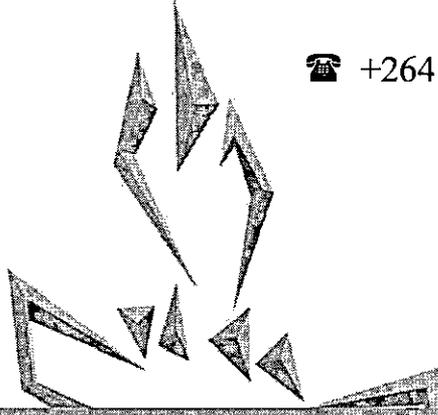


DOCUMENT 1

CITY OF WINDHOEK

✉ 59, Windhoek

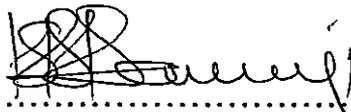
☎ +264 61 2902911

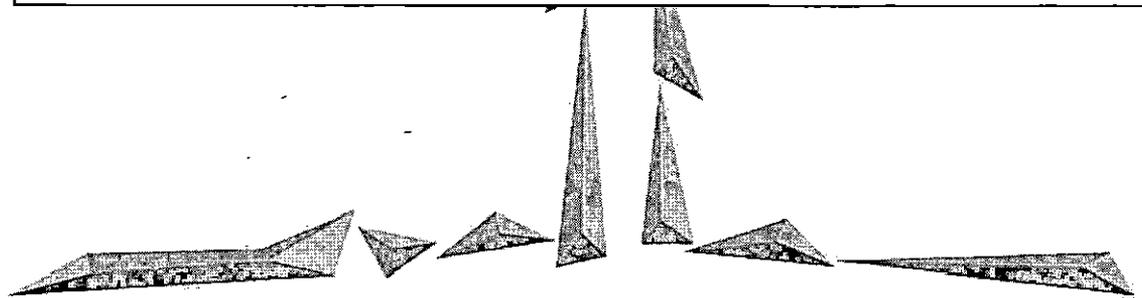


NOTICE is hereby given of the monthly meeting of the

MUNICIPAL COUNCIL OF WINDHOEK

scheduled to be held on **Wednesday, 28 May 2025**, rescheduled to be held on **Thursday, 5 June 2025 at 17:30**, in the new Council Chambers, Windhoek.


.....
CHIEF EXECUTIVE OFFICER



ENQUIRIES: Ms M Garises/jr
Ms T Edward

REF: 2025-06-05(05-28).ca

TELEPHONE: 2902557/2902574

DATE: 2025-06-02

INDEX

PAGE

1	OPENING BY PRAYER	
2	OFFICIAL ANNOUNCEMENTS, STATEMENTS AND COMMUNICATIONS BY THE MAYOR - COUNCIL MEMBER NDESHIHAFELA LARANDJA	
3	APPLICATIONS FOR LEAVE OF ABSENCE	
4	DECLARATION OF INTEREST	
5	CONFIRMATION OF MINUTES	
6	PETITIONS	
7	MOTIONS	
8	ANSWERS TO QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN	
9	MINUTES OF MANAGEMENT COMMITTEE	
9.1	APPROVAL OF MINUTES (MC 09/2025)	
9.1.1	FNS.1 [UTP] APPLICATION FOR THE SUBDIVISION OF PORTION 133 (A PORTION OF PORTION 45), FARM BRAKWATER NO. 48, INTO SEVEN (7) PORTIONS AND THE REMAINDER OF PORTION 133 (A PORTION OF PORTION 45) OF FARM BRAKWATER NO. 48	3
9.2	APPROVAL OF MINUTES (MC 10/2025)	
9.2.1	GOV.2 [CEO] ACCEPTANCE OF THE GRANT FUNDING FOR THE PROJECT TITLED: THE ESTABLISHMENT OF A SOLAR CENTRE FOR WINDHOEK UNDER THE FRAMEWORK OF THE WINDHOEK - BERLIN PARTNERSHIP	20
9.2.2	GOV.10 [CONFIDENTIAL MATTER]	24
9.2.3	GOV.11 [EDC] REQUEST FOR APPROVAL TO SIGN A MEMORANDUM OF AGREEMENT (MoA) BETWEEN THE MUNICIPAL COUNCIL OF WINDHOEK AND AGRA PROVISION TRAINING AND CONSULTING SERVICES (PTY) LTD ON URBAN FOOD AND NUTRITION SECURITY	25

	PAGE	
9.2.4	GOV.12 [HCC] STAFF MATTER	35
9.2.5	GOV.13 [CEO] CONFIDENTIAL MATTER	35
9.2.6	GOV.14 [CEO] STAFF MATTER	35
9.2.7	FNS.1 [HPH] APPLICATION TO PURCHASE A PORTION OF ERF 4108, KATUTURA EXTENSION 2 FOR CONSOLIDATION WITH ERF 3866, KATUTURA EXTENSION 2	36
9.2.8	FNS.2 [HPH] APPLICATION TO PURCHASE A PORTION OF ERF 3030, KATUTURA EXTENSION 13 FOR CONSOLIDATION WITH ERF 3047, KATUTURA EXTENSION 13	46
9.2.9	FNS.3 [UTP] APPLICATION FOR REZONING OF ERF 347, OLYMPIA FROM 'RESIDENTIAL' WITH A DENSITY OF ONE (1) DWELLING PER 900 m ² TO 'OFFICE' WITH A BULK OF 0.4 AND CONSENT FOR A BUSINESS BUILDING	54
9.2.10	FNS.4 [UTP] APPLICATION FOR REZONING OF THE REMAINDER OF ERF 1372, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1:900 m ² TO 'BUSINESS' WITH A BULK OF 0.4; CONSOLIDATION OF THE REMAINDER OF ERF 1372, WINDHOEK WITH ERF 8451, WINDHOEK	66

[Municipal Council Agenda: 2025-06-05(05-28)]

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

=====

[Municipal Council Agenda: 2025-06-05(05-28)]

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

=====

[Municipal Council Agenda: 2025-06-05(05-28)]

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

=====

[Municipal Council Agenda: 2025-06-05(05-28)]

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

=====

[Municipal Council Agenda: 2025-06-05(05-28)]

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

5.1 **MUNICIPAL COUNCIL MEETING
HELD ON 8 MAY (30-04) 2025**
(3/2/1)

The minutes of the monthly meeting of the Municipal Council of Windhoek held on 8 May (30-04) 2025 are submitted for confirmation.

[Municipal Council Agenda: 2025-03-27]

5.2 **SPECIAL MUNICIPAL COUNCIL
MEETING HELD ON 21 MAY 2025**
(3/2/1)

The minutes of the special meeting of the Municipal Council of Windhoek held on 21 May 2025 are submitted for confirmation.

=====

[Municipal Council Agenda: 2025-06-05(05-28)]

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

=====

[Municipal Council Agenda: 2025-06-05(05-28)]

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

=====

[Municipal Council Agenda: 2025-06-05(05-28)]

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: 2025-06-05(05-28)]

9.1 **APPROVAL OF MINUTES (MC 09/2025)**

The minutes of the Management Committee meeting (MC 09/2025) held on 6 May 2025 was approved by the said Committee on 20 May 2025 and is submitted for notice, with recommendations being submitted to the Municipal Council of Windhoek per Item FNS.1, which follow immediately hereunder for consideration.

It is

RECOMMENDED

That the minutes of the Management Committee meeting (MC 09/2025) held on 6 May 2025, be noted by its members, with recommendations submitted to the Municipal Council of Windhoek as per Item FNS.1.

[Municipal Council Agenda: 2025-06-05(05-28)]

9.1.1

**FNS.1 [UTP] APPLICATION FOR THE
SUBDIVISION OF PORTION 133 (A PORTION
OF PORTION 45), FARM BRAKWATER
NO. 48, INTO SEVEN (7) PORTIONS AND
THE REMAINDER OF PORTION 133
(A PORTION OF PORTION 45)
OF FARM BRAKWATER NO. 48
(17/4/22/3)**

Management Committee at its meeting held 19 May 2020, per Item FNS.5 *inter alia* resolved as follows:

- 1 *That this matter be referred back in order for the Acting Strategic Executive: Housing, Property Management and Human Settlement, Ms S Simpson to submit this item to the Affordable Housing and Land Delivery Committee for in-depth deliberation, whereafter it be resubmitted to Management Committee, for consideration.*
- 1.1 *That when the item serve at Management Committee, the Acting Strategic Executive: Housing, Property Management and Human Settlement ensure to obtain and include the comments from the Strategic Executive: Economic Development and Community Services (Economic Development Division).*
- 1.2 *That the Chief Executive Officer (Corporate Legal Adviser) submit the report on short and long term leases as resolved by Management Committee on 4 June 2019 per Item GOV.7 inter alia reading as follows:*
 - 1 *That this matter stand over to be discussed at the next Management Committee meeting scheduled to be held on 18 June 2019, in the presence of the substantive Corporate Legal Adviser.*
 - 2 *That the Corporate Legal Adviser when the item serve (resubmission), include both the short term as well as the long term leases and make it reader friendly.*

Application

An application was received from Urban Green cc Suitability Consultants, on behalf of Rheinsberg Estate cc (CC/2010/1591) for the:

- Subdivision of Portion 133 (a portion of Portion 45), Farm Brakwater No. 48, into seven (7) portions and the Remainder of Portion 133 (a portion of Portion 45) of the Farm Brakwater No. 48.

The amended Founding Statement for the close corporation indicates two (2) members, Maryke Ursula Rust and Eckhardt Wolfgang Rust. The Power of Attorney is signed by both members.

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

The full application is attached as pages 1 - 44 to the agenda.

Portion information

Portion 133 (a Portion of Portion 45) is zoned 'residential' with a density of 1:5 ha and is located in the central part of Brakwater. The subject portion measures $\pm 500\ 085\ \text{m}^2$ in extent.

Portion 133 (a portion of Portion 45) obtains access via a 6 metre wide Right of Way Servitude passing over Portion 348/134/48, Farm Brakwater that connects to the Brakwater South Arterial Road, which is linked with the D1491 Road providing access to the A1 Road (Windhoek-Okahandja National Highway).

The portion accommodates a main dwelling with outbuildings, located to the north eastern side of the property. The buildings are currently used for the purpose of residential and small scale agriculture activities.

Development intention

It is the owners' intention to subdivide Portion 133 (a portion of Portion 45) of Farm Brakwater No. 48 into seven (7) portions and the Remainder of Portion 133/45 of Farm Brakwater No. 48.

The land use and density of the subdivided portions will remain 'residential' with a density of 1:5 ha.

The subdivision layout was determined by the topography, natural features of the central lying river and dam, as well as accessibility to current and future available roads; and the desire of the owner to retain the river and the existing dwelling on a single portion (future Remainder of Portion 133/45 of Farm Brakwater No. 48).

The size of the proposed portions and the Remainder is presented as follows:

Portion No.	Size (m ²)
Portion 1/133/45/48	51 265
Portion 2/133/45/48	51 600
Portion 3/133/45/48	57 512
Portion 4/133/45/48	61 102
Portion 5/133/45/48	61 056
Portion 6/133/45/48	65 174
Portion 7/133/45/48	71 375
Portion of the Remainder of Portion 133/45/48	81 000
Total	500 085

Public and neighbours consultation

Public consultation was completed in line with the requirements of the Council's Public Consultation Policy and the provisions of the Urban and Regional Planning Act for the proposed development as follows:

- Notices were advertised in the Market Watch and the Namibian on 15 and 22 May 2024 respectively and are attached as pages 45 - 48 to the agenda;

- *** - Notices were placed on the notice board at the Municipal Council of Windhoek Customer Care Centre (CCC) as well as on the site and are **attached as pages 49 - 51 to the agenda;**
- *** - Neighbour consultation letters/forms were sent to the direct neighbours on Portions 423/82/48, the Remainder of Portion C/48, Portion of the Remainder of Portions 134/45/48, 348/134/48, the Remainder of Portions 44/48, 425/82/48, 183/4, 184/48 and the Remainder of Portion 45/C/48 Brakwater and are **attached as page 52 to the agenda;** and
- *** - A notice was published in the Government Gazette of 30 April 2024, Notice No. 192 and is **attached as pages 53 - 56 to the agenda.**

Objections received

Objections have been received from the owners of Portions 183/133 and 184/133, the Remainder of Portion 45/C as well as Portion 348/134 of Farm Brakwater No. 48.

- *** The objections as well as the response of the owner are included as part of the public participation report submitted by the consultant **attached as pages 57 - 63 to the agenda.**

The responses from the Urban Policy Division to the objections will be addressed as part of the evaluation of the application under the applicable heading further down.

Technical comments

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

Comments from the Strategic Executive: Urban and Transport Planning

- Planning, Design and Traffic Flow

The roads within the larger Brakwater area are still undeveloped and the collector road system is also not yet finalised. Most properties obtain their accesses through registered right of way servitudes. The traffic volumes are low in this area as it is characterised mainly by large portions of farmland.

The division has no objections to the proposed subdivision of Portion 133 (a portion of Portion 45), (Trunk Road), Farm Brakwater No. 48, into seven (7) portions and the Remainder of Portion 133 (a portion of Portion 45), Farm Brakwater No. 48.: Provided:

- ***
- That the right of way servitudes are registered as per drawing of Portion No. 133/45/48 dated 23 October 2024 in favour of the Municipal Council, **attached as page 9 to the agenda.**
 - That access to all portions is provided as proposed. No access or parking will be allowed 20 metres from the intersection, measured from the intersecting kerbs.
 - That adjacent neighbouring properties should accept the collector alignment in writing or propose an alternative for approval.

Roads and Stormwater

The division has no objection to the proposed subdivision of Portion 133, a portion of Portion 45, trunk road, Farm Brakwater No. 48, into seven (7) portions and the Remainder: Provided:

- That the applicant appoints a registered professional Engineer to compile a detailed 50-year flood report of the river and stormwater courses to the owner's cost and risk after consultation with the Planning, Design and Traffic Flow Division, prior to the submission to the Townships Board.
- 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 development is to be protected against any potential flood damage.
- That no adjacent or opposite property be negatively affected by the proposed development along the Klein Windhoek River and any other stormwater courses.
- That no development will be allowed within the 50-year flood level of the Klein Windhoek River and any other stormwater courses.
- That any stormwater or river crossing, be accommodative of at least a 50-year flood, and that any river crossing be designed by a registered professional Engineer.
- That the applicant through the detailed flood report, verify the extent of 'public open spaces' to accommodate the required stormwater flow.
- That any proposed erven affected by the 50-year flood level of the Klein Windhoek River, as well as any other stormwater courses, be protected against the 50-year flood level prior to the approval of building plans for any of these erven.
- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.
- That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater 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 roads and stormwater be planned, designed and constructed to Municipal standards.
- That the applicant submits a detailed layout indicating all the proposed accesses and right of way servitudes.
- That access and right of way servitudes be according to the conditions as stipulated by the Strategic Executive: Urban and Transport Planning.
- That no development be considered over or onto any stormwater system or structure.
- That any stormwater crossing be accommodative of at least a 50-year flood.
- That a condition for the resale of these properties be included into the Title Deed of the erven, whereby transfer to a third party may only take place with approval of the Municipal Council of Windhoek. [Approval will only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.]
- That the applicant submit proof that the earth dam is authorised and compliant, prior to the submission of the application to the Urban and Regional Planning Board.

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

- **Engineering Services**

The division has no objection to the proposed application: Provided:

- That it be noted that no existing bulk water and sewer services are available for Portion 133 (a portion of Portion 45) of the Farm Brakwater No. 48.
- That it be noted that the Council conducted a bulk Water and Sewer Reticulation Master Plan for the entire Brakwater area and the bulk services requirements anticipated for the area is specified in the said document.

- That the supply of bulk water and sanitation/sewerage services should be if feasible for the applicant, be executed in-line with the bulk services framework established for the entire area.
- That all cost for the provision of bulk and internal services shall be borne by the applicant, including the cost of bulk infrastructure upstream and downstream from the erf.
- That all new water and sewer infrastructure requirements comply with standard conditions of large subdivisions in respect of services; and that these requirements be obtained from the Strategic Executive: Infrastructure, Water and Technical Services.
- That the applicant appoints a registered professional Engineer to design the water supply reticulation and sewer reticulation to the applicable municipal standards and subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services, before construction commences.
- That the applicant provide their own water storage for the erf with a storage capacity of 48 hours, as well as sufficient storage for fire risk.
- That it be noted that the Municipal Council of Windhoek will not be held responsible for the provision of water if the groundwater supply deteriorates in case of boreholes.
- That the applicant appoints a registered professional Engineer to propose an acceptable waste water disposal system, subject to the condition that no pollution of the groundwater 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.
- That the sewer system and proposed treatment of waste water be submitted to the Strategic Executive: Infrastructure, Water and Technical Services for approval during the building plan approval process. The issuing of the waste water discharge permit must be subject to the adherence of all conditions pertaining to such permit.
- That only full waterborne waste systems should be utilised and all Windhoek service standards should apply.
- That final effluent from any treatment facilities shall comply with the Special Discharge Standards as prescribed by the Directorate of Water Affairs.
- That the operation and maintenance of all water and sewer infrastructure shall be the responsibility of the applicant.
- That 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/.

Comments from the Strategic Executive: Electricity

- Technical Support

The Municipal Council of Windhoek does not have any electricity network infrastructure in the area at this stage and provision of electricity in this area is supplied by NamPower (Pty) Ltd.

The applicant and/or their professional Electrical Engineering Consultant must approach NamPower (Pty) Ltd for an electrical supply point, when required; and the applicant/developers will be responsible for all cost related thereto.

The design of the Medium Voltage and Low Voltage reticulation must adhere to all Namibian Standards, in particular NamPower (Pty) Ltd; the Municipal Council of Windhoek; and the Electricity Control Board (ECB) distribution and township development standards.

The applicant and/or Consulting Engineers are advised to approach NamPower (Pty) Ltd 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 Medium Voltage/High Voltage 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 metre either side of the overhead line structure;
- 66/33/22/19/11 kV - 11 metre either side of the overhead line structure; and therefore, no permanent structure is to be erected within the stipulated area;
- No permanent structures should be erected within any powerline servitude area;
- A minimum vertical working clearance of 4.3 metre from ground and horizontal working clearance of 2.9 metre from body center line needs to be maintained at all times, possible during road construction parallel or perpendicular to the line or crossing underneath the line with machineries/ trucks etc.; and
- Encroaching these clearances will result in electric shocks and hence fatalities.

Comments from the Strategic Executive: Economic Development and Community Services

- Health and Environment Services

That the applicant obtains an Environmental Clearance Certificate from the Environmental Commissioner Office before any listed activities take place in the right of way servitudes established.

That the applicant submit copy of the Environmental Clearance Certificate to the Health and Environment Services Division once obtained.

Title Deed conditions

Deed of Transfer No. T7716/2001 lists conditions and servitudes which should be retained against the proposed portions. The standard Windhoek Zoning Scheme conditions should also be registered against the new portions and the Remainder as follows:

- The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- The building value of the main building, excluding the outbuilding to be erected on the erf shall be four (4) times the municipal valuation of the erf.

In addition, the following right of ways should be registered as follows:

- A 13 metre wide right of way servitudes be registered over against Portion 3/133/45/48 parallel with its southern boundary in favour of Portions 1/133/45/48, 2/133/45/48, 4/133/45/48, 5/133/45/48, 6/133/45/48, 7/133/45/48 and the Remainder of Portion 133/45/48;
- A 13 metre wide right of way servitude to be registered over Portion 3/133/45/48 parallel with its western boundary in favour of Portion 2/133/45/48;
- A 13 metre wide right of way servitude to be registered over Portion 3/133/45/48 parallel with its eastern boundary; in favour of Portion 3/133/45/48;
- A 13 metre wide right of way servitude to be registered over against Portion 3/133/45/48, Portion 1/133/45/48 and in favour of Portions 4/133/45/48, 5/133/45/48, 6/133/45/48 and 7/133/45/48 and the Remainder of Portion 133/45/48, in favour of Portion 4/133/45/48;
- A 13 metre wide right of way servitude to be registered over Portion 3/133/45/48, Portion 1/133/45/48 and the Remainder of Portion 133/45/48, in favour of Portion 5/133/45/48; and

- A 13 metre wide right of way servitude to be registered over against Portion 3/133/45/48, Portion 1/133/45/48 and the Remainder of Portion 133/45/48, in favour of Portions 4/133/45/48, 5/133/45/48, 6/133/45/48 and 7/133/45/486/133/45/48.

Urban Policy evaluation

Zoning Scheme Provisions

Portion 133 (a Portion of Portion 45) of the Farm Brakwater No. 48 is situated in the central parts of the original Farm Brakwater. The portion is zoned 'residential' with a density of 1:5 ha and measures \pm 500 085 m² in extent.

Policy Area Provisions

Portion 133 falls within Policy Area B of the Brakwater Development Guidelines. This area is earmarked for development as follows:

ZONE B: NORTHERN FLATS

Zone B falls within the flatter northern part of the study area and is more suitable for urban development than the other zones. The area is characterized by a rolling landscape with occasional hills. The Perlhuhn River drains the entire policy zone. Existing land uses are low intensity residential uses, extensive agriculture, one legal light industrial activity and a future informal slaughtering activity.

The main determinant for the boundaries of Zone B in the policy map is the drainage area:

ZONE B: NORTHERN FLATS	
<i>Development objectives</i>	<i>Area to be developed for medium income residential purposes. Ultimately plot size to vary between 500 m² and 700 m². Commercial nodes can develop at strategic places to serve residents. Discourage light industrial activities.</i>
<i>Dominant Land Use</i>	<i>Residential</i>
<i>Development Intensity</i>	<i>Average residential density 1/500m² Higher densities possible to provide housing to labourers Plots along the district road can have higher intensity development to support public transportation in the long run. For commercial development, a maximum bulk of 1 to be allowed.</i>
<i>Subdivisions</i>	<i>Minimum Plot Size: 500 m².</i>
<i>Primary use</i>	<i>Dwelling Houses</i>
<i>Consent uses</i>	<i>Agricultural Residential buildings; Places of public worship; Places of Instruction; Social Halls; Institutions; Special Buildings; Pensions; and Resident Occupations</i>
<i>Prohibited uses</i>	<i>Other uses not under Primary and Consent uses</i>

ZONE B: NORTHERN FLATS	
<i>Infrastructure</i>	<i>New development to indicate how: sewer; water; and electricity will be provided Provision of services the responsibility of the developer. Services to be provided to municipal standards When subdividing, access should be provided to individual plots from roads maintained by the City.</i>
<i>Rezoning</i>	<i>Can be supported to: Higher Density Residential General Residential Business Office Institutional Proof of advertisements in two local newspapers and comments from affected plot owners need to be provided on application for the rezoning.</i>
<i>Conservation</i>	<i>Natural qualities of the landscape to be conserved. Conserve water courses Prevent dumping and pollution of river beds</i>

The zoning of the subdivided portions will remain 'residential' with a density of 1:5 ha. The proposed subdivision of Portion 133/45/48 into seven (7) portions and the Remainder of Portion 133/45 of Farm Brakwater No. 48 is in line with the provisions of the Brakwater Development Guidelines.

The sizes of the proposed portions will be in line with most of the neighbouring properties. The increase in development will therefore not be higher than what is already found in the surrounding area.

Access to the proposed subdivided portions will be obtained through the existing 6 metre right of way and from the access point onto Portion 133, the internal proposed portions will obtain access through 13 metre right way servitude to be registered as follows:

- That the 13 metre wide right of way servitudes be registered against Portion 3/133/45/48 in favour of Portions 1/133/45/48, 2/133/45/48, 4/133/45/48, 5/133/45/48, 6/133/45/48, 7/133/45/48 and the Remainder of Erf 133/45/48;
- That the 13 metre wide right of way servitude be registered against Portion 1/133/45/48 in favour of Portions 4/133/45/48, 5/133/45/48, 6/133/45/48 and 7/133/45/48 and the Remainder of Portion 133/45/48; and
- That the 13 metre wide right of way servitude be registered against Portion of the Remainder of Erf 133/45/48, in favour of Portions 4/133/45/48, 5/133/45/48, 6/133/45/48 and 7/133/45/48.

- Response to objections received

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

- **Boreholes and infrastructure provision**

The applicant indicated that no new boreholes are intended and water will be obtained from NamWater Ltd. The Municipal Council of Windhoek has procedures in place to evaluate and determine the impact any new proposed borehole might have before it is approved. The recommendations of the various infrastructure departments provide sufficient conditions for the provision of infrastructure to the proposed subdivisions.

- **Development impact and intensity (nature animals and not a township)**

The proposed subdivision includes portions of approximately 5 hectare each, which is consistent with the sizes of existing portions in the surrounding area. The proposed density aligns with the Brakwater Development Guidelines and the applicable Council policy.

- **Access right of way requirement**

Portion 133 is entitled to an existing 6 metre wide right of way over Portion 134, of which Portion 348 is a subdivided portion as well as the Remainder Portion of Portion 45 (a portion of Portion C) in terms of the Title Deed for Portion 133 (Deed of Transfer 7716/2001).

The proposed new portions will obtain access from the existing right of way over Portion 348/134 of Brakwater No. 48 as well as the Remainder Portion of Portion 45 (a portion of Portion C) of Brakwater No. 48 and then via internal new proposed 13 metre right of ways.

It is not required at this point in time that the existing 6 metre right of way be widened.

Endowment fee

An endowment fee of 9 % will be applicable for each new portion created.

Conclusion

The proposed subdivision is in line with the provisions of the Brakwater Development Guidelines and the subdivision of Portion 133 (a portion of Portion 45), Farm Brakwater No. 48, into seven (7) portions and the Remainder of Portion 133 (a portion of Portion 45), Farm Brakwater No. 48 can be recommended for approval.

Management Committee, having considered the application

RECOMMENDED

- 1 That the subdivision of Portion 133 (a portion of Portion 45), Farm Brakwater No. 48, into seven (7) portions and the Remainder of Portion 133 (a portion of Portion 45), Farm Brakwater No. 48, 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 it be noted that an endowment fee of 9 % is payable for each new portion.
- 3 That the existing conditions and servitudes registered in the Deed of Transfer No. T7716/2001 be retained against the proposed portions and the Remainder.
- 3.1 That the standard Windhoek Zoning Scheme conditions be registered against the new portions and the Remainder as follows:
 - The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
 - The building value of the main building, excluding the outbuilding to be erected on the erf shall be four (4) times the municipal valuation of the erf.
- 4 That the following right of way servitudes be registered as follows:
 - 4.1 That the 13 metre wide right of way servitude be registered against Portion 3/133/45/48 in favour of Portions 1/133/45/48, 2/133/45/48, 4/133/45/48, 5/133/45/48, 6/133/45/48, 7/133/45/48 and the Remainder of Portion 133/45/48.
 - 4.2 That the 13 metre wide right of way servitude be registered against Portion 1/133/45/48 in favour of Portions 4/133/45/48, 5/133/45/48, 6/133/45/48 and 7/133/45/48 and the Remainder of Portion 133/45/48.
 - 4.3 That the 13 metre wide right of way servitude be registered against a portion of the Remainder of Portion 133/45/48, in favour of Portions 4/133/45/48, 5/133/45/48, 6/133/45/48 and 7/133/45/48.
- 5 That access to all portions be provided through registered right of way servitudes as per Drawing of Portion No. 133/45/48 dated 23 October 2024, **attached as page 9 to the agenda.**

- 6 That the right of way servitudes only be registered after having concluded the flood study, verifying that the servitudes are located outside the 50-year flood zone, or should the dam reach capacity and having submitted the flood lines to the Strategic Executive: Urban and Transport Planning, for verification.
- ***
- 7 That a 28 metre diameter turning circle be provided over and be registered as a reciprocal servitude against Portions 7/133/45/48 and the Remainder of Portion 133/45/48, in favour of Portions 4/133/45/48, 5/133/45/48, 6/133/45/48, 7/133/45/48 and the Remainder of Portion 133/45/48, as generally shown on Drawing of Portion No. 133/45/48, dated October 2024, **attached as page 9 to the agenda.**
- 8 That adjacent neighbouring property owners accept the collector alignment, in writing, or propose an alternative for approval, prior to the submission of the application to the Urban and Regional Planning Board.
- 9 That building restrictions be registered over Portions 1/133/45/48, 3/133/45/48 and the Remainder of Portion 133/45/48 for the width of the future road.
- 10 That an owner's association be established for the maintenance/upgrading of the right of way servitudes.
- 11 That the applicant appoint a registered professional Engineer to compile a detailed 50-year flood report of the river, dam and stormwater courses at the owner's cost and risk after consultation with the Department of Urban and Transport Planning (Planning, Design and Traffic Flow Division), prior to the submission of the application to the Urban and Regional Planning Board.
- 12 That the applicant apply the conditions as stipulated in the detailed 50-year flood report.
- 13 That the applicant accept the outcome of the detailed 50-year flood report, and if required by the flood report, appoint a registered professional Engineer to submit detailed engineering plans on how the recommendations of the report are to be implemented.
- 14 That no adjacent or opposite property be negatively affected by the proposed development along the river, dam or any other stormwater courses.
- 15 That no development be allowed within the 50-year flood level of the river, dam or any other stormwater courses.
- 16 That an all-weather river crossing be provided, accommodative of at least a 50-year flood, or the full dam capacity, whatever is the worst condition, be designed by a professional Engineer, to ensure access to Portions 4/133/45/48, 5/133/45/48, 6/133/45/48 and 7/133/45/48 is maintained.

- 17 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
- 17.1 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.
- 17.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 18 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the portion is contemplated.
- 19 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.
- 20 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.
- 21 That the applicant submit proof that the earth dam is authorised and compliant, prior to the submission of the application to the Urban and Regional Planning Board.
- 22 That no building plan be approved until the above stormwater conditions are met.
- 23 That roads and stormwater be planned, designed and constructed to municipal standard.
- 24 That no development be considered over or onto any stormwater system or structure.
- 25 That any stormwater crossing be accommodative of at least a 50-year flood.
- 26 That it be noted that no existing bulk water and sewer services are available for Portion 133 (a Portion of Portion 45) of Farm Brakwater No. 48.

- 27 That it be noted that Council conducted a Bulk Water and Sewer Reticulation Master Plan for the entire Brakwater area during 2010 and the bulk services requirements anticipated for the area are specified in the said document.
- 28 That the supply of bulk water and sanitation/sewerage services should, if feasible for the applicant, be executed in line with the bulk services framework established for the entire area.
- 29 That all cost for the provision of bulk and internal services be borne by the applicant, including the cost of bulk infrastructure upstream and downstream from the erf.
- 30 That all new water and sewer infrastructure requirements comply with the standard conditions of large subdivisions in respect of services; and that these requirements be obtained from the Strategic Executive: Infrastructure, Water and Technical Services.
- 31 That the applicant appoints a registered professional Engineer to design the water supply reticulation and sewer reticulation to the applicable Municipal standards and subject to approval of the Strategic Executive: Infrastructure, Water and Technical Services, before construction commences.
- 32 That the applicant provide their own water storage for the erf with storage capacity of 48 hours, as well as sufficient storage for fire risk.
- 33 That it be noted that the Municipal Council of Windhoek will not be held responsible for the provision of water if the groundwater supply deteriorates in case of boreholes.
- 34 That the applicant 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.]
- 35 That the sewer system and proposed treatment of waste water be submitted to the Strategic Executive: Infrastructure, Water and Technical Services for approval during the building plan approval process. [The issuing of the waste water discharge permit must be subject to the adherence of all conditions pertaining to such permit.]
- 36 That only full waterborne waste systems be utilised and all Municipal Council of Windhoek service standards be applicable.
- 37 That final effluent from any treatment facilities comply with the Special Discharge Standards as prescribed by the Directorate of Water Affairs.
- 38 That the operation and maintenance of all water and sewer infrastructure be the responsibility of the applicant.

- 39 That the design criteria 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/.
- 40 That it be noted that the Municipal Council of Windhoek does not have any electricity network infrastructure in the area at this stage and provision of electricity in this area is supplied by NamPower (Pty) Ltd.
- 41 That the applicant and/or their professional Electrical Engineering Consultant approach NamPower (Pty) Ltd for an electrical supply point, when required; and the applicant/developers be responsible for all cost related thereto.
- 42 That the design of the medium voltage and low voltage reticulation adhere to all Namibian standards, in particular NamPower (Pty) Ltd; the Municipal Council of Windhoek; and the Electricity Control Board (ECB) distribution and township development standards.
- 43 That the applicant and/or Consulting Engineers be advised to approach NamPower (Pty) Ltd 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.
- 44 That where medium voltage/high voltage 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 metre either side of the overhead line structure;
 - 66/33/22/19/11 kV - 11 metre either side of the overhead line structure and therefore, no permanent structure to be erected within the stipulated area;
 - No permanent structures should be erected within any powerline servitude area;
 - A minimum vertical working clearance of 4.3 metre from ground and horizontal working clearance of 2.9 metre from body center line needs to be maintained at all times, possible during road construction parallel or perpendicular to the line or crossing underneath the line with machineries/ trucks etc.; and
 - Encroaching these clearances will result in electric shocks and hence fatalities.
- 45 That the applicant obtain an Environmental Clearance Certificate from the Environmental Commissioner Office before any listed activities take place in the right of way servitudes established.

- 46 That the applicant submit a copy of the Environmental Clearance Certificate and Environmental Management Plan (EMP) to the Department of Economic Development and Community Services (Health and Environment Services Division) once obtained.
- 47 That the applicant accept the conditions of this Council Resolution in writing.
- 48 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.
- 48.1 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.
- 49 That the resolution be implemented prior to confirmation of the minutes.

=====

[Municipal Council Agenda: 2025-06-05(05-28)]

9.2 APPROVAL OF MINUTES (MC 10/2025)

The minutes of the Management Committee meeting (MC 10/2025) held on 20 May 2025 was approved by the said Committee on 3 June 2025 and is submitted for notice, with recommendations being submitted to the Municipal Council of Windhoek per Items GOV.2, GOV.10, GOV.11, GOV.12, GOV.13, GOV.14, FNS.1, FNS.2, FNS.3 and FNS.4, which follow immediately hereunder for consideration.

It is

RECOMMENDED

That the minutes of the Management Committee meeting (MC 10/2025) held on 20 May 2025, be noted by its members, with recommendations submitted to the Municipal Council of Windhoek as per Items GOV.2, GOV.10, GOV.11, GOV.12, GOV.13, GOV.14, FNS.1, FNS.2, FNS.3 and FNS.4.

[Municipal Council Agenda: 2025-06-05(05-28)]

9.2.1

GOV.2 [CEO] ACCEPTANCE OF THE GRANT FUNDING FOR THE PROJECT TITLED: THE ESTABLISHMENT OF A SOLAR CENTRE FOR WINDHOEK UNDER THE FRAMEWORK OF THE WINDHOEK - BERLIN PARTNERSHIP (1/8)

Purpose

The purpose of this item is to seek Council's approval to accept grant funding in the amount of €212 750.00 (N\$4 346 647.38) for the project titled '*Establishment of a Solar Centre for Windhoek*', within the framework of the Windhoek - Berlin Partnership.

