walkways and parking as per City of Windhoek regulations.

We trust that the above is in order and look forward to your favourable response.

Yours Faithfully

  
Mr. Harold Murangi

Director  
Namibian College of Open Learning

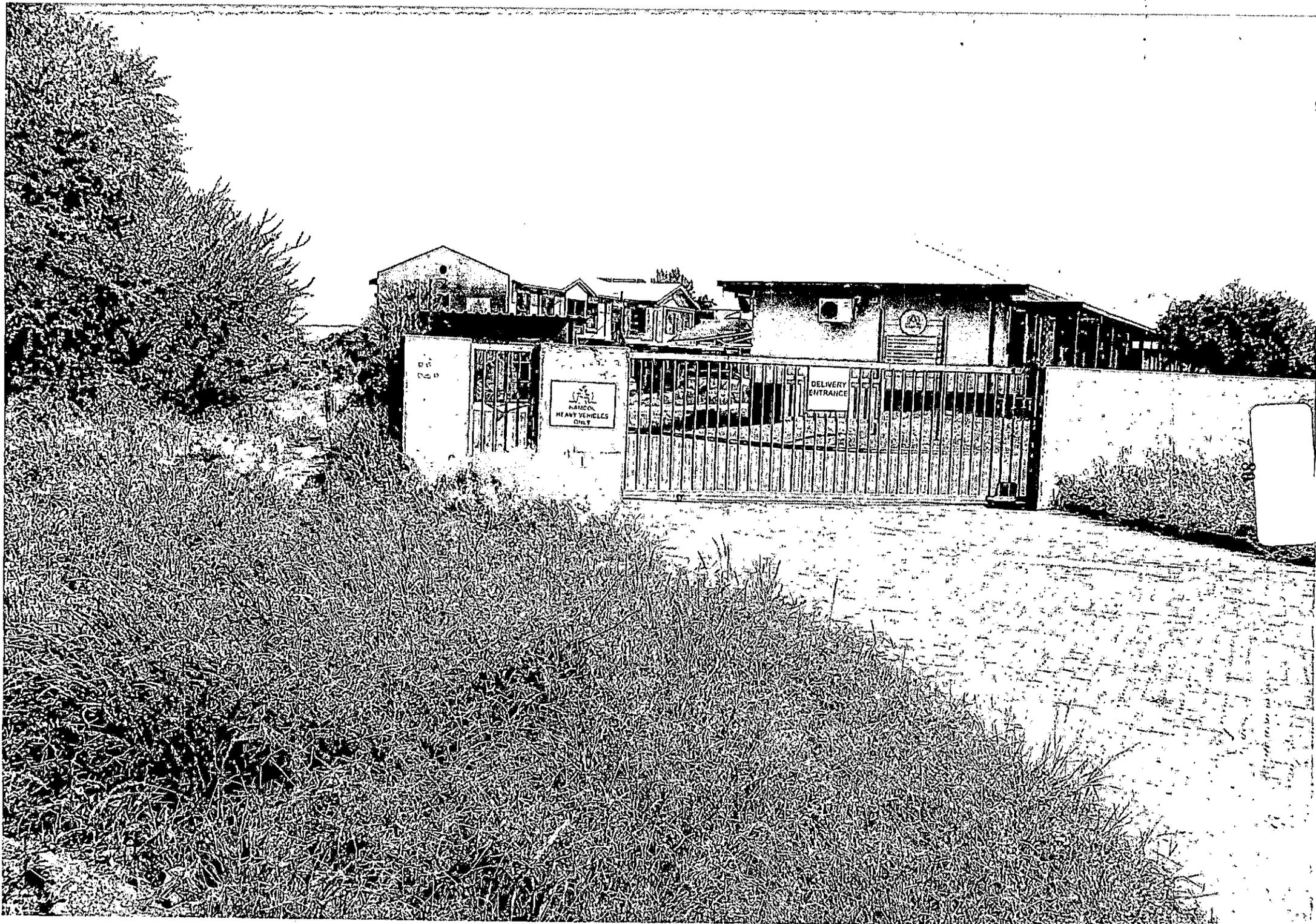




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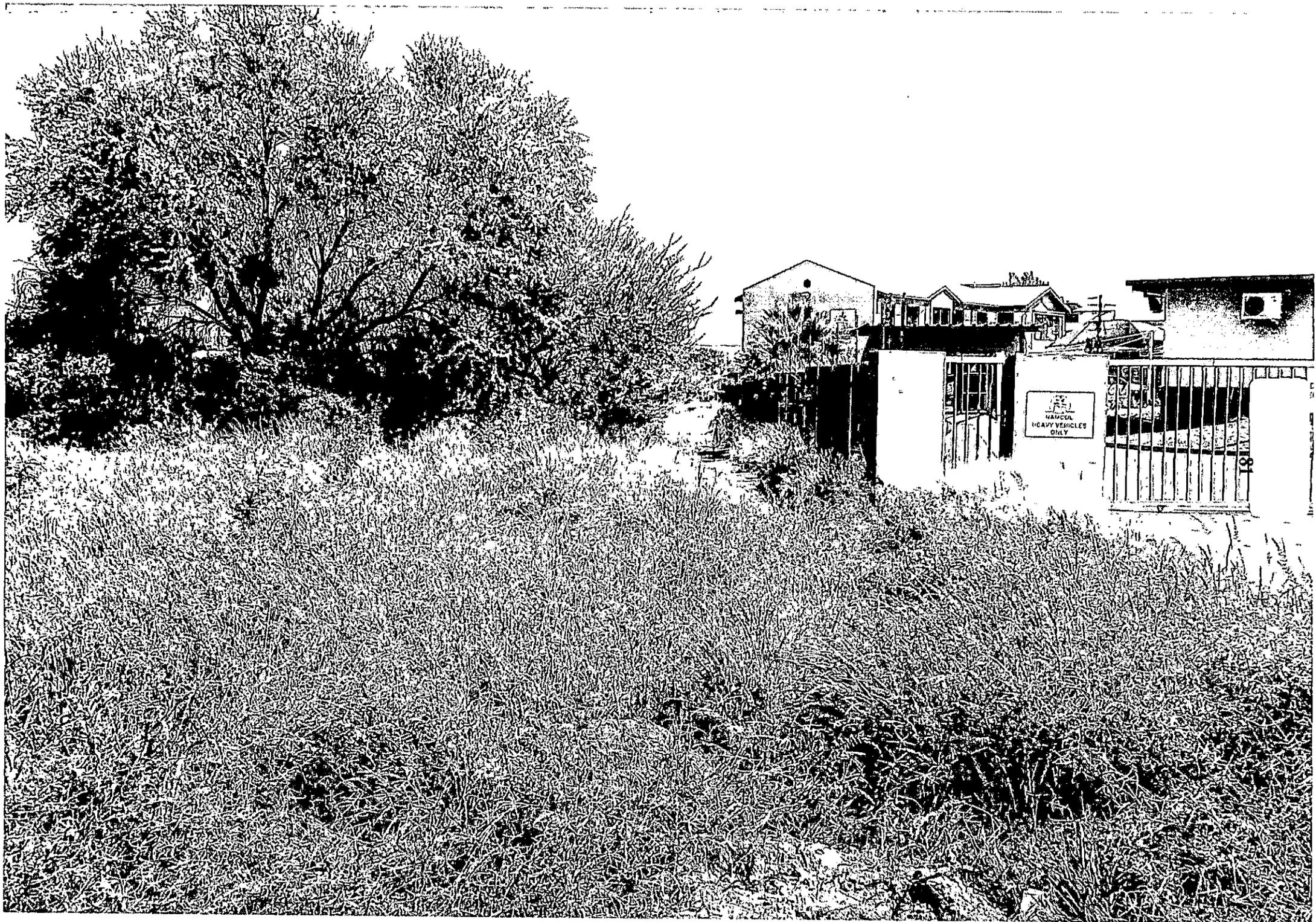


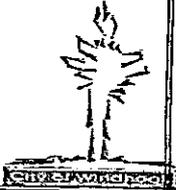
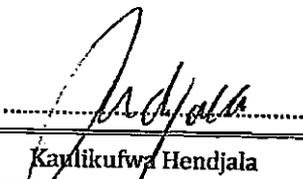
61



HEAVY VEHICLES  
ONLY

DELIVERY  
ENTRANCE



<b>VALUATION CERTIFICATE</b>	
<b>DIVISION: VALUATION SERVICES</b>	
<b>DATE OF VALUATION: 15/04/2025</b>	
	
<b>Erf No.:</b> R/2111	<b>Suburb:</b> Katutura
	<b>Street name:</b> Independence avenue
<b>Erf size:</b> 41 597 m <sup>2</sup>	<b>Zoning:</b> Public Open Space
	<b>Bulk/Density:</b>
<b>Required portion size:</b>	1808 m <sup>2</sup>
<b>Current use of the portion under consideration:</b> Vacant	
<b>Acquisition purpose:</b>	To be sold for consolidation with Erf 2031 Katutura
	Required portion valued as institutional
<b>Current vacant land going rate / m<sup>2</sup></b>	N\$ 279
<b>Size of the Erf</b>	1808 m <sup>2</sup>
<b>Estimated market sale value</b>	N\$ 504 400(rounded off)
<p>Development costs for institutional erven in Katutura were determined at N\$45/m<sup>2</sup> in 2009. Since the development cost were for 2009 it is escalated from 2009 to 2024 to bring it up to what could be market related price as of today. After escalation, a price of N\$279/ m<sup>2</sup> was produced. Therefore, the required portion should be valued at N\$ 279/m<sup>2</sup>.</p> <p>Consequently, the portion required should be valued at N\$279/m<sup>2</sup>.</p>	
	
<b>Valued by:</b>	Kaulikufwa Hendjala
<b>Date:</b>	15/04/2025

[Municipal Council Minutes: 2014-06-04]

8.6.1

**BRB.1 [PLA] APPLICATION TO LEASE  
A PORTION OF A SIDEWALK ALONG  
HELIODOOR STREET ADJACENT TO  
ERF 6234, WINDHOEK AND A PORTION  
OF ERF 6242, WINDHOEK FOR  
PARKING PURPOSES  
(L/6234/W) (L/6242/W)**

On proposal by Councillor M Shiikwa, it was

**RESOLVED**

- 1 That a portion of Erf 6242, Windhoek ( $\pm 3\,389\text{ m}^2$  in extent) and a portion of the sidewalk along Heliodoor Street ( $\pm 175\text{ m}^2$  in extent), be leased to the Namibia Oncology Centre at a monthly rental of N\$15 467.76 for a period of five (5) years: Provided that the applicant first appoint a Professional Engineer to conduct a detailed flood study on a portion of Erf 6242, Windhoek to determine the 50 year flood line of the stormwater course and submit same to the Strategic Executive: Urban Planning and Property Management for approval.
- 2 That the lease portions only be used for parking purposes.
- 3 That the flood study be conducted at the risk and cost of the applicant.
- 4 That the rental escalate annually in line with the Namibia Inflation Rate.
- 5 That, should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all costs related thereto be for the applicant's account.
- 6 That surface stormwater run-off be accommodated according to clause 35 of the Town Planning Scheme (see Info 35 of the Town Planning Scheme), stating:
  - 6.1 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 higher lying property to 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.
  - 6.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

- 6.3 That prior approval be obtained from the Strategic Executive: Urban Planning and Property Management if the accommodation of the stormwater on the erf is contemplated.
- 6.4 That engineering drawings on how the stormwater would be accommodated to the satisfaction of the Strategic Executive: Urban Planning and Property Management be submitted for approval simultaneously with the building plans.
- 6.5 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.
- 6.6 That no building plans be approved until the stormwater conditions are met.
- 7 That no structure or improvements be allowed within the 50 year flood area of the stormwater course.
- 8 That any recommended works as prescribed by the flood report be for the cost of the applicant.
- 9 That a 3 metre wide servitude on Erf 6242, Windhoek be surveyed and registered over the municipal sewer for the applicant's account.
- 10 That no permanent structure be erected within 1.5 metre from the sewer line on Erf 6242, Windhoek.
- 11 That access to Erf 6242, Windhoek not be obtained from within 15 metres from the intersection of General Murtala Ramat Muhammed and Heliodoor Streets and from within 15 metres of the General Murtala Ramat Muhammed and Etjo Streets intersection.
- 12 That sidewalk levels not be changed for access purposes.
- 13 That a detailed plan be submitted for approval, being to the satisfaction of the Strategic Executive: Urban Planning and Property Management, prior to commencing with construction.
- 14 That no indigenous trees be cut down.
- 15 That a walking width of at least 2 metres be maintained along the portion of Heliodoor Street adjacent to Erf 6234, Windhoek that is proposed for parking and not be intruded.
- 16 That the applicant remain liable to replace any parking shortfall on-site or any other site, should the lease be terminated.
- 17 That the City not be accountable to replace any parking or compensate for any improvements, should the lease be terminated.

- 18 That the lease area of a portion of Erf 6242, Windhoek and portion of a sidewalk along Heliodoor Street adjacent to Erf 6234, Windhoek be temporarily closed in terms of section 50 of the Local Authorities Act, 1992 (Act 23 of 1992).
- 19 That the lease of a portion of Erf 6242, Windhoek and a portion of sidewalk along Heliodoor Street adjacent to Erf 6234, Windhoek be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992).
- 20 That it be noted that the rezoning application of the Namibian Oncology Centre in respect of Erf 6234, Windhoek is in the process and would be addressed in a separate submission.
- 21 That the Chief Executive Officer (Corporate Legal Adviser) draft the two (2) Deeds of Lease.
- 22 That the Strategic Executive: Urban Planning and Property Management in the interim of the lease, investigate the possibility of selling the portion of Erf 6242, Windhoek to the Namibia Oncology Centre, or alternatively on tender.
- 23 That the resolution be implemented prior to confirmation of the minutes.

**RESOLUTION 137/06/2014**

30 August 2021

**Mr F. Maanda**

**Strategic Executive: Housing, Property Management and Human Settlement**

City of Windhoek

80 Independence Avenue

Windhoek

*Via e-mail: Faniel.Maanda@windhoekcc.org.na*

*CC: Helvi.Kauluma@windhoekcc.org.na; Hen-Mauree.Morkel@windhoekcc.org.na;*

*Elia.Shapopi@windhoekcc.org.na; 16685@windhoekcc.org.na; 16372@windhoekcc.org.na*

Dear Mr Maanda

**RE: PURCHASE OF A PORTION OF ERF 6242 WINDHOEK**

Erf No. Six Two Three Four Windhoek (PTY) Ltd, the owner of the Erf 6234 Windhoek, hereby humbly requests your consideration for an application to purchase a portion of Erf 6242 Windhoek from the City.

The Namibian Oncology Centre, a cancer treatment hospital, is operating from Erf 6234 (renting the property from Erf No. Six Two Three Four Windhoek (PTY) Ltd) and rents Erf 6242 from the City at present as an additional parking terrain for patients and staff of the Oncology Centre. Erf 6242 has been rented by the Namibian Oncology Centre (NOC) since its inception in 2015 and it was engineered and developed into a parking area by NOC's developers.

It is my understanding that Erf 6242 is zoned public open space and accommodates stormwater however the current parking terrain structure supports the stormwater drainage and does not pose a risk to the surrounding areas as it stands. We have no intention to further develop Erf 6242, only to maintain the parking terrain on this erf.

Thank you very much for considering this application, please do not hesitate to contact me should you have any questions or need any additional information.

Sincerely



**Anthea van Wyk**

Director

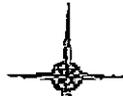
Tel: 0812425346

E-mail: [antheavw@namoncology.com](mailto:antheavw@namoncology.com)

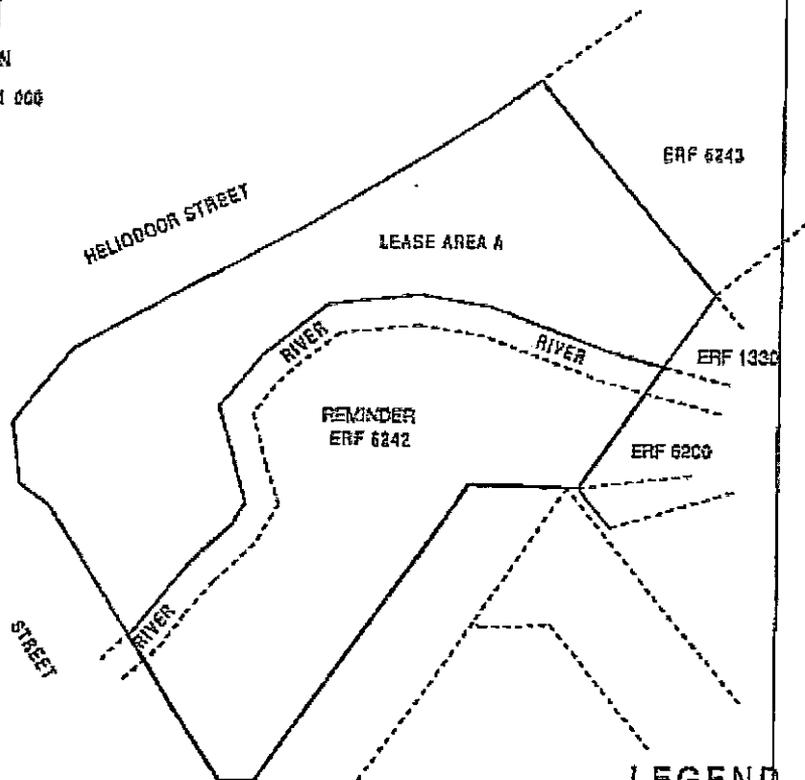


**SUBDIVISION OF ERF 6242 INTO  
A PROPOSED LEASED AREA A**

**SITUATED IN MUNICIPAL OF WINDHOEK  
REGISTRATION DIVISION K  
KHOMAS REGION  
NAMIBIA**



T.M.  
Scale 1:1 000



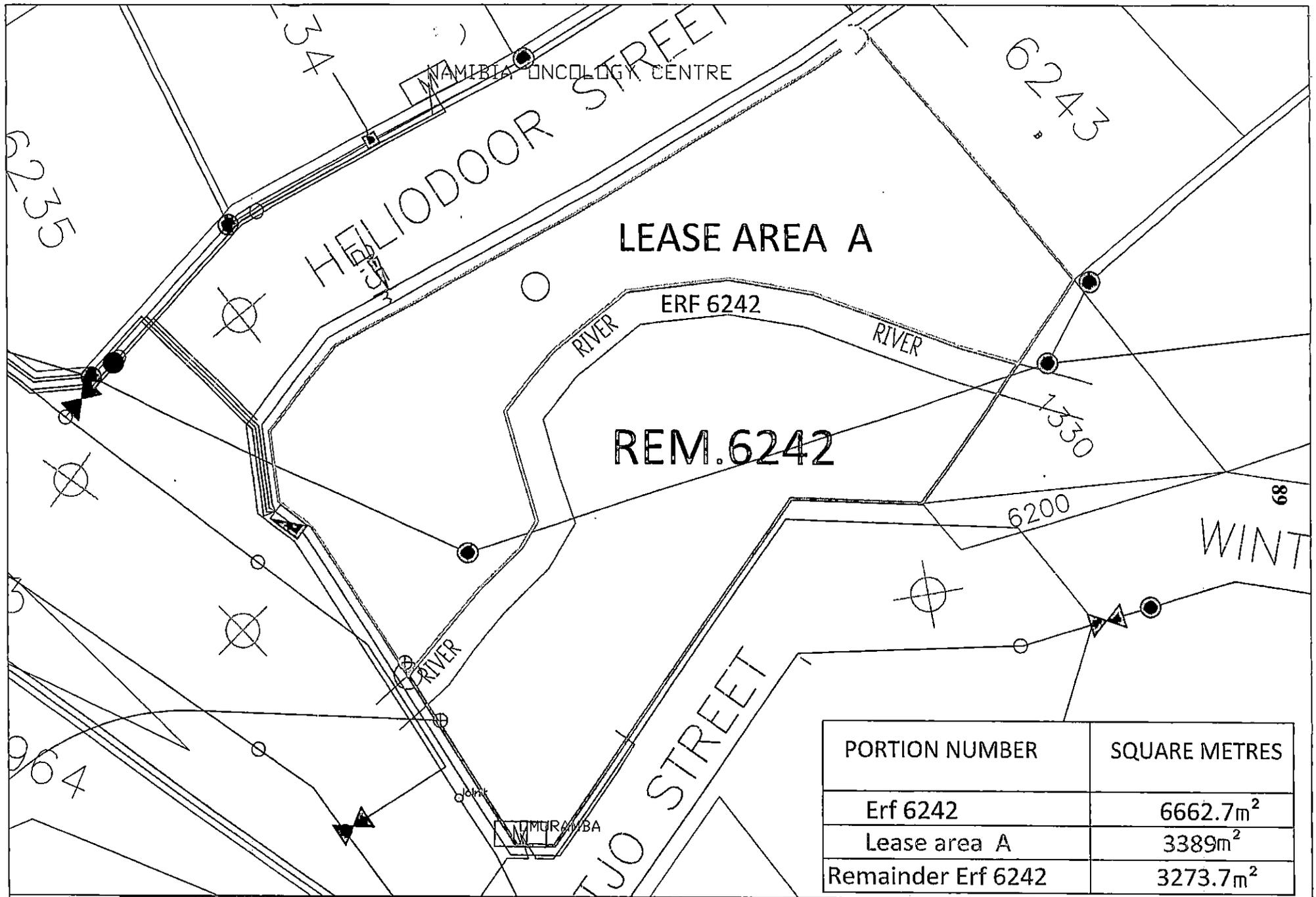
**LEGEND**

- Existing River
- Cadastral Boundary for Portion 2 of the Erf 6242
- New proposed lease area A
- Adjacent property

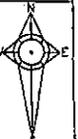
Land surveyors:  
Strydom & Associates  
P.O. Box 40716  
Ausspannplatz  
Windhoek  
Tel: 061 260 300  
Fax: 061 269 178  
e-mail: [assurv@lalrica.com.na](mailto:assurv@lalrica.com.na)