Introduction

The Municipal Council of Windhoek received a letter dated 3 April 2025, **attached as pages 64 - 65 to the agenda**, addressed to Mr Christopher Eita, Manager: External Relations and Networking, from his counterpart Ms Stefani Reich, Head of the State Office for Development Co-operation in Berlin, Germany, confirming the approval of grant funding for the project titled '*The establishment of a Solar Centre for Windhoek*' under the *Nakopa - Sustainable Community Development through Partnership Projects* programme by Engagement Global gGmbH (SKEW). The Concept Note is **attached as pages 66 - 113 to the agenda**. This grant is extended within the framework of the longstanding partnership between the Municipal Council of Windhoek and the City of Berlin; and represents the culmination of ongoing collaboration, including exchange visits to the Berlin Solar Centre in September 2023 and June 2024 and the joint project application submitted in 2024.

Background

The Municipal Council of Windhoek and City of Berlin, Germany enjoy fraternal relations under a Co-operation Agreement signed during the year 2000 within the framework of the Namibia - Germany Friendship. This partnership underscores the integral role of city-to-city co-operation in strengthening bilateral relations between Namibia and Germany.

In September 2023 and June 2024 respectively, delegations from the Municipal Council of Windhoek undertook official visits to Berlin. Among the key focus areas identified during these exchanges was the enhancement of energy co-operation, particularly in light of the global energy transition and the growing concerns surrounding conventional energy supply in the Global South. As part of the visit, the delegation toured the Berlin Solar Centre, a facility that offers neutral, product-independent consultations to both individuals and institutions on the implementation of solar energy systems. The Centre provides guidance on photovoltaics, solar thermal energy and heat pumps; and offers free basic consultations for Berlin residents, including support for tenant electricity models and updates on funding opportunities and technical developments within the renewable energy space.

Recognising the relevance and potential of such a model, the Municipal Council of Windhoek and the City of Berlin jointly developed a concept to replicate similar functions within Windhoek. The aim is to create a Solar Centre that will serve as a knowledge hub for individuals, institutions and stakeholders interested in adopting solar energy solutions in Windhoek.

Discussion

Currently, only 0.5 % of Windhoek's households have installed solar and 38 % of Windhoek's households remain without electricity connection. This underscores a significant opportunity for solar energy to transform local livelihoods, reduce dependence on imported electricity and contribute meaningfully to climate resilience. To this end, the project titled '*The establishment of a Solar Centre for Windhoek*' marks a strategic intervention in addressing Council's pressing challenges related to energy access, affordability and sustainability.

The Solar Centre is envisioned as a knowledge hub that will provide neutral, product-independent consultations, training and awareness on solar technologies for residents, including those in informal settlements. The initiative will also support municipal capacity building, foster collaboration with institutions such as the Namibian University of Science and Technology (NUST) and facilitate the development of long-term financing models to ensure sustainability beyond the project period. By equipping residents with knowledge and practical tools; and embedding the Centre within municipal structures, the project is expected to enhance the adoption of solar energy in Windhoek and serve as a replicable model for other Namibian Municipalities.

It is important to note that the total grant amounts to €242 087.00 (N\$4 957 215.50) with Windhoek being allocated €212 750.00 (N\$4 346 647.38) for project implementation for the duration starting 01 August 2025 to 31 December 2027.

Strategic implications/significance

The establishment of the Solar Centre in Windhoek aligns strongly with the Municipal Council of Windhoek's strategic vision '*To be a sustainable and caring City by 2027*'. The initiative directly supports infrastructural development and the provision of basic services by promoting renewable energy solutions that contribute to a cleaner environment and reduce dependence on conventional, carbon-intensive energy sources. Moreover, by improving access to affordable and sustainable energy; and disseminating information related to solar energy, especially for underserved communities, the project advances social equity and lays the groundwork for future infrastructure upgrades, including the long-term improvement of informal settlements. The Solar Centre also reinforces Council's commitment to enhancing the quality of life for all residents through innovative, climate-resilient and inclusive development approaches.

Financial implications

In line with the proposed budget, both the Municipal Council of Windhoek and the City of Berlin are required to contribute approximately 10 % of the total project budget as own contribution. The Department of Electricity has made budgetary provision for this commitment in their 2025/2026 Financial Year estimates. For the Municipal Council of Windhoek, this equates to a financial commitment of **€32 697.00** (approximately N\$695 867.36). This contribution will be allocated towards the implementation of the project and reflects Council's commitment to the successful establishment and long-term sustainability of the Solar Centre. The approved budget is **attached as page 114 to the agenda.**

Possible/perceived risks and mitigation matrix

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

Compliance check/legal implications

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

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

Consultation with stakeholder departments and other interested parties

The following can be reported:

Comments from the Chief Executive Officer

- External Relations and Networking

The grant funding offer underscores the significance of international partnerships in bolstering local capacities to implement sustainable development practices. In the context of the global energy transition and energy supply challenges faced by the Global South, this project offers an important opportunity to explore energy-efficient solutions. Not only does this initiative promote sustainable energy use, but it also provides a chance for the project to serve as a flagship for the Windhoek - Berlin Partnership, especially as we celebrate the Silver Jubilee of this valued collaboration this year.

- **Corporate Legal Adviser**

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

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

The above-quoted section contemplates two (2) scenarios if one has regard to the language employed therein. Council has the power to accept donations made to it by any person within Namibia without the need to seek Ministerial approval. Whereas the Ministerial approval and any further conditions become a pre-requisite if a donation is made by a person outside Namibia. This interpretation in our view accords Council a degree of autonomy insofar as the donation is made from within Namibia and further grants the Minister's oversight in relation to donations made from outside Namibia.

The full legal opinion and interpretation of section 30(1)(y) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) is **attached as pages 115 - 119 to the agenda.**

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

The department will assess the project for technical compliance when the technical specifications and infrastructure (building) requirements are submitted.

Comments from the Strategic Executive: Electricity

Following Council approval of the Renewable Energy Policy, Council has taken an approach for sustainable energy through renewable energy sources which has multiple benefits such as increased electricity access (especially in the informal settlement areas), reduction of carbon footprints, as well as sustainable electricity cost through reduced electricity tariffs from renewable energy generation.

The donation, which is in line with the current sustainable energy policies for Council will solidify Council's position in terms of cheaper and clean electricity for all households in Windhoek, as well as offering consultation with dissemination of technical information in the renewable energy sector.

The department currently has a dedicated renewable energy structure which will be increased in the newly proposed structure to handle the increased need of renewable energy, therefore the labor cost required for the Solar Centre will be absorbed in the internal budgeted structure.

Conclusion

The acceptance of the grant funding for the establishment of the Solar Centre in Windhoek presents a strategic opportunity to advance sustainable energy solutions, support climate resilience and enhance energy access for underserved communities. Aligned with Council's vision of becoming *'To be a sustainable and caring City by 2027'* this project will serve as a key knowledge hub, fostering the adoption of solar energy systems and contributing to the long-term development of Windhoek's energy infrastructure. Through the collaborative partnership with the City of Berlin, this initiative will also reinforce international co-operation, promote renewable energy use and drive inclusive growth for all residents.

Management Committee

RECOMMENDED

- 1 That the grant funding to the amount of €214 750 (N\$4 346 647 .38) for the project titled *'Establishment of a Solar Centre for Windhoek under the framework of the Windhoek-Berlin Partnership'*, be noted and approved.
- 2 That Ministerial exemption be obtained in terms of section 30(z)(i)(ii) of Local Authorities Act, 1992 (Act 23 of 1992) (as amended) to receive the donation.
- 3 That the Chief Executive Officer be delegated to sign the required Grant Acceptance Agreement upon Ministerial approval.
- 4 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-06-05(05-28)]

9.2.2

GOV.10 [CONFIDENTIAL MATTER] (2/1/2)

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

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

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

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

[Municipal Council Agenda: 2025-06-05(05-28)]

9.2.3

GOV.11 [EDC] REQUEST FOR APPROVAL TO SIGN A MEMORANDUM OF AGREEMENT (MoA) BETWEEN THE MUNICIPAL COUNCIL OF WINDHOEK AND AGRA PROVISION TRAINING AND CONSULTING SERVICES (PTY) LTD ON URBAN FOOD AND NUTRITION SECURITY (1/8)

Introduction and Purpose

The Municipal Council of Windhoek, in alignment with its vision of becoming *a Sustainable and Caring City by 2027*, wish to promote and implement food security and nutrition projects within the City. One (1) focus is the promotion of urban agriculture, as per Council Resolution 264/10/2017.

Following various engagements, Council received a proposal for partnership, **attached as pages 120 - 122 to agenda**, between the Municipal Council of Windhoek and Agra ProVision Training and Consulting Services (Pty) Ltd., aimed at facilitating the effective management of the urban agriculture. The aim of this item is to submit for Council's consideration, the application to enter into a Memorandum of Agreement (MoA) with Agra ProVision Training and Consulting Services (Pty) Ltd., **attached as pages 123 - 137 to the agenda**.

Background and Discussion

Agra ProVision Training and Consulting Services (Pty) Ltd. has approached the Municipal Council of Windhoek to establish a partnership focused on urban agriculture development in Windhoek. Both parties acknowledge the significant role that urban agriculture can play in addressing local challenges, such as unemployment and food scarcity, while also contributing to the overall development of the City.

The main goal of the partnership is to increase the competitiveness of agri-entrepreneurs and upcoming farmers in the market by fostering the development of highly qualified and educated agri-entrepreneurs and upcoming farmers who are facing difficulties in producing high-quality fresh produce and products that satisfy market demands. The partnership offerings will include practical agricultural training, consulting and online courses on the following:

- Capacity Development/training of community members;
- Basic Farm Management mentorship;
- Poultry Management;
- Livestock Management;
- Pig Management;
- Sustainable Resource Utilisation;

- Horticulture;
- Capacity Development;
- Hydroponics and Aquaponics;
- Research and Development;
- Innovative Solutions and Advice;
- Animal Health; and
- Animal Nutrition and Feeding Plans.

The value Agra ProVision Training and Consulting Services (Pty) Ltd. provision can add to the Municipal Council of Windhoek's Corporate Social Responsibility (CSR) initiatives

Agra ProVision Training and Consulting Services (Pty) Ltd. is uniquely positioned to enhance the Corporate Social Responsibility (CSR) programmes of the Municipal Council of Windhoek by providing specialised training to communities in the Windhoek urban and rural areas. Their expertise in agriculture, agribusiness and sustainable farming practices aligns perfectly with the Municipal Council of Windhoek's community development goals, particularly in supporting food security, job creation and economic empowerment at the grassroots level.

Through the proposed partnership, Agra ProVision Training and Consulting Services (Pty) Ltd. will:

- Deliver tailored agricultural training programmes to Windhoek's communities and the Municipal Council of Windhoek's employees;
- Equip residents with the knowledge and skills to establish sustainable farming enterprises, promoting self-sufficiency and economic development;
- Contribute to the upskilling of the youth through our Agra Agricultural Academy, offering online tertiary education courses and practical short courses; and
- Support the Municipal Council of Windhoek's ongoing efforts to combat poverty, reduce hunger, and create employment opportunities for local residents.

Alignment of the Municipal Council of Windhoek and Agra ProVision Training and Consulting Services (Pty) Ltd.'s objectives

The Municipal Council of Windhoek's commitment to community upliftment and economic development aligns seamlessly with Agra ProVision Training and Consulting Services (Pty) Ltd.'s mission to empower communities through training and skills development. Both organisations share a common goal of promoting sustainable livelihoods in marginalised areas, where there is great potential for agricultural development.

By offering training in both crop and animal farming, Agra ProVision Training and Consulting Services (Pty) Ltd. will support the establishment of sustainable farming projects that will provide food for their families and contribute to the local economy.

The partnership with the Municipal Council of Windhoek aims to harness these strengths to enhance food security, promote sustainable agricultural practices, and stimulate economic development within the communities.

Initial community Pilot Project - Groot Aub

A joint pilot project initiative is proposed to take place in Groot Aub, a community that has shown tremendous initiative in their efforts to secure a water pipeline and has expressed a strong desire to start a community-based agricultural project. While the community of Groot Aub is proposed to be the initial starting point for this collaboration, subject to allocation of land and feasibility assessment on type of farming to be conducted, other projects will include those that were equally initiated within the Windhoek area to benefit the communities as per Council Resolution 264/10/2017, such as Mix Camp, Goreangab, Greenwell Matongo, and Olaf Palme. The project furthermore has the potential to be extended to other peri-urban areas within the boundaries of the Municipal Council of Windhoek. Agra ProVision Training and Consulting Services (Pty) Ltd. is ready to provide support in the following areas:

- Providing on-site agricultural training in areas like crop production and animal husbandry;
- Offering short courses (one (1) to three (3) days) for community members to gain practical farming knowledge; and
- Delivering online agricultural education through the Agra Agricultural Academy, focusing on youth empowerment and the development of future leaders in agriculture.

This project will significantly contribute to self-sufficiency, economic growth, and job creation enabling communities to become self-sustaining and resilient. Agra ProVision Training and Consulting Services (Pty) Ltd. is committed to a long-term partnership with the Municipal Council of Windhoek. It is believed that, together, this partnership can create lasting change and improve the lives of school children, youth, and participating community members in Windhoek. The parties' shared vision for empowering communities through sustainable agricultural practices will help achieve greater food security, economic development, and a brighter future for all.

Memorandum of Agreement (MoA)

Immediate areas of focus for the co-operation per the attached Memorandum of Agreement (MoA), **attached as pages 123 - 137 to the agenda**; and supported by the Draft Implementation Plan **attached as pages 138 - 139** are as follows:

Areas of Co-operation

- Infrastructure development;
- Capacity building and entrepreneurship development;
- Research and development;
- Networking and collaboration;
- Policy advocacy;
- Environment sustainability and climate change adoption; and
- Social re-engineering.

Infrastructure Development

- **Agra ProVision Training and Consulting Services (Pty) Ltd.'s obligations**
 - Offers specialised advisory services in farm infrastructure development. This includes planning, designing, and implementing infrastructure such as irrigation systems, storage facilities, and other essential farm structures.
 - Experts can provide consultancy on farm infrastructure development and maintenance.
 - Provides services in farm planning and mapping. This involves assessing the land, creating detailed maps, and developing plans for optimal use of the available space.
 - Conducts feasibility studies and farm assessments to determine the viability of an urban agriculture project and to identify the necessary infrastructure requirements, potential challenges, and opportunities for sustainable development.
- **The Municipal Council of Windhoek's obligations**
 - Provide the designated farm space or facility and resources (utilities) for the capacity building initiatives.
 - Avail farm and its infrastructure facilities for the utilisation of Agra ProVision Training and Consulting Services (Pty) Ltd.'s capacity building activities.
 - Facilitate zoning and regulatory approvals for the new farm and infrastructure facilities.
 - Safeguard the site by providing safety and security on a daily basis.

Capacity Building and Entrepreneurship Development

- Agra ProVision Training and Consulting Services (Pty) Ltd.'s obligations

- Deliver tailored agricultural training programs to Windhoek communities and the Municipal Council Windhoek employees at an agreed rate.
- Equip residents with the knowledge and skills to establish sustainable farming enterprises, promoting self-sufficiency and economic development.
- Contribute to the upskilling of the youth through the Agricultural Academy to provide mentorship program for agri-entrepreneurs.
- Make the necessary bookings and reservations for the conference room for its capacity building events.
- Assess the financial viability and potential of farming rabbits, bees and chickens.
- Consult with land-fill sites managers on the potential for compost making from garden refuse and charcoal making for cooking use.

- The Municipal Council of Windhoek's obligations

- Avail with prior arrangements and consultations in respect of bookings and reservations of the conference room and the farm infrastructures for the implementation of Agra ProVision Training and Consulting Services (Pty) Ltd. programs.
- Facilitate the identification of target communities, assess their needs, and align their needs to appropriate Agra ProVision Training and Consulting Services (Pty) Ltd.'s programs and activities.
- Collaborate in organising workshops, seminars, exhibitions and engage communities in capacity building initiatives.

Research and Development Initiatives

- Agra ProVision Training and Consulting Services (Pty) Ltd.'s obligations

- Manage and facilitate funding for research projects that are aligned with urban agriculture project priorities.
- Promote and support collaborative research efforts between universities, private sector, and government agencies.
- Use of water recycling for water irrigation purposes through the implementation of hydroponics initiatives.

- **The Municipal Council of Windhoek's obligations**

- Identify local urban agricultural challenges that require innovative solutions, guiding research priorities.
- Facilitate partnerships between local businesses and research institutions.

Networking and Collaboration

- **Agra ProVision Training and Consulting Services (Pty) Ltd.'s obligations**

- Establish networks among researchers to share knowledge and best practices.
- Facilitate partnerships with international research organisations to enhance local capabilities.

- **The Municipal Council of Windhoek's obligations**

- Organise events that bring together stakeholders from various sectors to foster collaboration.
- Create platforms for dialogue between researchers, industry leaders, and policymakers.

Policy Advocacy

- **Agra ProVision Training and Consulting Services (Pty) Ltd.'s obligations**

- Develop policy frameworks that promote urban agricultural initiatives and value addition in agro-processing sector as a driver of economic growth.
- Provide expertise in formulating policies that encourage innovation and entrepreneurship.

- **The Municipal Council of Windhoek's obligations**

- Advocate for policies that support urban agricultural initiatives at the municipal level, ensuring alignment with national goals.
- Engage with community stakeholders to gather input on local urban agriculture policies.

Environment Sustainability and Climate Change Adoption

- **Agra ProVision Training and Consulting Services (Pty) Ltd.'s obligations**
 - Agra ProVision Training and Consulting Services (Pty) Ltd. provides training and advisory services on sustainable resource utilisation, including crop rotations, grazing systems, range land condition improvement, and bush control. This helps in maintaining ecological balance and reducing environmental degradation.
 - Offer training in horticulture and hydroponics and aquaponics, which are sustainable methods of farming that minimise water usage and environmental impact.
 - Agra ProVision Training and Consulting Services (Pty) Ltd. provides training and advisory services that include climate change mitigation and adaptation strategies.
 - Provide training on sustainable soil management, sustainable animal production and sustainable plant production.
- **The Municipal Council of Windhoek's obligations**
 - Maintain and expand green spaces, which help in mitigating urban heat and improving air quality.
 - Implement conserve water initiatives and promote efficient water use.
 - Develop and implement climate action plans that include strategies for reducing greenhouse gas emissions, adapting to climate change, and promoting sustainable development.
 - Invest in sustainable infrastructure such as renewable energy projects, energy-efficient buildings, and climate-resilient urban planning.

Social Re-engineering

- **Agra ProVision Training and Consulting Services (Pty) Ltd.'s obligations**
 - Agra ProVision Training and Consulting Services (Pty) Ltd. encourages women to participate in agriculture production to ensure food security for Groot Aub residents, promoting gender equality and empowerment within the agricultural sector.
 - Offer courses aimed at laying a foundation for entrepreneurs to build sustainable and profitable businesses, highlighting business opportunities in Windhoek.

- **The Municipal Council of Windhoek's obligations**

- Collaborate with Non-Profit Organisations (NGOs) and charity organisations to implement joint projects that focus on feeding destitute persons and the development of soup kitchens to address food scarcity among the Groot Aub community.
- Implement initiatives to create jobs and develop skills within the community that can be align with Agra ProVision Training and Consulting Services (Pty) Ltd.'s training programs, enhancing the overall employability and productivity of the workforce.

Sharing of Data

- **Agra ProVision Training and Consulting Services (Pty) Ltd.'s obligations**

- Shall provide relevant statistics and any other data as may be requested, subject to relevant confidentiality requirements.

- **The Municipal Council of Windhoek's obligations**

- Shall provide relevant data as may be requested, subject to relevant confidentiality requirements.

Duration of Agreement

This Agreement shall commence on the Signature Date and shall endure for a period of five (5) years. Thereafter the Parties may, by mutual agreement, elect to extend the contractual term by a further period of five (5) years.

Strategic implications/significance

The establishment of an urban food system development partnerships aligns well with Council strategic themes of social progression and economic advancement.

Financial implications

No direct financial implication in approving the Memorandum of Agreement (MoA). As per the draft implementation plan, joint projects will be subject to Council's established processes of budgeting and approvals. Financial implications will largely stem from the need to make critical human resource appointments.

It is crucial to acknowledge that the current lack of human resources within the Social and Youth Development Division, which is currently operating at a 47 % staff complement, with vacancies in critical supervisory roles (Section Heads and Community Development Officers) negatively impacts performance. In order to effectively manage operations, engage stakeholders for partnership and funding opportunities and implement Memorandums of Agreements (MoAs), the project requires a full-time resource person with the relevant agri-business skills who can oversee operations on-site, supervise internship arrangements with the University of Unam (UNAM) and maintain consistent and effective stakeholder relationships. It is therefore highly recommended that the position of Project Co-ordinator (level of Community Development Officer - three (3) positions that became vacant in previous and current financial years and which was budgeted for), be prioritised for immediate filling.

Possible/perceived risks and mitigation matrix

Risk No.	Risk type	Risk description (cause and effect)	Prob	Impact	Score	Risk containment plan
1	Full community participation and ownership (operational)	Farming is not fashionable to young people; chances are that they will abandon the project for green pastures	High	Major	4	Promotion of urban food system projects on social media platforms to catch the attention of young people
2	Access to market (operational)	Groot Aub is 55 km away from the main markets in Windhoek, this might negatively impact the sale of fresh produce	High	Major	3	This can be addressed through the market development plan of the Municipal Council of Windhoek
3	Funding and manpower (financial and operational)	Limited funding for urban agriculture initiative and skilled persons may negatively affect the implementation of the project	High	Medium	1	This can be addressed through stakeholders funding and self-reliance initiatives of the beneficiaries
4	Climatic condition/Water Scarcity (operational)	Drought and flooding incidences may negatively affect the effectiveness of the project	High	High		Improving innovative methods of irrigation and growing drought resistant plants

Compliance check/legal implications

The item is in line with section 30 of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), which outlines the responsibilities of local authorities regarding community development initiatives. This section mandates local authorities to promote the welfare of their communities through various development projects and programs aimed at enhancing social and economic conditions.

Consultation with stakeholder departments and other interested parties

Internal stakeholders were consulted and the following can be reported:

Comments from the Chief Executive Officer

- Corporate Legal Adviser

Input from the division is incorporated in the item, and the Memorandum of Agreement (MoA) was reviewed.

- **External Relations and Networking**

Input from the division is incorporated in the item, and the Memorandum of Agreement (MoA) was reviewed.

Conclusion

It is envisaged that the proposed partnership between the Municipal Council of Windhoek and Agra ProVition Training and Consulting Services (Pty) Ltd. on urban food system development will contribute significantly to food and nutrition security in Windhoek.

Management Committee

RECOMMENDED

- ***
- 1 That approval be granted for the Municipal Council of Windhoek and Agra ProVition Training and Consulting Services (Pty) Ltd. to sign a Memorandum of Agreement, **attached as pages 123 - 137 to agenda**, aimed at enhancement of an urban food and nutrition security systems.
 - 2 That the Chief Executive Officer (Strategic Executive: Economic Development and Community Services) be granted permission to enter into agreements with implementing partners for the implementation of capacity building initiatives and creation of linkages to the market for upcoming agri-entrepreneurs.
 - 3 That the areas of co-operation and obligations of the respective parties, as outlined in the Memorandum of Agreement (MoA), be noted.
- ***
- 4 That the implementation plan outlining specific projects and activities within the identified broader areas of co-operation, **attached as pages 138 - 139 to the agenda**, be noted.
 - 5 That in order to ensure the effective management of the Community Gardens, that a site Project Co-ordinator with suitable agri-business expertise be appointed and be based at Farm Okukuna.
 - 6 That the resolution be implemented prior to confirmation of the minutes.
-

[Municipal Council Agenda: 2025-06-05(05-28)]

**9.2.4 GOV.12 [HCC] STAFF MATTER
(4/6/2/3)**

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

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

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

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

[Municipal Council Agenda: 2025-06-05(05-28)]

9.2.5 GOV.13 [CEO] CONFIDENTIAL MATTER

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

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

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

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

[Municipal Council Agenda: 2025-06-05(05-28)]

9.2.6 GOV.14 [CEO] STAFF MATTER

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

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

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

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

[Municipal Council Agenda: 2025-06-05(05-28)]

**9.2.7 FNS.1 [HPH] APPLICATION TO PURCHASE
A PORTION OF ERF 4108, KATUTURA
EXTENSION 2 FOR CONSOLIDATION
WITH ERF 3866, KATUTURA EXTENSION 2
(L/4108/3866/KAT)**

Introduction

The purpose of this item is to submit to Council the application received from Ms Hilka A Sentefol to purchase a portion of Erf 4108, Katutura Extension 2 for consolidation with Erf 3866, Katutura Extension 2; and to seek Council's approval thereof.

Application

*** An application dated 27 October 2015, **attached as page 140 to the agenda**, was received from the owner of Erf 3866, Katutura Extension 2, Ms Hilka A Sentefol, to purchase a portion of Erf 4108, Katutura Extension 2 for consolidation with Erf 3866, Katutura Extension 2. Ms Hilka A Sentefol is a Namibian Citizen, as evidenced by the Identity Document **attached as page 141 to the agenda**. Ms Hilka A Sentefol is the owner of Erf 3866, Katutura Extension 2 as evidenced by Title Deed, T4424/2009, **attached as pages 142 - 145 to the agenda**.

Property description and locality

Erf 3866, Katutura Extension 2 is zoned 'residential' with a density of 1:250 m², measures ± 260 m² in extent and is situated in Max Eichab Street.

Erf 4108, Katutura Extension measures ± 374 m² in extent, is zoned 'public open space' and is situated next to Erf 3866, Katutura Extension 2 in Max Eichab Street.

*** The Enlighten locality map depicting the erven is **attached as page 146 to the agenda**.

Site inspection

*** A site visit was conducted on 11 April 2025 by the Strategic Executive: Housing, Property Management and Human Settlement (Property Management Division) and it was discovered that Erf 4108, Katutura Extension 2 is free from illegal encroachments and invasions as indicated on the pictures, **attached as pages 147 - 148 to the agenda**.

Neighbours Consent

The favorable consent from the adjacent owners of Erf 3840, Katutura Extension 2 and Erf 3839, Katutura Extension 2 are **attached as pages 149 and 150 respectively 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

- Engineering Services

• Water

The Division commented that no water services are affected. Any further water requirements shall be for the applicant's account.

• Sewer

The division commented that there are no objection for a 10 metre portion of Erf 4108, Katutura Extension 2. The applicant applied for a portion of Erf 4108, Katutura Extension 2, referring to Portion A, to be consolidated with Erf 3866, Katutura Extension 2. The erf diagram for Portion A of Erf 3866, Katutura Extension 2, Plan No. KAT 3866-1 **attached as page 146 to the agenda**, dated 6 February 2023 shows that its area measures $\pm 124 \text{ m}^2$.

Additionally, the diagram indicates that the existing sewer line will run outside the boundaries of Portion A.

The application can only be approved under the following conditions:

- That none of the boundaries of the applied Portion A ($\pm 124 \text{ m}^2$) of Erf 4108, Katutura Extension 2 be located within a distance of 1.5 metre from the existing sewer line.

- Solid Waste Management

- There are no objections on this application.
- Once approved the applicant may continue with the existing waste management system in place.
- Burning, littering and burying of waste is prohibited.
- As far as possible the applicant will be required to institute recycling and waste reduction initiative in order compliment Council's initiative on waste recycling, reduce and reuse as per Solid Waste Management Regulations and the Policy.

- Recyclables may be handed over to authorised waste collectors or recyclers.
- By all means all waste may only be disposed of at an approved landfill and satellite sites as illegal dumping of waste is not allowed.

Comments from the Strategic Executive: Electricity

- Technical Support

There is in principle no objection to the application submitted to purchase a portion of Erf 4108, Katutura Extension 2 for consolidation with Erf 3866, Katutura Extension 2. Provided:

- 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.
- That only one (1) service connection per erf be allowed from the municipal electrical network.
- That only one (1) additional meter point for an approved flat be allowed on erven zoned 'single residential', and for more meter points the erf be rezoned to 'general residential'.
- 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, and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.
- That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.
- That a split prepayment meter 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 meter for each unit be used with a metering box located on the street/development erf boundary, provided that it is technically possible, otherwise a bulk meter shall be used.

Comments from the Strategic Executive: Economic Development and Community Services

- **Health and Environment Services**

There is no objection to the sale of a 10 metre portion as per policy. It should however, be noted that Erf 4108, Katutura Extension 2, 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), and requires Environmental Clearance. However, the Act also makes provision for an exemption of such a requirement. The applicant should contact the Health and Environment Services Division to apply for Environmental Clearance Exemption once the application has been approved by Council.

- **Parks**

There is no objection to the sale of a 10 metre portion of Erf 4108, Katutura Extension 2.

Comments from the Strategic Executive: Urban and Transport Planning

- **Urban Planning**

Erf 4108, Katutura Extension 2 is zoned 'public open space' and measures $\pm 374 \text{ m}^2$ in extent. Erf 3866, Katutura Extension 2 is zoned 'residential' with a density of 1:250 m^2 and is $\pm 260 \text{ m}^2$ in extent. The proposed portion should be subdivided from Erf 4108, Katutura and be consolidated with Erf 3866, Katutura.

The Urban Policy Division proposes that Property Management explore the possibility of rezoning the erf to 'residential' and be sold as whole. The division, however has no objection to the subdivision of a 10 metre portion of Erf 4108, Katutura Extension 2 for consolidation purposes with Erf 3866, Katutura Extension 2, subject to the comments of Strategic Executive: Infrastructure Water and Technical Services and further provided:

- That the use of the land and building(s) comply with the provisions of the Windhoek Town Planning Scheme.
- That Erf 4108, Katutura Extension 2 be subdivided into proposed Portion A and the Remainder as indicated on the Subdivision Plan No. KAT 3866-1 dated 06 February 2023, by the applicant, **attached as page 146 to the agenda**. The same plan must be submitted to the Urban and Regional Planning Board.

- 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 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 other requirements as per section 50(3) such as neighbor notifications and others.
- That the proposed Portion A be consolidated with Erf 3866, Katutura Extension 2 into consolidated Erf X.
- That the applicant be responsible for all the cadastral town planning applications to the Urban and Regional Planning Board.
- The applicant submit copies of the approved erf diagrams to the Strategic Executive: Urban and Transport Planning upon approval of the subdivision and consolidation.
- That in terms of clause 5(3) of the Windhoek Town Planning Scheme, the subdivided portion will assume the same zoning of Erf 3866, Katutura Extension 2 upon consolidation. That Council provide an example of a closure notice for the applicant.

- **Road Planning and Traffic Flow**

This Division recommends that Erf 4108, Katutura Extension 2 rather be sold as an individual erf and be rezoned to ‘residential’ rather than to be subdivided for consolidation with adjacent properties.

However, there are no objections to the proposed purchase of a 10 metre portion of Erf 4108, Katutura Extension 2 for consolidation with Erf 3866, Katutura Extension 2: Provided:

- That no access be allowed from a ‘public open space’.
- That it be noted that the Urban Arterial Account (UAA) contribution is not applicable.

- **Roads and Stormwater**

The application dated 9 September 2021 for the proposed purchase of a portion of Erf 4108, Katutura Extension 2 and consolidation with Erf 3866, Max Eichab Street, Katutura Extension 2, received on 9 September 2021, refers.

A stormwater investigation was done and the following is reported:

- Erf 3866, Katutura Extension 2 has a general downward slope from the north east towards the south west.
- Erf 4108, Katutura Extension 2 has a general downward slope from the north east towards the south west.

- The proposed portion A of Erf 4108, Katutura Extension 2 has a general downward slope from the north east towards the south west.
- There is no stormwater system crossing Erf 3866, Katutura Extension 2 except for surface stormwater runoff.
- There is a depressed area forming towards the north east of Erf 4108, Katutura Extension 2 that allows for defined stormwater flow across Erf 4108, Katutura Extension 2, flowing into a south westerly direction across Max Eichab Street.

The division therefore does not support the sale of the whole 10 metre wide proposed Portion A of Erf 4108, Katutura Extension 2 to be consolidated with Erf 3866, Katutura Extension 2.

The division will however consider the sale of a proposed Portion A of Erf 4108, Katutura Extension 2 and subsequent consolidation thereof with Erf 3866, Katutura Extension 2, Max Eichab Street: Provided:

- That the proposed Portion A of Erf 4108, Katutura Extension 2 be measured as 10 metre wide along the south western boundary, but only be measured as 2.5 metre wide along the north eastern boundary. Portion A of Erf $\pm 124 \text{ m}^2$ as indicated on Plan No. KAT 3866-1, **attached as page 146 to the agenda**, date stamped 06 February 2023 is within the 10 metre and 2 metre boundaries.
- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.
- That the applicant appoints a registered professional Engineer to determine whether the north eastern and north western boundaries of the proposed Portion A of Erf 4108, Katutura Extension 2 requires to be protected against any potential flood damage.

It should however be noted that the whole of Erf 4108, Katutura Extension 2 is recommended to be sold.

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

- Valuations

Portion A of Erf 4108, Katutura Extension 2 measures $\pm 124 \text{ m}^2$ in extent and after consolidation with Erf 3866, Katutura Extension 2 the size of the consolidated erf would be $\pm 384 \text{ m}^2$ in total. The development potential is not enhanced in terms of the density being 1:250 m^2 . Hence, the value payable is half of N\$380/ m^2 being the current vacant land going price/ m^2 and N\$23 550.00 (half of N\$47 100.00) in total as determined by the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Valuation Services) as per Valuation Certificate dated 15 April 2025, **attached as page 151 to the agenda**.

Should the owners of Erf 3866, Katutura Extension 2 wish to take occupation of Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 prior to 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\$196.25.

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

That no permanent structures be constructed on Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 during the lease period.

- **Property Management**

The Property Management Division has no objection to the subdivision of Erf 4108, Katutura Extension 2 into Portion A ($\pm 124 \text{ m}^2$ in extent) and the Remainder of Erf 4108, Katutura Extension 2 and the sale of Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 to the owner of Erf 3866, Katutura Extension 2 for consolidation purposes.

The proposals by various divisions to sell Erf 4108, Katutura in its entirety as a single residential erf is noted. It should however be noted that Erf 4108, Katutura cannot be sold as a single erf because of the sewer lines that passed through the erf, which from the look of things cannot be relocated.

Conclusion

This matter is submitted to Council for its consideration and deliberations whilst it is proposed that the application for a portion of Erf 4108, Katutura Extension 2 or consolidation purposes be approved.

Management Committee, having considered the application

RECOMMENDED

- ***
- 1 That application **attached as page 140 to the agenda**, from the owner of Erf 3866, Katutura Extension 2, be noted.
- ***
- 2 That Erf 4108, Katutura Extension 2 be subdivided into Portion A ($\pm 124 \text{ m}^2$ in extent) and the Remainder as indicated on Plan No. KAT 3866-1, **attached as page 146 to the agenda**.
 - 3 That approval be granted to sell Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 to the owner of Erf 3866, Katutura Extension 2 for consolidation purposes.
 - 4 That Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 be consolidated with Erf 3866, Katutura Extension 2 simultaneously with the transfer.

- 5 That Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 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).
 - 6 That the Municipal Council of Windhoek prepare the Closure Notice and that the applicant/owner of Erf 3866, Katutura Extension 2 be responsible for inserting the Notice in the media, placing a copy on-site; and for distribution to affected neighbours.
 - 7 That proof of successful advertising be provided to the Strategic Executive: Urban and Transport Planning before the transfer process.
 - 8 That Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 be consolidated with Erf 3866, Katutura Extension 2 simultaneously with the transfer.
 - 9 That the applicant/owner of Erf 3866, Katutura Extension 2 be responsible for the town planning and cadastral procedures, i.e., closure, subdivision, consolidation, survey and registration of the newly consolidated erf and all costs involved.
- ***
- 10 That after obtaining an Environmental Clearance Certificate and successful completion of the town planning and cadastral procedures, that Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 be sold to the owner of Erf 3866, Katutura Extension 2 for consolidation purposes at half the market price of N\$380/m² being N\$23 550.00, given that the development potential of the consolidated erf will not be enhanced in terms of Council Resolution 276/08/2004 **attached as page 152 to the agenda**; and as per the Valuation Certificate dated 15 April 2025 **attached as page 151 to the agenda**.
 - 11 That the sale of Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 be subject to the following conditions:
 - 11.1 That the applicant appoints a registered professional Engineer to determine whether the north eastern and north western boundaries of the proposed Portion A of Erf 4108, Katutura Extension 2 requires to be protected against any potential flood damage.
 - 11.2 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
 - 11.2.1 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.
- 11.2.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
 - 11.3 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.
 - 11.4 That only one (1) service connection per erf be allowed from the municipal electrical network.
 - 11.5 That only one (1) additional meter point for an approved flat be allowed on erven zoned 'single residential', and for more meter points the erf be rezoned to 'general residential'.
 - 11.6 That no access be allowed from a 'public open space'.
 - 11.7 That none of the boundaries of the applied Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2, which covers an area of $\pm 124 \text{ m}^2$ in extent, be located within a distance of 1.5 metre from the existing sewer line.
 - 11.8 That the land and building(s) only be used for purposes in line with the provisions of the Windhoek Town Planning Schemes.
 - 11.9 That the usual short standard conditions of the Municipal Council of Windhoek, including a minimum building value as stipulated in clause 39 of the Windhoek Town Planning Scheme be registered against the erf.
 - 12 That the applicant/owner of Erf 3866, Katutura Extension 2:
 - 12.1 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 Clearance Certificate has been obtained; and the proposed closure, subdivision and consolidation have been submitted to the Urban and Regional Planning Board, for consideration.
 - 12.2 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.
 - 12.3 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.

- 12.4 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, pay the purchase price.
- 13 That should the applicant fail to comply with any of the conditions in this Council Resolution, or fail to finalise the sale within eighteen (18) months from the date of this Council Resolution, that the allocation of Portions A ($\pm 124 \text{ m}^2$) of Erf 4108, Katutura Extension 2 to the owner of Erf 3866, Katutura Extension 2 beyond the eighteen (18) months, be subject to the price escalation to be determined by the Strategic Executive: Housing, Property Management and Human Settlement.
- 14 That, should the applicant wish to take occupation of Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 prior to the conclusion of the sale thereof, Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2, be leased to the applicant once the preliminary diagrams are available, pending the sale, at a monthly rental of N\$196.25, further subject to the annual escalation in line with the Namibia Inflation Rate.
- 15 That no permanent structures be constructed on Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2 during the lease period.
- 16 That the sale/lease of Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2, be advertised in terms of section 63(2)(a)(b) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 17 That the sale/lease of Portion A ($\pm 124 \text{ m}^2$ in extent) of Erf 4108, Katutura Extension 2, be subject to Ministerial approval in terms of section 30(1)(t)(i) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 18 That the Chief Executive Officer (Corporate Legal Adviser) draft the Deed of Sale.
- 19 That the resolution be implemented prior to confirmation of the minutes.

Financial implications

Funds required

Advertisement Costs - N\$4 000

Funds available

Item 4000/20/1/10/0025

[Municipal Council Agenda: 2025-06-05(05-28)]

**9.2.8 FNS.2 [HPH] APPLICATION TO PURCHASE
A PORTION OF ERF 3030, KATUTURA
EXTENSION 13 FOR CONSOLIDATION
WITH ERF 3047, KATUTURA EXTENSION 13
(L/3047/3030/KAT)**

Introduction

The purpose of this item is to submit the application received from the owners of Erf 3047, Katutura Extension 13 to purchase a Portion of Erf 3030, Katutura Extension 13 for consolidation purposes and to seek Council's approval thereof.

Application

*** An application dated 20 March 2017, **attached as page 153 to the agenda**, was received from the former owner of Erf 3047, Katutura Extension 13, Ms Loini Shithigona to purchase a portion of Erf 3030, Katutura Extension 13 for consolidation with Erf 3047, Katutura Extension 13. Ms Loini Shithigona sold the property to Mr Jason I Kashululu and Ms Lucia Kashululu who are the current owners of Erf 3047, Katutura Extension 13; and they have indicated their interest in continuing with the purchase of a portion of Erf 3030, Katutura Extension 13. Mr and Ms Kashululu are Namibian citizens as evidenced by copies of their Identity Documents, **attached as pages 154 - 155 to the agenda**. Mr and Ms Kashululu are the owners of Erf 3047, Katutura Extension 13 as evidenced by Title Deed No. T5940/2017, **attached as pages 156 - 159 to the agenda**.

Property description and locality

Erf 3047, Katutura Extension 13 is zoned 'residential', measures $\pm 262 \text{ m}^2$ in extent with a density of 1:250 m^2 and is situated in Cesarea Street.

Erf 3030, Katutura Extension 13 is zoned 'residential', $\pm 293 \text{ m}^2$ in extent with a density of 1:250 m^2 and is situated at the corner of Cesarea and Effata Streets.

*** Although zoned 'residential', Erf 3030, Katutura Extension 13 could not be sold because it accommodates a stormwater course, hence this application being submitted and supported. Technical comments from the Strategic Executive: Urban and Transport Planning (Road and Stormwater Design Division) declining the sale of Erf 3030, Katutura as a single 'residential', the erf layout plan is **attached as page 160 to the agenda**.

*** The locality map depicting the erven is **attached as page 161 to the agenda**.

Site inspection

*** A site visit was conducted on 26 March 2025 by the Strategic Executive: Housing, Property Management and Human Settlement (Property Management Division) and it was discovered that the applied portion is free of occupation as indicated on the picture, **attached as page 162 to the agenda**.

Neighbours consent

The favorable consent of the adjacent owner of Erf 3032, Katutura Extension 13 is attached as page 163 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**

The division commented that water connection is available and no water services affected.

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

- **Engineering Services**

The sale of a portion of Erf 3030, Katutura Extension 13 for consolidation with Erf 3047, Katutura Extension 13 is not supported because a municipal sewer line is affected. The application can only be supported if the sewer line is relocated outside the boundaries of the applied portion, at the cost of the applicant and to the satisfaction of the Strategic Executive: Infrastructure, Water and Technical Services. The submission of the consolidation will only be included in the amendment scheme upon written acceptance of the completed works by the Strategic Executive: Infrastructure, Water and Technical Services, or delegated representative.

Comments from the Strategic Executive: Electricity- **Technical Support**

There is in principle no objection to the application submitted: Provided:

- 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.
- That only one (1) service connection per erf be allowed from the municipal electrical network.
- That only one (1) additional meter point for an approved flat be allowed on erven zoned 'single residential', and for more meter points the erf be rezoned to 'general residential'.

- 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, and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.

Comments from the Strategic Executive: Economic Development and Community Services

- Environmental Management

There is no objection to the proposed sale.

- Parks

There is no objection. Erf 3030, Katutura Extension 13 is zoned 'residential', it does not fall under the Public Open Space Policy and does not affect any existing or future park layout.

Comments from the Strategic Executive: Urban and Transport Planning

- Urban Planning

The application to purchase a portion of 'residential' Erf 3030, Katutura Extension 13 is supported. The sewer line runs on the boundary adjacent to Erf 3047, Katutura Extension 13 which will imply that a servitude will have to be registered if the portion is consolidated with Erf 3047, Katutura Extension 13.

Although this department has no objection to the purchase and consolidation of Erf 3030, Katutura Extension 13, the technical aspects mentioned above need to be considered first. Supported, subject to comments from the Department of Infrastructure, Water and Technical Services.

- Road Planning and Traffic Flow

There are no objections to the proposed subdivision of Erf 3030, Katutura Extension 13 into Portion A ($\pm 129 \text{ m}^2$) and the Remainder and subsequent consolidation of Portion A with Erf 3047, Katutura Extension 13:

- Urban Arterial Account (UAA) is not applicable.
- Access may only be obtained directly from Effata Street.

Roads and Stormwater

A stormwater investigation was done and the following is reported:

- There is a stormwater course flowing parallel to the northern boundary of Erf 3047, Katutura Extension 13 across Erven 3030 and 3031, Katutura Extension 13 approximately 7 metre north of the boundary.
- There is a stormwater outlet at the eastern boundary of Erf 3031, Katutura Extension 13, and an inlet at the western boundary of Erf 3030, Katutura Extension 13.

The section therefore supports only a 6 metre wide portion for allocation with conditions for the stability of boundary walls along the watercourse. The subdivision Plan No. PDT/3047KAT is **attached as page 161 to the agenda.**

There are no objections to the proposed subdivision of Erf 3030, Katutura Extension 13 into Portion A and the Remainder and the subsequent consolidation of Portion A with Erf 3047, Katutura Extension 13: Provided:

- That the applicant appoints a structural Engineer to ensure that the foundation of the boundary wall along the northern boundary will be protected from erosion and remain stable.
- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.
- That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater 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 plan be approved until the above stormwater conditions are met.

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

- Valuations

Portion A of Erf 3030, Katutura Extension 13 measures $\pm 129 \text{ m}^2$ in extent and after consolidation with Erf 3047, Katutura Extension 13 the size of the consolidated erf would be $\pm 391 \text{ m}^2$ in total. The development potential is not enhanced in terms of the density being 1:250 m^2 . Hence, the value payable at N\$24 500.00 which is 50 % of the total purchase price of N\$49 000.00 in total, in terms of Council Resolution 276/08/2004 **attached as page 152 to the agenda**; and as determined by the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Valuation Services) as per Valuation Certificate dated 15 April 2025, **attached as page 164 to the agenda**.

Should the owners of Erf 3047, Katutura Extension 13 wish to take occupation of Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 prior to 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\$204.16.

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

That no permanent structures be constructed on Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 during the lease period.

- Property Management

There is no objection for the subdivision of Erf 3030, Katutura Extension 13 into Portion A ($\pm 129 \text{ m}^2$ in extent) and the Remainder of Erf 3030, Katutura Extension 13; and the sale of Portion A ($\pm 129 \text{ m}^2$ in extent) to the owner of Erf 3047, Katutura Extension 13 for consolidation purposes. It is worth noting that the sale of a portion of Erf 3030, Katutura Extension 13 for consolidation purposes is supported based on the comments from the Strategic Executive: Urban and Transport Planning that the development of Erf 3030, Katutura will be challenging because of the stormwater course running within the property.

Conclusion

This matter is submitted to Council for its consideration and deliberations whilst it is proposed that the application for a portion of Erf 3030, Katutura Extension 13 for consolidation purposes be approved.

Management Committee, having considered the application

RECOMMENDED

- ***
- 1 That Erf 3030, Katutura Extension 13 be subdivided into Portion A ($\pm 129 \text{ m}^2$ in extent) and the Remainder as indicated on Plan No. PDT/3047KAT **attached as page 161 to the agenda.**
 - 1 That approval be granted to sell Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 to the owner of Erf 3047, Katutura Extension 13 for consolidation purposes.
 - 2 That Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 be consolidated with Erf 3047, Katutura Extension 13 simultaneously with the transfer.
 - 3.1 That Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 assumes the zoning of Erf 3047, Katutura Extension 13.
 - 4 That the applicant/owner of Erf 3047, Katutura Extension 13 be responsible for the town planning and cadastral procedures, i.e., closure, subdivision, consolidation, survey and registration of the newly consolidated erf and all costs involved.
- ***
- 5 That after obtaining the Environmental Clearance Certificate or exemption thereof and successful completion of the town planning and cadastral procedures, Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 be sold to the owner of Erf 3047, Katutura Extension 13 for consolidation purposes at half the market price of N\$363.00/m² being N\$24 500.00 which is 50 % of the total price N\$49 000.00, given that the development potential is not enhanced in terms of Council Resolution 276/08/2004 **attached as page 152 to the agenda**; and as per the Valuation Certificate dated 15 April 2025 **attached as page 164 to the agenda.**
 - 6 That the sale of Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 be subject to the following conditions:
 - 6.1 That applicant appoint a structural Engineer to ensure that the foundation of the boundary wall along the northern boundary will be protected from erosion and remain stable.
 - 6.2 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
 - 6.2.1 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.
- 6.2.2 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 and Transport Planning 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 and Transport Planning 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 plan be approved until the above conditions are met.
- 6.7 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.
- 6.8 That only one (1) service connection per erf be allowed from the municipal electrical network.
- 6.9 That only one (1) additional meter point for an approved flat be allowed on erven zoned 'single residential', and for more meter points the erf be rezoned to 'general residential'.
- 6.10 That access only be obtained directly from Effata Street.
- 6.11 That the sewer line be relocated outside the boundaries of the applied portion, at the cost of the applicant and to the satisfaction of the Strategic Executive: Infrastructure, Water and Technical Services.
 - 6.11.1 That it be noted that the submission of the consolidation will only be included in the amendment scheme upon written acceptance of the completed works by the Strategic Executive: Infrastructure, Water and Technical Services, or delegated representative.
- 7 That the applicant/owner of Erf 3047, Katutura Extension 13:
 - 7.1 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 Clearance Certificate has been obtained and the proposed closure, subdivision and consolidation have been submitted to the Townships Board, for consideration.

- 7.2 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.
- 7.3 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.
- 7.4 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, pay the purchase price.
- 7.5 That should the applicant fail to comply with any of the conditions in this Council Resolution, or fail to finalise the sale within eighteen (18) months from the date of this Council Resolution, that the allocation of Portions A ($\pm 129 \text{ m}^2$ in extent) of the Remainder of Erf 3030, Katutura Extension 13 to the owner of Erf 3047, Katutura Extension 13 beyond the eighteen (18) months be subject to the price escalation to be determined by the Strategic Executive: Housing, Property Management and Human Settlement.
- 8 That, should the applicant wish to take occupation of Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 prior to the conclusion of the sale thereof, Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 be leased to the applicant once the preliminary diagrams are available, pending the sale, at a monthly rental of N\$204.16, further subject to the annual escalation in line with the Namibia Inflation Rate.
 - 8.1 That no permanent structures be constructed on Portion A ($\pm 129 \text{ m}^2$ in extent) of Erf 3030, Katutura Extension 13 during the lease period.
- 9 That the sale/lease of Portion A ($\pm 129 \text{ m}^2$ in extent) of the Remainder of Erf 3030, Katutura Extension 13 be advertised in terms of section 63(2)(a)(b) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 10 That the sale/lease of Portion A ($\pm 129 \text{ m}^2$ in extent) of the Remainder of Erf 3030, Katutura Extension 13 be subject to Ministerial approval in terms of section 30(1)(t)(i) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 11 That the Chief Executive Officer (Corporate Legal Adviser) draft the Deed of Sale and Lease Agreements.
- 12 That the resolution be implemented prior to confirmation of the minutes.

Financial implications**Funds required**

Advertisement Costs - N\$4 000

Funds available

Item 4000/20/1/10/0025

 [Municipal Council Agenda: 2025-06-05(05-28)]

9.2.9

FNS.3 [UTP] APPLICATION FOR REZONING OF ERF 347, OLYMPIA FROM 'RESIDENTIAL' WITH A DENSITY OF ONE (1) DWELLING PER 900 m² TO 'OFFICE' WITH A BULK OF 0.4 AND CONSENT FOR A BUSINESS BUILDING (L/347/Olympia)

Application

An application was received from Du Toit Town Planning Consultants, on behalf of the owner of the erf, Peter Kehrer for the:

- Rezoning of Erf 347, No. 87, corner of Charles Winslow and Esther Brand Street, Olympia from 'residential' with a density of one (1) dwelling per 900 m² to 'office' with a bulk of 0.4;
- Consent to use Erf 347, No. 87, corner of Charles Winslow and Esther Brand Streets, Olympia for a 'business building' for a car rental company and medical consulting rooms; and
- Consent in terms of section 23(1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 347, Olympia, which shall be solely devoted to residential use in the form of dwelling units.

The Power of Attorney is signed by Mr Peter Kehrer in his capacity as the owner of Erf 347, Olympia. The Title Deed confirms that Mr Peter Kehrer is the owner.

The full application is **attached as pages 165 - 230 to the agenda.**

A credit clearance was provided, and the Strategic Executive: Finance and Customer Services indicated that the application may proceed.

Erf information

Erf 347, Olympia, is zoned 'residential' with a density of 1:900 m² and is ± 1 438 m² in extent. The erf is located at the corner of Charles Winslow and Esther Brand Streets. It is opposite the United Sports Field on the Remainder of Erf 290, Olympia and close to the Lolo Park Business Centre.

Erf 347, Olympia is currently being used for 'residential' purposes by the owner. The property falls within the Olympia Precinct Policy Area, whereby the 'business' zoning with a bulk of 1.0 can be allowed on the subject erf.

Development intention

The intention of the owner is to rezone the property to 'office' with a bulk of 0.4, to enable the establishment of a car rental and medical consulting rooms (via consent use) and residential units.

Public consultation

Public consultations were completed in line with the requirements of the Municipal Council of Windhoek's Public Consultation Policy for the Proposed Development and the Urban and Regional Planning Act, 2018 (Act 5 of 2018) as follows:

- *** - Notices were advertised in The Namibian and New Era newspapers on 9 and 16 October 2024 respectively and are **attached as pages 193 - 196 to the agenda**;
- *** - Notices were placed on the notice board of the Municipal Council of Windhoek's Customer Care Centre (CCC) as well as on the site and are **attached as pages 197 - 198 to the agenda**;
- *** - Neighbour consultation letters or forms were sent to the direct neighbours on Erven 393, 392, 348, the Remainder of Erf 290 and 373 Olympia and are **attached as pages 199 - 204 to the agenda**; and
- *** - A notice was published in the Government Gazette of 15 October 2024, Notice No. 8477 and is **attached as pages 205 - 208 to the agenda**.
- *** - Objection letters were received from the owners of Erven 349, 350; 371, 388, 389, 392 and 449, Olympia, **attached as pages 209 - 223 to the agenda**.

Objections received

Objections received are based on the following grounds:

- The rezoning of Erf 347, Olympia will affect property value, aesthetics of the area and character of the neighbourhood;
 - The proposed rezoning and consent uses will further increase traffic, criminality and noise and will put a strain on the infrastructure;
 - Erf 347, Olympia is outside the current legal Olympia Office Policy Area; and
 - Public participation process was not carried out correctly and as per the required process.
- *** The objection letters as well as the response of the owner are included as part of the public participation report and are **attached as pages 224 - 230 to the agenda**.

The Urban Policy Division's responses to the objections will be addressed as part of the evaluation of the application.

Technical comments

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

Comments from the Strategic Executive: Urban and Transport Planning

- Sustainable Development

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

It advised that the proposed application be granted, but due consideration of the Urban Policy comments and the undertaking of the relevant by-laws as administered by the respective divisions be noted.

- Planning, Design and Traffic Flow

Erf 347, Olympia is a corner erf at Esther Brand and Charles Winslow Streets, measuring $\pm 1\,438\text{ m}^2$ in extent, the erf is zoned 'residential' with a density of 1:900 m^2 . The erf gains access from Esther Brand Street. Rezoning to 'office' will generate nineteen (19) trips into the road network.

There are no objections to the rezoning of Erf 347, No. 87, corner of Charles Winslow and Esther Brand Streets, Olympia from 'residential' with a density of one (1) dwelling per 900 m^2 to 'office' with a bulk of 0.4: Provided:

- That parking be provided as per attached approved parking layout, Plan No. 347/OL_R attached as page 183 to the agenda.
- That parking requirement for office be one (1) bay per 25 m^2 floor area.
- That access may not be permitted within 20 metre of any intersection; measured from intersecting kerb lines.

There are no objections to the Consent to use Erf 347, No. 87 corner of Charles Winslow and Esther Brand Streets, Olympia for a 'business building' for a car rental company and medical consulting rooms: Provided:

- That building plans for the new building be submitted for approval of the Strategic Executive: Urban and Transport Planning.

- That parking requirement for a car rental company (garage) be four (4) bays per service bay plus two (2) bays per 100 m² spare parts or sales/display area.
- That parking requirements for a medical consulting room be five (5) bays per medical consulting room.
- That consent use only come into effect after meeting parking requirements to the satisfaction of the Strategic Executive: Urban and Transport Planning.

There are no objections to the Consent in terms of section 23(1) of the Windhoek Town Planning Scheme and Council's Policy to allow for an additional floor area on Erf 347, Olympia, which shall be solely devoted to 'residential' use in the form of dwelling units: Provided:

- That building plans for the new building be submitted for approval of the Strategic Executive: Urban and Transport Planning.
- That consent use only come into effect after meeting parking requirements to the satisfaction of the Strategic Executive: Urban and Transport Planning.

Roads and Stormwater

A stormwater investigation was done and the following is reported:

- Erf 347, Olympia has a general downward slope from the north east into a south westerly direction.
- There is a stormwater course flowing from the north east, then across the central part of the proposed Erf 347, Olympia, flowing into a south westerly direction.

There is no objection to the proposed rezoning of Erf 347, No. 87, corner of Charles Winslow and Esther Brand Streets, Olympia, from 'residential' with a density of one (1) dwelling per 900 m² to 'office' with a bulk of 0.4 and Consent for a 'business building' for a car rental and medical consulting rooms: Provided:

- That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme.
- That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater in the proposed extension is contemplated.
- That engineering drawings on how the stormwater be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning be submitted for approval simultaneously with the building plans.

- That all existing stormwater pipes, outlets and inlets, or any other stormwater system be clearly indicated on all building plans submitted prior to the approval thereof.
- That no building plan be approved until the above stormwater conditions are met.
- That a condition for the resale of these properties be included in the Title Deed of the erven, whereby transfer to a third party may only take place with approval of the Municipal Council of Windhoek. [Approval will only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.]

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

- **Engineering Services**

The application can only be approved under the following conditions:

- That free residential bulk is limited to 50 % of the allowable bulk of 0.4.
- That the total number of residential units does not exceed three (3) units.
- That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent use or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

Comments from the Strategic Executive: Electricity

- **Technical Support**

There is in principle no objection to the application: Provided:

- 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.
- That only one (1) service connection per erf be allowed from the municipal electrical network.
- That only one (1) additional meter point for an approved flat be allowed on erven zoned 'single residential', and for more meter points the erf be rezoned to 'general residential'.

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

Comments from the Strategic Executive: Economic Development and Community Services

- Environmental Management

There is no objection to the application, as there are existing businesses in the same area: Provided:

- That all efforts are made to prevent and mitigate causing a health nuisance to the surrounding properties.
- That the applicant submit a building plan for future businesses to be approved by the Strategic Executive: Urban and Transport Planning.
- That the applicant applies for a Certificate of Fitness and annually renew it to operate as a business within the municipal boundaries.

Title Deed conditions

The Title Deed conditions registered against the erf as per the Deed of Transfer No. T3684/2024 do not affect the application.

Urban Policy evaluation

The property is zoned 'residential' with a density of 1:900 m² and the intended zoning is 'office' with a bulk of 0.4. The proposed zoning makes provisions for the following primary and consent uses as per the Windhoek Zoning Scheme:

Use zone (1)	Primary uses (2)	Consent uses (3)	Prohibited uses (4)
XII Office	Office	Dwelling units, Residential buildings, Institutions, Places of Public Worship, Business buildings, hotels, Restaurants	Other uses not under columns 2 and 3

The applicant has also applied for consent use for a business building (a medical centre). The business building is defined by the Windhoek Zoning Scheme as:

a building designed and/or used as offices, warehouses, medical or dental consulting rooms, laboratories or other business purposes but does not include other buildings specifically defined or mentioned elsewhere in this Scheme with the exception of offices.

The Olympia Policy Area as approved by Council allows for the rezoning of Erf 347, Olympia to 'business'.

The applicant has submitted a request for consent to utilise Erf 347, Olympia as a 'business' building accommodating both a car rental company and medical consulting rooms.

Upon review, the Urban Policy Division supports the proposed consent use for medical consulting rooms, as this use is compatible with the intended rezoning to 'office' and aligns with the character and function of the surrounding area.

However, the proposed car rental business cannot be supported for the following reasons:

- Location and access constraints: Erf 347 is situated on Charles Winslow Street, which is an internal residential street rather than a major arterial route such as Sean MacBride Street. This location poses access limitations and potential traffic disruption to nearby residents.
- Land use compatibility: Car rental businesses typically require high traffic exposure and are more suitably located along busy roads or commercial corridors. The associated vehicle movement, noise and need for substantial on-site parking are not compatible with the character of the surrounding neighbourhood or the proposed 'office' zoning.
- Impact on surroundings: The nature and scale of operations associated with a car rental enterprise are inconsistent with both the existing residential context and the envisaged office/medical consulting use. The clustering of rental vehicles on-site would detract from the intended land use character and potentially affect adjacent property owners.

Based on the above considerations, the Urban Policy Division does not support the application for consent use of Erf 347, Olympia for a car rental business.

Response to objections received

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

- Alignment with the Olympia Policy Zone

It can be confirmed that the subject property is located within the approved Olympia Policy Area, which extends from Jason Hamutenya Ndadi Street in the north, to Esther Brand Street in the south and includes Charles Winslow Street, where the property is situated. This policy area is primarily guided by the presence of the established neighbourhood business centre at Lolo Park, as well as the growing demand for office space and increased residential densities, particularly along Esther Brand Street.

- Impacts on property value and aesthetics

The proposed activities are not anticipated to negatively affect security or property values, as similar land uses already exist within the surrounding area. As such, the proposed uses are considered compatible and consistent with the existing land use character of the neighbourhood.

- Traffic, noise and infrastructure concerns

The area along Charles Winslow and Esther Brand Streets in Olympia can no longer be regarded as purely residential, having undergone a significant transformation in character. It is now more accurately defined as a mixed-use area, with the presence of various businesses, offices, sports facilities, medical practices, accommodation establishments and 'institutional' land uses.

This shift is particularly evident around the neighbourhood business node, which serves as the focal point of the Policy Area. Notably, two (2) nearby properties are already operating as business nodes in close proximity to the subject property. The proposed development on Erf 347, Olympia is therefore consistent with Council policy and aligns with both existing and anticipated future land use patterns in the area.

With a site size of $\pm 1\,438\text{ m}^2$, the proposed bulk factor of 0.4 allows for 575.2 m^2 of 'office' floor space and 287.6 m^2 for 'residential' use. This scale of development is not excessive and is unlikely to give rise to significant concerns related to traffic, noise, or privacy. Any potential issues regarding extensions to existing structures or the construction of new buildings will be addressed through the compulsory building plan approval process, during which neighbour consultations will be triggered if building line encroachments are proposed.

The projected increase in traffic has been thoroughly reviewed by the Planning, Design and Traffic Flow Division, which concluded that the impact would be minimal given the current traffic conditions. Additional infrastructure considerations have also been comprehensively evaluated and are addressed in detail in the technical responses accompanying this submission.

- **Public participation**

The applicant initially failed to display the required notices on the application site and at the Municipal Council of Windhoek's Customer Care Centre (CCC), as stipulated by the Municipal Council of Windhoek's of Windhoek's Public Consultation Policy and the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

However, upon being notified of this oversight, the applicant promptly rectified the matter by placing the notices both on-site and on the Municipal Council of Windhoek's Customer Care Centre (CCC) Notice Board in accordance with the prescribed procedures. Proof of compliance has been submitted and are **attached as pages 197 - 198 to the agenda.**

Betterment fee

Compensation will be payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

Conclusion

The rezoning of Erf 347, Olympia from 'residential' with a density of 1:900 m² to 'office' with a bulk of 0.4 is 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).

The consent use for a medical centre on Erf 347, Olympia is supported as it falls within the definition of a business building.

The consent use for car rental business on Erf 347, No. 8, corner of Charles Winslow and Esther Brand Streets, Olympia is not supported as it does not compliment the surrounding area.

That consent for free residential bulk is supported, but limited to 50 % to the allowable bulk (287.6 m²) and to a maximum of five (5) residential units.

Management Committee, having considered the application

RECOMMENDED

- 1 That the rezoning of Erf 347, No. 87, corner of Charles Winslow and Esther Brand Streets, Olympia from 'residential' with a density of 1:900 m² to 'office' with a bulk of 0.4 be recommended for approval to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 2 That consent for a business building for medical consulting rooms, on Erf 347, Olympia in terms of Table B of the Windhoek Zoning Scheme, be approved.
- 3 That consent for a business building for car rental purposes, on Erf 347, Olympia in terms of Table B of the Windhoek Zoning Scheme not be supported due to the following:
 - Location and access constraints: Erf 347 is situated on Charles Winslow Street, which is an internal residential street rather than a major arterial route such as Sean MacBride Street. This location poses access limitations and potential traffic disruption to nearby residents.
 - Land use compatibility: Car rental businesses typically require high traffic exposure and are more suitably located along busy roads or commercial corridors. The associated vehicle movement, noise and need for substantial on-site parking are not compatible with the character of the surrounding neighbourhood or the proposed 'office' zoning.
 - Impact on surroundings: The nature and scale of operations associated with a car rental enterprise are inconsistent with both the existing residential context and the envisaged office/medical consulting use. The clustering of rental vehicles on-site would detract from the intended land use character and potentially affect adjacent property owners.
- 4 That consent for free residential bulk to be used solely for 'residential' purposes limited to 50 % (287 m²) of the allowable bulk and further limited to three (3) units only, be granted.
- 5 That all consent uses granted be on condition that the approval of the rezoning of Erf 347, Olympia from 'residential' with a density of 1:900 m² to 'office' 0.4 be promulgated in the Government Gazette by the Minister of Urban and Rural Development.
- 6 That it be noted that compensation (development contribution) is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

- 7 That on-site parking be provided as follows:
- 7.1 That for 'office' use, a minimum of one (1) bay per 25 m² floor area.
- 7.2 That parking requirement for a medical consulting room be five (5) bays per medical consulting room.
- 7.3 That parking for 'residential' be a minimum of one (1) exclusive parking bay per dwelling unit.
- 8 That no access or parking be allowed 20 metre from the intersection, measured from the intersecting kerbs.
- ***
- 9 That parking be provided as per approved parking layout, Plan No. 347/OL_R, **attached as page 183 to the agenda.**
- 10 That the consent use only come into effect after meeting parking requirements to the satisfaction of the Strategic Executive: Urban and Transport Planning.
- 11 That building plans for the new building be submitted for approval of the Strategic Executive: Urban and Transport Planning.
- 12 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
- 12.1 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.
- 12.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 13 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater in the proposed extension is contemplated.
- 14 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.

- 15 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.
- 16 That no building plan be approved until the above stormwater conditions are met.
- 17 That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning and consent use or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.
- 18 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.
- 19 That only one (1) service connection per erf be allowed from the municipal electrical network.
- 20 That only one (1) additional meter point for an approved flat be allowed on erven zoned 'single residential', and for more meter points the erf be rezoned to 'general residential'.
- 21 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, and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.
- 22 That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.
- 23 That all efforts be made to prevent and mitigate causing a health nuisance to the surrounding properties.
- 24 That the applicant submit a building plan for future businesses to be approved by the Strategic Executive: Urban and Transport Planning.
- 25 That the applicant apply for a Certificate of Fitness and annually renew it to operate as a business within municipal boundaries.
- 26 That the applicant accept the Council Resolution in writing.
- 27 That the Objectors be informed of Council's decision and their right to appeal against such decision.

- 28 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.
- 28.1 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.
- 29 That the resolution be implemented prior to confirmation of the minutes.

[Municipal Council Agenda: 2025-06-05(05-28)]

9.2.10

FNS.4 [UTP] APPLICATION FOR REZONING OF THE REMAINDER OF ERF 1372, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1:900 m² TO 'BUSINESS' WITH A BULK OF 0.4; CONSOLIDATION OF THE REMAINDER OF ERF 1372, WINDHOEK WITH ERF 8451, WINDHOEK (L/1372&L/8451/WHK)

Application

An application was submitted by Harmonic Planning Consultants on behalf of the Social Security Commission, the owner of the properties for the following:

- Rezoning of the Remainder of Erf 1372, Hosea Kutako Drive No. 155, Windhoek from 'residential' with a density of 1:900 m² to 'business' with a bulk of 0.4;
- Consolidation of the Remainder of Erf 1372, Hosea Kutako Drive No. 155, Windhoek with Erf 8451, Osler Street No. 1, Windhoek into consolidated Erf X; and
- Consent to commence with the proposed development while the rezoning is in progress.

The Power of Attorney is signed by the Chief Executive Officer of the Social Security Commission, Ms Milka Mungunda.

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

The full application is **attached as pages 231 - 287 to the agenda.**

Erf information

The Remainder of Erf 1372 and Erf 8451, Windhoek are located on Hosea Kutako Drive No. 155 and Osler Street No. 1. The erven are surrounded by 'single residential', 'general residential' and 'business' land uses. The erven are in close proximity to the Electoral Commission of Namibia, the Ministry of Home Affairs and Immigration, Van Rhyn Primary School and Khomas Secondary School.

The Remainder of Erf 1372, Windhoek measures $\pm 949 \text{ m}^2$ in extent and is zoned 'residential' with a density of 1:900 m^2 . There is an existing structure on the property.

Erf 8451, Windhoek measures $\pm 2\,168 \text{ m}^2$ in extent and is zoned 'business' with a bulk of 0.4. There are structures on the property.

Development intention

The client wishes to rezone the erf from 'residential' with a density of 1:900 m^2 to 'business' with a bulk of 0.4 in order to consolidate the erf with Erf 8451, Windhoek. With the consolidation, the owner wishes to combine the erven for a more integrated development.

The Social Security Commission intends to use the property to develop the consolidated erf into offices for the Commission. The offices will be more accessible as they will be located near the Central Business District (CBD) to benefit from the services offered within the Central Business District (CBD) and will also be located near activities that complement them in terms of the flow of services, people and finances. The offices will also be more accessible, as the site is located along a transportation corridor.