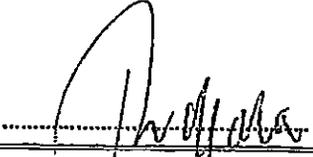
Drawn:	R. Kyoie
Date:	May 2013
file:	

PORTION NUMBER	SQUARE METRES
Erf 6242	6662
Lease area A	3389
Remainder Erf 6242	3273



**SUBDIVISION OF ERF 6242 INTO A PROPOSED LEASED AREA A, WINDHOEK**



VALUATION CERTIFICATE		
DIVISION: VALUATION SERVICES		
DATE OF VALUATION: 15/04/2025		
		
Erf No.:	6242	Suburb: Windhoek Street name: Helidoor
Erf size:	6274 m <sup>2</sup>	Zoning: Public open space Density: POS
Required portion size:	A = 3389 m <sup>2</sup>	
Current use of the portion under consideration:	vacant	
Acquisition purpose:	To be sold and consolidated with Erf 6234 Windhoek	
<i>*Valued as office with a bulk of 0.75*</i>		
Current vacant land going price/ m <sup>2</sup>	N\$1 558	
Size of the portion Required	A = 3389m <sup>2</sup>	
Estimated market Value	N\$ 5 280 000	Rounded off
<p>The subject portion will assume an office zoning with a bulk 0.75. To obtain a market related price for the subject portion, we observed comparable sales of properties with similar land uses. Sales of similar land uses in the immediate vicinity are found to be in the average of N\$ 1558/ m<sup>2</sup>.</p> <p>Consequently, N\$ 1 558/ m<sup>2</sup> is recommended for the portion required.</p>		
		
Valued By:	Katlikufwa Hencjala	Date: 15/04/2025

## ATTENDANCE REGISTER: COUNCILLORS



**Workshop/Presentation/Meeting Title:** Presentation on : Application for the Subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into Eighty Five

**Venue:** Council Chambers

**Date of Workshop/Event:** 21 May 2025

**Starting time:** 14:30

**Closing time:** 16:08

**Date Submitted:** 22/05/2025

NAMES	SIGNATURES
<i>Cllr Ndesihafela Larandja Mayor</i>	<del>Signature</del>
<i>Cllr Clemencia Claudia Hanases Deputy Mayor</i>	Virtually
<i>Cllr Ilse Keister MC Chairperson</i>	Virtually
<i>Cllr Bernadus Araeb MC Member</i>	Virtually
<i>Cllr Joseph Uapingene MC Member</i>	Virtually
<i>Cllr Juergen Hecht MC Member</i>	Apology
<i>Fransina Ndatelela Kahungu MC Member</i>	Virtually
<i>Cllr Ivan Skrywer</i>	Virtually
<i>Cllr Magdalena Lombardt</i>	M Lombardt
<i>Cllr Austin Kvenani</i>	<del>Signature</del>
<i>Cllr Sade Shireen Gawanas</i>	Apology
<i>Cllr Matheus Shoongo</i>	<del>Signature</del>
<i>Cllr Dr Otilie Saarty Uukale</i>	
<i>Cllr Maitjituavi Kavetu</i>	Virtually
<i>Cllr Queen Omagano Kamati</i>	Virtually



**SUBDIVISION OF THE REMAINDER OF PORTION 4 OF FARM NARUCHAS NO. 254  
INTO 85 PORTIONS AND THE REMAINDER**

1.	Application by Consultant or Owner of the Erf / Portion / Farm including the prescribed URP Board Form(s).
2.	<p>A) Locality and Detailed Sketch Plan (Illustrating the whole boundary of the Local Authority area under which the application is made)</p> <p>B) Portion Number (s) or Erf number (s) from Surveyor General's Office</p> <p>C) Existing Zoning Plan</p> <p>D) Intended Zoning Plan</p> <p>E) Parking Layout</p>
3.	Conditions to be registered
4.	Special Power of Attorney including Revenue Stamps with relevant initials
5.	Closure Certificate and Environmental Clearance Certificate (if applicable)
6.	Previous URP Board approvals (Townships Board or NAMPAAB) (if applicable)
7.	Roads Authority approval together with the sketch plan indicating the access point (s) (if applicable)
8.	<p>A) Copy of Founding Statement (CCMR) (if registered in the name of Close Corporation)</p> <p>B) Copy of Company Resolution (if registered in the name of a Company)</p>
9.	Copy of Title Deed or Certificate of Registered Title
10.	Conditions of Establishment attached to all copies (if applicable)
11.	Copy of Approved Erf diagram at time of application
12.	Proof of Payment of City of Windhoek Submission Fee
13.	Credit Clearance Certificate



Town & Regional Planners  
Property Development Specialist  
Municipal Consultants

Date: 22 August 2022

To: The Urban Planner  
City of Windhoek  
P. O. Box 59  
Windhoek

Attention: Ms Hilma Hamata

**SUBDIVISION OF THE REMAINDER OF PORTION 4 OF FARM NARUCHAS NO. 254 INTO  
85 PORTIONS AND THE REMAINDER; AND  
THE WAIVING OF ENDOWMENT FEES ON THE PROPOSED SUBDIVISION.**

### 1. Appointment

Harmonic Town Planning Consultants was appointed by Mr. Deon Heinrich Edward Husselmann I.D. No: 67120400444 and Mrs Donzeal Adeline Carol Husselmann, I.D. No: 69120200356 (married in community of property to each other) in their capacity as the owners of the Remainder of Portion 4 of Farm Naruchas No. 254, according to Registration of Deeds, Reg No. 128/2021, 860/2021 and 592/2022 to apply to the Windhoek Municipality and the Urban and Regional Planning Board for the subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder.

### 2. Application

Application is made for the following:

- To subdivide the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder; and
- Request to waiver the endowment fees lieu of the paid application fees and because the owner is responsible for providing services to the plots, as City of Windhoek provides no services to the area.

hkisting001@gmail.com  
hkisting@nambnet.com

(061) 238 460

(Fax) 088 646401

Office 76B Pasteur Street, Windhoek West,  
Box 3216, Windhoek



### 3. Location, Context and Erf information

The Remainder of Portion 4 of Farm Naruchas No. 254 is located within the Khomas Region and is governed by the City of Windhoek. In addition, the Portion, which is surrounded by other farmlands is approximately 67 kilometres South of Windhoek and about 16 kilometres north of Rehoboth. It has no major geographical or geological constraints and it is safe to state that it is relatively flat therefore making it developable.

Services within the area of the Remainder of Portion 4 of the Farm Naruchas No.254 includes the B1 Road that acts as the western boundary of the Portion, there are 2 major overhead powerlines that run through the Remainder of Portion 4 of the Farm Naruchas namely, 66kv line to Bismarck s/s and the 132kv line from Auas s/s. The power lines have been well accommodated through the inclusion of the stipulated servitude widths as regulated by NamPower.

The location of Remainder of Portion 4 of the Farm Naruchas No. 254 is indicated on the attached locality plan dated 08 April 2021.

### 4. Current and Proposed Use

The owners intend to subdivide the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder. In order to create choice and diversity, portions have different sizes to accommodate everyone, whereas 58 portions are about 5 Hectares, 11 portions are about 10 Hectares, 13 portions range between 6 - 8 Hectares, 1 portion of 20 Hectares, 1 portion of 50 + Hectares and the exception of the Remainder measuring over 200 + Hectares. The Remainder is making provision for the B1 National Road that runs on the western boundary of the Farm. The proposed development is indicated in the proposed subdivision plan dated 24 June 2022. Portion sizes are as listed below.

Portion Name	Total Area (Ha)
Portion 1	5.1810
Portion 2	5.0215
Portion 3	5.0215
Portion 4	5.0941
Portion 5	5.0418
Portion 6	5.1631
Portion 7	5.0276
Portion 8	5.1088
Portion 9	5.1382



Portion 10	5.0303
Portion 11	5.0656
Portion 12	5.0042
Portion 13	5.0216
Portion 14	5.0196
Portion 15	5.0297
Portion 16	5.0175
Portion 17	5.0005
Portion 18	5.0463
Portion 19	5.4026
Portion 20	5.1919
Portion 21	6.3140
Portion 22	6.8835
Portion 23	5.8623
Portion 24	5.3596
Portion 25	5.4076
Portion 26	5.5571
Portion 27	5.2441
Portion 28	5.3105
Portion 29	5.5452
Portion 30	5.2134
Portion 31	5.0106
Portion 32	5.0450
Portion 33	5.0824
Portion 34	5.0690
Portion 35	5.0718
Portion 36	5.4735
Portion 37	5.9371
Portion 38	5.0391
Portion 39	7.1674
Portion 40	5.8380
Portion 41	5.2386
Portion 42	5.9623
Portion 43	5.7737
Portion 44	5.1931
Portion 45	5.1288
Portion 46	5.0765
Portion 47	5.0328
Portion 48	10.2021
Portion 49	10.0570
Portion 50	10.1805
Portion 51	10.0006

Portion 52	10.3114
Portion 53	10.1792
Portion 54	11.2103
Portion 55	12.0976
Portion 56	54.3413
Portion 57	10.1292
Portion 58	10.8329
Portion 59	11.1017
Portion 60	5.1023
Portion 61	5.4711
Portion 62	5.7229
Portion 63	5.0277
Portion 64	5.0516
Portion 65	5.0031
Portion 66	5.8472
Portion 67	5.4487
Portion 68	6.0252
Portion 69	7.5604
Portion 70	5.3739
Portion 71	5.8811
Portion 72	5.7542
Portion 73	5.8967
Portion 74	5.8438
Portion 75	5.1176
Portion 76	5.4610
Portion 77	20.4965
Portion 78	7.7532
Portion 79	7.6338
Portion 80	8.4459
Portion 81	8.0820
Portion 82	7.5251
Portion 83	8.2415
Portion 84	7.1647
Portion 85	6.4252
Remainder	224431.0629
<b>Total</b>	<b>6214374.0000</b>

### 5. Waiving of Endowment Fees

Harmonic Town Planning Consultants on the behalf of the owners, would like to request for the waiving of the endowment fees, since the owner will be responsible for the provision of infrastructure and services, as the City of Windhoek is not providing any services in the area.



In addition, the application is not for township establishment, but for the subdivision of the farm into a number of portions and the current use of farming will be maintained.

## 6. Motivation

### Policy Provisions

Council has formulated policies within the northern sides of Windhoek's townlands, such as in Brakwater and Nubuamis, as per Resolution 281/09/2013, the introduction of density zonings of 2.5 Hectares and 1 Hectare within the Brakwater area was approved by Council. This policy has allowed the approval of higher densities within the Brakwater. Policies such as these are seen feasible in the areas of Naruchas which can be seen within the approval of the new establishments at Sable View and Omeya. This is a great sign to many property developers that the City of Windhoek's Council is keen in supporting property maximization through approvals of developments that provide housing not only in the northern townlands of the City.

Furthermore, the City of Windhoek is experiencing a shortage of developable land within its basin, hence it is important that the Council makes room for the flexibility of policies in order to include the southern farmlands within the policies. The formulation of the policies will enable balanced developments around the city, creating thresholds that feed the Capital as well as a common set of goals and rules in achieving sustainable developments that meet housing needs.

### Motivation

The subdivisions of large farmlands will provide housing to the population that work in the city and help lower the housing crisis within Windhoek. Considering that the land portions are outside the city, it will also mean affordable housing within the townlands as well as an escape from the buzz of the city life. Not only will the proposed subdivision favour the working class with affordable land, but the provision of smaller portions will also benefit the mature and retired group, desiring to settle in serene landscapes and resort to areas that will allow them to tend to more mellow activities such as small-scale agriculture. Subdivisions as such provide opportunities for the rise of peri-urban developments and choice in residential areas.

### ***In terms of the owner's purposes for the subdivision:***

The owners intend to maximize the utilization of their farm to allow for more residential use as well as increase the development potential of their Portion. With the realisation that most of their land is underutilized, the subdivision is seen as a good initiative in availing land to those seeking it. The subdivision of the Remainder of Portion 4 of Farm Naruchas will avail land to

this specific market and assist the City of Windhoek in meeting the land needs to balance out the supply and demand within the city and the country at large.

However, various land uses have not been provided for because these are sizable farm portions all bigger than 5 ha, with very few potential residents who will not be enough to support a shopping centre and clinic.

In addition, the little solid waste generated by each household will be taken care of by each owner like the other plots in the Windhoek area. Domestic waste will be taken to the Rehoboth dumpsite when necessary.

Please note that the farm is less than 20 km north of Rehoboth which is a maximum of 15 minutes drive should any of the urban services be required.

Land uses required in the future will be catered for when the population can support the respective land use and plot owners will have to apply to the City of Windhoek for the proposed rezoning to accommodate the land-use.

## 7. Access

The Remainder of Portion 4 of Farm Naruchas No. 254 has an existing 20 - meter access into the proposed subdivision from the B1 trunk road between Windhoek and Rehoboth. Access from the B1 to the new plots will be taken over the existing 20m access road, but the volume over the road will increase as a result of the proposed subdivision.

The Roads Authority has already approved the access point. (*See Approval letter and plan attached*).

The proposed 13 -- meter right of ways diverl in opposite directions within the subdivision to ensure access to all land portions within the proposed development, and right-of-way servitudes will be registered against some portions to allow access to other portions.

No traffic complications are foreseen as the road is flat with ample sight observed from both the left and right side.



## 8. Public Notices

As required by the Windhoek Zoning Scheme, the proposed subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder was advertised on the site, where the notice was displayed on the Farm boundary.

In addition, neighbours comment forms were also issued out to the neighbours, to provide the opportunity to object or raise any concerns that may arise from the proposed subdivision. One of the neighbours had concerns about the following issues:

- *No environmental impact assessment was done*

The environmental impact assessment is not required for this subdivision, as it is not a township establishment.

- *No provision was made for sewage on the plans*

The owners will provide a septic tank in accordance with the City of Windhoek standards.

- *The lack of sewage will contaminate the underground water sources*

The septic tank to be provided will meet the minimum requirements of the City of Windhoek to ensure that the overflow has minimal environmental effects.

- *There is not enough underground water for 85 households - The water table will drop if 85 households extract water*

The owners will have a portable water system to accommodate the new 85 households. Underground water was identified with new technology and drilling will commence on the approval of the subdivision before the transfer of the plots.

- *NamWater tested the water on Portion 4 of Farm Naruchas No 254 and established that the water is not suitable for human consumption*

The study was not provided; however, one borehole was decommissioned because of the salt content of the water. Water from the existing borehole is adequate to supply water to more than hundred cattle. Future plot owners will be supplied with water for residential purposes only.

No other objections have been received from the neighbours of the Remainder of Portion 4 of Farm Naruchas No. 254, and the closing date for comments on the proposed subdivision was on Friday, 19 August 2022.

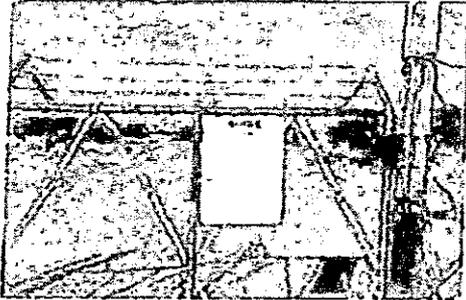


Figure 1



Figure 2

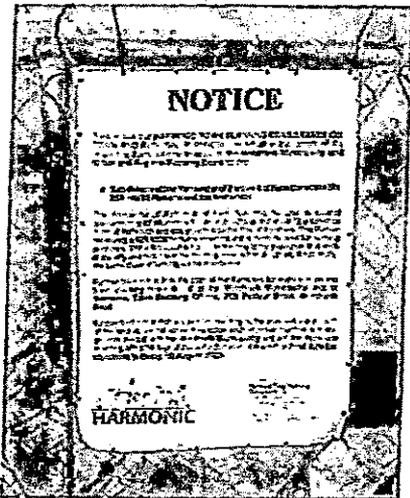


Figure 3

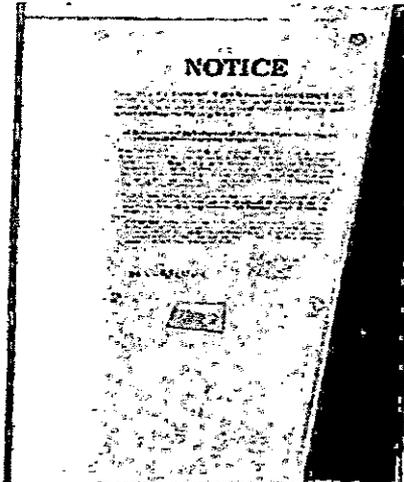


Figure 4

Figure 1, Figure 2 and Figure 3 showing the notice displayed on the boundary of the Remainder of Portion 4 of Farm Naruchas No. 254, while Figure 4 shows the notice displayed at the Municipality Notice Board.

In Support of my application the following are included:

- 1 Locality Plan of the Remainder of Portion 4 of Farm Naruchas No. 254
- 2 Subdivision Plan of the Remainder of Portion 4 of Farm Naruchas No. 254
- 3 Title Deed
- 4 Power of Attorney
- 5 Roads Authority Approval letter and Plan



I trust that this application will receive your positive consideration.

Yours in planning,

*Mr Harold Kisting*

Signed: 

FORM 7 OF ANNEXURE 4

## MINISTRY OF URBAN AND RURAL DEVELOPMENT

NOTICE OF INTENTION TO APPLY FOR SUBDIVISION OR CONSOLIDATION  
OF LAND

TO WHOM IT MAY CONCERN

Please take note that  
**HARMONIC TOWN PLANNING CONSULTANTS CC**

Intends to apply to  
**CITY OF WINDHOEK**

for consent to subdivide  
**THE REMAINDER OF PORTION 4 OF FARM NARUCHAS NO. 254**

Into **85 PORTIONS AND THE REMAINDER**

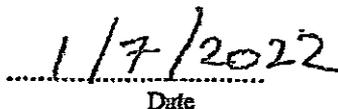
Please further take note that -

- (a) the plan of the land lies for inspection at the **COUNCIL NOTICE BOARD** of the offices of the authorised planning authority.
- (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 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

  
 Date

Address of applicant:  
**76B PASTEUR STREET, WINDHOEK WEST, NAMIBIA**  
**P.O. BOX 3216, WINDHOEK, NAMIBIA**

## FORM 8 OF ANNEXURE 4

## MINISTRY OF URBAN AND RURAL DEVELOPMENT

## APPLICATION FOR SUBDIVISION OR CONSOLIDATION 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: .....

Harmonic Town Planning

Windhoek West, Pasteur Street

Windhoek Namibia P.O. Box 3216

2. Land Owners

Mr. Deon Heinrich Edward Husselmann and Mrs Donzeal Adeline Carol Husselmann  
(Attach a power of attorney if land owner is not applying personally.)

3. Registered name(s) and number(s) of the land:

The Remainder of Portion 4 of Farm Naruchas No. 254

4. Approximate sizes of the land and new portions:

Portion 1	± 5.1810
Portion 2	± 5.0215
Portion 3	± 5.0215
Portion 4	± 5.0941
Portion 5	± 5.0418
Portion 6	± 5.1631
Portion 7	± 5.0276
Portion 8	± 5.1088
Portion 9	± 5.1382
Portion 10	± 5.0303
Portion 11	± 5.0656
Portion 12	± 5.0042
Portion 13	± 5.0216

Portion 14	$\pm 5.0196$
Portion 15	$\pm 5.0297$
Portion 16	$\pm 5.0175$
Portion 17	$\pm 5.0005$
Portion 18	$\pm 5.0463$
Portion 19	$\pm 5.4026$
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Portion 27	$\pm 5.2441$
Portion 28	$\pm 5.3105$
Portion 29	$\pm 5.5452$
Portion 30	$\pm 5.2134$
Portion 31	$\pm 5.0106$
Portion 32	$\pm 5.0450$
Portion 33	$\pm 5.0824$
Portion 34	$\pm 5.0690$
Portion 35	$\pm 5.0718$
Portion 36	$\pm 5.4735$
Portion 37	$\pm 5.9371$
Portion 38	$\pm 5.0391$
Portion 39	$\pm 7.1674$
Portion 40	$\pm 5.8380$
Portion 41	$\pm 5.2386$
Portion 42	$\pm 5.9623$
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Portion 46	$\pm 5.0765$
Portion 47	$\pm 5.0328$
Portion 48	$\pm 10.2021$
Portion 49	$\pm 10.0570$
Portion 50	$\pm 10.1805$
Portion 51	$\pm 10.0006$
Portion 52	$\pm 10.3114$
Portion 53	$\pm 10.1792$
Portion 54	$\pm 11.2103$
Portion 55	$\pm 12.0976$
Portion 56	$\pm 54.3413$
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Portion 59	$\pm 11.1017$
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Portion 61	$\pm 5.4711$
Portion 62	$\pm 5.7229$
Portion 63	$\pm 5.0277$

Portion 64	± 5.0516
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Portion 76	± 5.4610
Portion 77	± 20.4965
Portion 78	± 7.7532
Portion 79	± 7.6338
Portion 80	± 8.4459
Portion 81	± 8.0820
Portion 82	± 7.5251
Portion 83	± 8.2415
Portion 84	± 7.1647
Portion 85	± 6.4252
Rem/Ptn 4 of Farm Naruchas	± 224431.0629
<b>Total</b>	<b>± 6214374.0000</b>

5. Is the land situated within an approved local authority area or outside an approved local authority area:

The Remainder of Portion 4 of Farm Naruchas is located in an approved local authority of Windhoek.

6. The reasons for the proposed subdivision/consolidation\*:

See attached motivation

7. If buildings are to be erected, for which purpose(s) will they be used?

Residential Purposes

8. In what manner, and by whom, will water, electricity, storm water drainage, streets and sewerage be supplied to the relevant portions of land?

The owners will be responsible for the installation of infrastructure at own cost.

- 9.1 What is the zoning (zoning scheme) /<sup>s</sup> land use (title conditions)?

The Remainder of Portion 4 of Farm Naruchas No. 254 is a farmland and therefore Zoned Undetermined.

9.2 What is the proposed minimum building value of the main building, excluding the outbuildings, on each portion of land?

The minimum building value shall be at least two times the prevailing valuation of the farm.