Public consultation

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

- *** - The proposed rezoning of the Remainder of Erf 1372, Windhoek and consolidation with Erf 8451, Windhoek was advertised in New Era newspaper on 26 July 2024 and 2 August 2024 respectively, as well as in the Confidante newspaper on 26 July 2024 and 01 August 2024 respectively and are **attached as pages 277 - 280 to the agenda;**
- *** - A notice of the proposed rezoning was placed on the notice board of the Municipal Council of Windhoek Customer Care Centre (CCC), as well as on the site and are **attached as pages 281 - 282 to the agenda;**
- *** - Neighbour consultation letters / forms were sent to the direct neighbours, the owners of Erven 3763, 3771 and 7954, Windhoek and are **attached as page 283 to the agenda;** and
- *** - A notice was published in the Government Gazette of 1 August 2024 under Notice No. 8402 and is **attached as pages 284 - 287 to the agenda.**

No objections were received against the intended development.

Technical comments

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

Comments from the Strategic Executive: Urban and Transport Planning

- Sustainable Development

There is no objection to the proposed development provided that the applicant meets all Council requirements.

- Planning, Design and Traffic Flow

The Remainder of Erf 1372 is located along Hosea Kutako Drive, while Erf 8451 is located at the corner of Osler and Van Rhijn Streets. The Remainder of Erf 1372 is zoned 'residential' with a density of one (1) dwelling per 900 m² and measures ± 947 m². Erf 8451, Windhoek is zoned 'business' with a bulk of 0.4 and measures ± 2 167 m² in extent. Traffic volumes are low and no major traffic flow problems are currently experienced during peak hours. The rezoning to 'business' will generate approximately thirty (30) vehicular trips to the current road network.

There are no objections to the proposed rezoning of the Remainder of Erf 1372, Windhoek from 'residential' with a density of 1:900 m² to 'business' with a bulk of 0.4: Provided:

- That for 'business' use, a minimum of one (1) parking bay be provided per 33 m² of utilised bulk.
- That a parking layout be submitted for approval, for the existing buildings on the consolidated erf, being to the satisfaction of the Strategic Executive: Urban and Transport Planning, prior to the submission of the application to the Urban and Regional Planning Board.
- That access to the consolidated erf not be obtained from Hosea Kutako Drive.

There are no objections to the proposed consolidation of the Remainder of Erf 1372, Windhoek with Erf 8451, Windhoek into consolidated Erf X: Provided:

- That for 'business' use, a minimum of one (1) parking bay be provided per 33 m² of utilised bulk.
- That the applicant provides a parking layout for considerations before the application is forwarded to the Urban and Regional Planning Board.

- Roads and Stormwater

A stormwater investigation was done and the following is reported:

- The proposed consolidated Erf X has a general downward slope from the northwest into a southeasterly direction.

- There is no visible sign of any stormwater course or system flowing across the proposed consolidated Erf X, except for surface stormwater run-off.

There is no objection to the proposed, rezoning of the Remainder of Erf 1372, Windhoek from 'residential' with a density of 1:900 m² to 'business' with a bulk of 0.4; and consolidation of the Remainder of Erf 1372, Windhoek with Erf 8451, Windhoek into consolidated Erf X: Provided:

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

Comments from the Strategic Executive: Infrastructure Water and Technical Services

- Engineering Services

It should be noted that both the Remainder of Erf 1372 and Erf 8451, Windhoek do not have access to a direct municipal sewer connection as they are connected to a private combined sewer system. Rezoning of erven from 'residential' to 'business' is only allowed if a direct municipal sewer connection is available. In order to approve the application, the consolidated Erf X will no longer be permitted to utilise the private combined sewer system and must instead connect directly to the nearest available municipal sewer system.

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

- That the applicant appoints a registered professional Engineer to design a municipal sewer connection for the consolidated Erf X.
- That the appointed Engineer submit the sewer design to the Strategic Executive: Infrastructure, Water and Technical Services, for approval prior to commencing any construction works.
- That after obtaining approval of the sewer design, the applicant appoints a Contractor to construct the sewer line.
- That the construction works be supervised by a registered professional Engineer.
- That all costs associated with the municipal sewer connection be for the applicant's account.
- That the applicant submit a sewer design to the Strategic Executive: Infrastructure, Water and Technical Services, for approval before submitting to the Urban and Regional Planning Board.

- That a Fitness Certificate will only be issued after the applicant has provided a municipal sewer connection to the consolidated Erf X.
- That no building plans will be approved until a municipal sewer connection is installed by the applicant and taken over by the Council as per approved designs.
- That any additional requirements for water or sewer services be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water, and Technical Services.

Comments from the Strategic Executive: Electricity

The Strategic Executive: Electricity has no objection to the application submitted as outlined above: Provided:

There is in principle no objection to the application: Provided:

- 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.
- That only one (1) service connection per erf be allowed from the municipal electrical network.
- 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, and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.
- That it be noted that the Local Authorities Act, 1992 (Act 23 of 1992) under section 94(1) stipulates that in the case of premises with an estimated load in terms of the Wiring Regulations, or a notified maximum demand, exceeding 66 kVA (3 x 100 ampere), Council may, on such conditions as it deems fit, require from the owner to provide and maintain on the premises a chamber in conformity with the requirements to serve as a substation for the housing of switchgear, transformers, medium and low voltage cables and other equipment necessary for the supply.

- That the owner ensure that free and unimpeded access to the substation chamber or miniature substation is available at all times.
- That Council may supply its own low voltage networks from its own equipment installed in a substation chamber of a consumer.
- That for a power supply up to 1000 kVA, a site measuring 18 m² be provided on the applicant's erf, to install a miniature substation.
- That for a supply point larger than 1000 kVA, a substation chamber on the applicant's erf, to the Strategic Executive: Electricity's specifications and approval, be constructed by the applicant at his/her cost to house the switchgear and transformer(s).
- That where the electrical engineering representative of the applicant anticipates that any future development will requires a supply point greater than 1000 kVA, it is advised that a substation building with the correct type of switchgear, be provided during the initial phase of the development to safe on cost.
- That the supply and installation of any low voltage cables inside the applicant's erf shall be done by the Electrical Contractor appointed. The department will do the termination of low voltage cables at the miniature substation or transformer.
- That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

Comments from the Strategic Executive: Economic Development and Community Services

- **Environmental Management**

There is no objection to the application: Provided:

- That the applicant is required to apply for an Environmental Clearance Exemption from the Department of Economic Development and Community Services prior to submitting the application to the Urban and Regional Planning Board.

Title Deed conditions

The Deeds of Transfer No. T680/2017 for the Remainder of Erf 1372, Windhoek and No. T6179/2016 for Erf 8451, Windhoek list no restrictive conditions registered against the erven.

Urban Policy evaluation

The Remainder of Erf 1372, Windhoek, is zoned 'residential' with a density of 1:900 m². The intention is to rezone the Remainder of Erf 1372, Windhoek to 'business' with a bulk of 0.4 in order to consolidate the erf with Erf 8451, Windhoek which is already zoned 'business' with a bulk of 0.4.

The intention as stated is to use the consolidated erf for 'office' purposes for the Social Security Commission.

The 'business' zoning has the following primary and consent uses allowed under the Windhoek Zoning Scheme:

Use zone (1)	Primary uses (2)	Consent uses (3)	Prohibited uses (4)
IV Business	Shops, Business Buildings, Dwelling Units, Residential Buildings and Social Halls	Other uses not under columns 2 and 4	Noxious industrial buildings

The proposed rezoning of the Remainder of Erf 1372, Windhoek from 'residential' with a density of 1:900 m² to 'business' with a bulk of 0.4 is in line with policy for the Central Business District (CBD) and surrounding areas as established under Council Resolution 215/08/2003 **attached as pages 288 - 289 to the agenda**. Although the Remainder of Erf 1372 is situated along Hosea Kutako Drive, the property is intended to be consolidated with Erf 8451, Windhoek. The consolidated erf will have alternative access via Osler Street, thereby aligning with the access and land use requirements set out in the applicable Council policy.

The allowable floor area for 'business' use on the consolidated erf will be ± 1 247 m².

Betterment fee

The applicant will be informed that compensation is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

Conclusion

The use of the consolidated erf for 'business' purposes is not foreseen to have any negative impact on the surrounding erven/area and is recommended for approval, in line with Council Policy established under Council Resolution 215/08/2003 **attached as pages 288 - 289 to the agenda**.

Management Committee, having considered the application

RECOMMENDED

- 1 That the rezoning of the Remainder of Erf 1372, Windhoek from 'residential' with a density of 1:900 m² to 'business' with a bulk of 0.4 be recommended 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) (as amended) and the Windhoek Zoning Scheme.
- 2 That the consolidation of the Remainder of Erf 1372, Windhoek (± 949 m²) and Erf 8451, Windhoek (± 2 168 m²) into proposed Erf X (± 3 117 m²) be recommended 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) and the Windhoek Zoning Scheme.
- 3 That the applicant takes note that compensation is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 4 That consent to proceed with development in terms of the proposed zoning while rezoning is ongoing, not be approved.
- 5 That for 'business' use, a minimum of one (1) parking bay be provided per 33 m² of utilised bulk.
- 6 That a parking layout be submitted for approval for the existing buildings on the consolidated erf to the satisfaction of the Strategic Executive: Urban and Transport Planning, prior to the submission of the application to the Urban and Regional Planning Board.
- 7 That access to the consolidated erf not be obtained from Hosea Kutako Drive.
- 8 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
 - 8.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:
 - The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or
 - The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.
 - 8.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

- 9 That it be noted that both the Remainder of Erf1372, Windhoek and Erf 8451, Windhoek do not have access to a direct municipal sewer connection as they are connected to a private combined sewer system.
- 10 That the rezoning of erven from 'residential' to 'business' only be allowed if a direct municipal sewer connection is available.
- 10.1 That the consolidated Erf X no longer be permitted to utilise the private combined sewer system and instead connect directly to the nearest available municipal sewer system.
- 11 That the applicant submit an engineering design for sewer provision as stipulated by the Department of Infrastructure Water and Technical Services as follows:
 - 11.1 That the applicant appoints a registered professional Engineer to design a municipal sewer connection for the consolidated Erf X.
 - 11.2 That the appointed Engineer submit the sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval, prior to commencing any construction works.
 - 11.3 That after obtaining approval of the sewer design, the applicant appoints a Contractor to construct the sewer line.
 - 11.4 That the construction works be supervised by a registered professional Engineer.
 - 11.5 That all costs associated with the municipal sewer connection be for the applicant's account.
 - 11.6 That the applicant submit a sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval, before submitting to the Urban and Regional Planning Board.
 - 11.7 That a Fitness Certificate only be issued after the applicant has provided a municipal sewer connection to the consolidated Erf X.
 - 11.8 That no building plans be approved until a municipal sewer connection is installed by the applicant and taken over by Council as per approved designs.
 - 11.9 That any additional requirements for water or sewer services be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.
- 12 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.
- 13 That only one (1) service connection per erf be allowed from the municipal electrical network.

- 14 That only one (1) additional meter point for an approved flat be allowed on erven zoned 'single residential', and for more meter points the erf be rezoned to 'general residential'.
- 15 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, and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.
- 16 That for a notified maximum demand exceeding 66 kVA (3 x 100 ampere), Council may, on such conditions as it deems fit, require from the owner to provide and maintain on the premises a chamber in conformity with the requirements to serve as a substation for the housing of switchgear, transformers, medium and low voltage cables and other equipment necessary for the supply as stipulated under section 27(1) of the Electricity Supply Regulations.
- 17 That the owner ensure that free and unimpeded access to the substation chamber or miniature substation be available at all times.
- 18 That the Council may supply its own low voltage networks from its own equipment installed in a substation chamber of a consumer.
- 19 That for a power supply up to 1000 kVA, a site, measuring 18 m², shall be provided on the applicant's Erf to install a miniature substation.
- 20 That for a supply point larger than 1000 kVA, a substation chamber on the applicant's erf, to the Strategic Executive: Electricity's specifications and approval, be constructed by the applicant at his/her cost to house the switchgear and transformer(s).
- 21 That where the electrical engineering representative of the applicant anticipates that any future development will require a supply point greater than 1000 kVA, it be advised that a substation building, with the correct type of switchgear, be provided during the initial phase of the development to safe on cost.
- 22 That supply and installation of any low voltage cables inside the applicant's erf be done by the appointed Electrical Contractor. [The department will do the termination of low voltage cables at the miniature substation or transformer.]
- 23 That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.

- 24 That the applicant be required to apply for an Environmental Clearance Certificate or Exemption from the Department of Economic Development and Community Services, upon Council approving the application and prior to submission to the Urban and Regional Planning Board.
- 25 That the applicant acknowledge receipt of the Delegated Authority recommendation; and in writing provide acceptance of conditions (including payment arrangements for compensation by signing the Acknowledgment and Acceptance of Council Conditions Form) within twenty eight (28) days of receipt of the Delegated Authority recommendation.
- 26 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.
- 26.1 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.
- 27 That the resolution be implemented prior to confirmation of the minutes.

=====

05 August 2024

1

Our Reference: KHOM/WHK/PTN/133/45/48/BRAK

The Chief Executive Officer
Department of Urban Planning and Property Management
Municipality of Windhoek
PO Box 59
WINDHOEK

Attention: Mr. H Rust

Re.: SUBDIVISION OF PORTION 133 (A PORTION OF PORTION 45), FARM BRAKWATER NO. 48, INTO SEVEN (7) PORTIONS AND THE REMAINDER OF PORTION 133 (A PORTION OF PORTION 45), FARM BRAKWATER NO. 48

1. APPLICATION

Urban Green cc has been appointed by *Rheinsberg Estate CC*, the owner of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48 to apply with the City Council for the-

- **Subdivision of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48, into seven (7) portions and the Remainder of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48 in line with the current zoning of residential with a density of 1:5ha.**

1.1 *Ownership*

Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48 is owned by Rheinsberg Estate CC (CC/2010/1591). Find attached as Annexure J, the Title Deed (No. T7716/2001) and CC Founding Statement (Annexure I1).

2. ERF/SITE INFORMATION

2.1 *Locality*

Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48, is situated in the central parts of the Farm Brakwater, a peri-urban area located to the north of Windhoek (Annexure C1).

2.2 *Topography*

The larger surrounding area has a moderate to steep topography having a natural fall west-wards towards the Monte Christo River, which flows northwards to link-up with the Swakop River.

The Portion itself has a moderate topography with a natural drainage from south to north. The Portion is dissected by a small tributary flowing from south to north (Annexure C2).

2.3 Current Zoning

2

In accordance with the Windhoek Zoning Scheme, the Portion's current zoning is 'residential' with a density of 1:5ha (Annexure N).

2.4 Size

Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48 measures 500 085m² in extend, as indicated by the attached diagram (Annexure C6).

2.5 Existing Land Use & Buildings

The Portion accommodates a main dwelling with outbuildings, located to the north-eastern side of the Property (Annexure C2). The buildings are currently used for the purpose of residential and small scale agricultural.

Apart from the mentioned buildings located to the north-eastern side, the remaining extent of the Portion is vacant and unutilised (Annexure C2).

The immediate surroundings to Portion 133/45/48, Farm Brakwater is characterized by residential activities (Annexure C3a) of similar sizes range from 5ha to 25ha.

2.6 Access

Access to the Portion is obtained via a 6-meter wide Right of Way Servitude passing over Portion 348/134/48, Farm Brakwater (Annexures C2 & C6) gaining access from the Brakwater South Arterial Road (referred to as Arterial 6 in the 2010 Brakwater Bulk Services Master Plan - Arterial Roads General Layout) (Annexure O), which again is linked with the D1491 providing access to the A1 (Windhoek-Okahandja National Highway).

The larger area is serviced with an effective road network consisting of different order roads ensuring optimal access throughout the larger neighbourhood.

2.7 Existing Infrastructure

Electricity is supplied by NamPower, while potable water is obtained from NamWater. Household waste is deposited at the City of Windhoek's Brakwater refuse and waste disposal area.

2.8 Existing Title Deed Conditions

The title conditions registered against the Portion is listed within the attached Title Deed T7716/2001 (Annexure J).

2.9 Conditions to be Registered

The existing conditions registered against Portion 133 (a Portion of Portion 45) of the Farm Brakwater No. 48 are to be retained against the new portions and the remainder.

The following right of way servitudes will also have to be registered -

- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its southern boundary in favour of Portion 1/133/45/48;

3

- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its western boundary in favour of Portion 2/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its eastern boundary; in favour of Portion 3/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48, Portion 1/133/45/48 and Portion Rem./133/45/48, in favour of Portion 4/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48, Portion 1/133/45/48 and Portion Rem./133/45/48, in favour of Portion 5/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48, Portion 1/133/45/48 and Portion Rem./133/45/48, in favour of Portion 6/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48, Portion 1/133/45/48 and Portion Rem./133/45/48, in favour of Portion 7/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 and Portion 1/133/45/48 in favour of Portion Rem./133/45/48,

as indicated by Annexure C5.

2.10 *Any Other Relevant Information to this Property/Site*

❖ Brakwater Policy Zones

The Portion is located within Policy Zone B, providing for a 1:500 residential density.

3. DEVELOPMENT PROPOSAL

3.1 *Intended Development*

It is the owners' intention to subdivide Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48 into seven (7) portions and the Remainder of Portion 133/45/48, in line with the current land use of 1:5ha, as provided for by the Windhoek Town Planning Scheme. The land use and density of the subdivided portions will remain 'residential' with a density of 1:5ha.

3.2 *Subdivision of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48*

The subdivision layout (Annexure C5) was determined by the topography, natural featured of the central lying river and dam, as well as accessibility to currently and future available roads, as well as the desire of the owner to retain the river and existing dwelling on a single portion (future Ptn Rem./133/45/48).

The size and zoning of the proposed portions and the Remainder is presented in Table 1.1 below.

Table 1.1 – Portion Sizes & Zoning

Ptn No.	Size (m ²)	Zoning
Ptn 1/133/45/48	51,265	Residential

Ptn No.	Size (m ²)	Zoning
Ptn 2/133/45/48	51,600	Residential
Ptn 3/133/45/48	57,512	Residential
Ptn 4/133/45/48	61,102	Residential
Ptn 5/133/45/48	61,056	Residential
Ptn 6/133/45/48	65,174	Residential
Ptn 7/133/45/48	71,375	Residential
Ptn Rem./133/45/48	81,000	Residential
TOTAL	500,085	

3.3 *Future Access and Parking*

Access to the new portions and Remainder will continue to be obtained via the existing 6-meter wide Right of Way Servitude passing over Portion 348/134/48 (Annexures C2 & C6) gaining access from the Brakwater South Arterial Road (referred to as Arterial 6 in the 2010 Brakwater Bulk Services Master Plan - Arterial Roads General Layout - Annexure O).

The owner of Portion 348/134/48 has been approached to discuss the option of a wider access servitude, who was not willing to provide approval for such wider access servitude. The other land owners bordering Ptn 133/45/48 to the southern boundary was also approached to request for the possibility of gaining access over their land, but without any success.

For the immediate term, access to the new portions and Remainder will continue to be obtained from the existing 6-meter wide Right of Way Servitude passing over Portion 348/134/48 (Annexures C2 & C6), until such time that the Brakwater Collector Road Plan (Annexure O3) has been implemented for this particular area under discussion.

Given that this 6-m wide servitude will be used by only the owners of the 8 portions, the width of the servitude is not considered to impact negatively on any other person, other than the 8 portion owners, if at all. Considering the road being low grade gravel, a traveling speed of 40km and a vehicle space width of 2m, 6m would be more than sufficient for two vehicles to pass each other without any difficulty or reason for accidents.

Access to the individual portions will be obtained via 13-meter wide right of way servitudes, as indicated by Annexure C5.

A minimum 13-meter wide right of way servitude would be maintained for access to the new portions, as presented under point 2.9 above.

The owners are willing to provide for the proposed⁵ future planned access road over the Rem/133/45/48, as proposed by the Brakwater Bulk Services Master Plan (Appendix O).

The following right of way servitudes are to be registered -

- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its southern boundary in favour of Portion 1/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its western boundary in favour of Portion 2/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its eastern boundary; in favour of Portion 3/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48, Portion 1/133/45/48 and Portion Rem./133/45/48, in favour of Portion 4/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48, Portion 1/133/45/48 and Portion Rem./133/45/48, in favour of Portion 5/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48, Portion 1/133/45/48 and Portion Rem./133/45/48, in favour of Portion 6/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48, Portion 1/133/45/48 and Portion Rem./133/45/48, in favour of Portion 7/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 and Portion 1/133/45/48 in favour of Portion Rem./133/45/48,

as indicated by Annexure C5.

Parking will be provided on the Portions and Remainder in accordance with the Windhoek Zoning Scheme.

3.4 Future Infrastructure Services

The existing potable water network will be extended to supply the new portions with potable water, at the cost of the portion owners. An application will be submitted to the applicable institutions (i.e. NamWater and City of Windhoek) for the above.

Given that no wastewater services exist within the greater Brakwater area, wastewaters will be handled by way of a 3-chamber septic tank system with soak away, or treated individually at each portion by way of a factory-build activated sludge sewage treatment plant. Details of the sewage treatment plant would be submitted to the Strategic Executive: Infrastructure, Water and Technical Services for approval.

An application will be submitted with NamPower for a new electricity kiosk (to be situated at Portion Rem./133/45.48) from where the new portions will be supplied with electricity, at the cost of the owners.

4. MOTIVATION

4.1 Need and Desirability

The need of the proposed subdivision is motivated by the owners' desire to optimally utilise the larger vacant part of the Portion for their children's use and benefit, while the desirability is motivated by the subdivision being in line with the Portion's current density as provided for by the Windhoek Town Planning Scheme.

Considering the size of the Portion and the allowable density of 5ha within the Brakwater area, and given that the immediate surroundings accommodate a residential urban character with a small scale agricultural component which compliments the peri-urban character of the area, the requested subdivision of Portion 133/45/48 is in line with the surrounding character and Windhoek Town Planning Scheme.

4.2 City's Policy & Development Framework

The intended subdivision is in line with what is being provided for, from both the Windhoek Town Planning Scheme (residential with a density of 1:5ha) and the 1995 Brakwater Development Policy Plan (residential with a density of 1:500).

4.3 Use of Existing & New Buildings

The existing main dwelling and supplementary dwelling will continue to be used for the purpose of residential and agriculture, as is. No other uses are intended.

Buildings to be constructed at the new portions will be for residential purpose, as provided for by the Windhoek Town Planning Scheme.

4.4 Access

Given that this 6-m wide servitude will be used by only the owners of the 8 portions, the width of the servitude is not considered to impact negatively on any other person, other than the 8 portion owners, if at all. Considering the road being low grade gravel, a traveling speed of 40km and a vehicle space width of 2m, 6m would be more than sufficient for two vehicles to pass each other without any difficulty or reason for accidents.

5 CONCLUDING REMARKS

Considering similar land uses and portion sizes within the immediate and larger surroundings, and fact that Portion 133/45/48 is zoned for a density of 1:5ha the proposed subdivision is in line with the current urban character and applicable legislation of CoW.

Bulk infrastructure such as roads, electricity and water are available and at such capacity that it can supply in the additional demand of 7 additional households.

Access via the existing 6-m wide servitude is considered sufficient as this servitude will be used by only 8 households on a daily basis.

Urban Green cc, on behalf of the owner of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48 hereby apply with the City Council for the-

- **Subdivision of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48, into seven (7) portions and the Remainder of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48**

as motivated above and supported by the Wind⁷hoek Town Planning Scheme and other supporting policies and plans of the CoW.

Find attached the following annexures in support of the above.

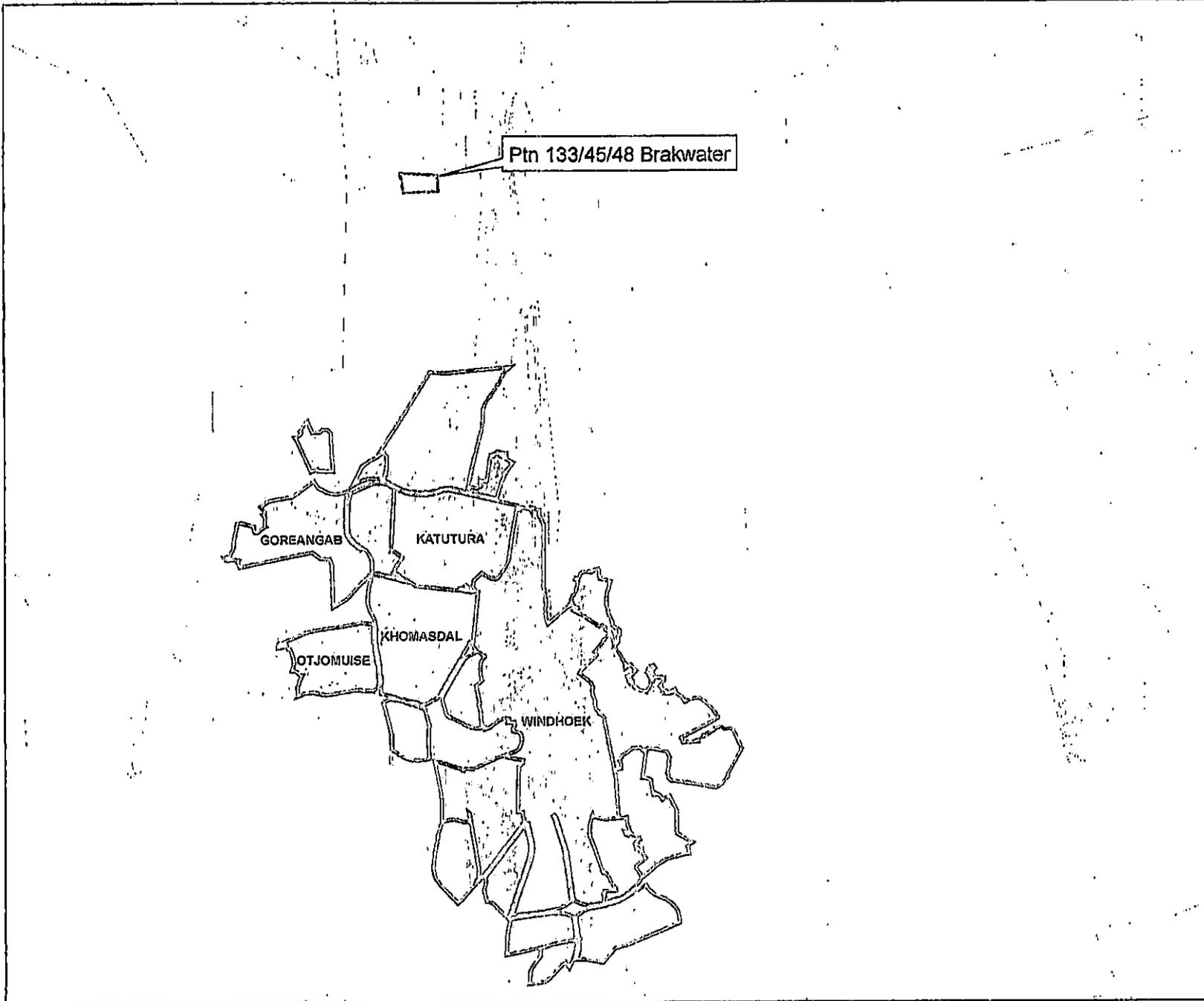
- Annexure C1 : Locality Map
- Annexure C2 : Aerial Photo Map
- Annexure C3 (a) : Current Land Use Map
- Annexure C3 (b) : Brakwater Policy Zones
- Annexure C4 : Proposed Land Use Map
- Annexure C5 : Subdivision Map
- Annexure C6 : Portion Diagram
- Annexure D : Conditions to be Registered
- Annexure E : Special Power of Attorney
- Annexure I1 : CC Founding Statement
- Annexure I2 : Company Resolution
- Annexure J : Title Deed (T2197/2010)
- Annexure L : Proof of Subdivision Payment
- Annexure M : Credit Clearance Certificate Approval from City of Windhoek
- Annexure N : Town Planning Certificate 1 (TPC1)
- Annexure O1 : Brakwater Bulk Services Masterplan
- Annexure O2 : CoW Resolution on Brakwater Bulk Services Master Plan
- Annexure O3 : Brakwater Collector Road Plan

Should you require any further information in this regard please contact us.

Yours faithfully,



Brand van Zyl (MNCTRP)



LOCALITY MAP
Ptn 133/45/48
Brakwater



00

NOTES
 The copyright of this drawing is reserved

PREPARED BY
 P O BOX 11029
 Klein Windhoek
 WINDHOEK
 CELL: 0811295769
 TEL: 001-500820
 FAX: 001-401294



SURVEY	DATE
DESIGN: Urban Green	May 2014
DRAWN: GDS	DATE: May 2014
DRAWING NO: Ptn 133/45/48 - Localities	
SCALE: 0 100 200 300 400 500 Meters	
1:100,000	



Proposed Subdivision (Aerial) Map

Portion 133/45/48 of the
Farm Brakwater



Legend

- Collector road
- Contours 6m
- Powerlines
- Buildings
- Proposed Subdivision
- Windhoek Farms Portions
- Servitudes
- Proposed 13m Right of Way
- Existing 6m (RoW) Servitude

Proposed 28m diameter
Clearance
WINDHOEK
DEPT. OF URBAN AND TRANSPORT PLANNING

2024 -10- 23

Portion Number	Area m ² UP1
1/133/45/48	51,265
2/133/45/48	51,600
3/133/45/48	57,512
4/133/45/48	61,102
5/133/45/48	61,056
6/133/45/48	65,174
7/133/45/48	71,375
Rem/133/45/48	81,000
TOTAL	500,085

NOTES: The copyright of this drawing is reserved

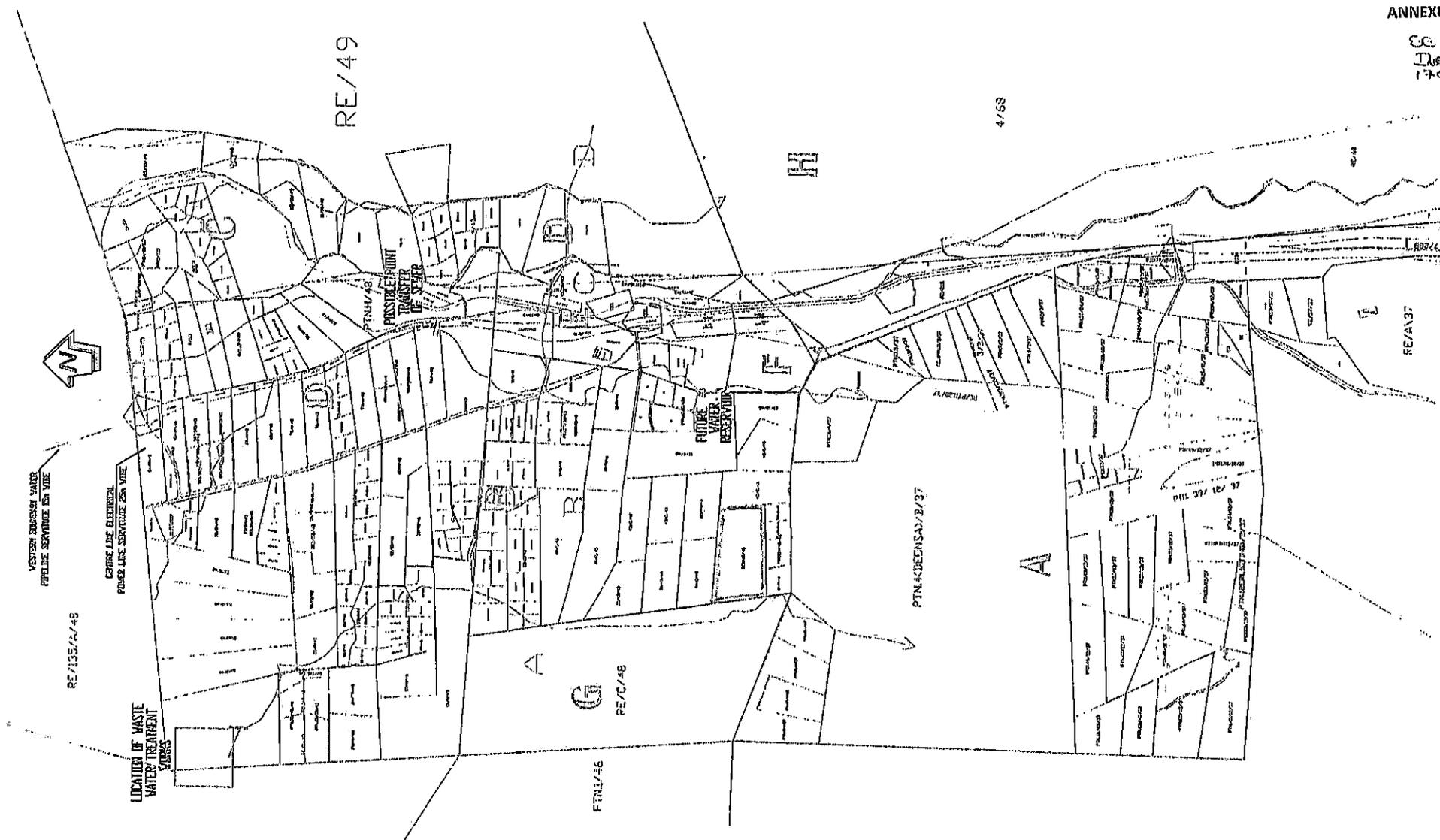
PREPARED BY:

P O BOX 11829
Klein Windhoek
WINDHOEK
CELL: 0811293760
TEL: 061-300820
FACSIM: 401294



SURVEY:	DATE: October 2024
DESIGN: Urban Design	DATE: October 2024
DRAWING: Urban Design	DATE: October 2024
DRAWING NO.: Pm 43274518	
SCALE: 1:5,000	

11



DELINEATION OF POLICY ZONES

	MAX. RES DENSITY	MIN. RES SUBDIVISION
A	1/5 ha	1/5 ha
B	1/5 ha	1/25 ha
C	1/500	500 m ²
D	1/300	500 m ²
E	1/300	300 m ²
F	1/300	300 m ²
G	1/1 ha	5 ha
H	1/5 ha	20 ha

LEGEND:

- POLICY ZONE A
- POLICY ZONE PROPOSED
- POLICY ZONES
- PLOTS
- ↘ WATER SEED DIVISION OF DRAINAGE AREAS A, B, C & D
- ◻ HAIR TRANSPORT INTERCHANGE

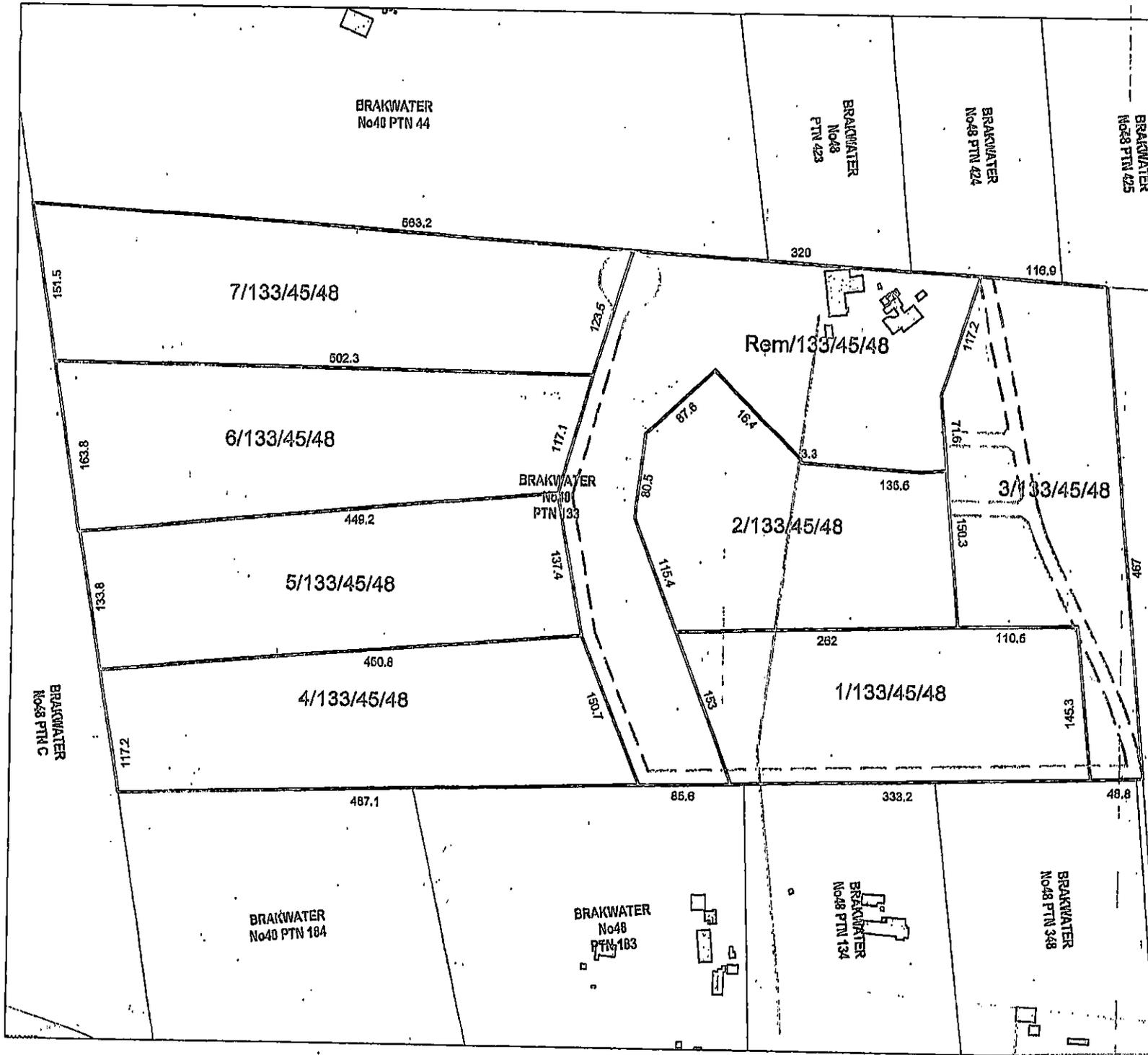
4 20/02/2009 NBD RUS
 3 20/02/2008 NBD RUS
 2 20/01/2006 NBD RUS
 REV. DATE DRAWN CHECKED
 CARDEX: BRAKWATER
 FILE: L/ BRAKWATER
 MUN. WINDHOEK

COMPILED: B. WATSON 15 AUG 1996
 DRAWN: H. GARBERS 15 AUG 1996
 CHECKED: DATE
 HEAD OF BRANCH: 19
 CITY ENG: 19
 C.E. DEPT.

REVISIONS: NETWORK: 01/BRAKWATER/TP/p3555_4
 REVISIONS REF. DWG: NETWORK: 01/CADDATA/DATA4ALL/BRAKWATER/TP/p3555_3_1

**POLICY ZONES
 BRAKWATER**

SCALE: NOT TO SCALE
 REV. 4



Proposed Subdivision (Aerial) Map

Portion 133/45/48 of the
Farm Brakwater



Legend

- Collector road
- Contours 5m
- Powerlines
- Buildings
- Proposed Subdivision
- Windhoek Farms Portions
- Servitudes
 - Proposed 13m Right of Way
 - Existing 6m (RoW) Servitude
 - Proposed 28m diameter (Cul de sac)

CITY OF WINDHOEK
DEPT. OF URBAN AND TRANSPORT PLANNING

Portion Number	Area m ²
1/133/45/48	51,265
2/133/45/48	51,600
3/133/45/48	57,512
4/133/45/48	61,102
5/133/45/48	61,056
6/133/45/48	65,174
7/133/45/48	71,375
Rem/133/45/48	81,000
TOTAL	500,085

NOTE: The copyright of this drawing is reserved

PREPARED BY:

P O BOX 11020
Klein Windhoek
WINDHOEK
CELL: 0811285780
TEL: 061-300820
Fax: 001-401284



SURVEY: _____ DATE: October 2024
DESIGN: Urban Design
DRAWN: Urban Design
DRAWING NO: Pn. 133/45/48

SCALE: 1:10,000

GOEDGEKEUR

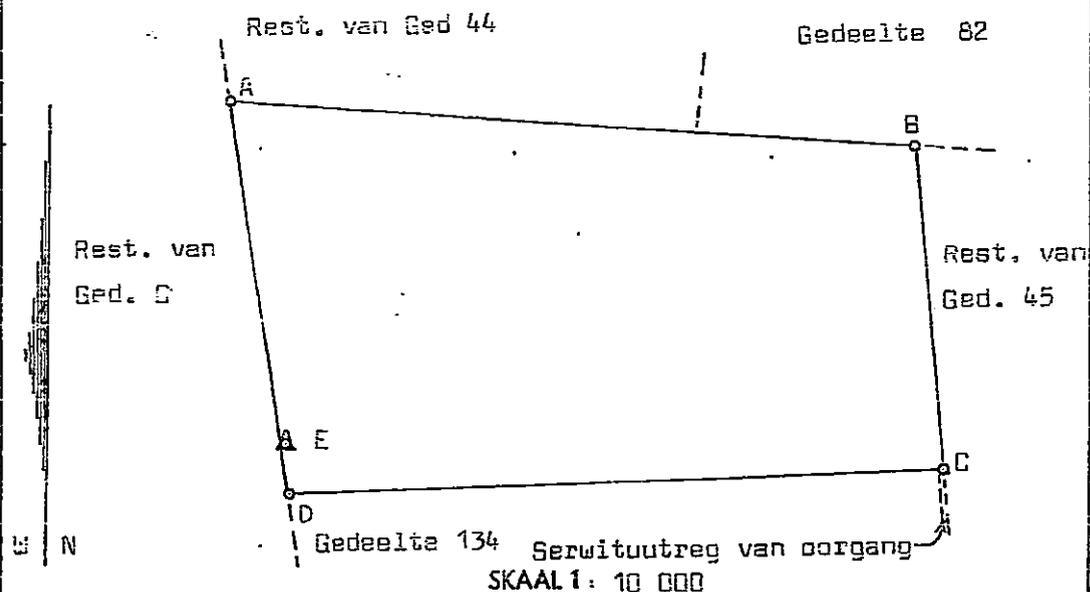
Nr. A 93/83

P.L. van der Heever
 LANDMETER-GENERAAL
 1983-04-08

SYE Meters	RIGTINGSHOEKE ° ' "	KOÖRDINATE Stelsel 22/17		BEN.	
		y	x		
AB	1004,1	273.43.30	A - 4 461,8	+47 563,6	Gat 9n
BC	467,0	355.09.40	B - 5 463,8	+47 628,8	Del 3
CD	954,6	88.15.10	C - 5 503,2	+48 094,1	134 B
DA	566,4	171.08.30	D - 4 549,0	+48 123,2	134 A
			E - 4 541,8	+48 054,1	Brak 2
			Δ - 6 318,9	+49 947,3	Brak 1

BAKENBESKRIVING:

- A.B. = Ronde ysterpen en klipstapel.
 C.D. = 16mm. Ronde ysterpen en klipstapel.



Die figuur A.B.C.D.

stel voor 50,0085 Hektare

grond, synde

GEDEELTE 133 (1n gedeelte van Gedeelte 45) van die plaas BRAKWATER No. 48

geleë in die Buitestedelike Gebied Brakwater
 Registrasie-Afdeling K.

Opgemeet in Maart 1983

deur my

Suidwes-Afrika
P. van der Heever
 Landmeter

Hierdie kaart is gehêg aan

T. Nr. 2521/84

gedateer 25-09-1984

Registrateur van Aktes

Die oorspronklike kaart is

Nr. A 343/66

Transport/Grondbrief
 Nr. 1735/1966

M.S. Nr. E 30/83

Alg. Plan Nr.

Noteerplan MG-3AC

Lêer Nr. K 48

Breed.

Leng.

IN FAVOUR OF THE LOCAL AUTHORITY

- A. The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act.
- B. The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least **four** times the municipal valuation of the erf.

Notwithstanding the fact that the Council's resolution contains the conditions to be imposed the applicant should attached as an annexure the full conditions to be registered as follows:

The following right of way servitudes will also have to be registered -

- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its southern boundary in favour of Portion 1/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its western boundary in favour of Portion 2/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 parallel with its eastern boundary;
- A 13 meter wide servitude right of way be registered over Portion Rem./133/45/48; Portion 1/133/45/48 and Portion 3/133/45/48 parallel with its west and southern boundary in favour of Portion 4/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion Rem./133/45/48; Portion 1/133/45/48 and Portion 3/133/45/48 parallel with its west and southern boundary in favour of Portion 5/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion Rem./133/45/48; Portion 1/133/45/48 and Portion 3/133/45/48 parallel with its west and southern boundary in favour of Portion 6/133/45/48;
- A 13 meter wide servitude right of way be registered over Portion Rem./133/45/48; Portion 1/133/45/48 and Portion 3/133/45/48

parallel with its west and southern boundary in favour of Portion 7/133/45/48;

- o A 13 meter wide servitude right of way be registered over Portion 3/133/45/48 and Portion 1/133/45/48 parallel with its southern boundary in favour of Portion Rem./133/45/48.

SPECIAL POWER OF ATTORNEY

We, the undersigned **MARYKE URSULA RUST (62013100159)** (names & ID)
ECKHART WOLFGANG RUST (62060400252)

in our capacity as **THE MEMBERS** (capacity with cc)

of **RHEINSBERG ESTATE CC (CC/2001/2657)** being the

owner of **PORTION 133 (A PORTION OF PORTION 45)**
OF THE FARM BRAKWATER NO. 48 (property)

do hereby nominate, constitute and appoint



URBAN GREEN CC (2004/0898)
P O Box 11929
Klein Windhoek

with power of substitution, to be our lawful Attorney and Agent in our name, place and stead, to make the necessary application to the Windhoek Municipal Council, and the Planning Board (Ministry of Urban and Rural Development) for the:

- o **SUBDIVISION OF PTN 133 OF THE FARM BRAKWATER, NO. 48, INTO 7 PORTIONS AND THE REMINDER PTN 133 OF THE FARM BRAKWATER, NO. 48**

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

SIGNED at WINDHOEK this 25th day of March 2024, in the presence of the undersigned witnesses.

MEMBER/S

MARYKE URSULA RUST

ECKHART WOLFGANG RUST

WITNESSES:

1.
Gerlind Haukambe
930422 00361

2.
Winfried Rust
880613 00133

CLIENT

18

AMENDED FOUNDING STATMENET OF

RHEINSBERG ESTATE CC

REGISTRATION NUMBER: CC/2001/2657

DR. WEDER, KRUGER & HARTMANN
LEGAL PRACTITIONERS, NOTARIES and CONVEYANCERS
Ground Floor - Nimrod Building - Casino Street
P.O. Box 864 - Tel. 061-275550 - Fax 235802
WINDHOEK, Namibia

Amended Founding Statement

Before filling in the form, first see notes on page 2.

REGISTRATION NUMBER OF CORPORATION CC/2001/2657	DATE OF RECEIPT
--	-----------------

PART A

	Dates of commencement of change
Full name of corporation* <u>RHEINSBERG ESTATE CC</u>	*
Previous name of corporation (if applicable)* <u>Not applicable</u>	*
Literal translation of name (if applicable)* <u>Not applicable</u>	*
Shortened form of name (if applicable)* <u>Not applicable</u>	*
Description of principal business* <u>Investment, property owing and all related matters</u>	*
Date of end of financial year* <u>Last day of FEBRUARY each year</u>	*

PART B

Postal address* <u>P O Box 80301, Windhoek, NAMIBIA</u>	*
Address of registered office (not post office box)* <u>No. 9 Rietbok Street, Suiderhof, Windhoek, NAMIBIA</u>	*
Name and address of accounting officer* <u>EH AHRENS P O Box 80301, Windhoek, NAMIBIA</u>	*

(Attach written consent to appointment)

Full name of association or body of which accounting officer is a member of the institute of the
 Chartered Secretaries and Administrators
 Membership/Practice No. 95129

* See note 2 on page 2

NOTES

1. Form CC 2 must be written in block capitals or be typewritten, lithographed or printed in legible characters with deep permanent black ink, and lodged in triplicate.
2. Change(s) effective from date of registration or upon a later date mentioned.
3. Where a person signs on behalf of a member, a power of attorney must be attached.
4. Minor children and other persons under legal disability must be assisted by their parents, guardians or representatives, as the case may be, and the capacity must be stated.
5. If no identity document has been issued, a written statement to this effect must be attached.
6. Particulars which do not change should also be furnished.
7. No fee is payable in respect of any changes in particulars under Part B and C.
8. New members must personally sign the form.
9. Form CC 2 which does not comply with the requirements of the Act, regulations or these notes, will be rejected.
10. Particulars to be furnished under PART C.
 - (a) Full names and surname. (If juristic person, mention name and capacity and if trustee, also mention name and particulars of testamentary trust).
 - (b) Identity number ((i) if no identity document has been issued, state date of birth and see par. 4 above.) ((ii) If juristic person, mention registration number).
 - (c) Size of interest expressed as a percentage.
 - (d) Particulars of interest and fair value thereof.
 - (e) Residential address.
 - (f) Postal address.
 - (g) Signature of member or representative (where applicable).

NAME OF CORPORATION RHEINSBERG ESTATE 24

REGISTRATION NUMBER CC/2001/2657

PART C

MEMBERS 2 (TWO)

Full names and surname MARYKE URSULA RUST

Date of Change

17 DEC 2001

Identity number or date of birth (i)	Year			Month			Day						
	6	2	0	1	3	1	0	1	0	0	1	5	1
Registration number (ii)													

Percentage of interest 50%

Particulars of contribution N\$50.00

Residential address Plot 133 of the Farm, Brakwater NO. 48, Windhoek, NAMIBIA

Postal address P O BOX 6845, Windhoek, NAMIBIA

Signature of member or representative *[Handwritten Signature]*

Full names and surname ECKHART WOLFGANG RUST

Identity number or date of birth (i)	Year			Month			Day						
	6	2	0	6	0	4	0	1	0	0	2	4	8
Registration number (ii)													

Percentage of interest 50%

Particulars of contribution N\$50.00

Residential address Plot 133 of the Farm Brakwater NO. 48, Windhoek, NAMIBIA

Postal address P O BOX 6845, Windhoek, NAMIBIA

Signature of member or representative *[Handwritten Signature]*

Witness Signature *[Handwritten Signature]*
Full names Madelein Magriela Abrahams

Date of signature 30-11-2001

Residential address Erf 2671, J James Street, Khomasdal, Windhoek, NAMIBIA

Business address Ground Floor, Nimrod Building, Kasino Street, Windhoek, NAMIBIA

Postal address P O BOX 864, Windhoek, NAMIBIA

RHEINSBERG ESTATE CC

NAME OF CORPORATION

REGISTRATION NUMBER	CC/2001/2657
---------------------	--------------

PART C

Date of Change

MEMBERS

Full names and surname

		Year	Month	Day	:										
Identity number or date of birth	(i)														
Registration number	(ii)														

Percentage of interest

Particulars of contribution

Residential address

Postal address

Signature of member or representative

Full names and surname

		Year	Month	Day	:										
Identity number or date of birth	(i)														
Registration number	(ii)														

Percentage of interest

Particulars of contribution

Residential address

Postal address

Signature of member or representative

Witness Signature

Date of signature

Full names

Residential address

Business address

Postal address

NAME OF CORPORATION RHEINSBERG ESTATE CC

REGISTRATION NUMBER	CC/2001/2657
---------------------	--------------

PART C

Date of Change

MEMBERS

Full names and surname _____

		Year	Month	Day										
Identity number or date of birth	(i)													
Registration number	(ii)													

Percentage of interest _____

Particulars of contribution _____

Residential address _____

Postal address _____

Signature of member or representative _____

Full names and surname _____

		Year	Month	Day										
Identity number or date of birth	(i)													
Registration number	(ii)													

Percentage of interest _____

Particulars of contribution _____

Residential address _____

Postal address _____

Signature of member or representative _____

Witness Signature _____

Date of signature _____

Full names _____

Residential address _____

Business address _____

Postal address _____

NAME OF CORPORATION

RHEINSBERG ESTATE CC

REGISTRATION NUMBER	CC/2001/2657
---------------------	--------------

PART C

Date of Change

MEMBERS

Full names and surname

		Year			Month			Day		
Identity number or date of birth (i)										
Registration number (ii)										

Percentage of interest

Particulars of contribution

Residential address

Postal address

Signature of member or representative

Full names and surname

		Year			Month			Day		
Identity number or date of birth (i)										
Registration number (ii)										

Percentage of interest

Particulars of contribution

Residential address

Postal address

Signature of member or representative

Witness Signature

Date of signature

Full names

Residential address

Business address

Postal address

NAME OF CORPORATION

REGISTRATION NUMBER	CC/2001/2657
---------------------	--------------

PART C

Date of Change

MEMBERS

Full names and surname

		Year	Month	Day																
Identify number or date of birth	(i)																			
Registration number	(ii)																			

Percentage of interest

Particulars of contribution

Residential address

Postal address

Signature of member or representative

Full names and surname

		Year	Month	Day																
Identify number or date of birth	(i)																			
Registration number	(ii)																			

Percentage of interest

Particulars of contribution

Residential address

Postal address

Signature of member or representative

Witness Signature

Date of signature

Full names

Residential address

Business address

Postal address

RHEINSBERG ESTATE CC

P.O.Box 6845

Ausspannplatz

Windhoek 10017

TO WHOM IT MAY CONCERN

SUBDIVISION OF PORTION 133 (A PORTION OF A PORTION 45), FARM BRAKWATER NO. 48, INTO 7 PORTIONS AND THE REMAINDER OF PORTION 133 (A PORTION OF A PORTION 45), FARM BRAKWATER NO. 48

Maryke Ursula Rust (62013100159) and Eckhart Wolfgang Rust (62060400252) being managing member or representative of Rheinsberg Estate CC (CC/2001/2657), are hereby authorized to sign the special Power of Attorney and all documents relating to the subdivision application of the above mentioned property.

Signed at Windhoek this 25th day of March 2024 in the presence of the undersigned witnesses.

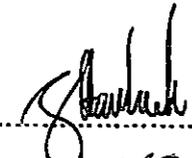
MEMBERS


.....
MARYKE URSULA RUST

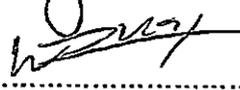

.....
ECKHART WOLFGANG RUST

WITNESSES:

1. Name: Gerlind Haukambe
(930422 00361)

Signature: 
.....

2. Name: Winfried Rust
(880613 00133)

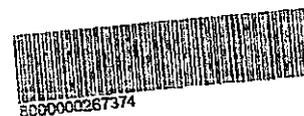
Signature: 
.....

Prepared by me
[Signature]
CONVEYANCER
YSSEL, E H

ORIGINAL
STAMPED
DEBT *N\$ 4560,00*
FEES *N\$ 9,00*

14 DEC 2001
MORTGAGED (No. *B 8235*) 2001
for *N\$ 600 575,00* (with preference for *N\$ 131 000,00*)
an additional amount not exceeding
DEEDS OFFICE,
WINDHOEK.
DEPUTY REGISTRAR OF DEEDS.
[Signature]

DR WEDER, KRUGER & HARTMANN
Attorneys, Notaries and
Conveyancers
P O BOX 864
WINDHOEK



DEED OF TRANSFER T 7716 . . . 2001

BE IT HEREBY MADE KNOWN: *GYSBERTUS JOHANNES LIGTHELM*

THAT ~~ETIENNE HENNING YSSEL~~ *ETIENNE HENNING YSSEL*

appeared before me, *DEPUTY* Registrar of Deeds at Windhoek, he the said Appearer, being duly authorised thereto by a Power of Attorney granted to him by

TASSO ROLF FORSTER
Born on: 6 OCTOBER 1943

and

ANKE HEDWIG FORSTER
Born on: 23 JANUARY 1961

MARRIED IN COMMUNITY OF PROPERTY TO EACH OTHER

dated the 16th NOVEMBER 2001 and signed at WINDHOEK

Yb/

[Signature]

[Signature]

DATE	2016-04-21
WINDHOEK	
Registrar of Deeds	
Office fees received	
has been issued for the	81.00
Receipt No.	279148

DATE	2016-04-21
WINDHOEK	
Registrar of Deeds	
Office fees received	
has been issued for the	51
Receipt No.	4737

AND THE SAID APPEARER declared that:

WHEREAS the Transferor has on the 16th NOVEMBER 2001 without any compensation, donated the hereinaftermentioned property to the hereinaftermentioned Transferee, which donation was accepted by the said Transferee on the 16th NOVEMBER 2001;

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

RHEINSBERG ESTATE CC
Registration Number: CC2001/2657

It's Successors-in-Title or Assigns

CERTAIN	PORTION 133 (A PORTION OF PORTION 45) OF THE FARM BRAKWATER NO. 48
SITUATE	In the Municipality of WINDHOEK Registration Division "K"
MEASURING	50,0985 (FIVE NIL comma NIL NIL EIGHT FIVE) Hectares
FIRST REGISTERED	by Certificate of Registered Title No. T.2521/1984 with Diagram No. A.93/83, relating thereto
AND HELD	by Deed of Transfer No. T.5687/1993
A. SUBJECT	to the conditions created in Government Grant No. 57/1927, which conditions relate inter alia to: <ul style="list-style-type: none"> (a) Die wette betreffende minerale, prospekteer, mynwerke en alle regte en sake wat daarop betrekking het; (b) Die aanlê van damme, watervore, spoorweë, paaie, telegraaf en telefoonlyne deur die Administrateur onderhewig aan die betaling van vergoeding; (c) Die terugname van die hele of enige deel van die grond vir publieke doeleindes onderhewig aan die betaling van vergoeding; (d) Die bestaande of toekomstige voorbehoude, serwitute, verpligtinge, wette en regulasies. (e) Die gebruik van paaie, deurgange en regte van uitspanning.
B. FURTHER SUBJECT	to the restrictions in terms of Section 22(4) of Ordinance 11/1963, created by endorsement against Deed of Transfer No. T.1735/1966, namely:-

Dat die binnegemelde transportnemer verbied word om enige verdere geboue op die hierinvermelde eiendom op te rig, buiten vir boerdery bedrywighede.

u3

⓪

—

C. AND FURTHER ENTITLED to a Servitude of Right of Way, 6 metres wide, the Eastern Side of which is indicated by the line B C on Diagram No. A.94/83 attached to Deed of Transfer No. T.2522/1984, over:

CERTAIN PORTION 134 (A PORTION OF PORTION 45) OF THE FARM BRAKWATER NO. 48

SITUATE In the Municipality of WINDHOEK
Registration Division "K"

MEASURING 25,0011 (TWO FIVE comma NIL NIL ONE ONE) Hectares

HELD under the said Deed of Transfer No. T.2522/1984

and created by Endorsement against the said Certificate of Registered Title No. T.2521/1984,

D. AND FURTHER ENTITLED to a servitude of Right of Way, 6 metres wide, the Southern Side of which is indicated by the line J K L M N P Q C on Diagram No. A.94/83, attached to Deed of Transfer No. T.2522/1984, created in Deed of Transfer No. T.824/1985, over:

CERTAIN REMAINING PORTION OF PORTION 45 (A PORTION OF PORTION C) OF THE FARM BRAKWATER NO. 48

SITUATE In the Municipality of WINDHOEK
Registration Division "K"

MEASURING 25,0677 (TWO FIVE comma NIL SIX SEVEN SEVEN) Hectares

HELD under Deed of Transfer NO. T.1735/1966

60

[Handwritten signature]

WHEREFORE the Appearer renouncing all the right and title which the said TRANSFERORS heretofore had to the premises, did, in consequence also acknowledge it to be entirely dispossessed of, and disentitled to, the same; and that by virtue of these presents the said TRANSFEREE

It's Successors-in-Title or Assigns, now is and henceforth shall be entitled thereto, conformably to local custom, the State, however, reserving its rights and finally acknowledging that the fair value of the property amounts to NS465 500.00.

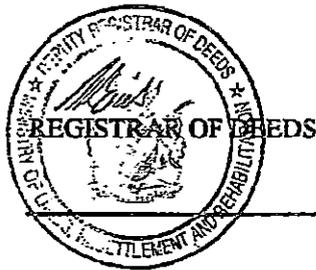
19 4 DEC 2001

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

together with the

Signature of Appearer

In my presence,



Transfer Duty Receipt No. 109022097
Issued at WINDHOEK on 4 DECEMBER 2001
for NS27 340.00

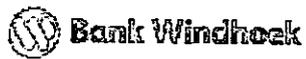
(Checked)

1. 2.

I the undersigned, ETIENNE HENNING YSSEL, Conveyancer hereby certify in terms of Section 78 of Act 23/1992 that all rates, fees or charges leviable in respect of the immovable property contained in this Deed have been paid up to and including the date of registration thereof.

CONVEYANCER
YSSEL, E H

10

**Transaction Information**

Reference Number	20240327-56872589
Beneficiary Name	City of Windhoek
Bank Name	First National Namibia
Branch Name	H/Office Windhoek Namibia 556
Branch Code	282672
From	Urban Green CC/2004/0898
Recipient Account	62012146115
Amount	2000.00
Action Date	27/03/2024
Transaction Description	INV2024240709
Transaction Status	ENCR Processed
Transaction Type	Ben Payment



INV2024240709

34

CITY OF WINDHOEK

P O Box 59, WINDHOEK NAMIBIA

Telephone No: (061) 290 2911

TAX INVOICE

VAT Reg. Number 2646057-01-5



Invoice Number : INV2024240709	Date Issued : 3/26/2024
Account Number : N/A	Vote Number : 5000132050048
Name : RHEINBERG ESTATE CC	Reference Number : PTN 133 FARM BRAKWATER NO 48
Address : N/A	System Reference : INV390420
	Issued By : 89687 - IIPINGE (L)
	Contact Details : +264 61 290 2264
Description : SUBDIVISION OF PTN 133 OF THE FARM BRAKWATER NO 48 INTO 7 PORTINS AND REMAINDER	

PAYMENT DUE

Total Amount Excluding VAT	: N\$ 950.00
Total VAT Amount	: N\$ 142.50
Total Amount Payable	: N\$ 1092.50

INVOICE DETAILS

Department : 4010 - URBAN PLANNING

Tariff Code	: N/A
Tariff Description	: N/A
Quantity Provided	: 1
Unit Price	: N\$ 950.00
Tariff Amount Excluding VAT	: N\$ 950.00
Tariff VAT Amount	: N\$ 142.50
Tariff Total Amount	: N\$ 1092.50
Service Code	: N/A

City of Windhoek Banking Details Bank: First National Bank - Number 62312146115 - Branch: 281872



CREDIT CHECK LIST

Surname Rust Full Names MARYKE URSULA BECKHART WOLFGANG
 Erf no. Ptn 133/45/48 Township FARM BRAKWATER
 Company/ cc RHEINBERG ESTATE CC (CC/2001/2657)
 Namibian Id. 62013100159/162060400252
 Postal Address Ptn 133/45/48, Farm BRAKWATER
 Physical residential or Business address P O BOX 41488, Ausspannplatz
 Telephone (B) (H) 061 300 820
 Mobile no. 081 1295759

FINANCE DEPARTMENT CREDIT CHECK

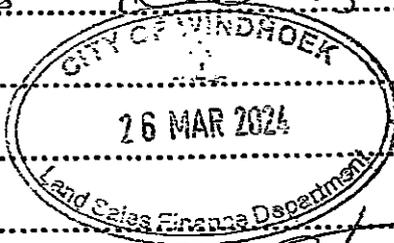
Service Accounts (MS)

Comments: Account 10433686 - C


Accounting Technician Credit Control A. Nis Signature A. Nis

Date:

LAND SALES

Comments: No landsales Accounts


Accounting Technician Credit Control Shamer Signature [Signature]

Date:

Accountant Credit Control Date:

**Town Planning Certificate No. 1:
Town Planning Scheme Information**

36

Ref: 133/48 BWEnq: SalomeTel: 2902643

Applicants Address _____

Telephone Number : _____

Sir / Madam

Erf No: C

Township : FARM BRAKWATER NO. 48

Street : TRUNK RD

In terms of the Windhoek Town Planning Scheme the following conditions apply to the above mentioned erf.

- | | | |
|------------------|---|-------------------|
| 1. Use Zone : | <u>RESIDENTIAL</u> | Refer to Table B. |
| 2. Density : | <u>1 DWELLING / 50 000M²</u> | Refer to Table E. |
| 3. Bulk Factor : | <u>0 00</u> | Refer to Table F. |
| 4. Coverage : | _____ | Refer to Table G. |
| 5. Erf Size : | <u>500,085 m²</u> | |
| 6. Parking : | _____ | |

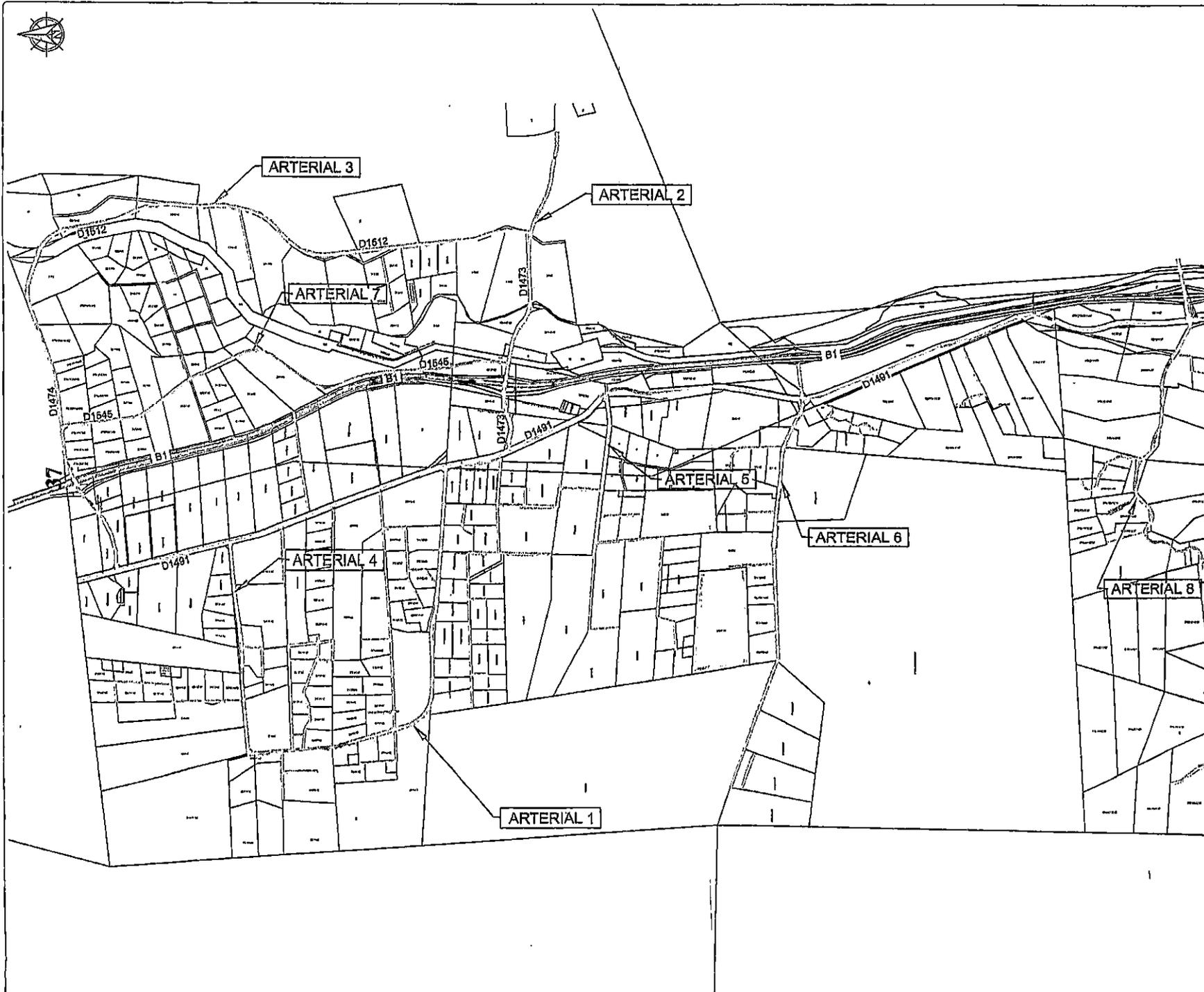
(The parking ratio should be confirmed with the Transportation Department for erven in the business zone, and for restaurants, grouped housing schemes, hotels, bed & breakfasts, resident occupations, places of amusement, social halls and churches)

7. Street Build Lines : _____
8. Position Of Buildings : _____
9. Street Address : 0 TRUNK RD
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.

A handwritten signature in black ink is written over a circular stamp. The stamp contains some illegible text and a date, possibly '2012'. The signature is a stylized, cursive name.



- General Notes:**
1. No part of this drawing must be scaled.
 2. All dimensions should be checked before any work on the site commences.
 3. Any discrepancies that may occur during the construction phase of this drawing must be brought under the attention of the Engineer immediately.