10. If access is to be taken from a public road, has permission been obtained from the Roads Authority?

Yes ✓ (See attached Roads Authority Approval)

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:

N/A

14. Motivate the size of the newerven or portions of land in relation to the surrounding areas:

The size of the portions is 5 Ha or more.

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.

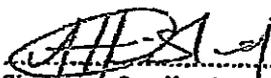
N/A

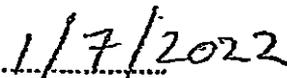
16. If a new street or portion of a street is created which is to be transferred to the authorised planning authority or other local authority, submit the comments of the authorised planning authority or other local authority or the Board\* regarding who will be responsible for the design and construction of the street.

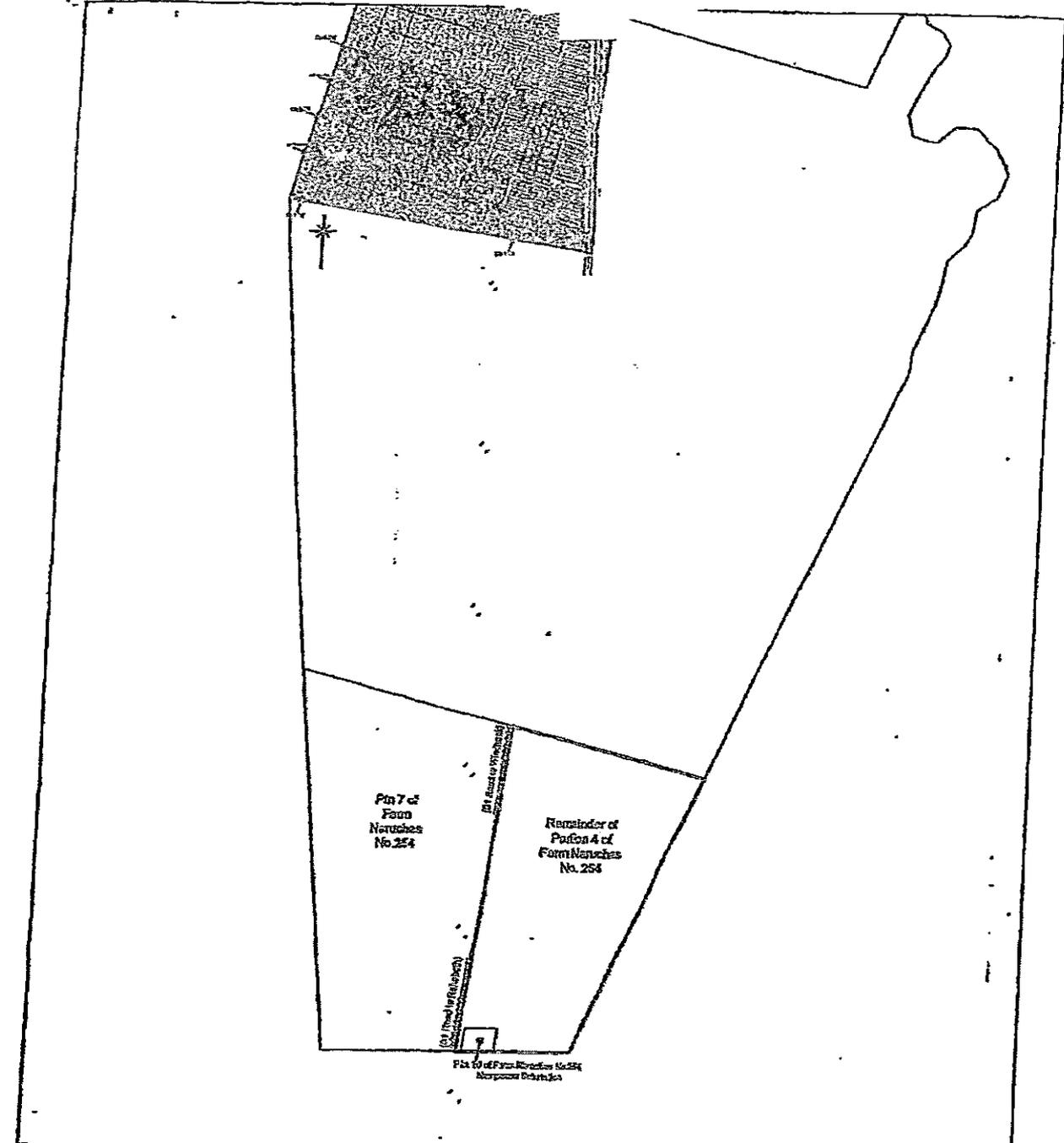
N/A

17. If any closure of a street or open space is involved, has all the necessary legal procedures been followed?

N/A

  
Signature of applicant

  
Date



**LOCALITY PLAN**

Remainder of Portion 4 of Farm Naruchas No.254

-  Portion 4 of Farm Naruchas No.254 Boundary
-  Portion 10 of Farm Naruchas No.254 Boundary

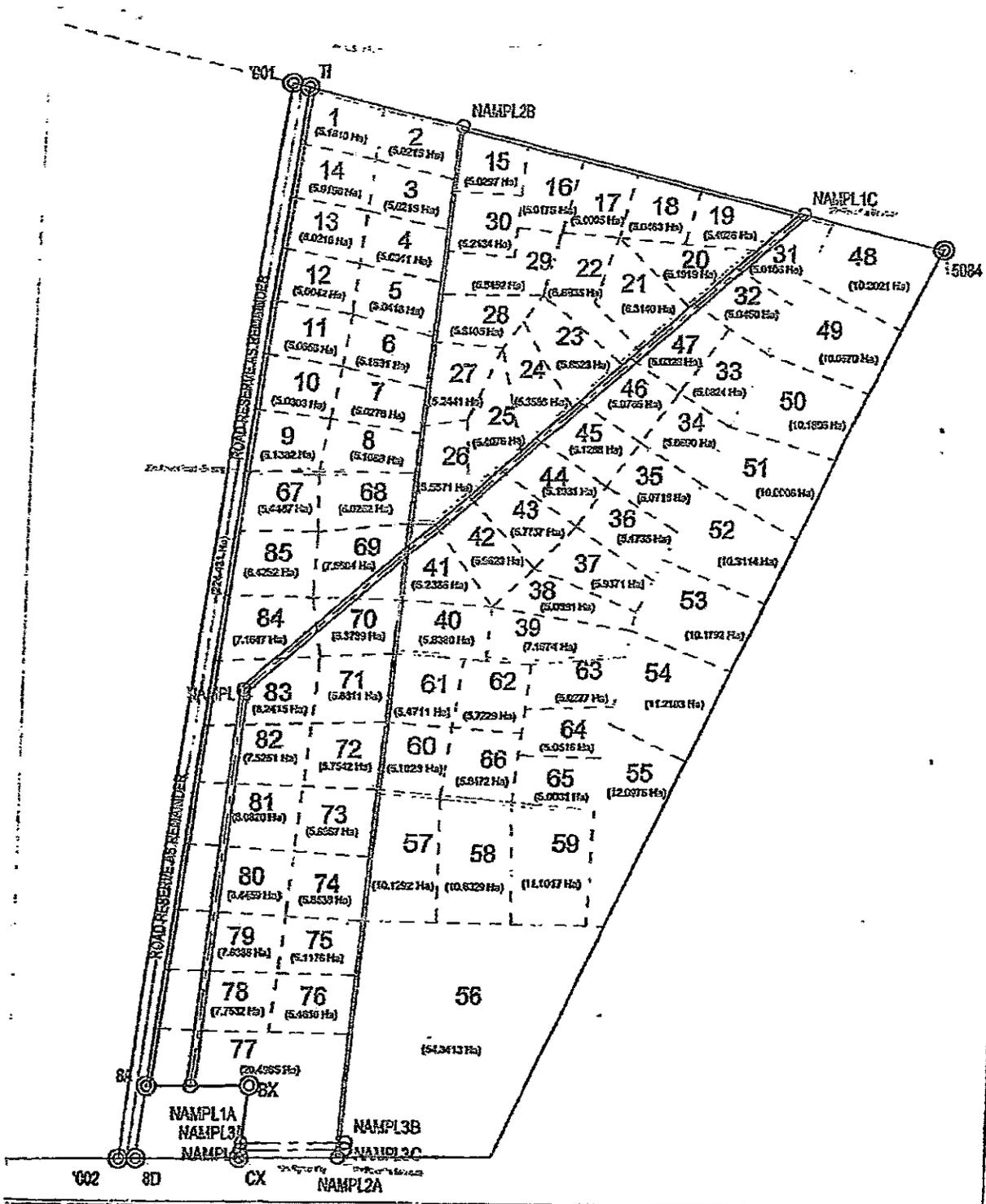


Scale: 1: 1 500 000

DATE: 08 APRIL 2021



**HARMONIC TOWN PLANNING CONSULTANTS**  
 Town and Regional Planners  
 P.O. Box 3216  
 Windhoek  
 Cell: 081 127 8870  
 Tel: 061 238 460  
 Fax: 066 646 401  
 Email: hktsting@namibnet.com



Remainder of Portion 4 of  
Farm Naruchas No.254  
Proposed Subdivision Plan



HARMONIC CONSULTANTS  
Town and Regional Planners  
P.O.Box 3316  
Windsor  
Cell: 031 927 5570  
Tel: 031 228 450  
Fax: 031 243 441  
Email: [info@harmcon.com](mailto:info@harmcon.com)

DATE: 24 JUNE 2022 SCALE: 1/12 000

092527/254/2022



POWER OF ATTORNEY

I, the undersigned, Mr. Deon Heinrich Edward Husselmann I.D. No: 67120400444 married in community of property to Mrs Donzeal Adeline Carol Husselmann, I.D. No: 69120200358, in our capacity as the owners of the Remainder of Portion 4 of Farm Naruchas No.254, according to Registration of Deeds, Reg No. 128/2021, 860/2021 and 592/2022 do hereby nominate, constitute and appoint,

**HARMONIC TOWN PLANNING CONSULTANTS CC**

With power of Substitution to be my lawful Attorney and Agent in name, place and stead, to submit the necessary application to the City of Windhoek Municipality and the Urban and Regional Planning Board (URPB) for:

- **SUBDIVISION OF THE REMAINDER OF PORTION 4 OF FARM NARUGHAS NO. 254 INTO VARIOUS PORTIONS 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 effectively, for all intents and purposes, as I might or could do if personally present and acting herein -hereby ratifying, allowing and confirming and promising and agreeing to ratifying, allow 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 on this 06 day of JULY 2022 in the presence of the undersigned witnesses:

[Signature]

Signed:

Mr. Deon Heinrich Edward Husselmann

[Signature]

Signed:

Mrs Donzeal Adeline Carol Husselmann

**AS WITNESSES:**

1. [Signature]

2. [Signature]

RA1

NO. 254

LAND TITLE ISSUED IN TERMS OF REGISTRATION OF DEEDS IN REHOBOTH ACT, 1976

By virtue of the powers vested in me by Section 4(c) of Act 93 of 1976, Hereby declare that the land, being-

CERTAIN : REMAINDER OF PORTION 4 OF THE FARM NARUCHAS NO. 254

MEASURING: 621, 4374 (SIX TWO ONE COMMA FOUR THREE SEVEN FOUR) HECTARES

SITUATE : IN THE MUNICIPALITY OF WINDHOEK IN THE REGISTRATION DIVISION 'M' KHOMAS REGION



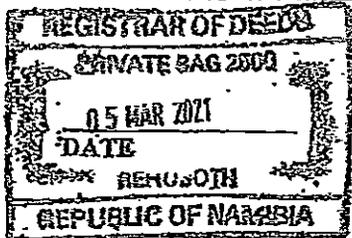
IS TRULY AND LAWFULLY THE PROPERTY OF:

DEON HEINRICH EDWARD HUSSELMANN, IDENTITY NUMBER: 671204 0044 4 AND DONZEAL ADELINE CAROL HUSSELMANN, IDENTITY NUMBER: 691202 00358 MARRIED IN COMMUNITY OF PROPERTY TO EACH OTHER

His Heirs, Executors, Administrators or Assigns to the following extent:

310, 7187 (THREE ONE NIL COMMA SEVEN ONE EIGHT SEVEN) HECTARES UNDIVIDED PORTION

In accordance with local custom, subject to the rights of the Government of Namibia and the conditions mentioned herein.



REG NO. 128/2021

REGISTRAR OF DEEDS REHOBOTH

CONDITIONS

1. On the death of the owner his land shall remain in the possession of his lawful heirs: Provided that the rights of the heirs shall be recognize only after their inheritance has been transferred in terms of the provisions of Act 93 of 1976.
2. The owner or his lawful assigns shall pay the prescribed rates in respect of the land every year.
3. These conditions are irrevocably binding on the owner and his heirs, executors, administrators or assigns.

NO. 254

RAI

LAND TITLE ISSUED IN TERMS OF REGISTRATION  
OF DEEDS IN REHOBOTH ACT, 1976

By virtue of the powers vested in me by Section 4(c) of Act 93 of 1976,  
Hereby declare that the land, being-

CERTAIN : REMAINDER OF PORTION 4 OF THE FARM NARUCHAS NO.254

MEASURING : 621, 4374 (SIX TWO ONE COMMA FOUR THREE  
SEVEN FOUR) HECTARES

SITUATE : IN THE MUNICIPALITY OF WINDHOEK  
IN THE REGISTRATION DIVISION "M"  
KHOMAS REGION

IS TRULY AND LAWFULLY THE PROPERTY OF:

DEON HEINRICH EDWARD HUSSELMANN, IDENTITY NUMBER: 671204 0044 4  
AND

DONZEAL ADELINE CAROL HUSSELMANN,  
IDENTITY NUMBER: 691202 0035 8

MARRIED IN COMMUNITY OF PROPERTY TO EACH OTHER.

His Heirs, Executors, Administrators or Assigns to the following extent:

155, 3594 (ONE FIVE FIVE COMMA THREE FIVE NINE FOUR) HECTARES  
UNDIVIDED PORTION

In accordance with local custom, subject to the rights of the Government of  
Namibia and the conditions mentioned herein.

REPUBLIC OF NAMIBIA  
25 OCT 2021  
DATE  
REHOBOTH  
REPUBLIC OF NAMIBIA

REG NO. 250/2021

*[Signature]*  
REGISTRAR OF DEEDS  
REHOBOTH

CONDITIONS

1. On the death of the owner his land shall remain in the possession of his lawful heirs: Provided that the rights of the heirs shall be recognize only after their inheritance has been transferred in terms of the provisions of Act 93 of 1976.
2. The owner or his lawful assigns shall pay the prescribed rates in respect of the land every year.
3. These conditions are irrevocably binding on the owner and his heirs, executors, administrators or assigns.

RA1

NO. 254

**LAND TITLE ISSUED IN TERMS OF REGISTRATION  
OF DEEDS IN REHOBOTH ACT, 1976**

By virtue of the powers vested in me by Section 4(c) of Act 93 of 1976,  
Hereby declare that the land, being-

**CERTAIN** : REMAINDER OF PORTION 4 OF THE FARM NARUCHAS NO.254

**MEASURING** : 621, 4374 (SIX TWO ONE COMMA FOUR THREE  
SEVEN FOUR) HECTARES

**SITUATE** : IN THE MUNICIPALITY OF WINDHOEK  
IN THE REGISTRATION DIVISION "M"  
KHOMAS REGION

**IS TRULY AND LAWFULLY THE PROPERTY OF:**

ESTATE LATE ANNE MARIE SMITH.

His Heirs, Executors, Administrators or Assigns to the following extent:

155, 3593 (ONE FIVE FIVE COMMA THREE FIVE NINE THREE) HECTARES  
UNDIVIDED PORTION

In accordance with local custom, subject to the rights of the Government of  
Namibia and the conditions mentioned herein.

REG NO. 81:201

25 OCT 2021

DATE REHOBOTH  
REPUBLIC OF NAMIBIA

*[Signature]*  
REGISTRAR OF DEEDS  
REHOBOTH

**CONDITIONS**

1. On the death of the owner his land shall remain in the possession of his lawful heirs: Provided that the rights of the heirs shall be recognize only after their inheritance has been transferred in terms of the provisions of Act 93 of 1976.
2. The owner or his lawful assigns shall pay the prescribed rates in respect of the land every year.
3. These conditions are irrevocably binding on the owner and his heirs, executors, administrators or assigns.

Reg No. 592/2022

ENDORSEMENT IN TERMS OF SECTION 13 (1) OF ACT 93 OF 1978  
OWNERSHIP IN LAND HELD IN TERMS OF THIS LAND TITLE IS  
HEREBY TRANSFERRED TO AND REGISTERED IN THE NAMES OF

Dora Heinrichs Etal and Hilda Heinrichs

Identity Number 671001000000000000 and

Dorotea Adelina Carol Hilda Heinrichs

Identity Number 671001000000000000

in community of property to each other

Extent: 155 3513 Hectares

17 JUN 2022

DATE

*[Signature]*  
REGISTRAR OF DEEDS  
REHOBOTH



SAFE ROADS TO PROSPERITY

**ROADS AUTHORITY**  
Private Bag 12030  
Ausspannplatz  
Windhoek  
NAMIBIA

Our Ref.: RA14/19/21/5

Your Ref.: -

Enquiries: EN Lumhu  
Telephone: 061-284 7427  
Fax: 061-284 7161  
E-mail: [jumbue@ra.org.na](mailto:jumbue@ra.org.na)

16 December 2021

Mr D. H. E Husselmann  
P O Box 3216  
Windhoek  
+264 81 127 5879  
[hkising@namibnet.com](mailto:hkising@namibnet.com)

Dear Sir

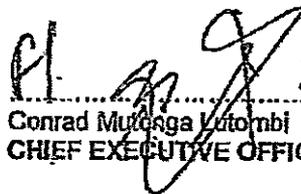
**TRUNK ROAD (TR) 1/5: APPLICATION FOR AN ACCESS POINT: PORTION 4 OF FARM NARUCHAS NO. 254: REHOBOTH DISTRICT – WINDHOEK MAINTENANCE REGION**

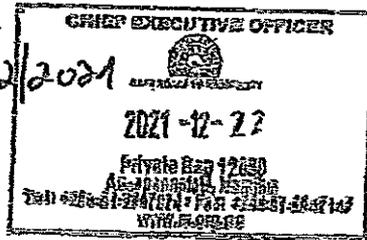
Your application dated 12 August 2021, on the subject matter refers.

Approval is hereby granted for the construction of a Type A access, to serve portion 4 of Farm Naruchas no. 254. Kindly take note that a servitude needs to be registered within this property to ensure access to all land portions.

This approval is subject to the attached conditions.

Yours sincerely,

  
Conrad Mutege Lutoombi  
CHIEF EXECUTIVE OFFICER



ANNEXUREGENERAL CONDITIONS UNDER WHICH AN ACCESS IS APPROVED

1. The access road must join the Trunk Road at a right angle.
2. Before commencing with any excavations inside the road reserve it will first need to be determined whether any services such as telecommunication cables are present.
3. All necessary precautions must be taken to ensure the safety and comfort of the road users during the construction process.
4. The construction of an access, together with any required stormwater structure(s), is to be carried out by a competent Contractor to the specifications of the Roads Authority. A suitably qualified registered Engineer is to be appointed as Resident Site Engineer to carry out the necessary supervision during the period of construction of the access. These are to be arranged by the applicant at no cost to the Authority.
5. The relevant specifications may be obtained from the office of the local Roads Authority's Regional / District Engineer. Detailed drawings (depicting the road layers) will first need to be submitted to and approved by the Roads Authority before construction work may begin. The applicant will further be required to apply the necessary road markings and erect the necessary road traffic signs as per the approved drawings at no cost to the Roads Authority.
6. Quality control results and a final audit report with test results is to be submitted to a local Roads Authority maintenance office, if so required. These should be endorsed by the Resident Engineer to confirm compliance with the required Roads Authority standards.
7. Suitable warning signs complying with the Road Traffic and Transport Act and its regulations must remain erected for as long as the work is in progress. A permanent yield sign (R2) must be erected at the intersection.
8. The local Chief Engineering Technician of the Roads Authority must be informed at least two days in advance of the commencement and completion dates of the work in order to allow for the necessary inspections, if any, to be carried out.
9. It is of paramount importance that all aspects of the work be carried out in close co-operation with the office of the Regional / District Engineer and in accordance with his/her instructions.
10. The road reserve must, at the completion of the works, be left in a clean and tidy state and all rubble and excess construction material must be gathered and carted away from the site.
11. The Roads Authority will not accept responsibility for any damage, injury or loss of life that may occur as a result of negligence, inadequate warning signs or the inadequacy of any other precautionary measures needing to be taken while the works are in progress.





# CITY OF WINDHOEK

P O Box 59, WINDHOEK NAMIBIA

Telephone No: (061) 290 2911

## TAX INVOICE

VAT Reg. Number 2646057-01-5



Invoice Number : INV2021157582	Date Issued : 2021/09/14
Account Number : N/A	Vote Number : 5000182050048
Name : HARMONIC PLANNING CONSULTANT	Reference Number : REMAINDER OF PORTION 4 OF FARM NARUCHAS NO. 254 INTO
Address : P.O. BOX 3216, WINDHOEK	System Reference : NV258349
	Issued By : 15547 - HAMATA (HS)
	Contact Details : +264 61 290 2375
Description : SUBDIVISION OF THE REMAINDER OF PORTION 4 OF FARM NARUCHAS NO. 254 INTO 64 PORTIONS AND THE REMAINDER; AND	

### PAYMENT DUE

Total Amount Excluding VAT	: N\$ 13043.48
Total VAT Amount	: N\$ 1956.52
Total Amount Payable	: N\$ 15000.00

### INVOICE DETAILS

Department : 5000 - URBAN & TRANSPORT PLANNING

Tariff Code	: N/A
Tariff Description	: N/A
Quantity Provided	: 1
Unit Price	: N\$ 13043.48
Tariff Amount Excluding VAT	: N\$ 13043.48
Tariff VAT Amount	: N\$ 1956.52
Tariff Total Amount	: N\$ 15000.00
Service Code	: N/A

City of Windhoek Banking Details - Bank: First National Bank - Number: 62012146115 - Branch: 281872



## NOTIFICATION OF PAYMENT

To Whom It May Concern:

First National Bank Namibia hereby confirms that the following payment instruction has been received:

Date Actioned : 2021/09/14  
 Time Actioned : 16:16:46  
 Trace ID : NAM0LQ3CSBJB

### Payer Details

Payment From : Mr Harold Kisting - Business Cheque Account  
 Our Amount : NAD15,000.00

### Payee Details

Recipient/Account No : .. 146115  
 Name : City Windhoek  
 Bank : First National Bank  
 BIC Code : FIRNNADC  
 Reference : Inv286349 Hqpc  
 Reason for payment : CREDITOR PAYMENT

END OF NOTIFICATION

To authenticate this Payment Notification, please visit the First National Bank of Namibia Limited website at [fnbnamibia.com.na](http://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.