Legend

	Three lanes per direction
	Two lanes per direction
	Single lane per direction
	Right of Way

No	Revision	Date	FOR REPORT PURPOSES ONLY	BAR

Civil and Structural Engineers
Lithon Project Consultants

PO Box 917
 BANGALORE
 INDIA
 Website: www.lithon.com
 TEL: 080 66 68602
 FAX: 080 66 00022
 C/O: 7/4 B 1/2 2ND
 BLOCK CHUNG CHANG

Designed: Eunweyns
 Checked: Drawn: DA RIZUAMBACH
 Approved for Lithon: Approval date:

Client:

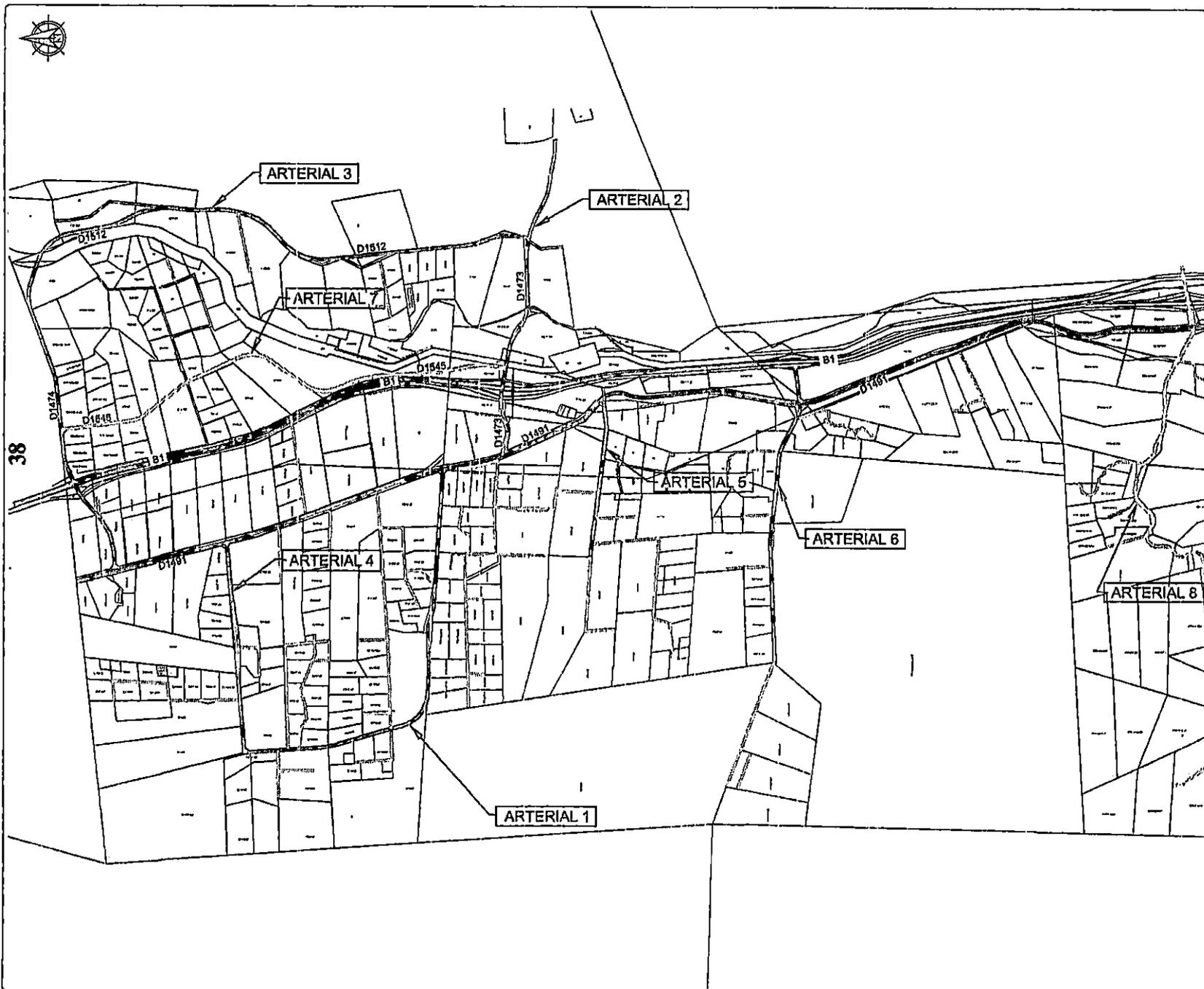
Approved for Client:	Approval date:
----------------------	----------------

Project:
P0344 - BRAKWATER BULK SERVICES MASTERPLAN

Drawing title:
ARTERIAL ROADS - GENERAL LAYOUT

Date of issue:	NOVEMBER 2009	Scale:	N.T.S.
Drawing no.:	P0344-G-001	Revision:	0

Copyright of this drawing reserved



General Notes:

1. No part of this drawing must be scaled.
2. All dimensions should be checked before any work on the site commences.
3. Any discrepancies that may occur during the construction phase of this drawing must be brought under the attention of the Engineer immediately.

Legend

- Three lanes per direction
- Two lanes per direction
- Single lane per direction
- Right of Way

No.	Date	Revision	By

Civil and Structural Engineers:
Lithon Project Consultants
 101-12111
 101-12112
 101-12113
 101-12114
 101-12115
 101-12116
 101-12117
 101-12118
 101-12119
 101-12120
 101-12121
 101-12122
 101-12123
 101-12124
 101-12125
 101-12126
 101-12127
 101-12128
 101-12129
 101-12130
 101-12131
 101-12132
 101-12133
 101-12134
 101-12135
 101-12136
 101-12137
 101-12138
 101-12139
 101-12140
 101-12141
 101-12142
 101-12143
 101-12144
 101-12145
 101-12146
 101-12147
 101-12148
 101-12149
 101-12150
 101-12151
 101-12152
 101-12153
 101-12154
 101-12155
 101-12156
 101-12157
 101-12158
 101-12159
 101-12160
 101-12161
 101-12162
 101-12163
 101-12164
 101-12165
 101-12166
 101-12167
 101-12168
 101-12169
 101-12170
 101-12171
 101-12172
 101-12173
 101-12174
 101-12175
 101-12176
 101-12177
 101-12178
 101-12179
 101-12180
 101-12181
 101-12182
 101-12183
 101-12184
 101-12185
 101-12186
 101-12187
 101-12188
 101-12189
 101-12190
 101-12191
 101-12192
 101-12193
 101-12194
 101-12195
 101-12196
 101-12197
 101-12198
 101-12199
 101-12200

Designed: _____
 Checked: _____
 Approved for LSA: _____
 Surveyed: _____
 Drawn: DA Haselbach
 Approved date: _____
 Approved for City: _____
 Approved date: _____

P0344 - BRAKWATER BULK SERVICES MASTERPLAN
ARTERIAL ROADS - GENERAL LAYOUT
 Date of issue: NOVEMBER 2009
 Drawing no: P0344-G-001
 Scale: N.T.S.
 Revision: 0
 Copyright of LSA consulting reserved

[Municipal Council Minutes: 2013-09-26]

**8.5.6 UPG.1 [PLA] FUTURE DEVELOPMENT
IN BRAKWATER
(L/Brakwater)**

On proposal by Councillor M Shiikwa, it was

RESOLVED

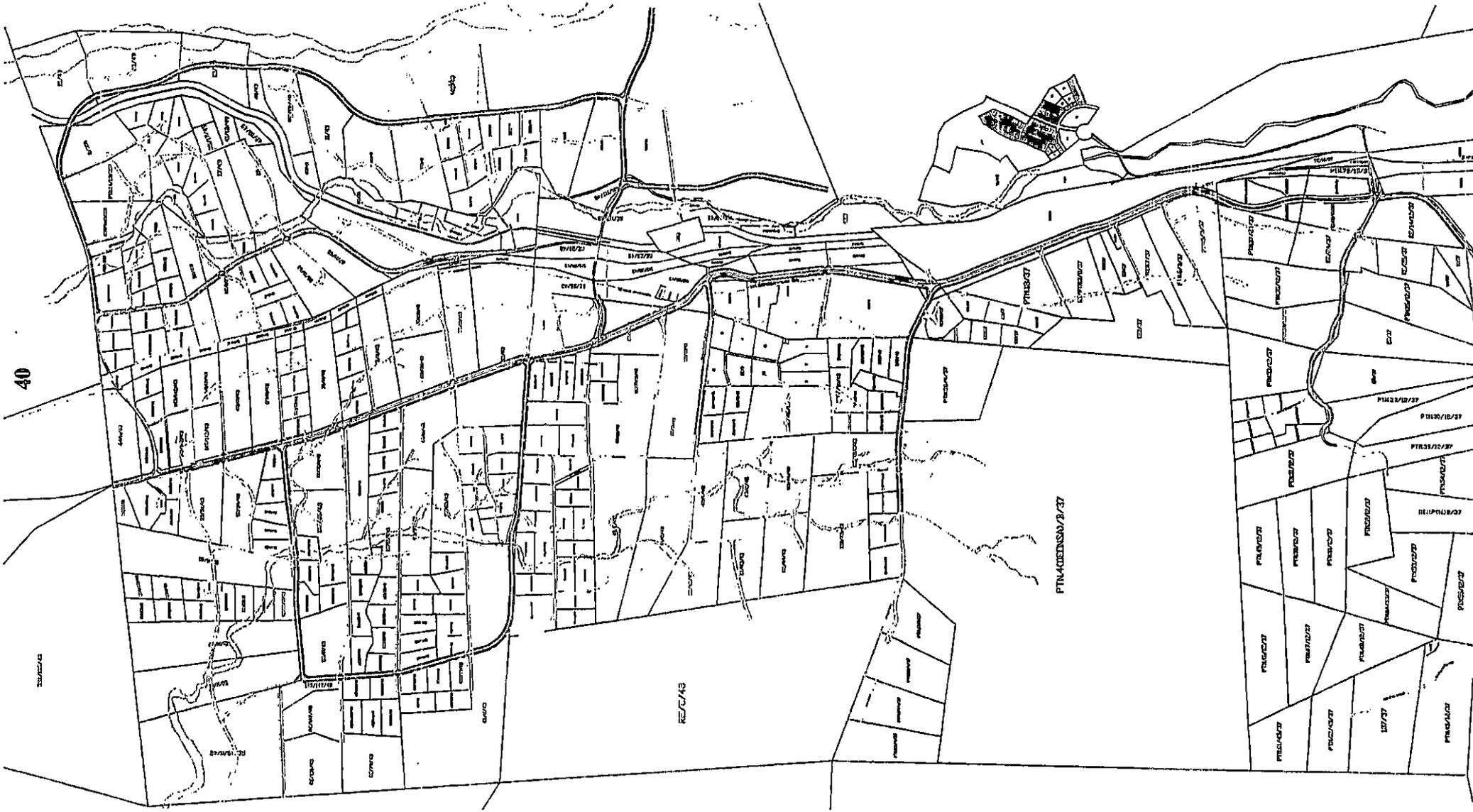
- 1 That the City of Windhoek prepare new Land Use Development Guidelines for Brakwater.
- 1.1 That the new Land Use Development Guidelines also include proposals for collector roads for the Greater Brakwater Area.
- 2 That the existing arterial roads, as well as the new proposed collector roads, be included in the Windhoek Town Planning Scheme.
- 3 That Council Resolution 267/08/2012, attached as pages 103 - 106 to the agenda, regarding the Brakwater Services Master Plan for the provision of bulk infrastructure in the Greater Brakwater Area, be implemented by the Strategic Executives: Urban Planning and Property Management; and Infrastructure, Water and Technical Services.
- 4 That, in the interim period until the new Land Use Policy and Guidelines for Brakwater is approved, the following be accepted as policy for Brakwater development applications:
 - 4.1 That the 'industrial' zoning be removed from the Brakwater Policy Zones and replaced with the 'restricted business' land use zone.
 - 4.2 That the City of Windhoek introduce density zonings of 2.5 hectares and 1 hectare in the proposed Structure Plan and that the new density zones be included in the next Amendment Scheme of the City of Windhoek.
 - 4.3 That the approval of subdivision and/or rezoning applications be subject to the client accepting the existing draft collector road system, or provide an acceptable alternative, until a new collector road system is in place.
- 5 That the Strategic Executive: Urban Planning and Property Management, in consultation with the Chief Executive Officer (Manager: Corporate Communications, Marketing, Tourism and Customer Care), undertake a public information exercise to inform residents and developers of the above interim measures affecting the development application in Brakwater, from the date of this Council Resolution.

Financial implications

Funds required

Brakwater Structure Plan - N\$650 000.00

RESOLUTION 281/09/2013



15 August 2024

Our Reference: KHOM/WHK/PTN/133/45/48/BRAKWATER

The Chief Executive Officer
Department of Urban Planning and Property Management
Municipality of Windhoek
PO Box 59
WINDHOEK

Attention: Ms. S. Bachler

Re.: PUBLIC CONSULTATION – SUBDIVISION OF PORTION 133 (A PORTION OF PORTION 45) OF THE FARM BRAKWATER NO. 48

Our application dated 05 August 2024 with your office refers.

Following instruction via email from your office dated 16 April 2024 Urban Green cc conducted the required public consultation for the above mentioned, as per the requirements of the Urban and Regional Planning Act, (Act 5 of 2018).

The public consultation commenced on 15 May 2024 and concluded on 12 June 2024.

Find herewith attached, the following documents in support of the public consultation –

- **Notice in Government Gazette of the intent to rezone;**
- **Newspaper Notices placed in the ‘Namibian’ and ‘Die Republikein’ newspapers;**
- **Proof of Registered Mail sent to the Neighbours of Ptn 133/45/48, Farm Brakwater;**
- **Notices Displayed at the Windhoek City Council’s customer care notice board; and the**
- **On-site notice display.**

Following finalization of the public consultation, three individual objections were received (see attached), as follows:

1. Ptn. Re/45/C/48 – The owners are objecting to the right of way access servitude to the subdivided portions passing over their Ptn. Re/45/C/48, which is not the case. The access servitude to the subdivided portions will remain passing over Ptn. 348/134/48, the current access servitude. The owners’ objection originates from communication previous to the public consultation, when our office enquired in writing on if the owners of Re/45/C/48 would be willing to allocate land for such access servitude, which was not supported by the owners of Re/45/C/48.
2. Ptn. 348/134/48 – This is the owner over which the current 6m right of way is passing. Her objection is against the width of the 6m servitude not being wide enough, YET the owner is not willing to agree to the 6m right of way being enlarged. The owner was approach with the request to provide for additional land to enlarge the servitude, which she did not agree too.

According to the owners of Ptn 133/⁴²45/48, they and the owner of Ptn. 348/134/48 had a discussion on the possible purchase of the land to provide for a larger access servitude, but the owner of Ptn. 348/134/48 demanded one of the 5ha portions of Ptn 133/45/48 in exchange for the small portion of her land, which is understandably ridiculous and unfair. The owner of Ptn. 348/134/48 is now trying to force the owners of Ptn 133/45/48 to this unfair deal by objecting to the size of the current 6m access servitude.

3. Ptn 183 & 184/48 – The owners' objection with respect to boreholes is irrelevant as the subdivided portions will not obtain water via boreholes, but from Namwater & CoW. Sewage will be addressed as per the requirements of CoW. The subdivision of Ptn 133/48 will create similar size portions (i.e., 5ha portions) as that of the objectors, yet the objectors consider this subdivision to have various unsubstantiated impacts. Why the to be created portions of 5ha, equal to their portion size, would now suddenly have an impact while there's had no impact, speaks of itself. The subdivision of Ptn. 133/48 will result in similar size portions as that of the objectors, yet the objectors consider this a 'township'. The objectors' opinions are clearly bias and self-centred.

Your office is hereby requested to proceed with the necessary submissions to the respective bodies with the Windhoek City Council, where after on approval from the Windhoek City Council an application for the Urban and Regional Planning Board will be submitted.

Should you require any further information in this regard please contact us.

Yours faithfully,



Brand van Zyl (MNCTRP)

21 October 2024

Our Reference: KHOM/WHK/PTN/133/45/48/BRAKWATER

The Chief Executive Officer
Department of Urban Planning and Property Management
Municipality of Windhoek
PO Box 59
WINDHOEK

Attention: Ms. S. Bachler

Re.: REVISED LAYOUT MAPS - SUBDIVISION OF PORTION 133 (A PORTION OF A PORTION 45), (TRUNK ROAD), FARM BRAKWATER NO. 48, INTO 7 PORTIONS AND THE REMAINDER OF PORTION 133 (A PORTION OF A PORTION 45), FARM BRAKWATER NO. 48

The referral letter from Windhoek Council dated 25 September 2024 refers.

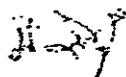
As recommended, point 1 (1), (2), and (3) of the referral letter have been considered on the revised layout map. This revised map indicates the 25m collector road running along the eastern boundaries. A minimum of 13m Right of Way servitude is proposed over the portion, ending in a proposed turning circle (cul de sac) of a minimum of 28m diameter at the northern side of the property.

Find attached the annexures in support of the above.

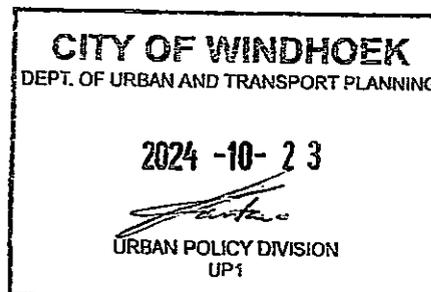
- Annexure C3 : Revised Aerial Photo Map
- Annexure C4 : Revised Subdivision Map

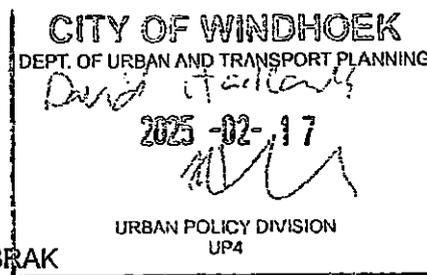
Should you require any further information in this regard, please contact us.

Yours faithfully,



Brand van Zyl (MNCTRP)





17 February 2025

Our Reference: KHOM/WHK/PTN/133/45/48/BRAK

The Chief Executive Officer
Department of Urban Planning and Property Management
Municipality of Windhoek
PO Box 59
WINDHOEK

Attention: Mr. H Rust

Re.: SUBDIVISION OF PORTION 133 (A PORTION OF PORTION 45), FARM BRAKWATER NO. 48, INTO SEVEN (7) PORTIONS AND THE REMAINDER OF PORTION 133 (A PORTION OF PORTION 45), FARM BRAKWATER NO. 48

Previous communication regarding the above-mentioned subject refers.

Following receipt of the referral letter dated 25 September 2024 in response to the application for the subdivision of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48, into seven (7) portions and the Remainder of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48, dated 10 April 2024, it was recommended for changes to be made to the traffic flow.

The recommended point 1 (1), (2), and (3) of the referral letter was considered and revised aerial photo map and subdivision plan were submitted with the Urban and Transport Planning division on 23 October 2024.

The revised maps indicate the 25m collector road running along the eastern boundaries of the Portion 133/45/48, Farm Brakwater and a minimum of 13m Right of Way servitude is proposed over the portion, ending in a proposed turning circle (cul de sac) of a minimum of 28m diameter at the north-central side of Portion 133/45/48, Farm Brakwater. These revisions were made in accordance with coordinates and input received from the Chief Engineer: Roads Planning, Design and Traffic Flow.

In view of the above as background and for your records, kindly find attached the application dated 23 October 2024, which was submitted along with the revised aerial photo map and subdivision plan, as per the request received via the email dated 13 February 2025.

Should you require any further information in this regard please contact us.

Yours faithfully,

Brand van Zyl (MNCTRP)

Market Watch

Kleinadvertensies • Classifieds

47

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

TEL: 061*297 2175 FAX: 061*239 638
EMAIL: classifieds@synergi.com.na

Geen advertensies sal telefonies aanvaar word nie.

No advertisements will be accepted telephonically.

INHOUDSOPGAVE	CONTENTS
001 Sterftesake	001 Death Notices
002 In Memoriam	002 In Memoriam
003 Dankbetreffings	003 With Gratitude
004 Veriere	004 Lost
005 Kennisgewings	005 Notices
006 Persoonlik	006 Personal
007 - Opdragting	007 Training
008 Betrekkingsgera	008 Employment Wanted
009 Vakatures	009 Vacancies
010 Spesiale dienste	010 Services
011 Gelukkigwensings	011 Congratulations
012 Eerwantske	012 Proposals
013 Een en vert	013 Construction
014 Alkmalmediasie	014 Accommodation
015 Te huur gera	015 Wanted to Let
016 Te koop	016 To Let
017 Kommerensied te huur	017 Commercial Wanted to Let
018 Kommerensied te koop	018 Commercial to Let
019 Kommerensied te koop	019 Commercial Property to Buy
020 Kommerensied te koop	020 Comm. Property for Sale
021 Alkerdel te koop gera	021 Goods Wanted to Buy
022 Alkerdel te koop	022 Goods for Sale
023 Diere	023 Animals
024 Motorfietsse en fietse	024 Bicycles and Motorcycles
025 Motors	025 Vehicles
026 Wagmotors en sleepwagens	026 Trucks and Trailers
027 Huise te koop gera	027 Residential Prop. to Buy
028 Huise te koop	028 Residential Prop. for Sale
029 Kesteghede	029 Businesses
030 Plase te koop gera	030 Farms Wanted to Buy
031 Plase te koop	031 Farms for Sale
032 Vakansies	032 Vacations
033 Erwe te koop gera	033 Erven Wanted to Buy
034 Erwe te koop	034 Erven for Sale
035 Regkennisgewings	035 Legal Notices

RATES & DEADLINES

To avoid disappointment of an advertisement not appearing on the date you wish, please book promptly. Classified rates, notices and display orders: 1200, two working days prior to placing. A standing fee of 150 is payable on advertisements received by posting by 13:00 two days before scheduled publication. No cancellations will be accepted if received after this deadline.

RATES:

- Classified Notice: R120.00 for the first 20 words and R20.00 (15% Vat included) for every word thereafter
- Display Notice: R300.00 per col/cm (15% Vat included)
- School notices: R50.00 (15% Vat included) per col/cm
- Churches: R50.00 (15% Vat included) per col/cm
- Sport Clubs: R50.00 (15% Vat included) per col/cm
- Birth, engagements, marriages, deaths, in memoriam: R50.00 (15% Vat included) per col/cm
- Legal Notices: R50.00 for the first 200 words and R20.00 (15% Vat included) for every word thereafter

CONDITIONS OF ACCEPTANCE: Republic reserves the right to withhold or cancel any advertisement order that has been accepted. Republic accepts no liability for failure to publish an advertisement received by telephone.

PRINTING: Please report errors promptly. Republic accepts no responsibility for errors that are because of a correction of any advertisement of any cost beyond the cost of the space occupied by the faulty advertisement. No refundation will be given due to small typographical errors which do not lessen the effectiveness of the advertisement. Republic does not accept responsibility for misplacement in advertisements.

Betrekkingsgera Employment Wanted

ANASTASIA (57) is on seek na huiswerk vir 3 tot 5 dae a week. Drink of rook nie op het verwyding. Skakel: 0818058055 0120220041570

Vakatures Vacancies

FARM MANAGER WANTED in Omahete Region. Experienced in cattle, sheep and game farming with a mechanical knowledge of engines. The ideal position for an ambitious, energetic young man. A stable employment record is a pre-requisite. Start immediately. EMAIL CV TO: adelcattell@gmail.com 0120220041570

Spesiale dienste Services

DO YOU URGENTLY NEED CASH? Get up to 75% of your vehicle's value in 45 min! Just a call Mooo-tah when you need it! Autocash 061-400676. 0120220041570

BOOKKEEPER ON WHEELS - We deliver the following services at your premises. General admin and managing your office from filing and writing up your books up to Trial Balance. Contact me: +264-816595129. 0120220041570

Alerted to keep Goods for Sale

Regkennisgewings Legal Notices

IN THE High Court of Namibia, Main Division, Held At Windhoek
 Case No: HC-MD-CIV-ACT-CON-2023/04796
 In the matter between: LEX OFFICIO PROPERTIES ONE CC, 1st Plaintiff
 LEX OFFICIO PROPERTIES TWO CC 2nd Plaintiff
 and JOHANNA NDAPPELELA ELUFHAS (AKA GOMA) Defendant
NOTICE OF SALE IN EXECUTION In the execution of a judgement granted by the High Court of Namibia, signed by the Registrar of the Court, on the 29th November 2023, the following movable property will be sold at 163 Rensburg Street, Lefaxenz, Windhoek, on Friday the 31st day of May 2024 at 10:00.
 1x Black Nissan X-Trail
 CONDITIONS OF SALE: "Voetstoots" Cash to the highest bidder. Dated at Windhoek on this ___ day of ___ 2024.
MASIZA LEGAL CHAMBERS LEGAL PRACTITIONER FOR PLAINTIFF
 2ND FLOOR, CONTINENTAL BUILDING
 LUDERITZ STREET, WINDHOEK
 REF: TO THE REGISTRAR OF THE HIGH COURT WINDHOEK NAMIBIA 0120220041570

Regkennisgewings Legal Notices

SUBDIVISION NOTICE: Please note that Urban Green Sustainability Consultants, on behalf of the owners, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) and the Windhoek Zoning Scheme, intends to apply to the Windhoek City Council and the Urban and Regional Planning Board for the Subdivision of Portion 133 (a Portion of a Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the remainder of Portion 133 (a Portion of a Portion 45), Farm Brakwater No. 48. Portion 133 (a Portion of a Portion 45), Farm Brakwater No. 48, is situated in the central parts of the Farm Brakwater, a peri-urban area located to the north of Windhoek. Portion 133/45/48 measures 500 085m² in extent and zoned residential with a density of 15ha. It is the intention of the owner to subdivide Portion 133/45/48 into seven (7) portions and the remainder of Portion 133/45/48, Farm Brakwater. The zoning of the subdivided portions would remain residential with a density of 15ha. The purpose of the subdivision is to take up the right which may enable future land sales as required and defined by the Windhoek Zoning Scheme. Access to the Portion is obtained from the Nubusis Flats Road, via a 6-metre wide Right of Way Servitude passing over Portion 348/134/48, Farm Brakwater. Portion 133/45/48 is via Portion 348/134/48 linked with the Brakwater South Arterial Road, which again is linked with the D1491 providing access to the A1 (Windhoek-Oshana) National Highway). Parking will be provided in accordance with the requirements of the Windhoek Zoning Scheme. Further note that the locality plans of the Portions is available for inspection on the Town Planning Notice Board at the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Urban Green Sustainability Consultants, No. 40, Berg Street, Klein Windhoek. Further take note that any person objecting to the proposed use of land and subdivision set out above may lodge an objection, together with the grounds thereof, with the City Council (Urban Planner - Town House, 5th Floor/Room 516) and with the applicant in writing within 14 days after the appearance of the last notice (final date for objection is 12 June 2024). Applicant: Urban Green Sustainability Consultants PO Box 11929 Klein Windhoek Contact details: 061 - 300 820 Email: adna@urbangreenconsultants.com 0120220041570

Regkennisgewings Legal Notices

IN THE High Court of Namibia, Main Division, Held at Windhoek
 Case Number: HC-MD-CIV-ACT-CON-2023/05325
 In the matter between: NAMIBIA GRAPHIX SUPPLIES CC, Plaintiff and GRAND BUSINESS SOLUTIONS (PTY) LTD, Defendant
NOTICE OF SALE IN EXECUTION In the execution of a Writ of Execution issued out of the High Court of Namibia, Main Division, Held at Windhoek, signed by the Registrar of the High Court of Namibia on the 06th day of March 2024, the following movable property will be sold on Saturday, 01 June 2024 at 09:00 at MESSENGER COURT, 422 INDEPENDENCE AVENUE, WINDHOEK, REPUBLIC OF NAMIBIA.
ASSETS TO BE SOLD IN EXECUTION
 1x Display Unit, 1x Acer Computer, 1x White Canon Printer, 2x Office Tables + Chair, 1x Kefvatorn Fridge, 4x Office Chairs, 1x Logik Microwave Oven, 1x Black Canon Printer, 1x Table + 2 Chairs, 1x Fan, 1x Brown Display Unit, Steel Rack, Fast Colour Printing Machine, 1x LG Screen, 1x Roland Machine, 1x Program Control Paper Cutter, 1x Samsung Screen, 1x Lenovo Screen, 1x Table + Chair, 1x Steel Rack.
CONDITIONS OF SALE
 "Voetstoots" Cash to the highest bidder.
 DATED at WINDHOEK on this ___ day of MAY 2024.
DELPURT LEGAL PRACTITIONERS LEGAL PRACTITIONERS FOR PLAINTIFF
 Unit 7, 51 On Lazarott, Julius Nyerere Street WINDHOEK (Ref: L21/0036) 0120220041570

SWARDPUNDE, CONSTRUCTION EQUIPMENT: Parts and Equipment. Salesperson. Requirements:
 - Minimum Grade 10.
 - Driver's license Code BE.
 - Some Computer Literacy.
 - Minimum 3 years relevant experience.
 - Be accountable for reporting to customers and management. Only shortlisted candidates will be contacted. CV and relevant documents to: bermd@kanu-equipment.com 0120220041570

LO5 GOED: 2x Nekskeire vir beses - N\$9.800. Insuluitende van naaste aarnd.
 - Hoedruk vuurspuut 500 liter, - N\$21.600,00 insuluitende van naaste aarnd.
 - Kompakter - N\$16.300 insuluitende van naaste aarnd.
 - Jackhammer - bele min gabra N\$23.900 insuluitende van naaste aarnd.
 Al boganoemde in uitstokende toestand.
 - 2 x 11L Lister engines - oorgee-doen N\$8.400 insuluitende van naaste aarnd.
 - Kregkop, werkende toestand - N\$7.000 insuluitende.
 - Engin Crane so goed soos maat - N\$9.000 insuluitende.
 Skakel: 081 128 1816 of 081 127 5229 tussen 08:00 en 17:00 vir verriere besonderhede. 0120220041570

IN THE High Court of Namibia, Main Division, Held At Windhoek
 Case Number: HC-MD-CIV-ACT-CON-2023/02046
 In the matter between: TERAH SQUARE BODY CORPORATE, Plaintiff and SINDAHA AMUKUGO, Defendant
NOTICE OF SALE IN EXECUTION In the execution of a Writ of Execution issued out of the High Court of Namibia, Main Division, Held at Windhoek, signed by the Registrar of the High Court of Namibia on the 23rd day of June 2024, the following movable property will be sold on Saturday, 01 June 2024 at 09:00 at MESSENGER COURT, 422 INDEPENDENCE AVENUE, WINDHOEK, REPUBLIC OF NAMIBIA.
ASSETS TO BE SOLD IN EXECUTION
 1x Dely Tumble Dryer, 1 x Glass Top Dining Table, 2x Lounge Chairs, 6x Dining Chairs, 1x Russell Hobbs Heater, 2x Bar Chairs, 1x Samsung D/Door Fridge, 1x Samsung Microwave, 1x DSTV Decoder, 1x Samsung Curve Led Tv, 1x LG DVD Player with Speakers, 1x Patio Table (small), 2x Patio Chairs, 1x Panasonic Water Dispenser.
CONDITIONS OF SALE
 "Voetstoots" Cash to the highest bidder.
 DATED at WINDHOEK on this ___ day of MAY 2024.
DELPURT LEGAL PRACTITIONERS LEGAL PRACTITIONERS FOR PLAINTIFF
 Unit 7, 51 On Lazarott, Julius Nyerere Street WINDHOEK (Ref: A14300) 0120220041570

Regkennisgewings Legal Notices

PERDE: Mooi en goeie ryperde (glasloos) tussen N\$10.000 en N\$40.000 elk of twee. Ongesleerde perde met goeie temperatuur na te leer tussen N\$3.000 en N\$5.000 elk. Skakel: 081 128 1816 of 081 127 5229 tussen 08:00 en 17:00 vir verriere besonderhede. 0120220041570

Regkennisgewings Legal Notices

REZONING PORTION 26 REMAINDER OF FARM RUNDU NO 1329 FROM GOVERNMENT EDUCATION TO INSTITUTION
 Take notice that RITTA KHIBA PLANNING CONSULTANTS (TOWN, REGIONAL PLANNERS AND ENVIRONMENTAL CONSULTANTS) on behalf of the owner of Portion 26 a portion of the Remainder of Farm Rundu No. 1329, intends applying to the Municipal Council of Rundu for REZONING PORTION 26 FROM GOVERNMENT EDUCATION TO INSTITUTION AND CONSENT TO USE THE PORTION FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED. Portion 26 Rundu, is zoned Government-Education and is approximately 22.2816 hectares in extent. There are existing buildings situated on the erf. Once Council approves the proposed rezoning the intention is to use the existing buildings for institutional purposes. The number of vehicles for which parking will be provided onsite will be in accordance with the Windhoek Town Planning Scheme. Further take notice that any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof with the Municipal Council Rundu and with applicant in writing within 21 days of the last publication of this notice on, 13 June 2024. APPLICANT: RITTA KHIBA REGIONAL CONSULTANTS TOWN AND REGIONAL PLANNERS P.O. Box 22543, Windhoek Tel: 061 225062 or Fax: 088614935 (fax to ema) Mobile: 081578854 / Email Address: rkhiba@gmail.com 0120220041570

NAMIBIA INDUSTRIAL MACHINERY CC 1. Assistant Manager and Interpreter: Graduated from professional university and at least 5 years experience and Bachelor's degree. Sales experience in machinery and administration. Good computer skills; trained secretary familiar with Office.
 2. After Sales Engineer: At least 5 years experience in construction machinery, with recognized qualifications: Mechanical Assembler and qualification for mechanical manufacturing. Please forward CV to the Namibia Industrial Machinery cc at emj1369@163.com ONLY SHORT-LISTED WILL BE NOTIFIED AND NO DOCUMENTS WILL BE RETURNED. 0120220041570

LOGISTIC MANAGER ASSISTANT JOIN OUR TEAM AT YELLOW SHARK LOGISTICS
 CCWe are seeking vibrant and dynamic woman as a Logistic Manager Assistant to enhance our team. The ideal candidate should be computer literate and possess a valid driving license. Proficiency in both Afrikaans and English is required, and knowledge of German will be considered an advantage. Interested applicants are invited to submit their resumes to info@yellow-shark.com. Come be a part of our exciting journey! 0120220041570

Huise te koop gera Residential Prop. to Buy

SOEK HUIS: te koop naby WAP skool. Kortant. Geen agents. Skakel: 0813976585. 0120220041570

Plase te koop gera Farms to Buy

FARM TO BUY: We are looking for a farm to buy, should not be less than 2900 000 hector. Call: 0812605630. No agents. 0120220041570

Regkennisgewings Legal Notices

IN THE High Court of Namibia, Main Division, Held at Windhoek
 Case No: HC-MD-CIV-ACT-CON-2022/02184
 In the matter between: FIRST NATIONAL BANK OF NAMIBIA, Plaintiff and THEOPHILUS SIMON, Defendant
NOTICE OF SALE IN EXECUTION In the execution of an order handed down by the above Honourable Court on the 7th of JULY 2022 in the above mentioned case, a judicial sale by public auction of the following will be held by the Deputy Sheriff of Oshana on the 30th of MAY 2024 at 12:00, at ADVANCED REFRIGERATION, MAIN ROAD, OSHAKATI, REPUBLIC OF NAMIBIA.
 List of Goods to be sold: 1x Audi D02 A4 Reg. No. N 126-284 W DATED at WINDHOEK on this the 29TH day of APRIL 2024.
WJEP & PARTNERS LEGAL PRACTITIONERS FOR PLAINTIFF
 33 SCHANZEN ROAD WINDHOEK (02/00/80510/DEB959) 0120220041570

TODAY IS... CHOCOLATE CHIP DAY

Is there anything that makes everything better the chocolate? Obviously not, that's why the ultimate in chocolate probably was designed. The chocolate chip. Chocolate chips are not only easy to transport around, they're also completely versatile! Want to make any cookie better? Add chocolate chips! (Butter, Macadamia, Peanut Butter) All cookies that are better with chocolate chips! National Chocolate Chip Day celebrates these amazing little culinary treasures, and all that they can do.