Director: R Ziemerwald-Konrad (Chairperson), SH Mbatia (Deputy-Chairperson), OLP Gupaba, JI Doo, C Kompany (Chief Executive), P G Braxator, GUN Hohen, JH Hamlin, Ach. GS Hobe,  
 J R Richter, M N Harwood, E Tjipeta  
 South Africa with Namibia Personnel Practices  
 Company Secretary: N Mbatia

First National Bank of Namibia Limited, Reg. No. 2002/01150



Town & Regional Planners  
Property Development Specialist  
Municipal Consultants

Date: 27 June 2022

THE OWNERS: THE REMAINDER OF PORTION 4 OF FARM NARUCHAS NO. 254

- Subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder.

The Remainder of Portion 4 of Farm Naruchas No. 254, Windhoek measures ± 622 ha in extent and the proposed subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder will enable the farm owners to commercialize on the sale of farmland.

*J. van Wyk* the owner of PORTION WINDHOEK  
of the farm *Naruchas No. 254*  
has.

1	NO OBJECTION	
OR		
2	OBJECTION	

The Subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder.

Please provide valid reasons should you have any objection.

*There is not sufficient water for the prospective houses & for the gardens. The water table will drop if 85 more holes extract water.*

*J. van Wyk*  
Signed

*27/6/22*  
Date

Please forward to Harmonic Town Planning Consultants CC Box 3216, Windhoek or fax to 088 646 401 within 14 days of receipt hereof. Contact Harold Kisting at Cell. No. 081 127 5879, for further information.





Town & Regional Planners  
Property Development Specialist  
Municipal Consultants

Date: 27 June 2022

**THE OWNERS: THE REMAINDER OF PORTION 4 OF FARM NARUCHAS NO. 254**

- Subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder.

The Remainder of Portion 4 of Farm Naruchas No. 254, Windhoek measures ± 622 ha in extent and the proposed subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder will enable the farm owners to commercialize on the sale of farmland.

*J.C. VAN WYK*..... the owner of PORTION  
*SEVEN*....., FARM NARUCHAS, WINDHOEK  
has:

1	NO OBJECTION	
OR		
2	OBJECTION	X

**The Subdivision of the Remainder of Portion 4 of Farm Naruchas No. 254 into 85 Portions and the Remainder.**

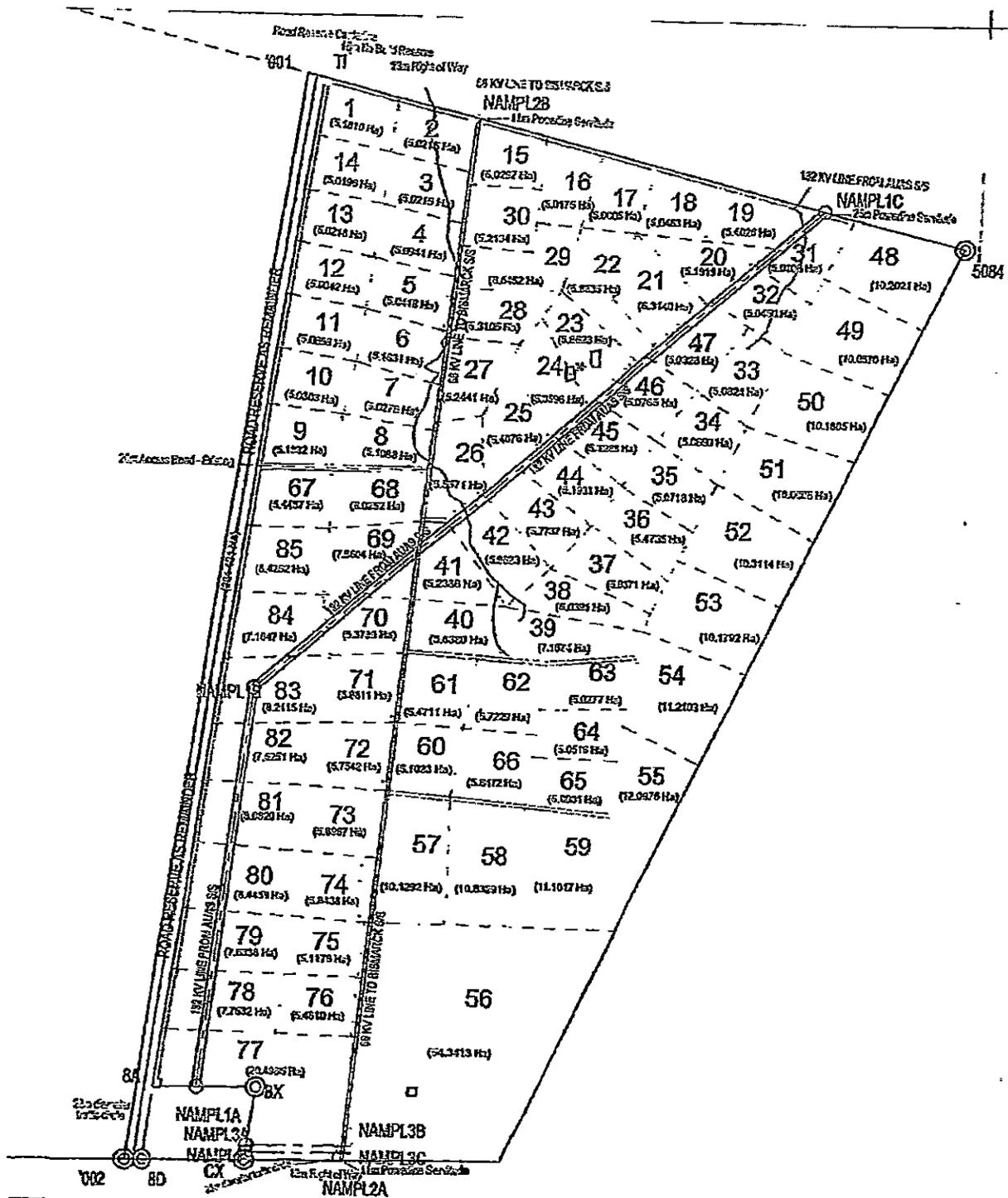
- Please provide valid reasons should you have any objection.
  - No environmental impact study was done
  - No provision was made for sewage on the plans
  - The lack of sewage will contaminate the underground water sources
  - There is not enough underground water for 85 households
- Namwater tested the water on Portion 4 of the Farm Naruchas No 254 and established that the water is not suitable for human consumption

Signed *[Signature]*

Date *4 August 2022*

Please forward to Harmonic Town Planning Consultants CC Box 3216, Windhoek or fax to 088 646 401 within 14 days of receipt hereof. Contact Harold Kisting at Cell. No. 081 127 5879, for further information.





Remainder of Portion 4 of Farm Naruchas No. 254  
Proposed Subdivision Plan

- LEGEND:**  
 - House/Shop  
 - Road  
 X Easement



DATE: 01 DECEMBER 2022

SCALE: 1:12,000

HARMONIC PLANNING CONSULTANTS  
 Town and Regional Planners  
 P.O. Box 3276  
 Wymondhurst  
 Cell: 041 127 6373  
 Tel: 051 233 480  
 Fax: 043 649 401  
 Email: hpl@hpcpl.com

Drawn by: ALAN BODDIA

[Management Committee Minutes: 2019-02-05]

FNS.2

**[UTP] APPLICATION FOR THE SUBDIVISION OF  
VARIOUS FARM PORTIONS IN SABLE VIEW ESTATE  
AND NEED AND DESIRABILITY TO ESTABLISH  
TOWNSHIPS AND APPROVE LAYOUT  
ON SABLE VIEW ESTATE  
(Sable View Estate)**

\*\*\*

Management Committee per delegated authority as granted in terms of Council Resolution 283/11/2017, attached as page 171,

**RESOLVED**

- 1 That the proposed subdivision of Farm Sable View Estate, need and desirability to establish a township and approval for the layout on the Sable View Estate and an application to apply zero endowment and betterment fees on the proposed development of Sable View, not be supported due to the following:
  - 1.1 That it be noted that the proposed subdivision is too intense and not ideal for the area.
  - 1.2 That it be noted that only the subdivision of Farm Portions into sizes not less than  $\pm 1.5$  hectares is supported within the extended boundary area until the area is supplied with all necessary bulk infrastructures.
  - 1.3 That it be noted that the proposed township establishment will create urban sprawl and is not in line with the plans of Council for the area.
- 2 That the proposed consolidation of Farm Portions 1072, 1073, 1089, 1090 and 1108 into Portion X be supported provided that no further subdivision of Farm Portions to create portions less than  $\pm 5$  hectares shall be supported until the area is supplied with all relevant bulk infrastructures.
- 3 That the applicant be informed that all subdivision and consolidation applications from boundary extension areas must be submitted to the City of Windhoek, for consideration prior to submission to the Namibia Planning and Advisory Board (NAMPAB) and Township Board, for approval.
- 4 That the Chief Executive Officer request the Ministry of Urban and Rural Development to inform the Rehoboth Deeds Office to refrain from approving subdivision applications within the boundary of Windhoek as these areas now falls within the City of Windhoek jurisdiction and that approvals for subdivision be obtained from the Municipal Council of the City of Windhoek before proceeding with allocation of undivided shares.

- 5 That the applicant take note that all developments situated in areas not covered by the Windhoek Structure Plan and where bulk services are not available are required to undertake master plans of all services to be provided as well as costing thereof, which must be submitted to the relevant departments of the City, for approval.
  - 6 That the applicant(s) be informed of this Council Resolution in writing and if aggrieved, he/she/they lodge an appeal to the Minister of Urban and Rural Development against this Council Resolution.
  - 6.1 That notice of an intended appeal be lodged with Council within twenty eight (28) days from receipt of this Council Resolution, in terms of clause 51(3) of the Windhoek Town Planning Scheme.
-

## ATTENDANCE REGISTER: COUNCILLORS



**Workshop/Presentation/Meeting Title:** site-visit to Farm Naruchas No. 254  
**Venue:** Onsite  
**Date of Workshop/Event:** 07 June 2024  
**Starting time:** 09:00  
**Closing time:** 11:30  
**Date Submitted:** 10.06.2024

NAMES	SIGNATURES
<i>Cllr Bernadus Araeb MC Chairperson</i>	
<i>Cllr Magdalena Lombardt MC Member</i>	<i>M. Lombardt</i>
<i>Cllr Austin Kwenani MC Member</i>	
<i>Cllr Ivan Skrywer</i>	

**OFFICE OF THE MAYOR**

☒ 59

Independence Avenue  
WINDHOEK, NAMIBIA

Tel: (+264) 61 290 2011

Fax: (+264) 61 290 2091

**18 March 2025****MOTION:****DEVELOPMENT OF A CENTRAL SMART BUS TERMINUS WITH A MARKET PLACE****Introduction**

Most major capital cities across the world have established central bus termini that serve as organized transportation hubs, supporting the safe movement of people and goods. These facilities contribute to urban planning, reduce road congestion, and ensure public safety, especially for long-distance travelers and daily commuters. Windhoek has several places that commuters and long-distance travelers use including fuel filling stations that are located on the way out of the city as platforms for hitch hiking and use of unsafe areas alongside the western bypass and b1 road.

**Motivation**

Currently, the city lacks a designated and well-developed bus terminus with ablution facilities, forcing commuters to rely on unsafe and informal hitchhiking spots scattered across the city. This increases the risk of criminal activity and exposes passengers, especially vulnerable individuals, mainly women and children to exploitation and unsafe travel conditions. Furthermore, the absence of a modern central bus terminus, as a centralized facility hinders proper transportation coordination and undermines the City's efforts to regulate and monitor public transportation effectively.

**Budgeting**

The development of this project can be funded through a central government budget of aligned ministries, joint venture agreements, phased development plan budgeting of Council, donations and grants from urban transport development funds. Provision should be made in the next financial year's capital development budget to initiate land servicing, architectural design, and stakeholder consultations.

### Conclusion

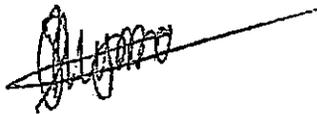
The development of a smart, safe and modern Central Bus Terminus in the City with market spaces will drastically curb hitchhiking, reduce criminal activities, improve commuter safety, boost local economic activities and position the city as a forward-thinking urban center that considers citizens safety not only through policing.

### Recommendation

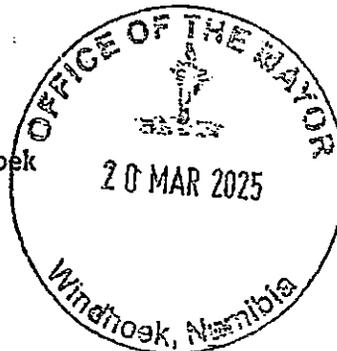
The development of a *Safe Central Smart Central Bus Terminus with a Market Place* and additional city suburb terminus is recommended that it includes the following key features.

1. Smart digital systems for ticketing, real-time scheduling, and passenger information.
2. Secure and adequately lighted infrastructure monitored by surveillance cameras and equipped with 24/7 security personnel and linked to the city operational centers.
3. Dedicated bays for long-distance, regional, and local transport to improve coordination and flow.
4. A clean, structured market places to support local vendors and promote small business growth.
5. Public amenities, including waiting areas, toilets, shaded seating, Wi-Fi, and charging stations.

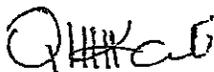
Motion Proposed By:



Sam Shafiishuna Nujoma  
Councillor, Municipal Council of Windhoek



Motion Seconded By:



Queen Omagano Kamati  
Councillor, Municipal Council of Windhoek

**ANNEXURE A**

**TOWN PLANNING COMMITTEE MEETING MINUTES:**

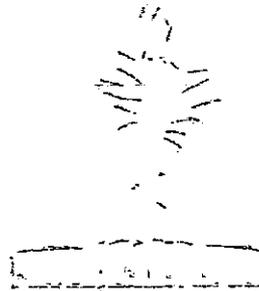
**MEETING 10/2024**

**12 NOVEMBER 2024**

**&**

**PREVIOUS COUNCIL RESOLUTION:**

**CR. NO.: 166/06/2022**



*The Gateway to Endless Opportunities*

## MINUTES

# TOWN PLANNING COMMITTEE MEETING

Meeting 10/2024

Date: Tuesday 12 NOVEMBER 2024

4<sup>th</sup> Floor @ 09:00

### COMMITTEE MEMBERS:

1. K Asino                      Manager: Urban Policy
2. N Naruses                 For Manager: Sustainable Development
3. E Rukoro                 For Manager Building Control
4. H Lisse                     Chief Engineer Planning Design and Traffic Flow
5. K Koopman                Section Engineer: HV & MV Planning & Design for Chief  
   Engineer: Engineering Services
6. H. Rust                     Section Planner: Urban Policy
7. R Kwenani                Town Planner
8. S Bachler                 Town Planner

### APOLOGIES:

1. O Archer                    Section Engineer: Water and Wastewater
2. M Shanyengange        For Manager: Health & Environment

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## 1. OPENING BY CHAIRPERSON

The chairperson welcomed all to the meeting and pointed out that the items being handled by Ms Selma Bachler will be discussed first in order to release her from the meeting.

## 2. MATTERS ARISING FROM PREVIOUS MEETINGS

### 2.1 MAY 2024 TPC

- 2.1.1 ITEM 1: REZONING OF ERF 945, NELSON MANDELA AVENUE NO. 63, KLEIN WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1:900 M<sup>2</sup> TO 'OFFICE' WITH A BULK OF 0.4 AND CONSENT FOR A 50% FREE RESIDENTIAL BULK AND TO USE THE ERF FOR OFFICE PURPOSES WHILE THE REZONING IS BEING PROCESSED - KES**

RECOMMENDED TO BE DEFERRED TO THE NEXT MEETING

1. That the application be deferred to the next meet to enable the Urban Policy Division to obtain clarification on the implementation of CR273/11/2023 prior to completion of the required infrastructure studies, public consultation and approval of the Urban Structure Plan.

- 2.1.2 ITEM 1: REZONING OF ERF 2303, NO. 7 HIPPOKRATES STREET, WINDHOEK FROM RESIDENTIAL WITH A DENSITY OF 1:900 TO GENERAL RESIDENTIAL WITH A DENSITY OF 1:100 - KES**

REFERRED BACK TO THE APPLICANT

1. That the application be put on hold due to the following:
  - (a) The Windhoek West Transportation Land Use study recommended that only Erven along Arterial and Collector roads can be zoned up to a density of 1:150, else all other Erven can only be rezoned up to a density of 1:250. Accordingly, only a density of 1:250 will be can be supported for this erf on condition that the access is upgraded as per attached plan.
  - (b) The Erf does not have an upgraded access as the proposed extension of Hippocrates Street is not yet finalised, hence, further densification of the Erf is not supported until such time that the access to the Erf is upgraded. Such funding was found unfeasible in the past due to the cost of the road and only providing access to 3 erven.
  - (c) No access is allowed from Moses Garoeb Road.
2. That the Urban Policy Decision arranges a consultative meeting with the applicants and all property owners of Erven 2303, R/2176, R/2034, 2175 and 2174 Windhoek to investigate

**3.11 ITEM10/11: SUBDIVISION OF ERF 10713, KATUTURA, EXTENSION 17 INTO PORTION "X" AND SUBSEQUENT REMAINDER REZONING OF PORTION "X" (A PORTION OF ERF 10713, KATUTURA, EXTENSION 17) FROM "UNDETERMINED" TO "MUNICIPAL", RESERVATION OF THE REMAINDER ERF 10713, KATUTURA, EXTENSION 17 AS "STREET" AND CONSENT TO USE PORTION "X" FOR MUNICIPAL PURPOSES WHILST OBTAINING PLANNING AND STATUTORY APPROVALS**

RECOMMENDED TO COUNCIL

1. That the subdivision of Erf 10713, Katutura, Extension 17 into Portion "X" (a Portion of Erf 10713, Katutura, Extension 17) measuring  $\pm 3064\text{m}^2$  and the Remainder measuring  $\pm 2076\text{m}^2$  be recommended to the Urban and Regional Planning Board in accordance with Section 109(2)(a) of the Urban and Regional Planning Act (Act No. 5 of 2018).
2. That the rezoning of Portion "X" (a portion of Erf 10713, Katutura, Extension 17) from "Undetermined" to "Municipal" 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 (Act No. 5 of 2018).
3. That the Remainder Erf 10713, Katutura, Extension 17 be reserved for the local authority for "Street" purposes.
4. That the consent to use Portion "X" (a Portion of Erf 10713, Katutura, Extension 17) for municipal purposes whilst obtaining planning and statutory approvals be approved in terms of Clause B of the Windhoek Zoning Scheme.
5. That the standard conditions be registered in favour of the local authority against the title deeds of the newly created portions.
6. That the new zoning and the reservation of land uses as depicted on the proposed zoning layout attached as pages ... to the agenda be approved and included in the next review of the Windhoek zoning scheme.
7. That it be noted that an environmental impact assessment was conducted in August 2022 for the construction and operation of the waste buyback center at Erf 10713 Katutura.
8. That the environmental clearance certificate attached as pages ... to the agenda issued by the Environmental Commissioner Office in June 2024 be noted.
9. That it be noted that an electrical miniature substation had been installed for the Development thus Electricity is available.
10. That it be noted that no municipal electrical infrastructure needs to be relocated dismantled or replaced.

11. That a clearance of at least 1m around the miniature substation should be maintained for operation and safety purposes.
12. That the water and sewer lines situated on erf RE/10713 Katutura, are relocated in compliance with the specifications of the Engineering Services Division during the construction of the street on Erf RE/10713 Katutura, and that the cost for relocating the aforementioned services is included in the project costs.
13. That access to Portion "X" (a Portion of Erf 10713) Katutura, Extension 17 be restricted to Bondel Street.
14. That parking be provided as determined by the Chief Engineer: Roads Planning, Design and Traffic Flow.
15. That no access will be allowed 20 from the intersection, measured from the intersecting kerbs.
16. That Bondel Street be upgraded to bitumen standards to aid development and access to this property.
17. That consent use will only come into effect after meeting parking requirements to the satisfaction of the SE: Urban and Transport Planning.
18. That surface storm water runoff be accommodated according to Clause 35 of the Windhoek Zoning 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*
    - (a) *That 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) *That 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) *That the maintenance of such stormwater pipe, channel or work shall be the responsibility of the owner of the concerned property.*
19. That in terms of Section 110 of the Urban and Regional Planning Act, 5 of 2018 any person who is aggrieved by the decision of the local authority may appeal against that decision to the Minister of Urban and Rural Development (the Minister). Notice of the appeal and the grounds for the appeal must be lodged within 21 working days from the date of this Notice to the Minister and Local Authority whose decision is the subject of the appeal.

20. That authorisation be granted to the Strategic Executive: Urban and Transport Planning for amendments of the layouts, should the need arise, to accommodate the provision of services and changes as a result of survey or any other requirements deemed fit by the Urban Regional Planning Board.
21. That the resolution be implemented prior to the approval of the minutes.
- 

#### **4. ANY OTHER BUSINESS**

##### **4.1 DECEMBER 2024 TPC MEETING**

The December TPC meeting will be held on 03 December 2024. The venue will be confirmed.

##### **4.2 JANUARY 2025 TPC MEETING REMAINS AS SCHEDULED 14 JANUARY 2025**

The January 2025 TPC meeting will be held on 14 January 2025.