Herrle & Herma
 www.herrle-herma-jewelers.com

The ideal investment
 We buy and sell fine gold minted bars, Krugersands, certified diamonds. High and reliable resale-value!
 Realistic prices, as we order directly for you.
 Herrle & Herma Jewellers
 herrle.herma@vway.za

RED BLUE GREEN GRASS

Market Watch

Om te adverteer skakel

Market Watch

061 297 2175

Market Watch

Kleinadvertensies

061 297 2175

Market Watch

Kleinadvertensies • Classifieds

SPERTYE: 13:00 TWE WERKSDAE VOOR PLASING
DEADLINES: 13:00 TWO WORKING DAYS PRIOR TO PLACEMENT
Geen advertensies sal telefonies aanvaar word nie.

TEL: 061 297 2175 FAX: 061 239 638
EMAIL: classifieds@synergi.com.na
No advertisements will be accepted telephonically.

INHOUDOPGAVE	CONTENTS
001 Stofgewal	001 Death Notices
002 In Memoriam	002 In Memoriam
003 Doodbetragings	003 With Gratitude
004 Verlos	004 Lost
005 Kennisgewings	005 Notices
006 Personeel	006 Personnel
007 Opleiding	007 Training
008 Betrekings gema	008 Employment Wanted
009 Vakatures	009 Vacancies
010 Spesiale dienste	010 Services
011 Opleidings	011 Certifications
012 Ewens	012 Properties
013 Ewens	013 Construction
014 Akkondisies	014 Accommodation
015 Te huur gema	015 Wanted to Let
016 Te huur	016 To Let
017 Kommeresied te huur gema	017 Commercial Wanted to Let
018 Kommeresied te huur gema	018 Commercial to Let
019 Kommeresied te koop gema	019 Commercial Property to Buy
020 Kommeresied te koop gema	020 Com. Property for Sale
021 Alerte te koop gema	021 Goods to Buy
022 Alerte te koop gema	022 Goods for Sale
023 Diere	023 Animals
024 Motorfiets en fiets	024 Bicycles and Motorcycles
025 Motors	025 Vehicles
026 Wagwagters en sleepwagters	026 Trucks and Trailers
027 Huise te koop gema	027 Residential Prop. to Buy
028 Huise te koop gema	028 Residential Prop. for Sale
029 Besighede	029 Businesses
030 Plase te koop gema	030 Farms Wanted to Buy
031 Plase te koop gema	031 Farms for Sale
032 Volgings	032 Auctions
033 Erwe te koop gema	033 Erwe Wanted to Buy
034 Erwe te koop gema	034 Erwe for Sale
035 Regisrasings gema	035 Legal Notices

Betrekings gema Employment Wanted
MOURECIA is looking for domestic work in Windhoek. She has experience. Call: 081-6186424. 081222400455844

Valentines Vacancies
FARM MANAGER WANTED in Omahewa Region. Experienced in cattle, sheep and game farming with a mechanical knowledge of engines. The ideal position for an ambitious, energetic young man. A stable employment record is a pre-requisite. Start immediately. EMAIL CV TO: ada@zttt.co

LOGISTIC MANAGER ASSISTANT: Join Our Team at Yellow Shark Logistics CC. We are seeking a vibrant and dynamic WOMAN to enhance our team. The ideal candidate should be computer literate and possess a valid driving license. Proficiency in both Afrikaans and English is required, and knowledge of German will be considered an advantage. Interested applicants are invited to submit their resumes to: info@yellowshark.com. Come be a part of our exciting journey! 081222400455844

Regisrasings gema Legal Notices
CONSENT USE NOTICE I, Ingrid Williams, the registered owner of Erf No 6, herewith inform you that I intend to apply to the Lüderitz Town Council for the following:
CONSENT TO OPERATE ONE (1) SELF-CATERING UNIT ON ERF 6 INDUSTRIAL ROAD, IN TERMS OF THE LÜDERITZ ZONING SCHEME.
 Erf 6, is located along – Industrial Road, and measures 759m². Currently it is occupied by a 3-bedroom house. However, it is my intention to add a self-catering unit for commercial use. This will be rented out to tourists as temporary accommodation and will not be used as permanent residence. The unit will have one en-suite bathroom, one full bathroom, living area and a kitchenette. No food or liquor will be sold on site to visitors. All parking requirements of the Lüderitz Zoning Scheme will be adhered to.
 Should you have any objections or comments against the proposed use of Erf 6, Industrial Road, please submit these in writing to me and to Town Council (details below) not later than 13 June 2024.
 Applicant: Ingrid Williams
 P.O. Box 3074,
 Vindava, Swakopmund
 Tel No: 081 2422389
 Email: ingridwilliams73@yahoo.com
 Council: Lüderitz Town Council
 P.O. Box 18, Lüderitz
 Email: tp@cityofluderitz.com.na
 Tel No: 053 207 838 081222400455844

Regisrasings gema Legal Notices
IN THE High Court of Namibia (Main Division)
 Case Number: HC-MD-CIV-ACT-004-2019/01057
THE matter between
FIRST NATIONAL BANK OF NAMIBIA LIMITED, Plaintiff and
KOLEKA INVESTMENTS CC, 1st Defendant
TOIVO TUMANGULULA UUS-HONA, 2nd Defendant
NOTICE OF SALE IN EXECUTION
IN THE EXECUTION of a judgment granted against First and Second Defendants by the High Court of Namibia on 15 May 2019, the following movable property of the first and Second Defendant will be sold on 31st of May 2024 at 10:00 at NO 163 REISBURGER STREET, LAUFRENZ, WINDHOEK:
 1x Brown Jetta with Registration Number N48033W
CONDITIONS OF SALE: "Voetstoots": cash to the highest bidder.
 Dated at Windhoek on this day of May 2024.
VAN DER MERWE-GREEFF AND AMMA INC.
 BV DER MERWE (NR)
 28 CHURCH STREET
 WINDHOEK
 (Ref: SV3/0m/F49713) 081222400455844

Regisrasings gema Legal Notices
REZONING OF PORTION 9 OF THE FARM OUTAPI NO. 116 FROM UNDETERMINED TO INSTITUTIONAL.
 Take notice that RITTA KHIBA PLANNING CONSULTANTS (TOWN AND REGIONAL PLANNERS) on behalf of the owner of Portion 9 of the Farm Outapi No. 116, intends applying to the Outapi Town Council for:
REZONING OF PORTION 9 OF THE FARM OUTAPI NO. 116 FROM UNDETERMINED TO INSTITUTIONAL.
CONSENT TO USE THE ERF FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.
 Portion 9 of the Farm Outapi No. 116 is zoned "Undetermined" and is approximately 36 052 m² in extent. Portion 9 of the Farm Outapi No. 116 is located on Farm No. 1283 of the Farm Outapi Townlands No. 116 at the edge of Nakayale Township. Once Council approves the proposed rezoning of the portion 9, the Erf for institutional purposes. The number of vehicles for which parking will be provided on-site will be in accordance with the Outapi Town Planning Scheme. Take notice that the locality plan of the Erf lies for inspection on the town planning notice board at the Outapi Town Council as well as at Ritta Khiba Planning Consultants, Erf 1012 Dorado Park. 081222400455844

Regisrasings gema Legal Notices
REZONING PORTION 26 REMAINDER OF FARM RUNDU NO 1329 FROM GOVERNMENT EDUCATION TO INSTITUTION
 Take notice that RITTA KHIBA PLANNING CONSULTANTS (TOWN AND REGIONAL PLANNERS AND ENVIRONMENTAL CONSULTANTS) on behalf of the owner of Portion 26 a portion of the Remainder of Farm Rundu No. 1329, intends applying to the Municipal Council of Windhoek for:
REZONING PORTION 26 FROM GOVERNMENT EDUCATION TO INSTITUTION
AND
CONSENT TO USE THE PORTION FOR INSTITUTIONAL PURPOSES WHILE THE REZONING IS BEING PROCESSED.
 Portion 26 Rundu, is zoned "Government-Education" and is approximately 22,2816 hectares in extent. There are existing buildings situated on the Erf. Once Council approves the proposed rezoning the intention is to use the existing buildings for institutional purposes. The number of vehicles for which parking will be provided on-site will be in accordance with the Windhoek Town Planning Scheme. Take notice that the locality plan of the erf lies for inspection on the Town planning notice board at the Municipality of Windhoek as well as at Ritta Khiba Planning Consultants, Erf 1012 Virgo Street, Dorado Park. Further take notice that any person objecting to the proposed use of this land as set out above may lodge such objection together with the grounds thereof, with the Municipal Council of Windhoek and with applicant in writing within 21 days of the last publication of this notice on 13 June 2024.
 APPLICANT: RITTA KHIBA PLANNING CONSULTANTS
 TOWN AND REGIONAL PLANNERS
 P O Box 22543, Windhoek
 Tel: 061 225062 or Fax: 061 239 638 (fax to email)
 Mobile: 0815788154 / Email Address: rkhiba@gmail.com
 TOWN COUNCIL: OUTAPI TOWN COUNCIL
 P.O. BOX 853
 OUTAPI
 TEL: 061257191 081222400455844

Regisrasings gema Legal Notices
SUBDIVISION NOTICE: Please note that Urban Green Sustainability Consultants, on behalf of the owners, in terms of the stipulations of the Urban and Regional Planning Act, 2019 (Act No. 5 of 2019) and the Windhoek Zoning Scheme, intends to apply to the Windhoek City Council and the Urban and Regional Planning Board for the:
 • Subdivision of Portion 133 (a Portion of a Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48, situated in the central parts of the Farm Brakwater, a portion area located to the north of Windhoek. Portion 133/45/48 measures 500 088m² in extent and zoned residential with a density of 15ha. It is the intention of the owner to subdivide Portion 133/45/48 into seven (7) portions and the Remainder of Portion 133/45/48, Farm Brakwater. The zoning of the subdivided portions would remain residential with a density of 15ha. The purpose of the subdivision is to take up the right which may enable future land sales as zoned and defined by the Windhoek Zoning Scheme. Access to the Portion is obtained from the Mubanusas Flats Road, via a 6-meter wide Right of Way Servitude passing over Portion 133/45/48, Farm Brakwater. Portion 133/45/48 is via Portion 133/45/48, Farm Brakwater. The zoning of the subdivided portions would remain residential with a density of 15ha. The purpose of the subdivision is to take up the right which may enable future land sales as zoned and defined by the Windhoek Zoning Scheme. Access to the Portion is obtained from the Mubanusas Flats Road, via a 6-meter wide Right of Way Servitude passing over Portion 133/45/48, Farm Brakwater. Further take notice that any person objecting to the proposed use of the land as set out above may lodge such objection together with the grounds thereof, with the Municipality and with the applicant in writing within 14 days of the last publication of this notice, 13 June 2024.
 APPLICANT: RITTA KHIBA PLANNING CONSULTANTS
 TOWN AND REGIONAL PLANNERS
 P O Box 22543, Windhoek
 Tel: 061 225062 or Fax: 061 239 638 (fax to email)
 Mobile: 0815788154 / Email Address: rkhiba@gmail.com
 TOWN COUNCIL: OUTAPI TOWN COUNCIL
 P.O. BOX 853
 OUTAPI
 TEL: 061257191 081222400455844

RATES & DEADLINES

To avoid disappointment of an advertisement not appearing on the date you wish, please book promptly. Classifieds, notices and display results: 1500 (tax included) for every word thereafter. A handling fee of 150 is payable on advertisements received in advance by 13:00 two days before scheduled publication. No cancellation will be accepted if received after this deadline.

RATES:
 (Monday - Friday)
 • Classifieds: 1500/20 for the first 20 words and 150/20 (15% Vat included) for every word thereafter.
 • Display: 1500/20 per col/line (15% Vat included) per col/line.
 • Special notices: 1500/20 (15% Vat included) per col/line.
 • Classifieds: 1500/20 (15% Vat included) per col/line.
 • Sport: 1500/20 (15% Vat included) per col/line.
 • Births, engagements, marriages, deaths, in memoriam: 1500/20 (15% Vat included) per col/line.
 • Legal Notices: 1500/20 for the first 200 words and 150/20 (15% Vat included) for every word thereafter.

CONDITIONS OF ACCEPTANCE:
 RepublicMedia accepts no responsibility for errors that have been accepted. RepublicMedia accepts no responsibility for more than one incorrect insertion of any advertisement of any kind. RepublicMedia accepts no responsibility for the loss of advertisements. No refund will be given due to small typographical errors which do not concern the effectiveness of the advertisement. RepublicMedia does not accept responsibility for misrepresentation in advertisements.

ERRORS:
 Please report errors immediately. RepublicMedia accepts no responsibility for more than one incorrect insertion of any advertisement of any kind.

Spesiale dienste Services
DO YOU URGENTLY NEED CASH? Get up to 75% of your vehicle's value in 45 min! Just a car! Moo-bash when you need it! Autocash 061-400676. 081222400455844

BOER GOAT COURSES: 12-13 June 2024
 Senior Boer Goat Course: 14 June 2024
 Judges Examination Venue: Fama Coaradie, Helmeringhausen District
 Contact the Boer Goat Breeder's Society of Namibia for any further inquiries at Email: btg@boer.com.na
 Mobile phone: 081 492 3444.
 Closing date: 30 May 2024. 081222400455844

Horrie & Hanna
www.horrie-hanna-jewelers.com.na

The ideal investment:
 We buy and sell fine gold minted bars, Kuggerands, certified diamonds.
 High and reliable resale value!
 Realistic prices, as we order directly for you.

Horrie & Hanna
 Jewellers
horrie.hanna@synergi.com.na

THE Magistrate's Court For The District of Windhoek
 Held at Windhoek
 Case Number: 323/2024
 In the matter between
KOCK & SCHMIDT PLAINTIFF
 and
ZERVARI INVESTMENTS C DEFENDANT
NOTICE OF SALE IN EXECUTION
 In the execution of a Judgment by the Magistrate's Court for the district of WINDHOEK, given on the 12th day of April 2024, the following movable property of the DEFENDANT will be sold by the Messenger of Court, WINDHOEK, NAMIIBIA, by public auction on Saturday, 01 JUNE 2024 at 10:00 at the premises of MESSENGER OF COURT, ERF 163, REISBURGER STREET, WINDHOEK, NAMIBIA.
A: ASSETS TO BE SOLD IN EXECUTION
 1 X Steel drawer 1 X Wooden Cabinet 3 X Maroon chairs 1 X office table & black chair 1 X AP printer 1 X Sansung printer
CONDITIONS OF SALE
 "Voetstoots" and Cash to the highest bidder.
DATED at WINDHOEK on this 20th day of MAY 2024.
DELPORT LEGAL PRACTITIONERS
PER YOLANDI LUDWIG LEGAL PRACTITIONERS FOR PLAINTIFF
 UNIT 7, 51 LAZARETTE, JULIUS NYERERE STREET WINDHOEK NAMIBIA
 (Ref: Y0079) 081222400455844

PUBLIC NOTICE Notice is hereby given to all persons and creditors of Fountain Pharmaceuticals CC, in terms of section 34(1) of the Insolvency Act 24 of 1936, of the situation of two of its branches - Quality Pharmacy Omuthiya and Fountain Pharmacy Arandis by 30 June 2024.
LEEZHEL MOUTON & ASSOCIATES INC.
 MONTREUX STREET 17, ALIASBLUCK WINDHOEK NAMIBIA
 PER LEEZHEL SARTORIUS VON BACH 081222400455844

THE High Court of Namibia (Main Division)
 Case No: HC-MD-CIV-ACT-COIN-2022/0484
IN THE MATTER BETWEEN:
STANDARD BANK NAMIBIA LIMITED, Plaintiff and
JOHANNES SHIKONJELANI PETRUS, Defendant
NOTICE OF SALE IN EXECUTION
 In execution of a judgment of the above Honourable Court dated 27 October 2023, the above-mentioned sale will be held by the Deputy Sheriff, GROOTFONTEIN, at Erf No. 1473 Grootfontein (Extension No. 8), Grootfontein, on 3 JUNE 2024, at 09:00, of the under-mentioned property:
CERTAIN: Erf No. 1473 Grootfontein (Extension No. 8)
SITUATE: in the Municipality of Grootfontein, Registration Division "E", Orange-Bango Region
MEASURING: 330 (Three Hundred and Thirty) Square metres
IMPROVEMENTS: 1x kitchen, 1x lounge, 2x bedrooms, 2x sh/ur/trah.
TERMS: 10% of the purchase price and the auctioneer's commission must be paid on the date of the sale. The further terms and conditions of the sale will be read prior to the auction and lie for inspection at the office of the Deputy Sheriff, GROOTFONTEIN and at the offices of the execution creditor's attorneys.
DATED at WINDHOEK this 9th day of APRIL 2024.
DR WEDER KAUTA & HOVEKA INC.
 Legal Practitioner for Plaintiff
 3RD FLOOR WVKH House
 Jan Jonker Road
 WINDHOEK
 [PWK/pt/MAT72383] 081222400455844

THE High Court of Namibia (Main Division)
 Case No: HC-MD-CIV-ACT-COIN-2022/00613
IN THE MATTER BETWEEN:
FIRST NATIONAL BANK OF NAMIBIA LIMITED, Plaintiff and
SYLVANES KAMWANYA RUMETA, Defendant
NOTICE OF SALE IN EXECUTION
 In execution of a judgment against the above Defendant granted by the above Honourable Court on 8 June 2022, the following will be sold on 1 June 2024 at 09:00 at 422 Independence Avenue, Windhoek, by the Deputy Sheriff, Windhoek: 1x Lounge suite, 1x Rest room TV, 1x TV unit, 1x Coffee table, 1x fridge.
TERMS OF SALE: Voetstoots and cash to the highest bidder. Dated at Windhoek this 15th day of March 2024.
DR WEDER KAUTA & HOVEKA INC.
 WVKH HOUSE
 JAN JONKER ROAD
 WINDHOEK
 REF: MAT74593/CR/AV 081222400455844

THE High Court of Namibia (Main Division)
 Case No: HC-MD-CIV-ACT-COIN-2022/00613
IN THE MATTER BETWEEN:
FIRST NATIONAL BANK OF NAMIBIA LIMITED, Plaintiff and
SYLVANES KAMWANYA RUMETA, Defendant
NOTICE OF SALE IN EXECUTION
 In execution of a judgment against the above Defendant granted by the above Honourable Court on 8 June 2022, the following will be sold on 1 June 2024 at 09:00 at 422 Independence Avenue, Windhoek, by the Deputy Sheriff, Windhoek: 1x Lounge suite, 1x Rest room TV, 1x TV unit, 1x Coffee table, 1x fridge.
TERMS OF SALE: Voetstoots and cash to the highest bidder. Dated at Windhoek this 15th day of March 2024.
DR WEDER KAUTA & HOVEKA INC.
 WVKH HOUSE
 JAN JONKER ROAD
 WINDHOEK
 REF: MAT74593/CR/AV 081222400455844

TODAY IS... SHERLOCK HOLMES DAY

World-renowned detective. Most portrayed character in history. Who are we speaking of? Why, Sherlock Holmes, of course! Any self-respecting amateur detective would guess that! The ultimate detective archetype, the character of Sherlock Holmes has been a hero to millions since his creation well over a century ago. So on 22 agree to more than dinner this very day? Of course, elementary my dear Watson!

OTIOWISE (Mainstay Complex) Two bedroom flat on first floor. Bathroom with shower. Available July, N\$ 5,250. Anneline 081-1285451. 081222400455844

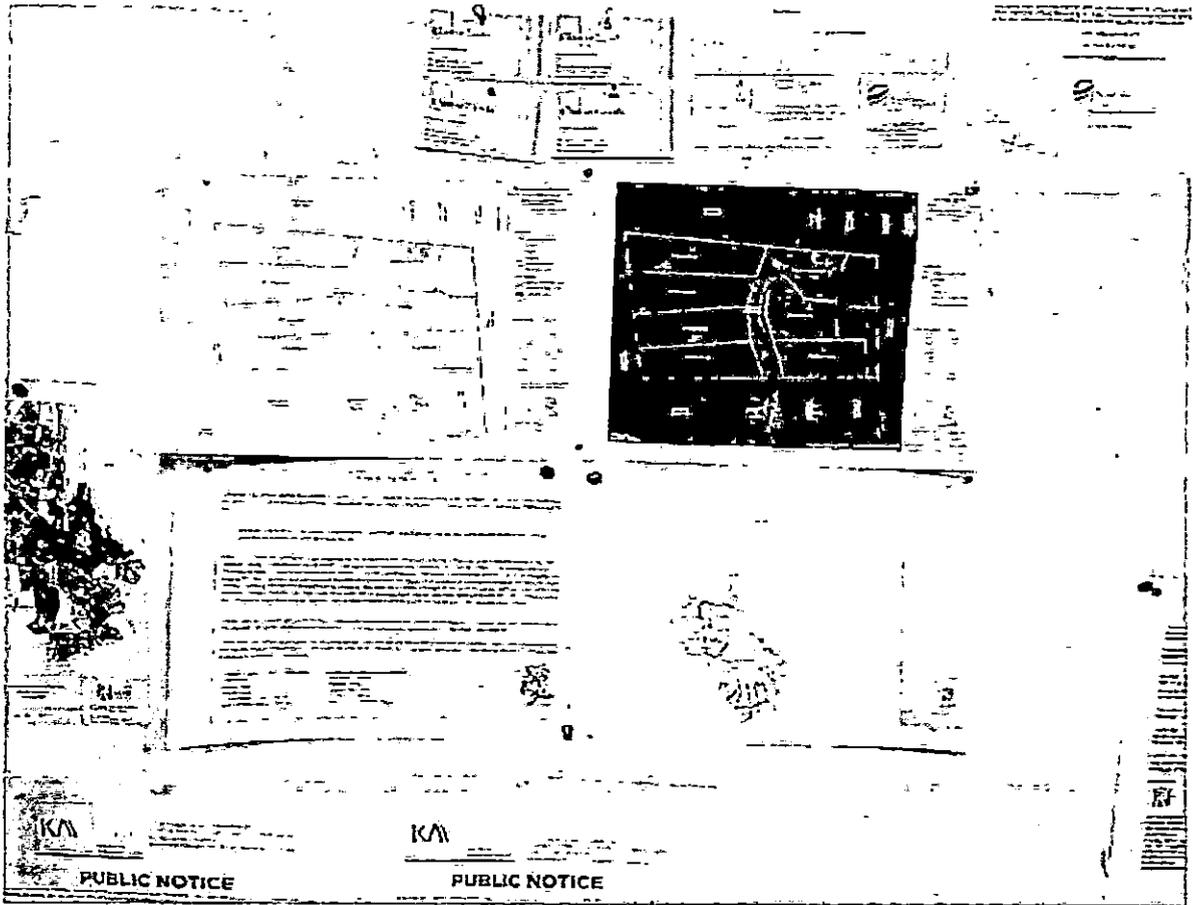
Telex To Let
OTIOWISE (Mainstay Complex) Two bedroom flat on first floor. Bathroom with shower. Available July, N\$ 5,250. Anneline 081-1285451. 081222400455844

Market Watch
ADVERTISE CALL
 081 225 062
 081 239 638

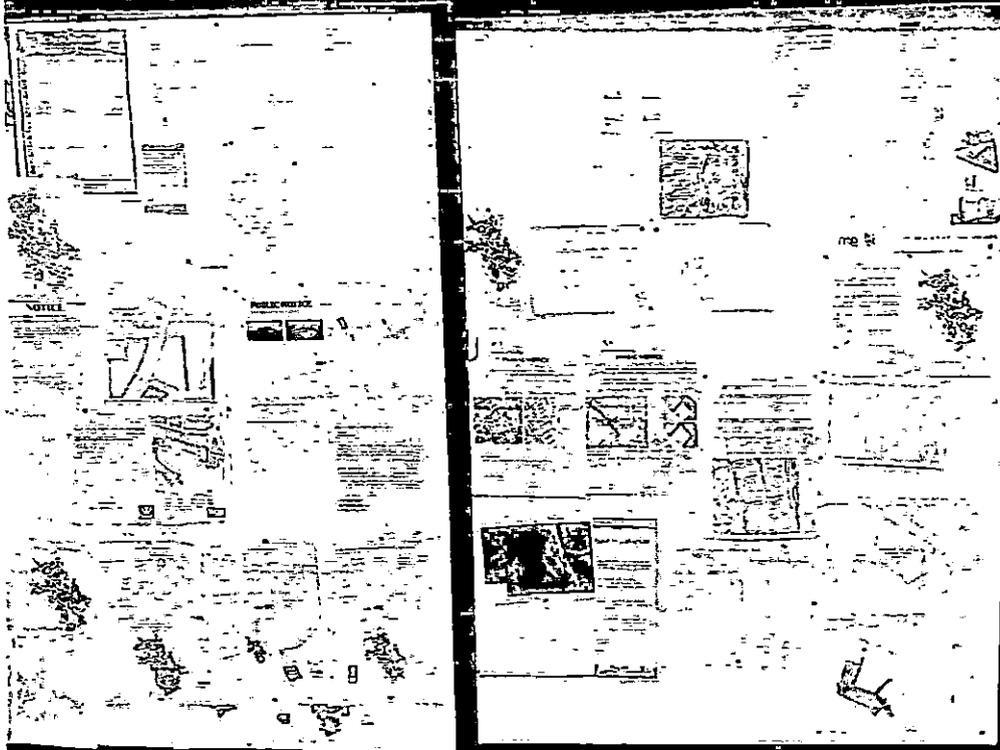
OTIOWISE (Mainstay Complex) Two bedroom flat on first floor. Bathroom with shower. Available July, N\$ 5,250. Anneline 081-1285451. 081222400455844

OTIOWISE (Mainstay Complex) Two bedroom flat on first floor. Bathroom with shower. Available July, N\$ 5,250. Anneline 081-1285451. 081222400455844

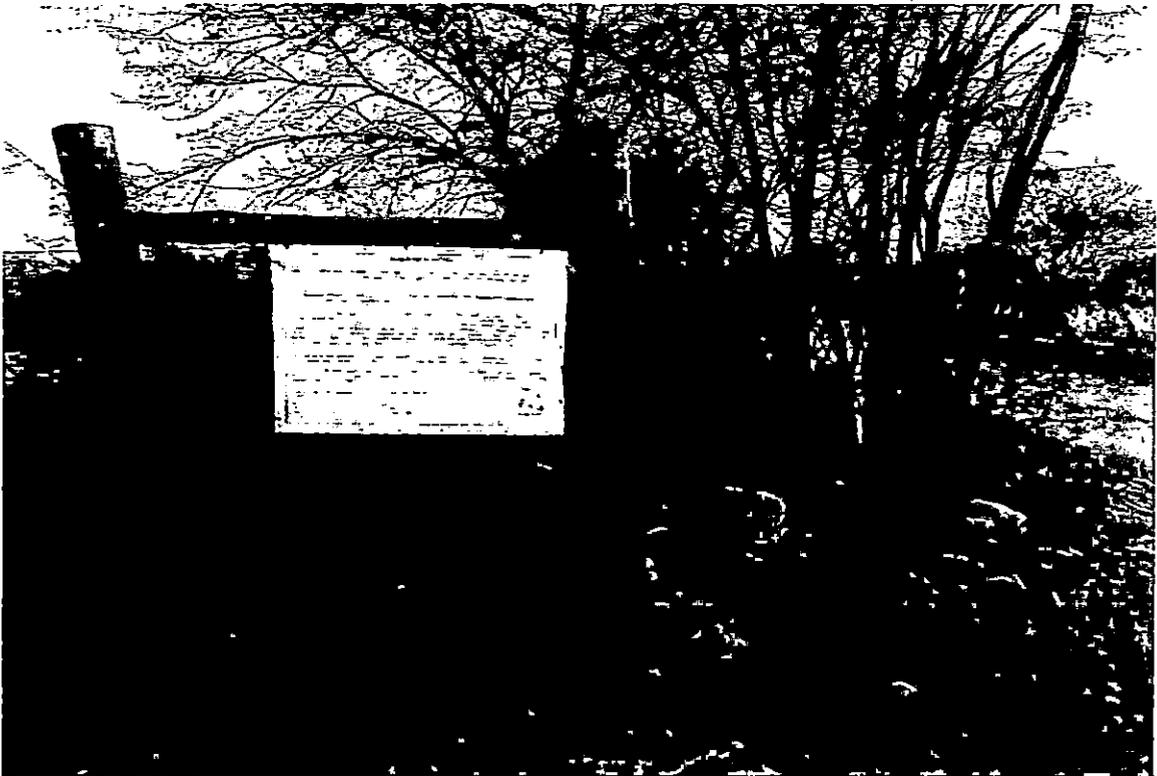
Ptn 133/45/48 Farm Brakwater - CoW Notice Board Notices

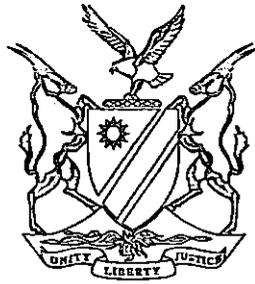


TOWN PLANNING ZONE MAPS



PORTION 133/45/48, FARM BRAKWATER – ON-SITE NOTICE





GOVERNMENT GAZETTE
OF THE
REPUBLIC OF NAMIBIA

N\$32.20

WINDHOEK - 15 May 2024

No. 8365

CONTENTS

	<i>Page</i>
PROCLAMATIONS	
No. 15 Announcement of conferment of certain honours on late Linda Sheepo: Namibia Constitution	3
No. 16 Announcement of conferment of certain honours on late Peter Iindongo: Namibia Constitution	4
No. 17 Announcement of appointment of Boundaries Delimitation and Demarcation Commission: Namibia Constitution	4
GOVERNMENT NOTICES	
No. 112 Commencement of Combating of Domestic Violence Amendment Act, 2022	5
No. 113 Commencement of Combating of Rape Amendment Act, 2022	5
No. 114 Declaration of continuous operations at Rosù Pinah Zinc Corporation (Pty) Ltd: Labour Act, 2007	5
No. 115 Declaration continuous operations at Bulk Haulage Logistics (Pty) Ltd: Labour Act, 2007.....	6
No. 116 Notification of approval of amendment of Oranjemund Zoning Scheme: Urban and Regional Planning Act, 2018	6
No. 117 Notification of approval of amendment of Otjiwarongo Zoning Scheme: Urban and Regional Planning Act, 2018	6
No. 118 Notification of approval of amendment of Windhoek Zoning Scheme: Urban and Regional Planning Act, 2018	7
No. 119 Notification of approval of amendment of Swakopmund Zoning Scheme: Urban and Regional Planning Act, 2018	7
No. 120 Notification of approval of amendment of Gobabis Zoning Scheme: Urban and Regional Planning Act, 2018	8
No. 121 Notification of approval of amendment of Henties Bay Zoning Scheme: Urban and Regional Planning Act, 2018	8
No. 122 Notification of approval of amendment of Otavi Zoning Scheme: Urban and Regional Planning Act, 2018	8
No. 123 Notification of approval of amendment of Windhoek Zoning Scheme: Urban and Regional Planning Act, 2018	9

No. 124	Notification of approval of amendment of Rehoboth Zoning Scheme: Urban and Regional Planning Act, 2018	9
No. 125	Notification of approval of amendment of Otjiwarongo Zoning Scheme: Urban and Regional Planning Act, 2018	10
No. 126	Notification of approval of amendment of Arandis Zoning Scheme: Urban and Regional Planning Act, 2018	10
No. 127	Notification of approval of amendment of Lüderitz Zoning Scheme: Urban and Regional Planning Act, 2018	10
No. 128	Notification of approval of amendment of Okahandja Zoning Scheme: Urban and Regional Planning Act, 2018	11
No. 129	Notification of approval of amendment of Karibib Zoning Scheme: Urban and Regional Planning Act, 2018	11
No. 130	Notification of approval of amendment of Rundu Zoning Scheme: Urban and Regional Planning Act, 2018	11
No. 131	Application that a road be declared a proclaimed farm road (Number 2519): District of Grootfontein	12
No. 132	Proclamation of district road (Number 3583): District of Katima Mulilo	12
No. 133	Proclamation of farm road (Number 1314): District of Rehoboth	13
No. 134	Proclamation of district road (Number 3846): District of Gobabis	14
No. 135	Proclamation of district road and the deviation of a portion of district road 3444: District of Rundu	14

GENERAL NOTICES

No. 199	Notice on the setting, establishing and issue of Namibian Standards including its full particulars and the description of the Namibian Standards	17
No. 200	Notice on the setting, Establishing and issue of Namibian Standards including their full particulars and the description of each of the Namibian Standards	17
No. 201	General valuation of rateable and non-rateable property situated with the Gibeon Village Council Local Authority Area	19
No. 202	Interim valuation of rateable and non-rateable properties situated within Outapi	19
No. 203	Creation of industrial portions, Lüderitz	20
No. 204	Consent use application: Pupkewitz Megatech Renewable Energy Solutions	20
No. 205	Consolidation of Erven 2626 and 4601, Walvis Bay Extension 1	21
No. 206	Consolidation and rezoning of Erven 3120 and 3121, Walvis Bay	22
No. 207	Notice of intention to establish new township and layout approval on Portion 18 of the Farm No. 37	22
No. 208	Notice of intention to establish new township and layout approval on Farms No. 75 and 76 of the Farm Wanderdunen No. 23	23
No. 209	Subdivision of Portion 6 of the Farm Otjiwarongo Townlands No. 18 (Otjiwarongo) into Portion A and remainder	24
No. 210	Subdivision of proposed Portion E of Oniipa Town and Townlands No. 1164 into ±160 Erven and remainder and subsequent township establishment of Onethindi Extension 11	25
No. 211	Subdivision of the remainder of Ongwediva Town and Townlands No. 881 into Portion 89 and remainder	25
No. 212	Subdivision of Portion 133 (a portion of Portion 45, (trunk road), Farm Brakwater No. 48, into 7 Portions and the remainder of Portion 133 (a portion of Portion 45); Farm Brakwater No. 48	26
No. 213	Subdivision and closure of public open space	27

- **Subdivision of the Remainder of Ongwediva Town and Townlands No. 881 into Portion 89 and Remainder; and**
- **Layout Approval and Township Establishment of "Oidiva Proper" on Portion 89 of the Remainder of Ongwediva Town and Townlands No. 881.**

Portion 89 of the Remainder of the Ongwediva Town and Townlands No. 881 is located within the Ongwediva Local Authority area, to the east of Ongwediva Extension 10. The subject portion measures approximately 11.22 hectares in extent and according to the Ongwediva Zoning Scheme, the subject portion is zoned "Undetermined".