##### **4.3 TPC CONCERNS REGARDING THE IMPLEMENTATION OF INTERIM POLICY AREAS AS PER CR 273/11/2023**

- (a) Concerns were raised about the implementation of CR273/11/2023 without the completion of infrastructure studies and public consultation.
- (b) It was recommended that the implementation of CR273/11/2023 be put on hold until feedback is provided by the Strategic Executive: Urban and Transport Planning on the pending infrastructure studies, public participation and approval of the Urban Structure Plan.

#### **5. CLOSURE**

The meeting adjourned at 10:45

[Municipal Council Minutes: 2022-06-30]

10.1.2

**FNS.1 [INF] CONSENT TO CONSTRUCT TWO (2) WASTE BUY-BACK CENTRES AT IDENTIFIED ERVEN AS PART OF THE GRANT FUNDING FOR PROJECT 'IMPROVING SOLID WASTE MANAGEMENT IN WINDHOEK' UNDER THE FRAMEWORK WINDHOEK-BREMEN CO-OPERATION (16/5/2/6)**

On proposal by Councillor Ms N Larandja, it was

**RESOLVED**

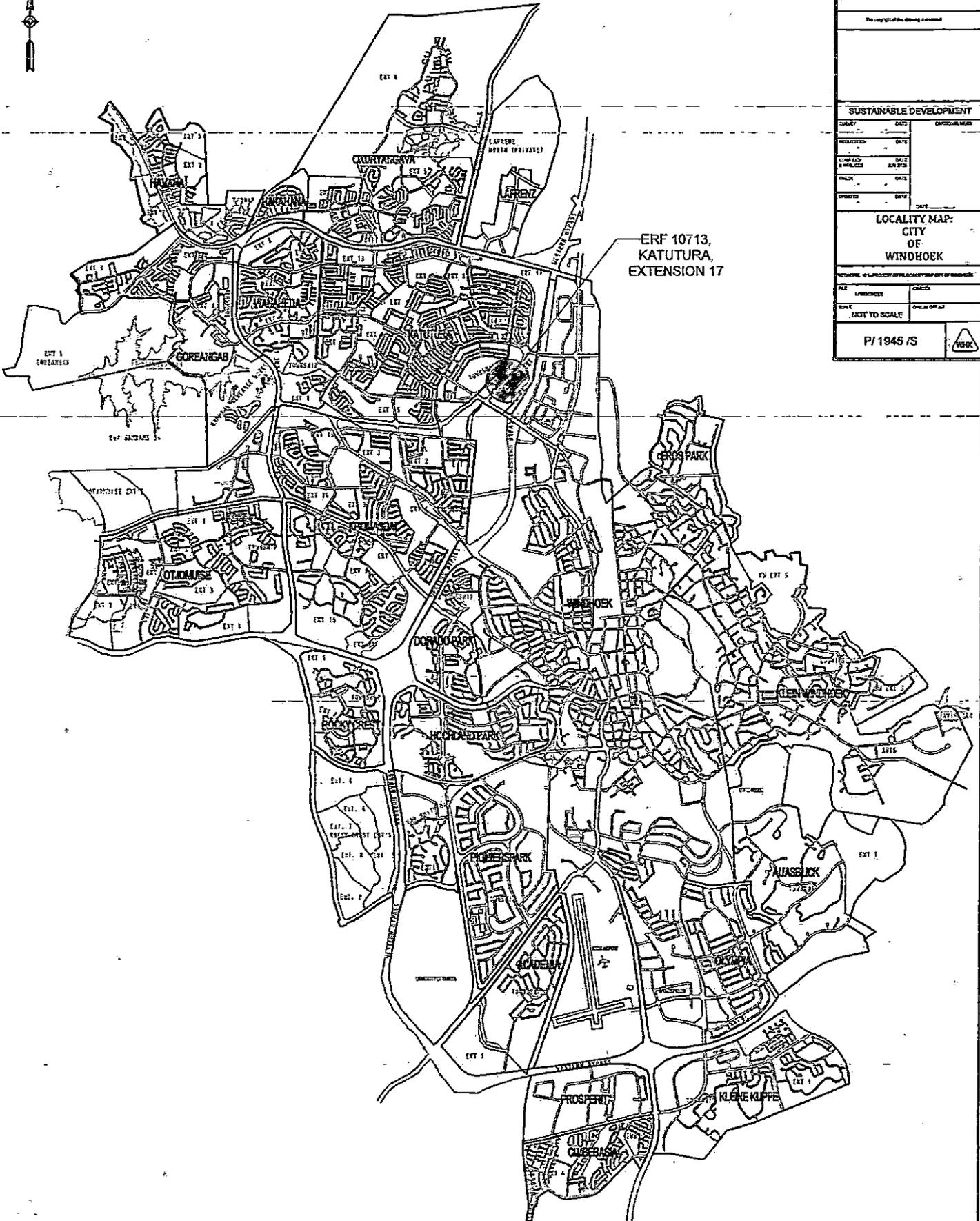
- 1 That it be noted that two (2) erven were presented for the construction of two (2) temporary Waste Buy-Back Centres for a pilot period of two (2) years funded by the European Commission (EU) as part of the project: *Improving Solid Waste Management in Windhoek* under the framework Windhoek-Bremen Co-operation.
- 2 That Erf 10713 situated at the corner of Hans-Dietrich Genscher and Bondel Streets in Katutura, and Erf 3451 situated along Frankfurt Street opposite Mamadu Kindergarten be approved as the preferred option for the construction of the pilot Waste Buy-Back Centres, as they are ideally located to service multiple suburbs and are connected via arterial roads for easy access to the centres.
- 3 That approval be granted for a portion of  $\pm 3\,000\text{ m}^2$  of Erf 10713 ( $5\,140\text{ m}^2$  in extent) and Erf 3451 ( $4\,623\text{ m}^2$  in extent) to be reserved for the construction of the Waste Buy-Back Centres.
- 4 That all relevant cadastral procedures and statutory approvals be undertaken in accordance with planning laws and the Municipal Council of Windhoek's by-laws.
- 5 That the construction of the two (2) temporary Waste Buy-Back Centres, be approved on the erven identified while cadastral procedures and statutory approvals are on-going.
- 6 That it be noted that the required Environmental Impact Assessment (EIA) for the construction of the buy-back centres will be done in-house by the Health and Environmental Services Division to expedite the approval process and save cost.
- 7 That the proposal by the Health and Environmental Services Division, be noted that the transfer stations will be temporary waste receptors and no Waste Buy-Back Centres will be constructed on these centres.

- 8 That the Strategic Executive: Infrastructure, Water and Technical Services explain the monetary value for this exchange for tokens (exchange of food items) to Council with the relevant Advisory Committee(s) and determine the value and type of food.
- 8.1 That the Chief Executive Officer streamline this activity and report back to Council on a regular basis.
- 9 That the Strategic Executive: Infrastructure, Water and Technical Services provide Councillors with the Project Plan, for information to see the progress made and/or where assistance can be granted.
- 10 That the resolution be implemented prior to confirmation of the minutes due to the urgency of the project and the need to commence with the development and statutory processes.

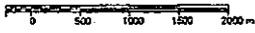
**RESOLUTION 166/06/2022**

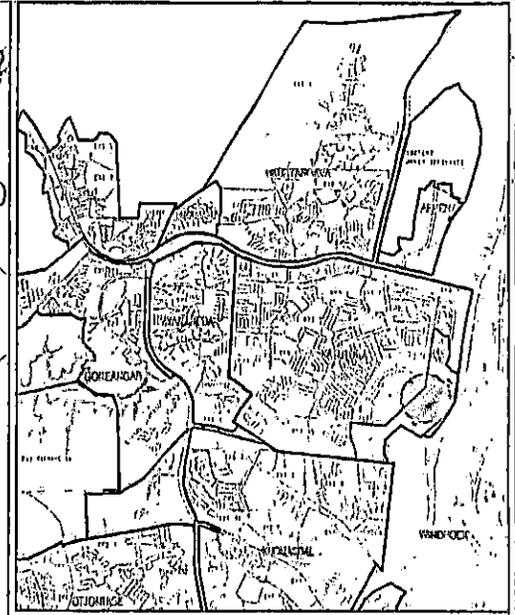
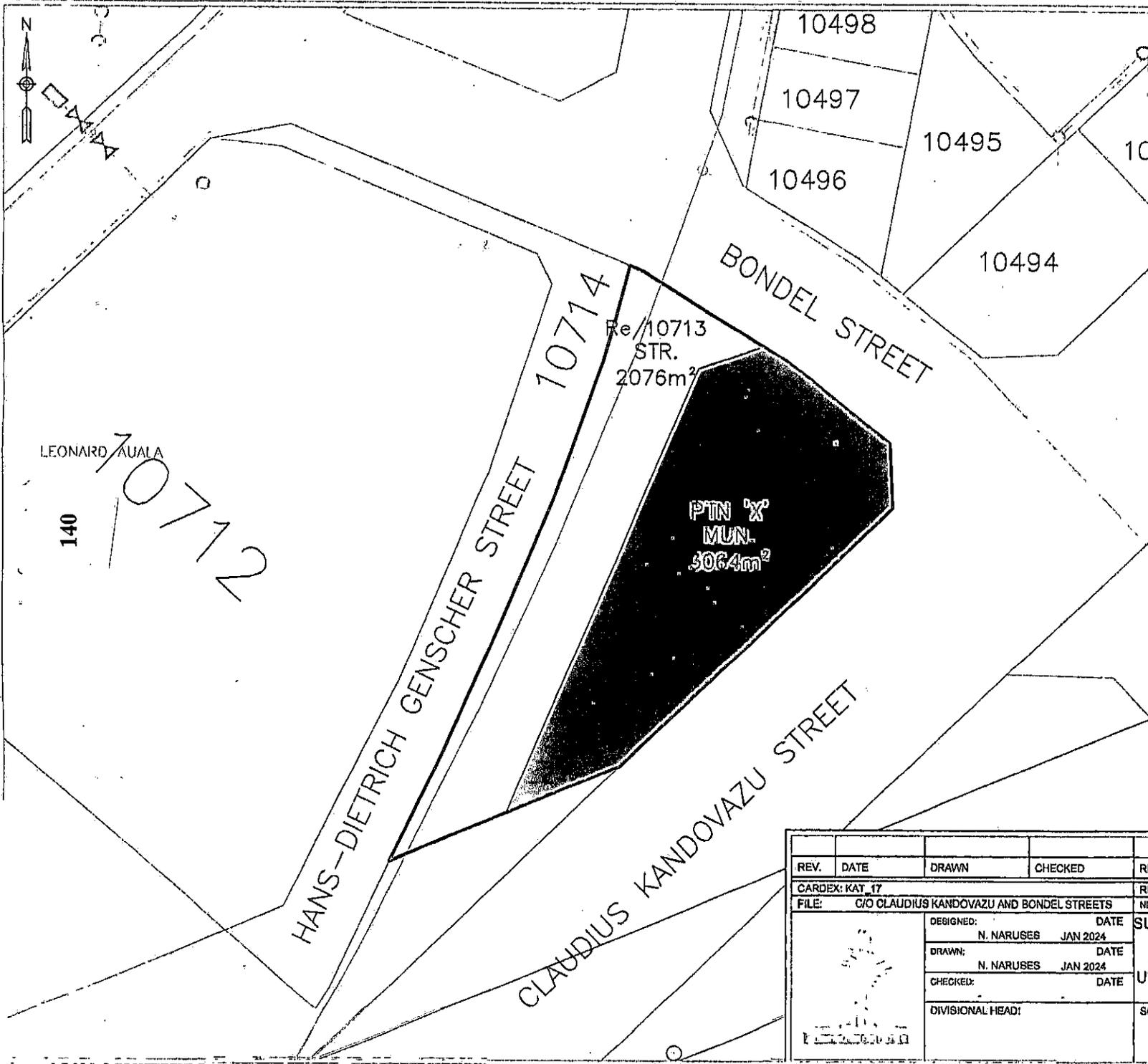
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**ANNEXURE C**  
**LOCALITY PLAN, SUBDIVISION & ZONING PLAN**



DATE		APPROVED BY	
SUSTAINABLE DEVELOPMENT			
DATE	DATE	DATE	DATE
DATE	DATE	DATE	DATE
LOCALITY MAP: CITY OF WINDHOEK			
SCALE: 1:1000			
PI 1945 / S			



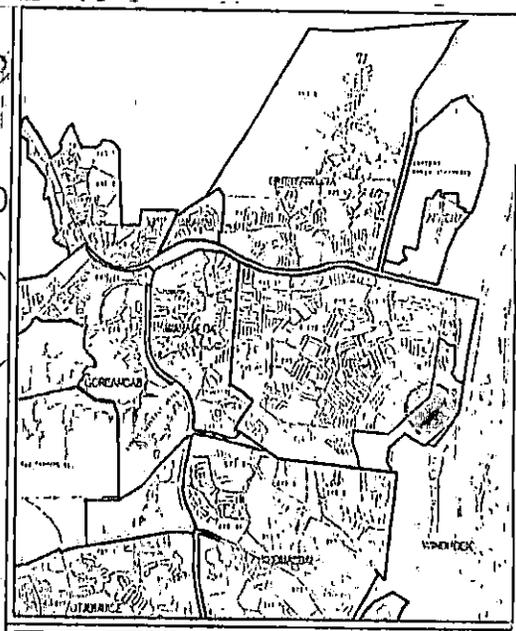
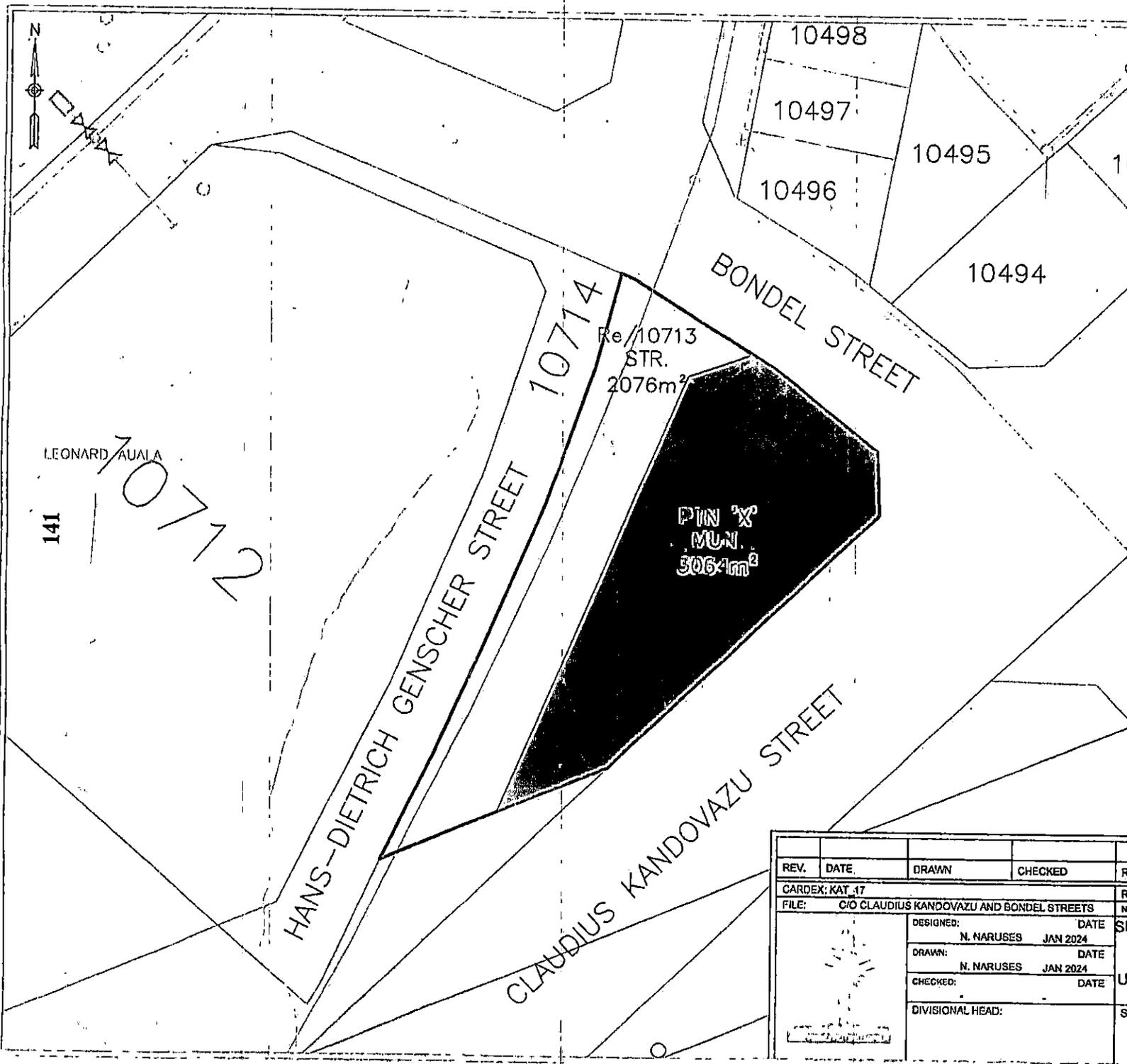


SUBDIVISION			
ERF NO.	ZONING		AREA (m²)
	CURRENT	PROPOSED	
RE/10713	UNDETERMINED	STREET	2076
PORTION 'X'	UNDETERMINED	MUNICIPAL	3064

**LEGEND:**

SEWER	—	NA	○
WATER	—	—	—
ELECTRICITY	—	—	—
SUBDIVISION ERF 3481, OTJ-9	—	—	—
BUSINESS	—	—	—
MUNICIPAL	—	—	—

REV.	DATE	DRAWN	CHECKED	REVISIONS
CARDEX: KAT_17				REF. DWG:
FILE: C/O CLAUDIUS KANDOVAZU AND BONDEL STREETS				NETWORK: O:\CAD DATA\DATA\MALL\KAT\KAT17\TP10713
DESIGNED: N. NARUSES		DATE JAN 2024		SUBDIVISION OF ERF 10713, KATUTURA, EXTENSION 17 INTO PORTION 'X' AND REMAINDER AND SUBSEQUENT REZONING OF PORTION 'X' FROM UNDETERMINED TO MUNICIPAL AND RESERVATION OF THE REMAINDER TO STREET
DRAWN: N. NARUSES		DATE JAN 2024		
CHECKED:		DATE		
DIVISIONAL HEAD:				
			SCALE 1: 750	SHEET 1



SUBDIVISION			
ERF NO.	ZONING		AREA (m <sup>2</sup> )
	CURRENT	PROPOSED	
RE/10713	UNDETERMINED	STREET	2076
PORTION 'X'	UNDETERMINED	MUNICIPAL	3064

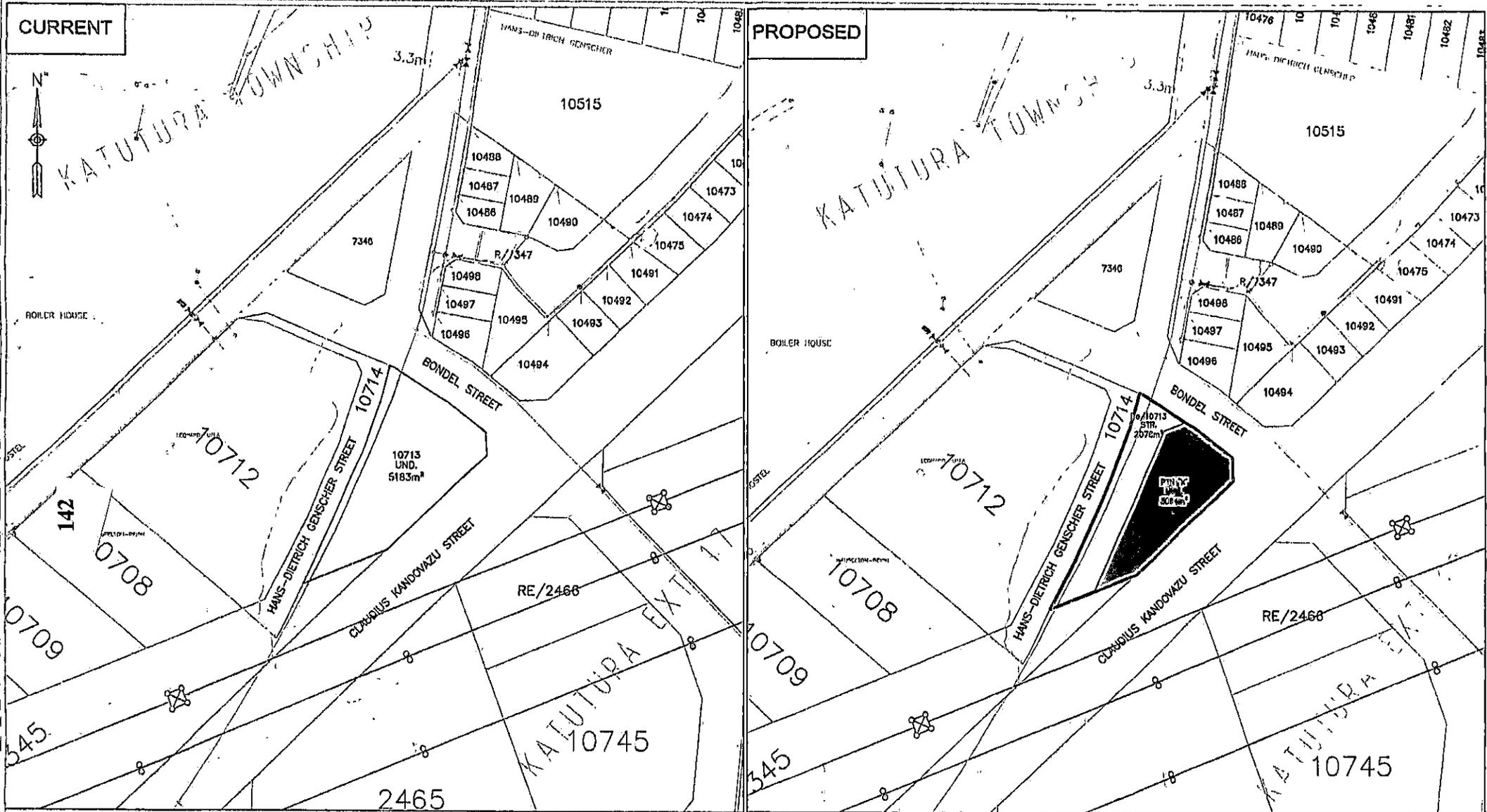
LEGEND:	
SEWER	○
WATER	□
ELECTRICITY	—
SUBDIVISION ERF 3431, CTJ-9	—
BUSINESS	▬
MUNICIPAL	▬

REV.	DATE	DRAWN	CHECKED	REVISIONS
CARDX: KAT_17				REF. DWG:
FILE: C/O CLAUDIUS KANDOVAZU AND BONDEL STREETS				NETWORK: O:\CAD DATA\DATA\MALL\KAT\17\TR\10713
DESIGNED: N. NARUSES		DATE: JAN 2024		SUBDIVISION OF ERF 10713, KATUTURA, EXTENSION 17 INTO PORTION 'X' AND REMAINDER AND SUBSEQUENT REZONING OF PORTION 'X' FROM UNDETERMINED TO MUNICIPAL AND RESERVATION OF THE REMAINDER TO STREET
DRAWN: N. NARUSES		DATE: JAN 2024		
CHECKED:		DATE:		
DIVISIONAL HEAD:			SCALE	SHEET 1
			1: 750	

SUB\_10713KAT17

CURRENT

PROPOSED



REV.	DATE	DRAWN	CHECKED	REVISIONS
CARDEX: KAT_17				REF. DWG:
FILE: C/O CLAUDIUS KANDOVAZU AND BONDEL STREETS				NETWORK: C:\CAD DATA\DATA\MALL\KAT\KAT17\TP10713
DESIGNED: N. NARUSES		DATE: JAN 2024		SUBDIVISION OF ERF 10713, KATUTURA, EXTENSION 17 INTO PORTION 'X' AND REMAINDER AND SUBSEQUENT REZONING OF PORTION 'X' FROM UNDETERMINED TO MUNICIPAL AND RESERVATION OF THE REMAINDER TO STREET
DRAWN: N. NARUSES		DATE: JAN 2024		
CHECKED:		DATE:		
DIVISIONAL HEAD:				SCALE: 1: 2000
				REZ_10713KAT17
				SHEET 2

17/08/2018  
20/08/2018  
01/09/2018

# City of Windhoek 143

Vision to be a Sustainable and Growing 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 10713 of KATUTURA	
TOWNSHIP EXTENSION:		
STREET NAME:	BONDEL STR	
STREET ADDRESS:	0 BONDEL STR	
USE ZONE:	UNDETERMINED	- Refer to Table B
PRIMARY USES:	None	
CONSENT USES:	All uses not under column 4	- Refer to Table H
DENSITY:	NOT APPLICABLE	- Refer to Table E
BULK FACTOR:		- Refer to Table F
COVERAGE:	85 %	- Refer to Table G
ERF SIZE:	5141 m <sup>2</sup>	- 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.

## Town Planning Certificate No. 1: Town Planning Scheme Information

Ref : \_\_\_\_\_

Enq : \_\_\_\_\_

Tel : \_\_\_\_\_

Applicants Address \_\_\_\_\_

Telephone Number : \_\_\_\_\_

Sir / Madam

Erf No: 10713

Township : KATUTURA

Street : BONDEL STR

In terms of the Windhoek Town Planning Scheme the following conditions apply to the above mentioned erf.

- |                  |                      |                   |
|------------------|----------------------|-------------------|
| 1. Use Zone :    | UNDETERMINED         | Refer to Table B. |
| 2. Density :     | NOT APPLICABLE       | Refer to Table E. |
| 3. Bulk Factor : |                      | Refer to Table F. |
| 4. Coverage :    | 85 %                 | Refer to Table G. |
| 5. Erf Size :    | 5,141 m <sup>2</sup> |                   |
| 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 BONDEL 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.

**ANNEXURE D**  
**CONDITIONS TO BE REGISTERED**

**Department of Urban and Transport Planning**

☒ 59  
80 Independence Avenue  
WINDHOEK, NAMIBIA



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Tel: (+264) 61 290 2073

Fax: (+264) 61 290 2060

[www.cityofwindhoek.org.na](http://www.cityofwindhoek.org.na)

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**CONDITIONS TO BE REGISTERED**

**IN FAVOUR OF THE LOCAL AUTHORITY:**

1. The following conditions shall be registered in favour of the local Authority against the title deeds of all the newly created erven (except for Street and the Public Open Spaces against which no conditions shall be registered):
  - 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 approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).
  - b) The minimum building value of the main building, excluding the outbuilding to be erected on the erf shall be at least equal to the municipal valuation of the erf.

Narikutuke Naruses

**Town Planner: Spatial Development Frameworks and Statutory Planning**

**ANNEXURE F**  
**ENVIRONMENTAL CLEARANCE CERTIFICATE**

ECC- 2401661

Serial: 24wwOIX1661



**REPUBLIC OF NAMIBIA**

**MINISTRY OF ENVIRONMENT, FORESTRY AND TOURISM**

**OFFICE OF THE ENVIRONMENTAL COMMISSIONER**

**ENVIRONMENTAL CLEARANCE CERTIFICATE**

**ISSUED**

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

**TO**

**City of Windhoek  
P.O Box 59, Windhoek**

**TO UNDERTAKE THE FOLLOWING LISTED ACTIVITY**

**Proposed Waste Buyback Centre on Erf 10713, Katutura, Windhoek, Khomas Region.**

Issued on the date: **2024-07-23**

Expires on this date: **2027-07-23**

(See conditions printed overleaf)

**ENVIRONMENTAL COMMISSIONER**



# MEMORANDUM



**TO :** *Mr. G. Hengari*  
**Acting Chief Solid Waste Management**

**FROM :** *Mrs. MM Hjarunguru*  
**Manager: Health and Environment Services**

**ENQ :** *Mr. O. Makuti*  
**Acting Section Head: Environmental Management**

**DATE :** 12/08/2024

Dear Mr Hengari

**RE: ENVIRONMENTAL CLEARANCE CERTIFICATE TO UNDERTAKE THE CONSTRUCTION AND OPERATION OF A WASTE BUY-BACK CENTRE ON ERF 10713, KATUTURA, WINDHOEK**

This Memo serves to submit to your office the Environmental Clearance Certificate (ECC) and Notification of Decision for the construction and operation of a waste buy-back centre on Erf 10713 located in Katutura. The abovementioned documents are attached to this memo.

The Health and Environment Services division was requested to undertake the abovementioned Environmental Impact Assessment in 2022. The Division nominated Messrs. Olavi Makuti and Mekondjo Shanyengange to be the Environmental Assessment Practitioners for this project. The EIA was successfully undertaken by the two officials. As you are aware, the report was only submitted towards the beginning of this year. There were some delays at the Office of the Environmental Commissioner (due to a huge backlog) to issue the clearance and the project was only issued with a clearance last month. The attached ECC will enable your division to commence with the operations of the buy-back centre.

Furthermore, please note that the Health and Environment Services Division will from time to time assess the implementation of the Environmental Management Plan of the buy-back centre to ensure compliance to the conditions of the ECC and compile the required Environmental Monitoring Reports.

I trust that you will find the above in order.

Yours sincerely

*Mrs. MM Hjarunguru*

**MANAGER: HEALTH AND ENVIRONMENT DIVISION**

**A2: DETAILS OF ASSESSMENT PRACTITIONER**

Olavi Makuti (Environmental Officer) | 064 2903518 (T) N/A (F) | 0811405033 |  
 EnvironmentClearanceCertificate@windhoekcc.org.na

**A3: LOCATION OF PROPOSED ACTIVITY**

(Annexure A – proposed site map)

**B. RELEVANT LISTED ACTIVITIES**

Legislation	Description of Listed Activity	Relevance to Proposed Activity
Regulation 29 of Government Notice No. 29 of 2012	INFRASTRUCTURE 10.1 The construction of- (a) oil, water, gas and petrochemical and other bulk supply pipelines; (b) public roads; (c) railways and harbours; (d) airports and airfields; (e) any structure below the high water mark of the sea; (f) cableways; (g) communication networks including towers, telecommunication and marine telecommunication lines and cables; (h) motor vehicle and motorcycle racing and test tracks; (i) the outdoor racing sites of motor powered vehicles including - (i) motorcars; (ii) trucks; (iii) motorcycles; (iv) quad bikes; (v) boats; and (vi) jet skis; (j) masts of any material or type and of any height, including those used for telecommunication broadcasting and radio transmission, but excluding - (i) flag poles; and (ii) lightning conductor poles. 10.2 The route determination of roads and design of associated physical infrastructure where - (a) it is a public road; (b) the road reserve is wider than 30 meters; or (c) the road caters for more than one lane of traffic in both directions. law relating to water resources.	PROPOSED WASTE BUYBACK CENTRE ON ERF 10713, KATUTURA, WINDHOEK, KHOMAS REGION.

**C. CONDITIONS****C1: Conditions of Approval**

1. This certificate does not in any way hold the Ministry of Environment, Forestry and Tourism accountable for misleading information, nor any adverse effects that may arise from these activities. Instead, full accountability rests with the proponent and its consultants.
2. This Ministry reserves the right to attach further legislative and regulatory conditions during the operational phase of the project.



REPUBLIC OF NAMIBIA

**MINISTRY OF ENVIRONMENT, FORESTRY AND TOURISM**

Tel: (00 26461) 284 2111  
Fax: (00 26461) 232 057

Cnr Robert Mugabe &  
Dr Kenneth Kaunda Street  
Private Bag 13306  
Windhoek  
Namibia

**OFFICE OF THE ENVIRONMENTAL COMMISSIONER**

**NOTIFICATION OF DECISION**

**REF NUMBER: ECC2401661**

**DATE OF ISSUE: 23 July 2024**

**DETAILS OF PROPONENT:**

**City of Windhoek  
P.O Box 59, Windhoek**

Dear Sir/ Madam

**SUBJECT: NOTIFICATION ON APPLICATION FOR ENVIRONMENTAL CLEARANCE TO UNDERTAKE THE PROPOSED LIST: PROPOSED WASTE BUYBACK CENTRE ON ERF 10713, KATUTURA, WINDHOEK, KHOMAS REGION.**

Notice is herewith given in accordance with section 37(2) of the Environmental Management Act, Act 7 of 2007, and Environmental Impact Assessment Regulations of 2012 (GG 4878): that a decision in respect to your application No. APP 240119002632 for an Environmental Clearance Certificate to undertake a listed activity has been reached.

**DECISION**

An Environmental Clearance Certificate (ECC) to undertake the listed activities specified in the environmental assessment report and draft management plan dated January 2024, is granted (ECC2401661). The applicant/proponent is therefore advised to comply with the conditions of approval set out in Section C of this notification.

**A. DETAILS OF THE PROPOSED ACTIVITY**

**A1: TITLE OF THE PROPOSED ACTIVITY**

**PROPOSED WASTE BUYBACK CENTRE ON ERF 10713, KATUTURA, WINDHOEK, KHOMAS REGION.**

*psf*  
**"Stop the poaching of our rhinos"**

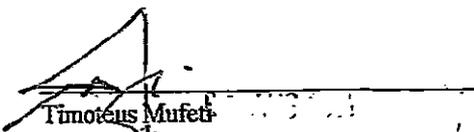
representing the Office of the Environmental Commissioner and Registered Interested and Affected Parties (I&APs)

12. Any changes to, or deviations from the scope of the alternative described in section B above must be accepted or approved, in writing, by the Office of the Environmental Commissioner before such changes or deviations may be implemented. In assessing whether to grant such acceptance/ approval or not, the Competent Authority may request information in order to evaluate the significance and impacts of such changes or deviations, and it may be necessary for the holder to apply for further authorisation in terms of the applicable legislation.
13. Officials representing the Office of the Environmental Commissioner must be, in possession and or by request and for the purpose of inspection referred to in C4(11) present their staff identification card in order to gain entry to the premises
14. The proponent is required, from the date of commencing implementation of project activities, to compile and submit environmental monitoring reports (on project progress and the environmental management profile) on a bi-annual basis to Office of Environmental Commissioner
15. Any changes to, or deviations from the scope of project activities approved in respect to the assessment received and reviewed for the purpose of granting this ECC Number (ECC2401661) are subject to an amendment application and approval by the Environmental Commissioner prior to adopting / implementing any such changes / deviations.
16. For the purpose of amending and or transferring the ECC, the proponent submit in the prescribed form and manner an application to the Office of the Environmental Commissioner, clearly indicating the need for amendment and or transfer of the ECC
17. Non-compliance with a condition of this Environmental Clearance Certificate or EMP may render the Proponent liable to criminal prosecution.

#### **D. DISCLAIMER**

The decision taken by the Office of Environmental Commission is based mainly on information provided by the proponent or their representative, therefore, it must be noted here that the proponent is accountable for any wrong and misleading information that may have been presented in the environmental assessment documents.

Yours Sincerely,

  
Timoteus Mufeti  
**ENVIRONMENTAL COMMISSIONER**

3. Regular environmental monitoring and evaluations on environmental performance should be conducted. Targets for improvements should be established and monitored throughout this process.

**C2: Clearance Certificate Validity**

1. This environmental clearance is valid for a period of 3 (three) years, from the date of issue unless withdrawn by this office.
2. On expiry of the ECC, the proponent is required to submit within a period not exceeding one month, and in the prescribed form and manner an application to the Office of the Environmental Commissioner for the renewal of the ECC.
3. Failure to renew an expired environmental clearance certificate shall result in permanent termination of the environmental clearance certificate.

**C3: Compliance with authorization under other laws**

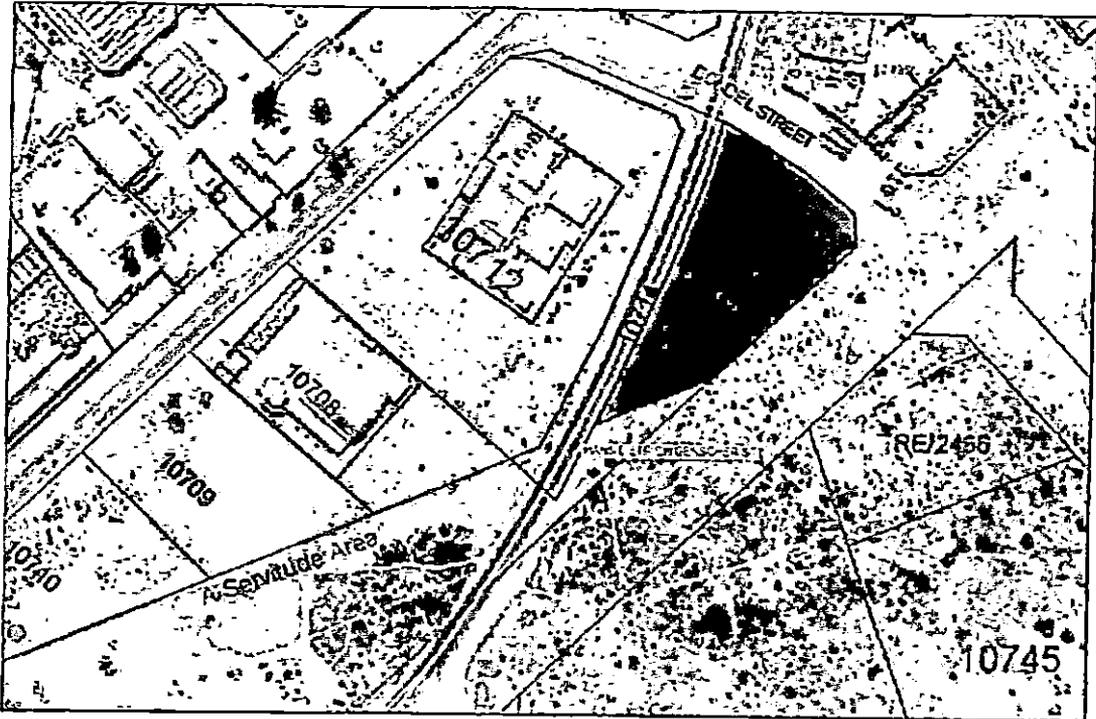
4. All other applicable and required permits or authorization from relevant competent authorities must be obtained prior to commencing the proposed activities and accordingly adhered to.

**C4: Implementation and Monitoring**

5. The granting of the Environmental Clearance Certificate (ECC) constitute, an approval for the implementation of mitigation measures proposed in your approved Environmental Management Plan (EMP), hence making the approved EMP legally binding document.
6. The proponent shall appoint a suitably experienced environmental control officer, or site agent where appropriate, before the commencement of any listed activities to ensure compliance with the conditions of approval and mitigation stipulated in the approved EMP
7. A copy of the Environmental Clearance Certificate (ECC), EMP, Environmental Audit and monitoring reports must be kept at the site of the authorized activity and readily available for inspection by officials of the Ministry and registered Interested and affected Parties (I&APs) on request.
8. Should any heritage remains be exposed during excavations or any other actions on the site, these must immediately be reported to the National Heritage Council of Namibia. Heritage remains uncovered or disturbed during earthworks must not be further disturbed until the necessary approval has been obtained from National Heritage Council.
9. Using the best and affordable methodology, the Proponent must ensure that all listed activity's operations footprints are thoroughly rehabilitated prior to closure of the operation. Wherever possible, the Proponent must proceed with the rehabilitation process concurrently with the progression of the project rather than wait until the damage is far beyond the available means of management.
10. The general standard for all rehabilitation processes must at all costs aim at restoring the natural character of the environment to the satisfaction of the Ministry of Environment, Forestry and Tourism. Such rehabilitation processes shall be inspected and certified satisfactory or unsatisfactory by the Ministry of Environment, Forestry and Tourism. Where a certificate of unsatisfactory is issued, the Proponent shall be advised to carry-out certain tasks to meet the requirements. Failure to meet the basic rehabilitation requirements shall be regarded by this Ministry as a breach of this contract and of which serious consequences shall follow.
11. Officials of the environmental commissioner's office may from time-to-time conduct spot-inspection (non-auditing) without prior notice and or Auditing Inspection (dates to be agreed prior to arrival to the site), hence access to the site and the aforementioned documentation must be granted to any authorized official

ANNEXURE A: SITEMAP / SITE LAYOUT

Erf 10713, Katutum is situated at the Corner of Hans Dietrich Genscher Street and Bondel Street (The coordinates of the site: -22.529772, 17.056970)



*[Handwritten signature]*

**ANNEXURE J**

**COPY OF CERTIFICATE OF REGISTERED TITLE**

PREPARED BY ME

CONVEYANCER

OLIVIER, V



8000000899399



**CERTIFICATE OF REGISTERED TITLE**

**NO.**

(Issued under the provisions of Section 43 of the Deeds Registries Act, 1937  
(No. 47 of 1937))

WHEREAS the

**MUNICIPAL COUNCIL OF WINDHOEK**

has applied for the issue to it of a Certificate of Registered Title under Section 43 of the Deeds Registries Act, 1937, in respect of the undermentioned land, being a portion of the land registered in its name by virtue of Certificate of Registered Title No. T. 8086 /2015;

|

120 11

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 the Registered owner of:-

**CERTAIN**                    ERF NO. 10713 (A Portion of ERF 7345),  
KATUTURA, EXTENSION 17

**SITUATE**                    In the Municipality of Windhoek  
In the Registration Division "K"  
Khomas Region

**MEASURING**                5141 (Five One Four One) square metres, as will  
appear on annexed Diagram No. A 668/2014

**HELD BY**                    Certificate of Registered Title No. T. 8086                /2015

A.     **SUBJECT** to the following conditions imposed by virtue of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954), namely:-

**IN FAVOUR OF THE LOCAL AUTHORITY:**

- (a)     This erf may 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 approved in terms of the Town Planning Ordinance, 1954 (Ordinance 18 of 1954), as amended;
- (b)     The building value of the main building, excluding the outbuildings to be erected on the erf, shall be at least four times the municipal 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 and henceforth shall be entitled thereto conformably to local custom, the State, however, reserving its rights.

SIGNED AT WINDHOEK on .....  
and confirmed with my Seal of Office.

  
\_\_\_\_\_  
REGISTRAR OF DEEDS



APPROVED		<i>J. J. J. J.</i>		No. A668/2014		
		2014				
SURVEYOR-GENERAL						
SIDES Metres	ANGLES OF DIRECTION	CO-ORDINATES System 22/17				DESIG.
			Y	X		
AB	3,03	292 24 10	A	- 6 958,33	+ 58 538,71	10713a
BC	33,82	301 29 20	B	- 6 961,12	+ 58 539,87	7345c
CD	26,60	308 31 20	C	- 6 989,96	+ 58 557,53	7345d
DE	13,13	357 29 50	D	- 7 010,77	+ 58 574,10	7345e
EF	75,76	46 28 20	E	- 7 011,35	+ 58 587,21	7345f
FG	49,91	67 39 24	F	- 6 956,42	+ 58 639,39	10713f
GH	23,84	206 35 00	G	- 6 910,26	+ 58 658,36	10713g
HJ	24,00	203 58 10	H	- 6 920,93	+ 58 637,04	10713h
JK	32,31	203 05 20	J	- 6 930,68	+ 58 615,11	10713j
KL	29,43	199 20 50	K	- 6 943,35	+ 58 585,39	10713k
LA	19,62	195 27 40	L	- 6 953,10	+ 58 557,62	10713l
			⊕	- 7 329,41	+ 58 133,95	FTSM23
			⊕	- 6 490,46	+ 59 211,46	FTSM51

DESCRIPTION OF BEACONS  
A, B, C, D, E, F, G, H, J, K, L - 16mm iron peg.

SCALE 1 : 2 000

The figure A B C D E F G H J K L represents 5141 square metres of land, being Erf No.10713 (a ptn of erf 7345) KATUTURA EXTENSION 17 situate in the Municipal Area of Windhoek Registration Division K Khomas Region Republic of NAMIBIA

Surveyed in August 2014 by me *D. Engelhard*

Land Surveyor  
D. Engelhard (Reg. No. 029)

This diagram is annexed to	The original diagram is	S.R. No. E. 221/2014
No. <i>12015</i>	No. A662/2014 annexed to	Gen. Plan No. K204
dated <i>2014</i>	Grant/Transfer	Noting Plan: MG-5AA/X33
<i>Amilma</i>	No.	X36
Registrar of Deeds		File No. Kat A/17

( - )  
①

PREPARED BY ME  
*[Signature]*  
CONVEYANCER  
OLIVIER, V

**APPLICATION FOR THE ISSUE OF A  
CERTIFICATE OF REGISTERED TITLE**  
(In terms of Section 43 of Deeds Registries  
Act, 1937 (Act 47 of 1937))

ELLY SHOOMBÉ SHIPIKI, in my capacity as **MANAGER: PROPERTY MANAGEMENT**  
of the Municipal Council of Windhoek, and as such duly authorised to act on behalf of  
and represent the:

**MUNICIPAL COUNCIL OF WINDHOEK**

hereby apply for the issue of a Certificate of Registered Title under the provisions of  
Section 43 of the Deeds Registries Act, No. 47 of 1937, in respect of the following  
property namely;

<b>CERTAIN</b>	ERF NO. 10713 (A Portion of ERF 7345), KATUTURA, EXTENSION 17
<b>SITUATE</b>	In the Municipality of Windhoek In the Registration Division "K" Khomas Region
<b>MEASURING</b>	5141 (Five One Four One) square metres, as will appear on annexed Diagram No. A 668/2014
<b>HELD BY</b>	Certificate of Registered Title No. T. 107/1982

Signed at WINDHOEK on this day 16 of September 2015.

**AS WITNESSES:**

1. *[Signature]*  
 2. *[Signature]*

*[Signature]*  
**MANAGER: PROPERTY MANAGEMENT**

**ANNEXURE N**  
**PROOF OF PUBLIC NOTIFICATIONS**  
**ADVERTISEMENTS & NOTICES**

## REZONING OF ERF 4386, KATUTURA EXTENSION 12

No. 91

2024

**Pan Africa Consulting cc**, Town and Regional Planners intends to apply to the City of Windhoek for:

- **Rezoning of Erf 4386, Katutura Extension 12 from Business with a bulk of 1.0 to institutional**
- **Consent to use the Erf for place of Public Worship purposes while the Rezoning is in place**

Erf 4386, Soweto is 115 8m<sup>2</sup> in extent. The respective erf is currently zoned as "Business" with a bulk of 1.0. The owner intends to rezone the erf to institutional in order to use the erf as a church or place of public worship. The building will also be used as a multipurpose hall that can cater for community meetings. The church is compatible with the existing surrounding land uses.

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.

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 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 22 March 2024).

**Applicant:**  
**Plan Africa Consultants**  
**Town and Regional Planners**  
**P. O. Box 4114, Windhoek**  
**No. 8 Delius Street, Windhoek**  
**Tel: (061) 212096 Cell: 0812716189**  
**Fax: (061) 213051**  
**Email Address: pafrika@mweb.com.na**

**Municipality of Windhoek:**  
**The Urban Planner**  
**The Town House, 5th floor, 516**  
**City of Windhoek**  
**P.O. Box 59**  
**Windhoek**

No. 92

2024

## SUBDIVISION OF ERF 10713, KATUTURA, EXTENSION 17

Notice is hereby given in terms of section 107(1) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) that the City of Windhoek intends to apply to the Namibia Planning Board for the following:

- **Subdivision of Erf 10713, Katutura, Extension 17 into Portion "X" and Remainder**
- **Rezoning of Portion "X" (a portion of Erf 10713, Katutura, Extension 17) from "Undetermined" to "Municipal".**
- **Reservation of the Remainder Erf 10713, Katutura, Extension 17 as "Street".**

The newly created portion "X" will be used for municipal purposes to promote waste reclamation and circular economy incubation initiatives. The remainder of the mother erf will be reserved to accommodate the alignment of Hans-Dietrich Genscher Street.

The planning layouts of the proposed development lies for inspection on the Town Planning notice board at Customer Care Centre, City of Windhoek headquarters, the Ministry of Urban and Rural Development, Division: Planning, second floor, Room No. 237, Government Office Park and the Office of the Surveyor General in Windhoek.

Any person objecting to the proposed application as outlined above may lodge such objections in writing together with the grounds thereof to the City of Windhoek Chief Executive Officer, P.O. Box 59 Windhoek, within 14 days after the publication of this notice.

**Enquiries:**

**Narikutuke Naruses**

**Town Planner: Spatial Development Frameworks and Statutory Planning,  
Sustainable Development**

**Department of Urban and**

**Transport Planning**

**City of Windhoek Tel: 061 - 290 2387**

**Email: narikutuke.naruses@windhoekcc.org.na**

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**REZONING OF ERF NO. 676, BLOCK A, REHOBOTH**

No. 93

2024

**Harmonic Town Planning Consultants cc, Town and Regional Planners, on behalf of the owner of the respective erf, intends to apply to the Rehoboth Town Council and the Urban Regional Planning Board for:**

- **Rezoning of Erf No. Rehoboth A 676 from "Single Residential" with a density of 1:500 to "General Residential" with a density of 1:100; and**
- **Consent to Commence with the Proposed Development while the Rezoning is in progress.**

Erf Rehoboth, A 676, measures ±1333 m<sup>2</sup> in extent and is zoned "Single Residential" with a density of 1:500. The proposed rezoning to "General Residential" with a density of 1:100 will enable the erf owner to develop flats on the erf. Parking to the development will be provided in accordance with the requirements of the Rehoboth Zoning Scheme.

That the plan of the Erf lies for inspection on the town planning notice board at the **Rehoboth Town Council** and at **Harmonic Town Planning Offices, 76B Pasteur 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 **Rehoboth Town Council** and with the Applicant in writing within 14 days of the last publication of this notice (**final date for objections is Thursday, 22 March 2024**).

**Contact: Harold Kisting**

**Harmonic Town Planning Consultants CC**

**Town and Regional Planners**

**P.O. Box 3216, Windhoek**

**Cell 081 127 5879**

**Fax: 088646401**

**Email: hkisting@namibnet.com**

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**Peace Corps**  
NAMIBIA

### Statement of Work (SOW) for Quality Assurance Specialist

Grade: 9  
Starting Salary Range: NAD 425,372 annually

#### 1. Background

The Quality Assurance Specialist (QAS) will champion a culture of quality assurance (QA), continuous quality process improvement, and system simplification at Peace Corps Namibia or (POST). In order to advance the quality assurance agenda, the QAS will take the lead on integrating a QA approach into relevant activities, serve as Records Liaison/Records Management point of contact, and also train and support staff in QA related areas. The QAS will play a supportive role to leadership in the coordination of volunteer site management and site history documentation, ensuring that clear guidance and systems are in place and adherent to policies. The QAS will be responsible for the oversight of VIDA (Volunteer Information Database Application), providing trainings as needed. The QAS will also be responsible for tracking deadlines and completion status of all mandatory trainings for all staff. The QAS will also assist with preparation for audits and program reviews/evaluations. This position will work across all units to support compliance and be a liaison with Head Quarters in Washington, D.C.

#### 2. Major Duties and Responsibilities

##### Continuous Quality Improvement Process

- Designs and oversees a yearly compliance calendar for recurring tasks and deadlines at Post.
- Works with office/department heads to identify recurring tasks, trainings, Post policies, or periodic reviews and reports that are mandated by agency policy/procedure and are required to be tracked. Adds key deadlines to the compliance calendar, to assist all departments with compliance.
- Provides status updates to Country Director (CD) and supervisors on completed and outstanding tasks.
- Integrates a QA approach into relevant Post activities, (e.g., administration of annual performance improvement or compliance tools, such as the Administrative Management Control Survey (AMCS)).
- Serves as a liaison between POST and Headquarters regarding compliance regulations and best practices including equity/ACDEIA
- Track mandatory trainings for all staff
- Volunteer Site Management (including Site History Files) Adopts a quality assurance approach for site management and promoting compliance with site management documentation and regulations.
- Volunteer Information Database Application (VIDA) Point of Contact (POC) Responsible for oversight of VIDA at Post, ensuring VIDA is used by all relevant staff throughout the Site Management, Volunteer Management, and Emergency Action Plan (EAP) Event Management processes.
- Tracks Office of Inspector General (OIG) and Regional Peace Corps Safety and Security Officer (PCSSO) recommendations for Post, along with other formal recommendations from other offices if appropriate.
- Provides periodic (monthly/quarterly) reports to CD, SSM, and other relevant Post staff on status of open recommendations.
- Coordinates with Region, and as appropriate Of-

fice of Safety and Security (OSS) and OCCO, to discuss challenges related to addressing OIG/PCSSO recommendations, and to share best practices.

- Other quality assurance related duties as assigned.

#### 5. Roles and Responsibilities

QAS reports directly to the Country Director.

#### 6. Logistics

QAS duty station is Windhoek and will be provided with a cell phone and computer access to perform duties as described in this SOW.

#### 7. Level of Effort

QAS will maintain a regular 40-hour office schedule. May need to work on weekends/holidays (e.g. PST) and may be required to carry a duty phone.

#### 8. Minimum Qualifications

- B.S., B.A. or higher degree.
- Five years of professional work experience.
- Preferred experience with records management, audit, compliance, project management or Volunteer management.
- Must be a Valid Permanent Resident Holder

#### 8.1. Other Qualifications

- Strong background in data standardization, process facilitation and management (organizational development, tracking tasks and processes and ensuring accurate documentation).
- Professional oral and written English proficiency required.
- Advanced computer proficiency in MS Office: Windows, Excel, Word.
- Experience working with database management software.
- Demonstrated intercultural competence, diversity, equity, inclusion, and accessibility related skills and experience.
- Demonstrated ability to synthesize, interpret, and apply regulations.
- Versatility: ability to take initiative to resolve problems.
- Detail-oriented and organizational skills.
- Demonstrated ability to work effectively in a multi-cultural team.
- Strong written and oral communication skills.
- Experience effectively coordinating complex processes across multiple business units.
- Experience in planning and delivering training.
- Ability to pass a background check and maintain a security clearance.

**APPLICATION PROCESS:** Individuals meeting the minimum qualifications should submit a cover letter, detailed CV, and certified copies of qualifications to the following:

Email: NA01-HR@peacecorps.gov Attn: Human Resources Specialist. Deadline for submission: Friday 12 April 2024, 12:30pm

Faxed applications will not be accepted.

*The U.S. Government is An Equal Opportunity Employer*

City of Windhoek  
Yearn Strong Sustainable and Cozy City 2022

## PUBLIC NOTICE

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- Subdivision of Erf 10713, Katutura, Extension 17 into Portion "X" and Remainder
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The planning layouts of the proposed development lies for inspection on the Town Planning notice board of Customer Care Centre, City of Windhoek headquarters, the Ministry of Urban and Rural Development, Division: Planning, second floor, Room No. 237, Government Office Park and the Office of the Surveyor General in Windhoek.

Any person objecting to the proposed application as outlined above may lodge such objections in writing together with the grounds thereof to the City of Windhoek Chief Executive Officer, RO, Box 59 Windhoek, within 14 days after the publication of this notice.

#### Enquiries:

Natasha Nautes  
Town Planner: Spatial Development Frameworks and Statutory Planning,  
Sustainable Development  
Department of Urban and Transport Planning  
City of Windhoek  
Tel: 061 - 290 2387  
Email: natasha.nautes@windhoekcc.org.na

Notice Number: 7/2024



#### Job Advertisement

**Position:** Estate Manager  
**Location:** Omeya Golf and Residential Oasis  
**Company:** Omeya Home Owners Association

Omeya Home Owners Association is seeking a highly skilled and experienced Estate Manager to oversee the operations and management of our estate. The ideal candidate will have a solid understanding of residential aesthetics, building regulations, financial administration, asset management, human resources, health and safety legislation, and property practitioners administration.

#### Key Responsibilities:

- Utilize experience in residential aesthetics and building regulations to ensure compliance and maintain the overall visual appeal of the estate.
- Manage general financial administration, procurement procedures, negotiations, and budgets effectively.
- Oversee asset management activities to optimize the value and performance of the estate.
- Handle human resources management and legislation to ensure a productive and harmonious working environment.
- Enforce health and safety legislation to guarantee the well-being of residents and staff.
- Ensure compliance with property practitioners administration and legislation.

#### Qualifications:

- Tertiary qualification in property/estate management or related field.
- Three to five years of experience in property or estate management, including infrastructure development, maintenance, security, municipal services, and health and safety.
- Technical aptitude and basic knowledge of plumbing and electrical systems.

#### Additional Skills and Abilities:

- Excellent communication and interpersonal skills.
- Strong organizational and leadership abilities.
- Proficiency in relevant software applications.
- Problem-solving and decision-making skills.
- Ability to work independently and as part of a team.

If you meet the qualifications and are ready to take on the challenge of managing our estate to the highest standards, we encourage you to apply. Please submit your resume and cover letter detailing your relevant experience and qualifications to: e-mail: maria@themanager.com.na

We look forward to reviewing your application.

Omeya Home Owners Association is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Closing date: 5 April 2024



**AL-ANON Family groups offer help for friends and relatives of alcoholics.**

**They provide assistance for people who live with alcoholics.**

Mail: vollmerdj@telecom.na  
Dawnnam@gmail.com  
Cell: 081 256 6229

**VENUE:** cnr Lüderitz and Kasino Street  
**DATE AND TIME:** Thursdays at 19H00

**TE KOOP**

SKOON ROLLE WIT KOERANTPAPIER  
VIR VELE GEBRUIKE

•PANEELKLOPPERS •NYWERHEDE •RESTAURANTE  
•SKOLE •VERPAKKINGSMATERIAAL per kg

Prys op aanvraag

SKAKEL AGNES: 330 500 OF CHANTEL: 330 502  
2 - 4 EIDERSTRAAT, LAFRENZ INDUSTRIEEL

# ATR

## AFRI-TRACK RAILWAY CONSTRUCTION

### EXTERNAL VACANCY - FLEET CLERK

Afri-Track Railway Construction (Pty) Ltd would like to invite suitable applicants who meet the requirements indicated below to apply for the following fixed-term vacancy.

#### KEY RESPONSIBILITIES

- Maintain accurate records of fleet details, ensuring all data from registration to usage is up to date and accurately monitored.
- Analyse fleet data to ensure trends, generate comprehensive reports and suggest improvements.
- Issue invoices for both internal and external stakeholders based on vehicle usage, ensuring billing is accurate and addressing any differences, in coordinating with the finance department.
- Build and maintain strong relationships with vendors, negotiating to secure the best terms and overseeing service quality.
- Ensure all fleet activities comply with current regulations, keeping abreast of any changes.
- Provide comprehensive administrative support, keeping fleet operations running smoothly and efficiently.
- Perform any other functions as directed by management or any other authorized person.

#### COMPETENCIES AND SKILLS

- A minimum of a Grade 12 certificate.
- 2-3 years of experience in administrative roles, ideally in fleet management or a similar field.
- Strong proficiency in Microsoft Office Suite (Excel, Word, Outlook) and familiarity with fleet management software.
- Candy or Build smart experience will be an advantage.
- Valid driver's license will be an advantage.
- A multitasker with the ability to prioritize in a fast-moving environment.
- Knowledgeable in fleet management regulations and best practices.
- Problem solving mindset with proactive approach to resolve issues.

Afri-Track Railway Construction (Pty) Ltd values diversity and is an equal opportunity employer. Interested candidates are encouraged to submit a comprehensive CV with certified copies of relevant documents to [hr@atr.com.na](mailto:hr@atr.com.na). Only shortlisted candidates will be contacted.

CLOSING DATE: 19 APRIL 2024

1<sup>st</sup> date of publication: 04/04/2024

## Vacancy |'va kən sē|

noun

An unoccupied position or job.

### CHIEF OPERATIONS OFFICER (GRADE E5) (RE-ADVERTISEMENT)

Duty Station: Head Office

Reporting to: Chief Executive Officer

Purpose: To develop, implement and monitor organisational and operational strategies; provide strategic direction; facilitate operational effectiveness and efficiencies aimed at achieving strategic objectives of the NTA in line with legislation, and to design operation policies, processes, procedures and systems to meet stakeholder requirements.

#### Key Performance Areas:

- Strategic Planning
- Operations Management and Reporting
- People Management
- Stakeholder Relationship Management
- Finance and Risk Management

#### Qualifications and Experience:

- Master's Degree in Business Management/Operations Management/Education and Training or equivalent qualification from a recognised institution (NQF Level 9);
- Ten (10) years relevant experience of which five (5) years on senior or executive management level (national/ regional/ or international exposure) to the TVET industry is an advantage.

#### Other Competencies:

- Strong Leadership and Managerial Skills
- Excellent Interpersonal and Communication Skills
- Critical/Analytical/Systems Thinker
- Strong Problem Solving and Decision Making Skills
- Computer Literate
- Excellent Command of English (Written and Spoken)
- Strong Conflict Management Skills

Closing Date: 19 April 2024

Applications should be emailed to: [hr@nta.com.na](mailto:hr@nta.com.na) or couriered or hand-delivered at NTA Village, Pand Street, Khomasdal (former Rössing Foundation).

The NTA is an Equal Opportunity Employer and candidates from designated groups are encouraged to apply. Please note that reference checks and competency assessment tests will be conducted and qualifications will be verified. Only shortlisted candidates will be contacted. Only certified documents will be accepted. All applicants with foreign qualifications must submit their application(s) by attaching their Namibia Qualifications Authority (NQA) evaluation results/ records.

The NTA reserves the right not to make any appointment in this position.



## Vacancy

Interested persons should visit our Careers page at [www.standardbank.com.na](http://www.standardbank.com.na) for more information on the following vacancy:

- Specialist, Digital Channels Support

Closing Date: 18 April 2024

\*Previously disadvantaged individuals are encouraged to apply.



Windhoek is the Sustainable and Creative City by 2027

## PUBLIC NOTICE

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Any person objecting to the proposed application as outlined above may lodge such objections in writing together with the grounds thereof to the City of Windhoek Chief Executive Officer, P.O. Box 59 Windhoek, within 14 days after the publication of this notice.

Enquiries:  
 Nambiusa Nuruses  
 Town Planner, Spatial Development Frameworks and Statutory Planning,  
 Sustainable Development  
 Department of Urban and Transport Planning  
 City of Windhoek  
 Tel: 061 - 290 2387  
 Email: [nambiusa.nuruses@windhoekcc.org.na](mailto:nambiusa.nuruses@windhoekcc.org.na)

Notice Number: 7/2024

Windhoek is the Sustainable and Creative City by 2027  
 Corporate Communications, Marketing and Public Participation

# focus

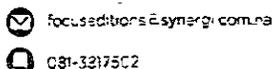
Under the Theme, A New Dawn, the Working Nation will focus on Namibia's growing economy and the new opportunities that await the Namibian Nation.

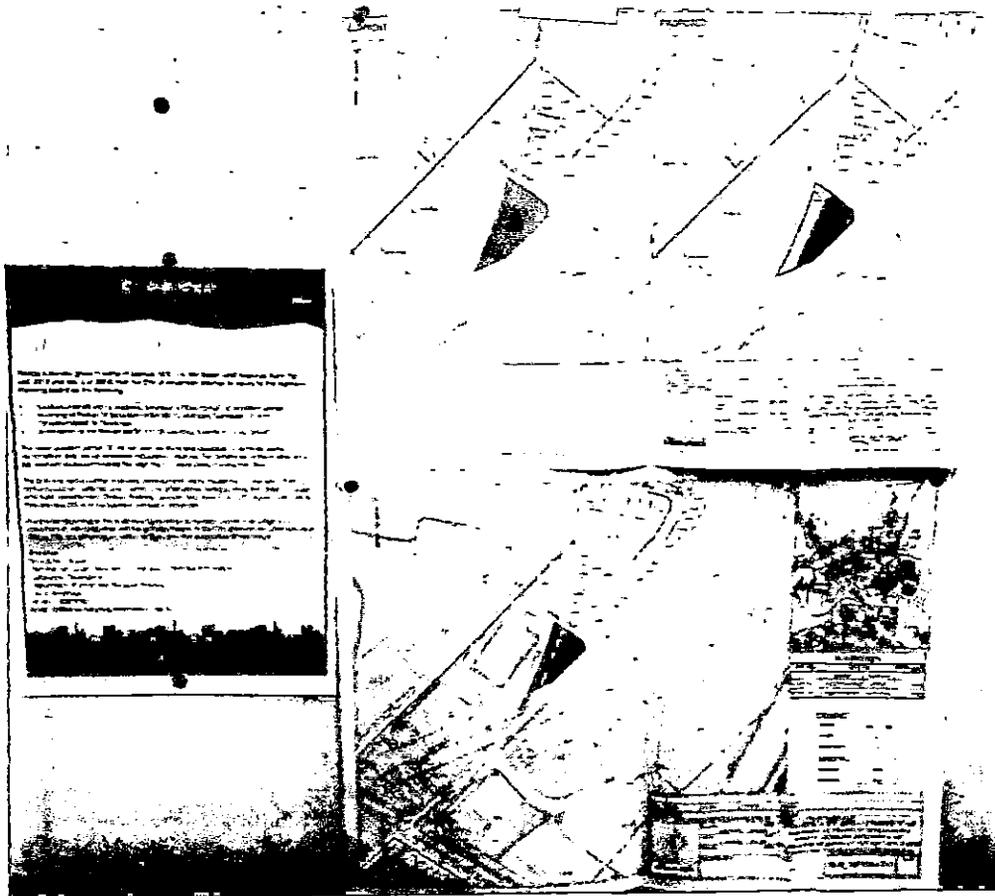
Publication Date: 07 May 2024

- Topics will include, but are not limited to:
- Certain aspects of the 2024/2025 National Budget
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  - Green Hydrogen
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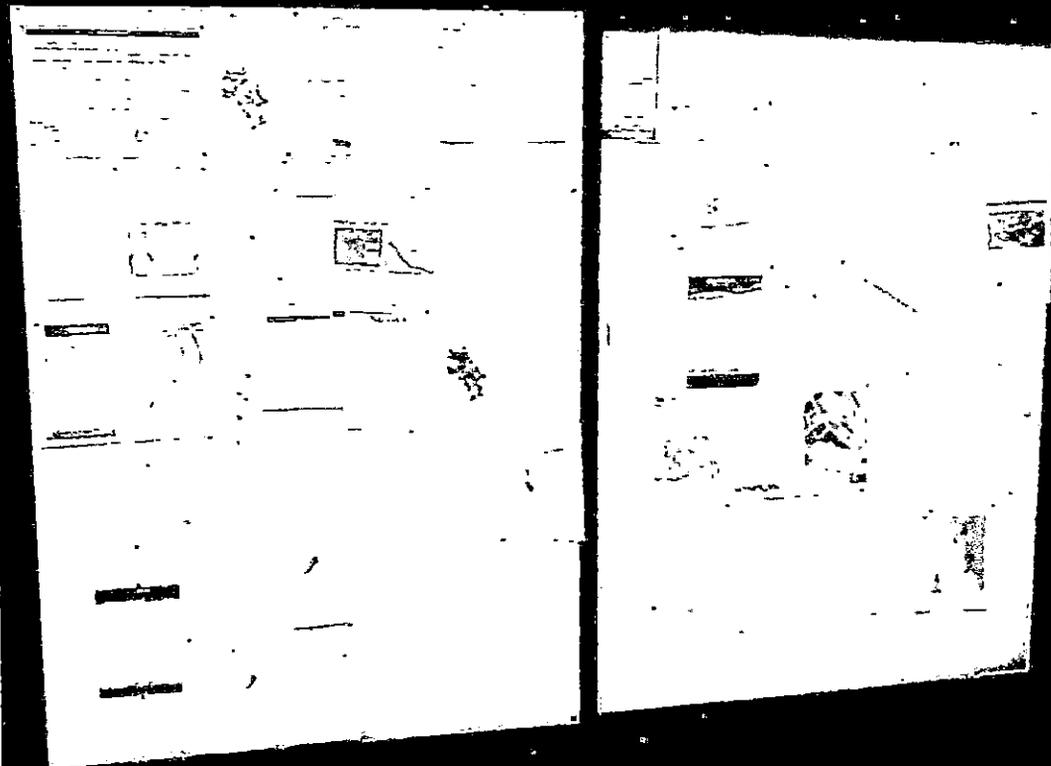
The Working Nation focus invites you, our partner, in supporting the growth of Namibia's economy and celebrating our NEW DAWN, by sharing your contribution, your story in our Working Nation Focus.

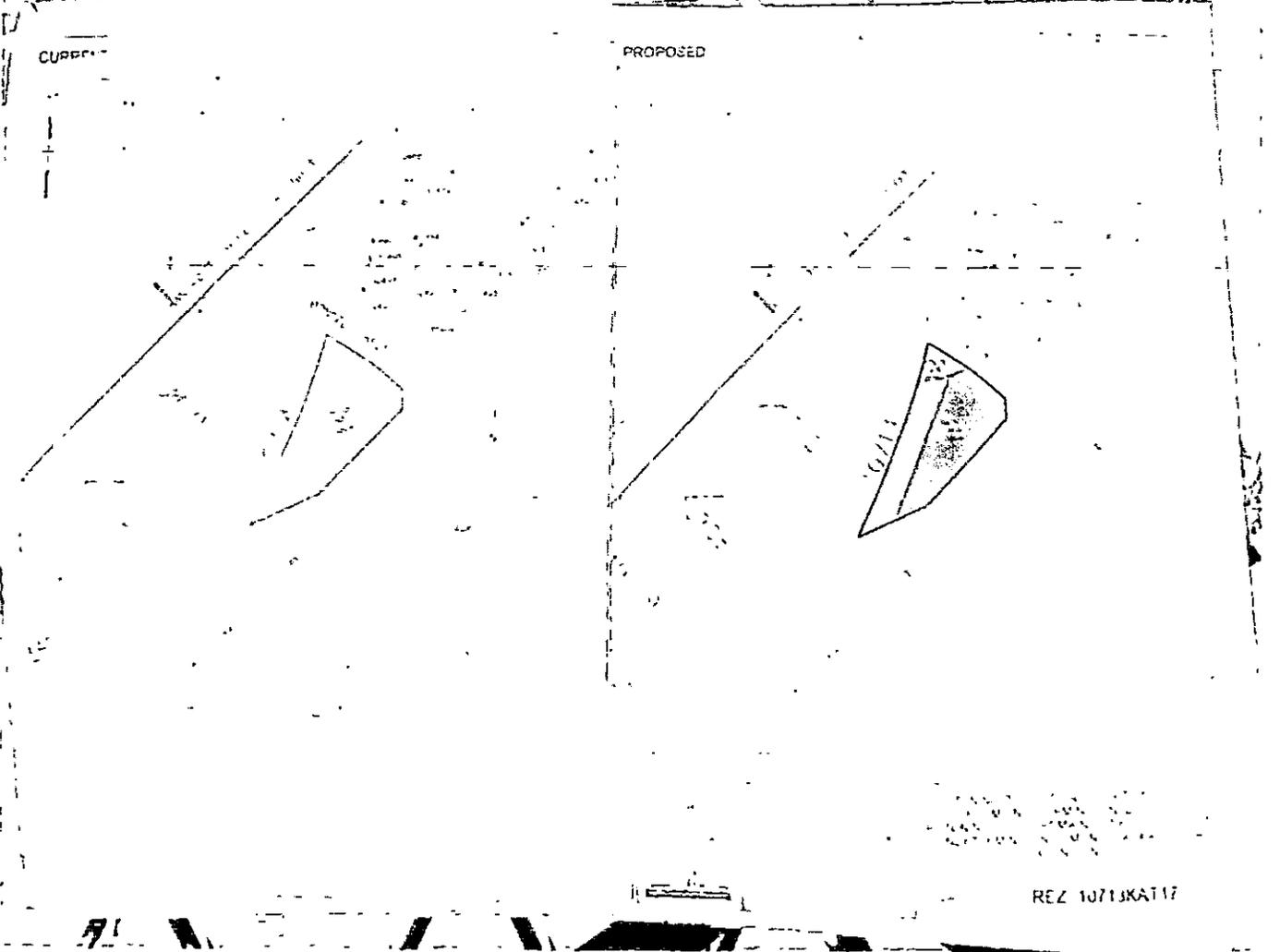
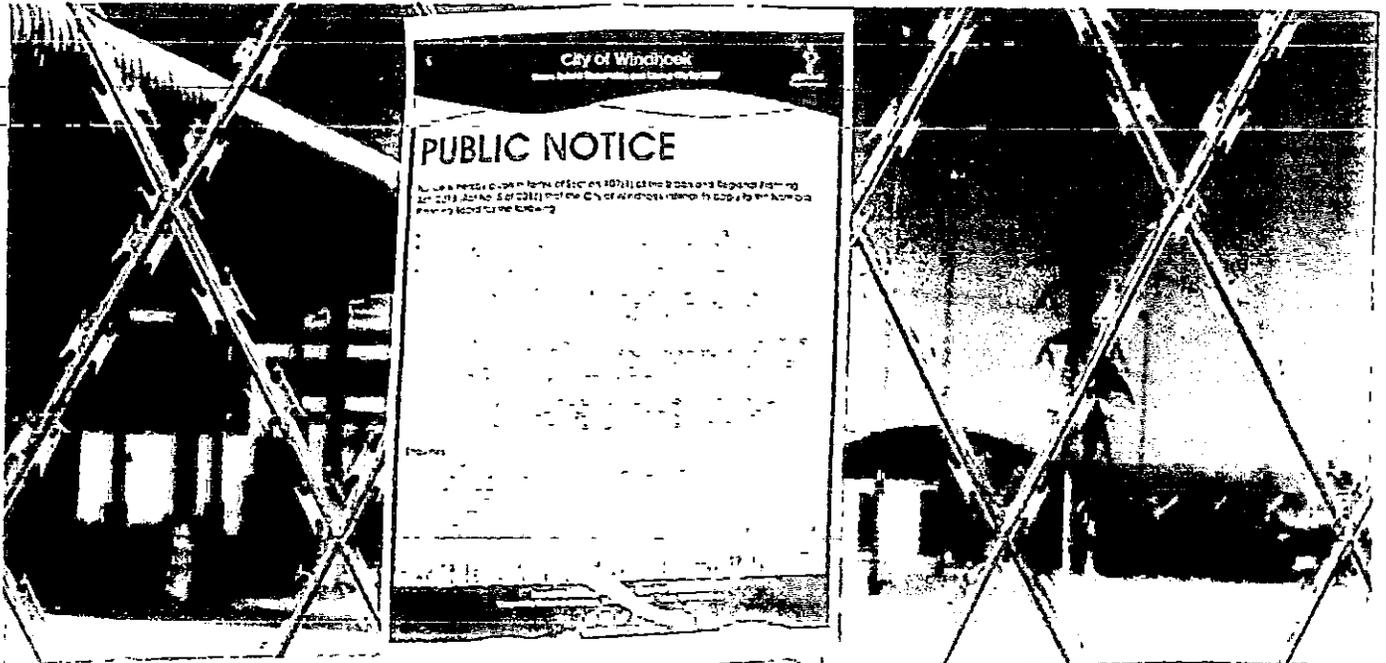
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**TOWN PLANNING  
ZONE MAPS**





REZ 1071JKAT17



## LIST OF REGISTERED ITEMS POSTED

Department of Urban and Transport Planning, Enquiries: Ms N Naruses

Sender's Reference No.	Addressee's Name and Address	Registration No.
1	ANGERMUND TRANSPORT CC PO BOX 2253, WINDHOEK, NAMIBIA	 BA 003 142 053 NA
2	LIFELINE INVESTMENT CC, MR J SHIHE PO BOX 61461, KATUTURA, NAMIBIA	 BA 003 142 073 NA
3	LOUKS BODIES & SPRAY PAINT PO BOX 70703, KHOMASDAL, NAMIBIA	 BA 003 142 087 NA
4	SHAIJENGANGE ERSAMUS ESAU P O BOX 70703, KHOMASDAL, NAMIBIA	 BA 003 142 056 NA
5	SHIHEPO JOHANNES & PAULINA PO BOX 61461, KATUTURA, NAMIBIA	 BA 003 142 103 NA
6	KAHURD INVESTMENTS CC, TIJHANA KAHORONGO FO BOX 20077, WINDHOEK, NAMIBIA	 BA 003 142 113 NA
7	OMUHONGE PROP (PTY) LTD PO BOX 217, WINDHOEK, NAMIBIA	 BA 003 142 127 NA

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## NOTICE OF MOTION (1)

FROM: CLLR. MAITJITUAVI KAVETU  
 TO: HER WORSHIP. NDESHIHAFELA LARANDJA  
 COUNCIL MEMBERS  
 THE CHIEF EXECUTIVE OFFICER



## MOTION 1

**RE: REQUEST TO ADDRESS THE CONCERNS OF THE SHACK DWELLERS  
 FEDERATION GROUPS IN THE QUEST FOR LAND OWNERSHIP**

## PURPOSE

I, Cllr. Kavetu, hereby gives notice in accordance with Rule 13 of the Standing Rules in connection with convening and holding of and procedure at, meeting of Local Authority Act, 1992, regarding the abovementioned subject matter, in respect of Council Ordinary Meeting scheduled on 26 June 2025.

This motion is intended to pursue and achieve the following objectives:

- a) To accelerate access to land ownership in line with government efforts to formalize informal settlements and improve living standards in the City of Windhoek residents.
- b) To provide a clear understanding of the barriers preventing Shack Dwellers Federation groups from achieving land ownership and addressing these obstacles effectively.
- c) To promote cohesion and restore the affected Shack Dwellers Federation groups public confidence in the City of Windhoek.

## BACKGROUND

It has come to my attention that despite significant financial efforts made to the City of Windhoek by the two Shack Dwellers Federation groups, namely Uulalelo Awuhe Okongulohi and Step by Step areas respectively after several years. The two concerned groups have not yet acquired the promised land ownership from the City of Windhoek.

The two groups have entered into land sale agreement with City of Windhoek, whereby they "fulfilled" their contractual financial obligations to the City of Windhoek. Uulelo Awuhe Okongulohi has a number of family households who are being affected by this predicament.

However, despite fulfilling their financial obligations, these groups, the concerned groups, have not yet seen their plots demarcated and allocated to them as agreed. The delay in finding a lasting solution into this matter has shattered their dreams for both land ownership and formal housing. The most frustrating for them is that age is catching up with them and some are heading into retirement. This predicament not only affect them financially to build or sustain their desired houses, but also the fact that they are afraid to leave behind their dependents without a proper shelter if the delay continues to persist further. Furthermore, the concern of these two groups has also born an idea and possibility of other Shack Dwellers Federation Groups on Windhoek who might suffer the same consequences or have the same concerns. Thus, there is also a need for the City Council to address this matter holistically and find a lasting solution to the Shack Dwellers Federation groups in Windhoek.

#### **MOTIVATIONS**

The Purpose of the motion is Twofold:

- a) To seek Council support and approval to address the long-standing challenges faced by the Shack Dwellers Federation groups, namely: Uulalelo Awuhe Okongulohi in the Goreagab Dam area and Step by Step in Havana, in their long overdue quest for land ownership.
- b) To seek Council support and approval to consider a holistic approach aimed at similar concerns from/of other Shack Dwellers Federation groups in Windhoek with similar agreements with the City of Windhoek.

#### **PROPOSED RESOLUTIONS**

In light of the above-mentioned, the support and approval is hereby sought from the Council to request the Chief Executive Officer to provide a full detailed report and records with all supporting documents explaining the fundamental reasons that caused delay in respect of the two concerned Shack Dwellers Federation Groups previously mentioned to acquire the agreed land scale agreement with the City of Windhoek but not limited to the following:

- a) **Contract land sale agreement for each respective concerned groups with City of Windhoek.**

- b) Proof of Full payment for each respective concerned group.
- c) Any correspondence by the City of Windhoek to the concerned groups, including the minute of any meeting held between the City of Windhoek and the concerned groups.
- d) Any correspondence, agreement or proposal or minutes of any meeting held by/with the City of Windhoek with external institutions or organizations concerning the abovementioned two groups.
- e) That the requested information be provided on or before the next Ordinary Council Meeting, as scheduled.

## CONCLUSION

In closing, the unfulfilled land ownership agreements with the Uulalelo Awuhe Okongulohi and Step by Step Shack Dwellers Federation groups represent a significant breach of trust and a direct impediment to the well-being of our community members. Despite their diligent fulfillment of financial obligations, these residents face an uncertain future.

This motion seeks not only to rectify the immediate injustices faced by these two groups but also to establish a comprehensive framework for addressing similar concerns across all Shack Dwellers Federation groups in Windhoek. We hereby request a detailed update or report from the Chief Executive Officer at the next ordinary council meeting.

Ultimately, by supporting this motion, the Council will reaffirm its commitment to accelerating land ownership, formalizing informal settlements, and restoring the faith of our citizens in the City of Windhoek's ability to deliver on its promises. It is imperative that we act decisively to ensure that all residents, regardless of their current circumstances, have the opportunity to achieve the security and dignity that comes with formal land ownership.

PROPOSED BY: CLLR. MAITJITUAVI KAVETU :



18/04/2025

SECONDED BY: CLLR. ILLSE KEISTER-ELAGO (ELECTRONICALLY SIGNED)

# OFFICE OF THE CHIEF EXECUTIVE OFFICER

✉ 59

80 Independence Avenue  
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www.cityofwindhoek.org.na

*The Gateway to Smarter Opportunities*

ENQ: KA Krotz  
DATE: 19/06/2025

TEL: 061-2902615/2304  
REF: Motion

Council Member Maitjituavi Kavetu  
CITY OF WINDHOEK

Dear Council Member Kavetu,

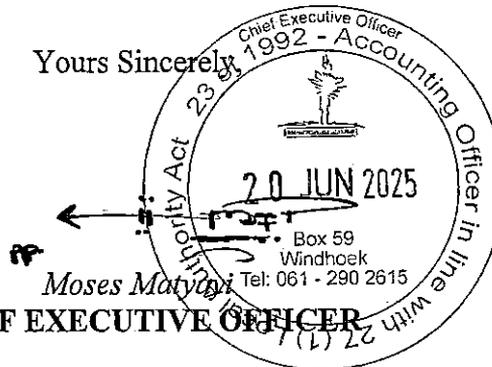
**RE: REQUEST TO ADDRESS THE CONCERNS OF THE SHACK DWELLERS  
FEDERATION GROUPS IN THE QUEST FOR LAND OWNERSHIP**

Your Motion dated 18 June 2025 on the above subject matter is herewith being acknowledged.

As per the relevant provisions of the Standing Rules and Order, the Motion will be placed on the agenda of the upcoming Council meeting scheduled to be held on 26 June 2025.

Trust that you find this in order.

Yours Sincerely,



cc: Her Worship the Mayor, Council Member Ndesihafela Larandja  
Honourable Council Members

## NOTICE OF MOTION (2)

FROM: CLLR. MAITJITUAVI KAVETU  
 TO: HER WORSHIP. NDESHIHAFELA LARANDJA  
 COUNCIL MEMBERS  
 THE CHIEF EXECUTIVE OFFICER



## MOTION 2

**RE: REQUEST TO REVIEW/AMEND THE EXISTING LEASE AGREEMENT IN RESPECT OF RESIDE ERVENS IN FOLLOWING LOCATIONS: OKURYANGAVA, OKAHANDJA PARK, BABYLON, HAVANA, OTJOMUISE, MIX SETTLEMENT, GOREAGAB LOCATIONS**

## PURPOSE

I, Cllr. Kavetu, hereby gives notice in accordance with Rule 13 of the Standing Rules in connection with convening and holding of, and procedure at, meeting of Local Authority Councils and committees established by the Local Authority Councils: Local Authorities Act, 1992 regarding the above-mentioned subject matter, in respect of the Council Ordinary Meeting schedule on 26 June 2025.

The purpose of this motion is to seek support and approval from the Council to consider the need to review or and the existing Lease Agreements in respect of rental residential ervens in locations such as Okuryangava, Okahandja Park, Babylon, and Havana, Otjomuise, Goreagab and Mix Settlements, to provide the leaseholders an opportunity or option to acquire landownership and build their dream houses, thereby addressing their housing needs and improving their living standard.

The objective of this motion is to :

- a) Accelerate access to land ownership and among the formalization of informal settlements and improve living standards in the City of Windhoek.
- b) Remove any barriers or obstacles in the lease agreement, preventing leaseholders from acquiring land ownership and addressing these obstacles effectively.
- c) Assess and verify the financial standing of all affected lessees with the City of Windhoek regarding their rental erven fees and provide alternative solutions.

## BACKGROUND

It has come to my attention that the City of Windhoek has entered into lease agreements in respect of residential ervens in locations such as Okuryangava, Havana, Goreagab, Babylon, Otjomuise, Okahandja Park and Mix Settlement. Notwithstanding the good intention of the current lease agreement under then circumstances, however, given the current circumstances of housing and landownership crisis at hand in Windhoek as well as the quest to accelerates the formalization of informal settlements, there is a need for the Council to grant approval for the City of Windhoek to review or amend the current lease agreement in question and pave a way for the leaseholders to acquire landownership over these ervens.

The quest to review and amend these lease agreements is necessitated by the fact that such lease agreements made no provisions for an option in respect of:

- a) Landownership acquisition by the lease;
- b) Leasing period required before, a lease qualifies for landownership acquisition;
- c) The value of the rental ervens, and there is no relationship between the monthly rental payments with the value of landownership acquisition by the lease; and
- d) The lease has no right to contract a permanent structure.

In light of the above-mentioned circumstances, the leasee are entitled to use community tap water and public toilets. While effort was made by the City of Windhoek to electrify the informal settlements mostly among rental residential ervens, such some ervens remains unelectrified.

It also came to my attention that some of the leasee of the rental residential in question are also part and parcel of Shacks Dwellers Federation Groups, e.g, the Uulalelo Awuhe Okongulohi in Goreagab and Step by Step in Havana. Hence, there is a need to look at this matter in a holistic manner.

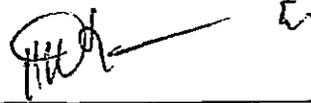
Finally, this motion sought support and approval from the Council to review, and the lease agreements pave away for the leasee an opportunity and option to acquire landownership and formalisation of above-mentioned informal settlements or location with further delays.

**PROPOSED RESOLUTIONS**

The current lease agreements for residential ervens in areas like Okuryangava, Okahandja Park, Babylon, Havana, Otjomuise, Mix Settlement, and Goreagab, while perhaps well-intentioned at their inception, no longer serve the best interests of Windhoek's residents given our pressing land ownership and housing crisis. The lack of provisions for land ownership acquisition, defined leasing periods for qualification, clear valuation of ervens, and the right to construct permanent structures severely hinders the ability of leaseholders to improve their living standards and secure their future. We hereby request a detailed update or report from the Chief Executive Officer at the next ordinary council meeting. It is therefore recommended that that Council resolves that:

- a) CEO should review the current lease agreements in line with the above.
- b) That the CEO provides a report to Council at the Next Ordinary Council Meeting.

PROPOSED BY: CLLR. MAITJITUAVI KAVETU :



18/06/2025

SECONDED BY: CLLR. ILLSE KEISTER-ELAGO (ELECTRONICALLY SIGNED)

# OFFICE OF THE CHIEF EXECUTIVE OFFICER

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The Gateway to Endless Opportunities

ENQ: KA Krotz  
DATE: 19/06/2025

TEL: 061-2902615/2304  
REF: Motion

Council Member Maitjituavi Kavetu  
CITY OF WINDHOEK

Dear Council Member Kavetu,

**RE: REQUEST TO REVIEW/AMEND THE EXISTING LEASE AGREEMENT IN RESPECT OF RESIDE ERVENS IN FOLLOWING LOCATIONS: OKURYANGAVA, OKAHANDJA PARK, BABYLON, HAVANA, OTJOMUISE, MIX SETTLEMENT, GOREANGAB LOATIONS**

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As per the relevant provisions of the Standing Rules and Order, the Motion will be placed on the agenda of the upcoming Council meeting scheduled to be held on 26 June 2025.

Trust that you find this in order.

Yours Sincerefely,


  
 Moses Matyasi  
**CHIEF EXECUTIVE OFFICER**

cc: Her Worship the Mayor, Council Member Ndesihafela Larandja  
Honourable Council Members