The purpose of the application is to enable the Ongwediva Town Council to avail land for township establishment purposes.

The application, locality map and its supporting documents lie open for inspection during normal office hours at the Ongwediva Town Council (Town Planning Office) and SPC Office, 45 Feld Street; Windhoek.

Any person objecting to the proposed application as set out above may lodge such objection together with the grounds thereof, with the Chief Executive Officer of the Ongwediva Town Council and with the applicant (SPC) in writing on or before Wednesday, 12 June 2024.

Applicant:

Stubenrauch Planning Consultants
P. O. Box 41404, Windhoek
Tel.: (061) 251189
Our Ref: ONG/061
pombili@spc.com.na

Chief Executive Officer
Ongwediva Town Council
Private Bag 5549
Ongwediva

No. 212

2024

SUBDIVISION OF PORTION 133 (A PORTION OF PORTION 45), (TRUNK ROAD), FARM BRAKWATER NO. 48, INTO 7 PORTIONS AND THE REMAINDER OF PORTION 133 (A PORTION OF PORTION 45), FARM BRAKWATER NO. 48

Urban Green Sustainability Consultants, on behalf of the owners, in terms of the stipulations of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) and the Windhoek Zoning Scheme, intends to apply to the Windhoek City Council and the Urban and Regional Planning Board for the –

- **Subdivision of Portion 133 (a portion of Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the remainder of portion 133 (a portion of Portion 45), Farm Brakwater No. 48**

Portion 133 (a portion of Portion 45), Farm Brakwater No. 48, is situated in the central parts of the Farm Brakwater, a peri-urban area located to the north of Windhoek. Portion 133/45/48 measures 500 085m² in extent and zoned 'residential' with a density of 1:5ha. It is the intention of the owner to subdivide Portion 133/45/48 into seven (7) portions and the Remainder of Portion 133/45/48, Farm Brakwater. The zoning of the subdivided portions would remain 'residential' with a density of 1:5ha. The purpose of the subdivision is to take up the right which may enable future land sales as required and defined by the Windhoek Zoning Scheme. Access to the Portion is obtained from the Nubuamis Flats Road, via a 6-meter wide Right of Way Servitude passing over Portion 348/134/48, Farm Brakwater. Portion 133/45/48 is via Portion 348/134/48 linked with the Brakwater South Arterial Road, which again is linked with the D1491 providing access to the A1. Subdivision of Portion 133 (a portion of Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a portion of Portion 45), Farm Brakwater No. 48 (Windhoek-Okahandja National

Highway). Parking will be provided in accordance with the requirements of the Windhoek Zoning Scheme.

The locality plans of the Portions is available for inspection on the Town Planning Notice Board at the Customer Care Centre, Municipal Offices, Rev. Michael Scott Street, Windhoek and at the offices of Urban Green Sustainability Consultants, No. 40, Berg Street, Klein Windhoek.

Any person objecting to the proposed use of land and subdivision set out above may lodge such objection, together with the grounds thereof, with the City Council (Urban Planner- Town House, Floor, Room 516) and with the applicant in writing within 14 days after the appearance of the last notice (final date for objection is 12 June 2024).

Applicant:
Urban Green Sustainability Consultants
P. O. Box 11929, Klein Windhoek
Tel: 061 - 300 820
Email: urbangreen@iway.na
Email: urbangreen@iway.na

Municipal Council of Windhoek
S. Bachler - Town Planner
Department of Urban and
Transport Planning
Office Tel: 061 - 290 2332
Selma.Kanyemba@windhoekcc.org.na

No. 213

2024

SUBDIVISION AND CLOSURE OF PUBLIC OPEN SPACE

Van Rooi and Associates Urban and Regional Planners, on behalf of the owners of Erven 1129, 1130 and 1132 in line with the terms and stipulations of the Urban and Regional Planning Act, 2018, (Act No. 5 of 2018) and Clause (50)(3)(a)(ii) of the Local Authorities Act, 1992 (Act No. 23 of 1992) herewith applies to the Windhoek City Council and the Urban and Regional Planning Board for the-

- **Subdivision of Erf 1153, Academia Extension 2 into Portions A to D and Remainder;**
- **Permanent closure of Portions A to D as Public Open Space; and**
- **Consolidation of Portions A, B and D with adjacent Erven 1129, 1130 and 1132, Academia Extension 2 into Consolidated Erven X, Y and Z.**

The proposed subdivision and closure of public open space is in line with Section 9 of the City of Windhoek's Public Open Space policy, the Urban and Regional Planning Act and with Clause 50(3)(a)(ii) of the Local Authorities Act which makes provision for council to permanently close off and sell 10 meter portion/s of public open space to the general public for consolidation with adjacent properties. The proposed portions will assume the zoning of the adjacent erven once it is closed as Public Open Spaces.

Any person objecting to the proposal as set out above may lodge such objection together with the grounds thereof with the Windhoek City Council and or the applicant in writing within 14 days of the last publication of this notice. The last date for objections is on the 30 May 2024.

Applicant:
Van Rooi & Associates
Urban and Regional Planners
P. O. Box 90097, Klein Windhoek
Mobile: 0812113307/ 0811225877
Email: g_bvanrooi@yahoo.co.uk

P O Box 25476
Windhoek
Namibia
11 June 2024

Ref: KHOM/PTN/133.45.48/FARM-BRAK/WHK

Urban Green
Sustainability Consultants
PO Box 11929
Klein Windhoek
Windhoek

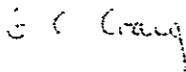
Dear Sir/Madam

RE: Subdivision of Portion 133, Brakwater

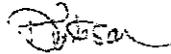
Please find attached herewith our comments on the subdivision of Ptn 133.

We look forward to your acknowledgement of receipt of this letter. Kindly let us know if there are any queries or comments with which we could assist.

Yours faithfully



G Colin Craig



Deborah St C Gibson

**RE: SUBDIVISION OF PORTION 133 (A PORTION OF A PORTION 45), (TRUNK ROAD),
FARM BRAKWATER NO. 48, INTO 7 PORTIONS AND THE REMAINDER OF PORTION 133
(A PORTION OF A PORTION 45), FARM BRAKWATER NO. 48**

Herewith do we, G Colin Craig and Deborah St C Gibson,

the owners of Erf RE/45/C/48; Farm Brakwater

declare that we **Do object** to the intended subdivision of Portion 133 (a Portion of a Portion 45),(Trunk Road), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a Portion of Portion 45), Farm Brakwater No. 48, as explained in the letter dated 15 May 2024.

We object to the subdivision of Ptn 133 because:

- According to Urban Green email of 6/10/2014, the CoW Transport Engineer required the current 6m servitude over the eastern boundary of Ptn 348 to be extended over our Plot 45 to a 13m servitude for access.
- According to Urban Green email of 6/02/2024, the CoW Transport Division states that an additional 19m over our Ptn 45 in addition to "the existing 7m is required for access".

As discussed, we will not grant land for any such extension to accommodate additional traffic and it is not clear that this extension is not required now, or why an alternative, say via the north of Ptn 133, has not been considered.

We are objecting to the impression that a wider servitude is in fact required (according to the Transport Division) although the proposal refers to the "6-meter right of way servitude". We require a clear statement that our land will not be used for the purpose of widening the servitude.

This is our only objection:

Signed at Windhoek on this 11th day of June 2024

G. C. Craig

St C Gibson

Deborah

Thank you for your email.



Dr D St C Gibson
DG Ecological Consulting cc
PO Box 25476
Windhoek, Namibia

Phone: +264 61 264685
Mobile: +264 81 2413069

From: Brand Van Zyl [mailto:brand@urbangreenafrica.net]
Sent: Tuesday, 2 July 2024 4:00 pm
To: deb-col@iwav.na
Cc: Colin Craig <colc@iwav.na>; Julia Bashir <julia@urbangreenafrica.net>
Subject: RE: Ptn 133 - Subdivision & Servitude

Dear Mrs. D. Gibson,

Your email communication with comments to the subdivision of Ptn 133, Brakwater refers.

Attached a copy of the official communication with map that was send to you via registered post. From the mentioned communication and map you will see that access to Ptn 133, Brakwater will remain to be obtained over Ptn 348/48 and NOT your Portion Re/45/C/48.

The email communication dated 10 June 2024 that you are referring to was to enquire on if you would be willing to provide for access over your Ptn Re/45/C/48 for purpose of access to Ptn 133, which you did not agree to.

Your comments to the subdivision should thus be in response to the attached communication.

SO, TO CLARIFY, NO ACCESS WILL BE OBTAINED OVER YOUR PORTION RE/45/C/48.

Regards

Brand van Zyl
Urban GREEN cc
Tel.: +264 61 300 820; www.urbangreenafrica.net



From: Debbie Gibson <deb-col@iwav.na>
Sent: Tuesday, 11 June 2024 11:25 am
To: Brand Van Zyl <brand@urbangreenafrica.net>
Cc: Colin Craig <colc@iwav.na>
Subject: RE: Ptn 133 - Subdivision & Servitude
Importance: High

Dear Mr van Zyl

Attached is our response to the proposal to subdivide plot 133.

Kind regards

Colin Craig & Debbie Gibson



Dr G C Craig & D St C Gibson
DG Ecological Consulting cc
PO Box 25476
Windhoek, Namibia

Phone: +264 61 264685

Mobile: +264 81 2413069

THURSDAY 04 JULY 2024
URBAN GREEN FEEDBACK FORM

Your Reference: KHOM/ PTN/133.45.48/FARM-BRAK/WHK

To: Urban Green
Sustainability Consultants
PO Box 11929
Klein Windhoek
Windhoek

Sir/Madam

**RE.: SUBDIVISION OF PORTION 133 (A PORTION OF A PORTION 45), (TRUNK ROAD),
FARM BRAKWATER NO. 48, INTO 7 PORTIONS AND THE REMAINDER OF PORTION
133
(A PORTION OF A PORTION 45), FARM BRAKWATER NO. 48**

Herewith do I/we (name of erf owner/s) MRS DOREEN MARY FRANCIS (Nee TAGG)
the owner/s of Erf: 348/134/48; Farm Brakwater declare that I / we (please indicate an X in the
appropriate box):

1. **I do not object** to the intended subdivision of Portion 133 (a Portion of a Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a Portion of a Portion 45), Farm Brakwater No. 48, as explained in the letter dated 15 May 2024.
2. **I DO OBJECT TO THE USE OF THE 6 METER RIGHT OF WAY SERVITUDE OVER MY PORTION 348/134/48**

If objecting please indicate the reasons for doing so:

The above issue is NOT a yes/no answer. but rather trying to help the Rust's to everyone's advantage.

The point is ... For that amount of traffic with 7 subs, it is obvious that 6m is too narrow. It is dangerous because there is not enough width for two cars to pass. You know that, and so does the C of W. So yes, the Rusts need a wider servitude.

I'm happy to sit down with Mr/s Rust and we can try and find a way.

Signed at: BRAKWATER, WINDHOEK, NAMIBIA on this 04 day of JULY 2024.
MRS D M FRANCIS (Nee TAGG) owner of PTN 348/134/48.

DM Francis

.....Date

Your Reference: KHOM/PTN/133.45.48/FARM-BRAK/WHK

Urban Green
Sustainability Consultants
PO Box 11929
Klein Windhoek
Windhoek

Sir/Madam

RE.: SUBDIVISION OF PORTION 133 (A PORTION OF A PORTION 45), (TRUNK ROAD), FARM BRAKWATER NO. 48, INTO 7 PORTIONS AND THE REMAINDER OF PORTION 133 (A PORTION OF A PORTION 45), FARM BRAKWATER NO. 48

Herewith do I/we (name of erf owner/s) Inger Preis

the owner/s of Erf: ~~RE/45/0/48, Farm Brakwater~~ Plot 183 and 184 Brakwater

declare that I / we (please indicate an X in the appropriate box): (I did not receive this, although I am a neighbour!)

Do not object to the intended subdivision of Portion 133 (a Portion of a Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a Portion of a Portion 45), Farm Brakwater No. 48, as explained in the letter dated 15 May 2024.

Do object to the intended subdivision of Portion 133 (a Portion of a Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a Portion of a Portion 45), Farm Brakwater No. 48, as explained in the letter dated 15 May 2024.

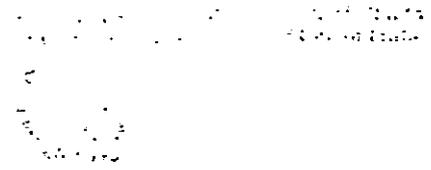
If objecting please indicate the reasons for doing so:

- ① Water supply is a major concern, already too many boreholes.
- ② Sewerage treatment is another concern.
- ③ Impact on wildlife, destruction of indigenous trees
- ④ More traffic, fences etc. Brakwater is not a township!

Signed at: Brakwater on this 10th day of June 2024.

Inger Preis
Name and signature of Property Owner/s

Christ
Witness



03/04/2025
Date

Your Reference: KHOM/PTN/133.45.48/FARM-BRAK/WHK

Urban Green
Sustainability Consultants
PO Box 11929
Klein Windhoek
Windhoek

Sir/Madam

RE.: SUBDIVISION OF PORTION 133 (A PORTION OF A PORTION 45), (TRUNK ROAD), FARM BRAKWATER NO. 48, INTO 7 PORTIONS AND THE REMAINDER OF PORTION 133 (A PORTION OF A PORTION 45), FARM BRAKWATER NO. 48

Herewith do I/we (name of erf owner/s) Oesmus Hanhapa

the owner/s of Erf: Ptn 424/82/48; Farm Brakwater

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

Do not object to the intended subdivision of Portion 133 (a Portion of a Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a Portion of a Portion 45), Farm Brakwater No. 48, as explained in the letter dated 15 May 2024.

Do object to the intended subdivision of Portion 133 (a Portion of a Portion 45), (Trunk Road), Farm Brakwater No. 48, into 7 portions and the Remainder of Portion 133 (a Portion of a Portion 45), Farm Brakwater No. 48, as explained in the letter dated 15 May 2024.

If objecting please indicate the reasons for doing so:

.....
.....
.....
.....

Signed at Windhoek on this 03 day of April 2025

Oesmus Hanhapa
Name and signature of Property Owner/s

[Signature]
Witness

Senate Department for Economics,
Energy and Public Enterprises



State Office for Development Cooperation

Senate Department for Economics,
Energy and Public Enterprises
Martin-Luther-Straße 105, 10825 Berlin
Germany

Mr. Chris Eita
Divisional Manager
Division of External Relations and
Networking
City of Windhoek
Independence Ave
Windhoek, Namibia

II F 2

Stefani Reich

Phone +49 30 9013 - 7409

Stefani.Reich@senweb.berlin.de

Martin-Luther-Straße 105,
10825 Berlin, Germany

April 3rd 2025

**Official Confirmation of the Project - Establishment of Solar Centre for Windhoek -
Nakopa 107981**

Dear Mr. Eita,

I am pleased to formally confirm that the project titled "The Establishment of Solar Centre for Windhoek" under project number Nakopa 107981, with funding from ENGAGEMENT GLOBAL gGmbH under the grant program "Nakopa—Sustainable Community Development through Partnership Projects" has been awarded the grant. The project is scheduled to begin on August 1st 2025 and to end on December 31st 2027.

Furthermore, I am pleased to inform you that the Berlin Senate Department for Economics, Energy, and Public Enterprises has already signed the project grant acceptance letter with ENGAGEMENT GLOBAL gGmbH. At this stage, our Senate Department is in the process of preparing the cooperation agreement between the City of Berlin and the City of Windhoek. The total grant amounts to 242.087,- €. The City of Windhoek is allocated 212.750,- € in the budget, including personal contribution of 32.697,- €.

Senatsverwaltung für Wirtschaft, Energie
und Betriebe
Martin-Luther-Straße 105,
10825 Berlin
(barrierefreier Zugang links neben dem
Haupteingang)

Anfahrt mit öffentlichen Verkehrsmitteln:
U-Bahnlinie 4 bis Rathaus Schöneberg
mit 250m Fußweg,
Buslinien M48, 104 bis Rathaus
Schöneberg mit 200 m Fußweg



Besuchen Sie uns im
Internet!
QR-Code scannen
oder auf
www.berlin.de/sen/web

With this formal confirmation letter, we kindly request you to acknowledge this as the official confirmation of the project for the establishment of the Solar Centre for Windhoek. We also request that you proceed with any necessary pre-preparations required from your side until the cooperation agreement is officially delivered to you.

Should you require any further information or clarification regarding the project, please do not hesitate to reach out.

We look forward to working collaboratively to ensure the successful implementation of this important initiative.

Yours sincerely,



Stefani Reich
Head of State Office for Development Cooperation



Nakopa 100,000-250.000.

Fields marked with an asterisk () are mandatory.*

2 Basic information on the proposal

2.1 Please indicate the title of the project*

Enter a project title that is as short and concise as possible. Ideally the title should contain the project objective rather than planned measures; it should relate to the target group and the geographical area of activity.

Ein Solarzentrum für Windhuk

2.2 Please enter the title in English*

The title in English should correspond to the German title.

A Solar Centre for Windhoek

2.3 Please specify the envisaged duration of the planned project*

Please note that the project must begin in the year the proposal is submitted, and the project term may not exceed 36 months.

Start: 01.08.2025

End: 31.12.2027

2.4 Please describe the key content of your project concisely (approx. 5 sentences)*

This section is intended to give a first impression of the planned project. Please list all relevant aspects of the proposed project in approx. 5 sentences. Please note that the brief description will be published together with information about your organization on the Engagement Global website and as part of the BMZ reporting system (e.g. ODA, IATI, transparency portal) if the proposed project is funded. For data protection reasons, please ensure that you do not name any individuals or provide any other information that could be sensitive.

As part of the city partnership between Berlin and Windhoek, a solar centre will be established in Windhoek to inform the local population about the benefits and potential of solar energy. The concept for the information centre is being developed with the participation of the citizens of Windhoek, so that the services are tailored to the interests and needs of the residents. The Berlin Solar Centre supports the development and set-up phase with training and advice. The State Office for Development Cooperation promotes dialogue, exchange and networking in

Berlin. Expert discussions and conferences on the use of solar energy and climate justice strengthen the exchange between the partner cities, promote dialogue and foster cooperation.

2.5 Are you or your cooperation partner already receiving financial support for the project you are proposing here, either from Engagement Global or from other donors?

Please indicate whether you have already received financial support for your planned project or activities within your planned project from Engagement Global or other donors. Please also indicate this if a cooperation partner of the proposed project has received financial support. Should you or your cooperation partner have received financial support, you must name the provider of the funding. Duplicate funding is not allowed.

Yes

Please specify the funding programme and the donor

- Programme/donor Klicken oder tippen Sie hier, um Text einzugeben.*
- Description Description (maximum of 1,000 characters)
- Already approved
 - Yes
 - No

No

3 Information on the project partner

3.1 Please specify the name and address of the municipality in the partner country

Please specify the name and address of the municipality in the partner country.

- Name of partner* City of Windhoek
- Street P.O. Box 59
- Number Klicken oder tippen Sie hier, um Text einzugeben.
- Postcode Klicken oder tippen Sie hier, um Text einzugeben.
- Town or city* Windhoek
- Country* Namibia
- Continent * Africa

3.2 Please specify the contact person for the proposed project in the partner municipality

Please specify the name and position of the contact person in the partner municipality.

- Name of partner* Mr. O'Brien Hekandjo, Head of Energy Department
- Street P.O. Box 59



Are there plans to formalise the partnership?*

Remarks (maximum of 10,000 characters)

3.6 Please describe your joint project experience to date, particularly with respect to the joint implementation of projects receiving financial support (in the context of development cooperation)*

Please describe briefly your cooperation to date. Here you can mention project examples (maximum of three examples, if possible from the development cooperation context), if you have already implemented joint projects together with your partner municipality. For each example please specify the project title, project duration, measures implemented (bullet points) and mode of financing. If you do not yet have any joint project experience, please also indicate this.

This is the first project that the Senate Department for Economics, Energy and Public Enterprises will realise in cooperation with the Windhoek city administration. The Berlin Senate Chancellery, by which joint projects have been accompanied so far, is responsible for coordinating the city partnership. Original development projects have so far been realised at the level of school partnerships in the context of exchange and encounter trips or in supporting the creation of structures in the fields of sport and culture. The experiences with these projects have all been very positive. Many disadvantaged young people were able to benefit from the projects, as well as artists and sports actors. Collaboration with actors from civil society, schools or the administration was always very reliable, so that the projects could be successfully implemented.

3.7 Has the partner municipality already provided a written declaration of intent regarding its participation in the project?

Please attach to your proposal a signed letter from the municipality confirming that they intend to participate in the project, and making clear in 2-3 sentences why they need to implement it. This document must be signed by a senior representative of the project municipality. It can be downloaded from the Flakopa homepage in English. Please upload the declaration of intent here. If the declaration of intent is not yet available, please supply it as soon as possible. To do so, please go to the heading 'project documents'. There you can upload documents while the project proposal is being examined.

Yes

[No Comment]

Please attach the declaration of intent as an attachment

No

In progress



4 Description of the project

4.1 Context and problem analysis*

Please provide information on the region in which the project is planned (village, target communities, province), insofar as this is relevant to the project. Please describe for instance the socio-economic structure in the region, the existing infrastructure (education, health), the delivery of public services (e.g. water, energy), transport links etc. What tasks does the municipality perform in the region? Please also refer to any national strategies and programmes in the partner country that are relevant to the project. Key to the problem and needs analysis is identifying particularly those points that are important for and relevant to the planned project. The problem analysis forms the basis on which you will identify the project's objectives, procedure and specific measures, as well as the action required.

Namibia is a small country with a population of around 2.6 million. Political stability and sound economic management have contributed to the fight against poverty and made Namibia an upper middle-income country. However, socio-economic inequalities resulting from the former apartheid system remain extremely high. Namibia has one of the highest income inequalities in the world. Unemployment was among the highest in the world at 33.4% in 2018. Following average annual growth rates of 4.4% between 1991 and 2015, Namibia's economy has been in recession since 2016 and has struggled to recover since then. The slowdown in growth since 2016, combined with the COVID-19 shock, has hampered progress in social development. This has been exacerbated by the shocks related to the war in Ukraine, which have increased pressure on domestic food and fuel prices.

Namibia remains heavily dependent on electricity imports, mainly from Zambia, Zimbabwe and South Africa. The electricity is generated from coal and hydropower and is very expensive for most people. Namibia has one of the highest electricity prices in Southern Africa.

Namibia's climate vulnerability, susceptibility to prolonged droughts, desertification, degradation of land and water resources and loss of biodiversity pose a risk to the economy and the population. It is the driest country in sub-Saharan Africa.

Namibia is striving to become the first zero-emission country in Africa and is playing an important role in the fight against climate change and adaptation. Namibia's second Nationally Determined Contribution (NDC) has the goal of avoiding 91% of emissions by 2030 and to achieve net zero emissions by 2050. Climate targets are also integrated into other national plans, such as the national economic plan.

However, the national strategies to strengthen renewable energy have not yet reached the municipal level.

The city of Windhoek, the capital of Namibia, faces numerous challenges in the areas of energy supply and sustainable development. Windhoek is a rapidly growing city with an increasing population density and rising energy demand. Around 500,000 people currently live in Windhoek. The socio-economic structure of the region is characterised by disparate income levels, a large part of the population lives in informal settlements and has difficult access to



basic services such as education and healthcare. At the same time, there is a small middle class in Windhoek, which has better material conditions.

The existing infrastructural facilities in Windhoek are not sufficient to meet the needs of a rapidly growing population. In particular, the energy supply is unreliable and often unaffordably expensive for many households. Approximately 30% of households in Windhoek do not have their own electricity connection. Although Namibia has a large potential for solar energy, this has not yet been sufficiently utilised. Only around 800 solar systems have been installed in Windhoek so far, which corresponds to around 1% of Windhoek households. Around 40% of households could afford a solar system from their own resources. Even for marginalised groups it can be interesting, as the people in the informal settlements are not connected to the official power grid. Current support programmes or payment systems (installment payments) are hardly ever used. Many inhabitants are not aware that by using solar energy, they can save considerable costs and make a practical contribution to climate protection. However, the conditions for utilising solar energy in Windhoek (as in the whole of Namibia) are ideal. There are around 300 days of sunshine and 3000 hours of sunshine a year. At the same time Windhoek has also been massively affected by climate change. The severe droughts in particular make the city face enormous challenges, resulting in water supplies regularly being restricted or rationed by the city administration. In addition, there are more and more heat days, which are particularly dangerous for people with pre-existing conditions, children and the elderly. It is therefore urgently necessary that Windhoek becomes more active in the field of renewable energies in order to contribute to slowing down climate change. The lack of awareness of the possibilities and advantages of using solar energy among the population is one of the key problems in the further spread of solar energy in the region. This includes also a lack of knowledge about possible cost savings and funding opportunities when purchasing a solar installation.

Overall, the problem analysis shows that the city of Windhoek is facing considerable challenges in the area of energy supply and sustainable development. A solar centre along the lines of the Berlin Solar Centre could make an important contribution to solving these problems by promoting the use of renewable energy, strengthening the local economy, reducing electricity costs and improving the quality of life of the population.

4.2 Preparation of the project

Who initiated the planning of the project and how was the project developed? Are you in possession of realistic planning documents? Please describe the processes of communication and coordination with your project partner, non-governmental organisations and other governmental agencies. Did you plan the project together with your partner municipality as equals? On what occasions did you already engage in dialogue and exchange with your partner municipality?

The city of Windhoek has a currently unused, unrenovated building (former council building), which is to be renovated as part of the project in order to establish the solar centre there. The building is centrally located and therefore easily accessible. The renovation is estimated to take

6 - 8 months. The city of Windhoek will cover a considerable share of the renovation costs, as the building will not be used exclusively for the solar centre. In the budgeting plan, we only have included the renovation costs directly related to the rooms of the solar centre and the roof in order to install a solar system there. With this contribution, the city of Windhoek brings the necessary own contribution in the framework of the project funding.

In addition to renovation, capacity building is at the centre of the project. Thus, two experts from Windhoek will spend around two weeks at the start of the project at the Berlin Solar Centre to familiarise themselves with the processes, advisory services and back office tools and to incorporate this experience into the concept development for the Windhoek Solar Centre. There will also be training courses in Windhoek to optimise the advisory skills of the Windhoek colleagues. The promotion of solar energy in Windhoek will further be fostered through networking events and professional events/conferences regarding the potential of solar energy.

With various public relations measures, Windhoek's population will be informed about the services offered by the solar centre and are generally motivated to seek advice on how to use solar energy themselves. With accompanying measures in Berlin we inform the Berlin population about the project and thus also sensitise them to climate justice and global responsibility. In addition, there should be a conference in Berlin, with two solar experts from Namibia travelling and reporting on their experiences on the expansion of renewable energies, thus supporting a mutual learning process and expert exchange.

The renovation costs for the whole building, which will then partially also include the premises of the Windhoek solar centre, are around 120.000 – 140.000€. The city will carry the costs that aren't covered in the project funding itself, and bring in a part of the postulated own contribution.

Project Preparation

In 2022, an SDG conference organised by the SKEW for German and Namibian partner municipalities took place in Windhoek. The conference was also attended by a Berlin delegation, in which the State Office for Development Cooperation also participated. During the conference, the topic of energy was identified as a relevant field of cooperation in order to further exchange expertise and make a contribution to achieving the sustainability goals.

In 2023, the mayor of Windhoek travelled to Berlin with a delegation to sign the jointly developed action plan and to take part in several programme visits. The action plan was developed in 2022 and 2023 by the Berlin and Windhoek city administrations and defines the most important areas of partnership. The topic of energy is named as one of these fields and is of particular interest to the Windhoek administration. The delegation programme also included a visit to the Berlin Solar Centre to introduce the tasks and working methods of the centre. During the evaluation of the visit programme and the subsequent discussions, the colleagues from Windhoek repeatedly pointed out that they thought it would be very useful if they could set up a solar centre in Windhoek similar to the one in Berlin.

The Berlin State Office for Development Cooperation (LEZ) is part of the Senate Department for Economics, Energy and Public Enterprises. In the same building, the Solarcity master plan and the supervision of the solar centre are implemented. The LEZ supports the BGZ - Berlin Society for International Cooperation institutionally. This is a joint organisation of the state and the Berlin Chamber of Crafts and Trades and supports international cooperation projects between Berlin and its partners. The LEZ is very interested in working with the Windhoek city administration to support the establishment of the solar centre, but due to capacity constraints requires administrative support from the BGZ in project development, application and implementation. The BGZ has therefore contacted the relevant department of the Windhoek city administration to develop a project concept and prepare the application together. The BGZ has also involved the Berlin Solar Centre, as this is where the technical expertise on construction and operation lies and it will bring in this expertise throughout the project.

The entire project was planned jointly. As part of the project development process regular online meetings and email exchanges took place. This is a pilot project, as the establishment and commissioning of such a centre in Windhoek and the whole of Namibia is a novelty.

4.3 Please describe the distribution of tasks and roles between the German municipality and the partner municipality in the project*

How do you organize the collaboration within the partnership? Have you discussed mutual expectations in advance? Have you jointly discussed and clarified the roles and tasks within the project and the resulting obligations? Who takes on which tasks in the project?

The cooperation is based on mutual agreement. Expectations of the project development and cooperation were exchanged in advance. For example, it was clarified that the solar centre would not only provide information and advice for the population as part of this project, but that its services for the public will be anchored permanently. Roles and tasks were agreed upon in advance between the project partners so that it is clear who will take on which role and duties.

Tasks:

LEZ:

- Professional support and advice (steering committee)
- project management
- Networking
- Public relations work for Berlin
- Participation in monitoring
- Reporting

City Administration Windhoek:

- Concept development for the Windhoek Solar Centre
- Carrying out a needs analysis/stakeholder survey
- Construction of the solar centre
- Development of consulting and training concepts
- Establishment of the solar centre
- Public relations work
- Piloting/operation of the solar centre
- Initiation of co-operation projects with the University of Science and Technology (NUST)
- Development of a business/financing model for the long-term viability of the solar centre
- Development of strategic partnerships and networks
- Organisation of professional events
- Carrying out monitoring and evaluation
- Support with reporting

BGZ - Berlin Society for International Cooperation:

- supporting Project management
- supporting Quality assurance
- Public relations work in Germany
- Organisation of expert dialogues/professional events
- Monitoring support
- Document review before call-off of funds
- Accompanying the procurement processes (comparing bids, checking the legal basis in the two countries and the surcharge procedures)
- Support with reporting and preparation of proof of utilisation

Solar Centre Berlin

- Provision of work shadowing opportunities for colleagues from Windhoek (including participation in advisory sessions)
- Provision of information and advice from the Berlin Solar Centre (strategy and concept papers)
- Explaining the technical structures for the advisory service (Solar Centre Wiki, tickets etc.), public relations work, list of providers

4.4 Topics that will be addressed as part of the project*

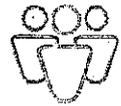
Even if the project will address several topics, for statistical reasons we ask that you select only three topics that are likely to be the main focal areas of work.

- Good local governance
- Municipal services of general interest
 - Water supply/sanitation/solid waste management
 - Renewable energy and energy efficiency
 - Transport/mobility
- Climate change mitigation and adaptation
- Biodiversity, forest conservation and rural development
- Sustainable procurement/fair trade
- Social cohesion in municipalities worldwide
- Hygiene/prevention/health protection
- Education
- Economic stability
- Other: Klicken oder tippen Sie hier, um Text einzugeben.

4.5 Please select the target groups of the project*

Please select one or several target groups that will be the main project actors/groups targeted by the project. This information is for statistical purposes.

- Civil society
- Political officials
- Municipality
- Rural population
- Urban population
- Children and youth
- Women
- Senior citizens
- Socially deprived groups
- Persons with disabilities
- Ethnic minorities
- Groups with a migrant background
- Other: Klicken oder tippen Sie hier, um Text einzugeben.



4.6 Please describe the target group and their participation in planning the project. Please estimate how many people you believe will benefit from the project.

Who are the direct beneficiaries of the project? Please describe the target group, and disaggregate the group by its key features. Describe the size of the target group as a whole, its social affiliation and other key features relevant to your specific project (e.g. men/women, members of disadvantaged ethnic, religious or other minorities, youth, persons with disabilities etc.). How do members of the target group generate their livelihoods? Does the target group already possess self-help structures on the ground that the project can work with? What contribution will the target group make towards implementing the project? Please also describe how the target group was involved in planning the project. Are there any other actors involved in the project (e.g. multipliers, teachers, cooperatives, municipalities etc.) that will make a key contribution toward its success and toward ensuring its sustainability?

The primary target group of the solar centre are the residents of Windhoek and surrounding communities, regardless of their age, gender or socio-economic background. This target group includes people who:

- are interested in renewable energy and are looking for ways to reduce their own carbon footprint.
- have questions about solar energy and are looking for information on how they can use solar energy in their home or business to reduce costs and live in a more environmentally friendly way.
- seek access to affordable and sustainable energy solutions, especially in areas with unreliable power supplies or high energy costs.
- are interested in education and training programmes that help them to gain a better understanding of solar energy and sustainable lifestyles.

With the project and the solar centre, we want to reach less privileged people in particular. They often live in informal settlements and are not connected to the electricity grid. However, access to energy is one of the key needs of this group in order to cope adequately with everyday life. The solar centre will therefore provide targeted information on funding opportunities and payment systems (installment payments) in order to reach this target group. Even within the less privileged stratum, there are people who have built their own home and are connected to the electricity grid, but still have a very low income. For this target group in particular, the possibilities of savings through the use of solar energy are particularly interesting, as electricity costs in Namibia are very high. These people should also be addressed and informed via the solar centre.

The second target group of the project is the municipal administration of Windhoek.

As part of the project, capacity building of the administrative actors is an important goal - through job shadowing, training and expert dialogue. Strengthening the network with other



actors (universities, civil society) is also part of this.

4.7 Must the project be registered in the partner country?

This question concerning the possible need to register the project in the partner country will not necessarily form part of the evaluation of the proposal. This question is rather designed to support project planning and raise awareness of this issue.

Please select a response*

Yes

No

4.8 Is it certain that funds will be transferred through municipal accounts?

This question concerning the certainty that funds will be transferred through municipal accounts will not necessarily form part of the evaluation of the proposal. This question is rather designed to support project planning and raise awareness of this issue.

Please select a response*

Yes

No

Klicken oder tippen Sie hier, um Text einzugeben.

4.9 Involvement of other donors or responsible agencies in the partner country

Do projects or plans for projects by other organisations that pursue similar objectives to your project already exist at the project location? Are there other donors implementing projects in the same area of activity – particularly in your partner municipality or in the immediate vicinity – with the same objectives in relation to target groups and themes? If so, is any harmonisation taking place or is harmonisation planned? Which donors might you be able to partner with?

There are only a few international donors that are active in Namibia - including GIZ, KfW or the African Development Bank (AFDB) as well as individual UN organisations. However, most donors work at country level and cooperate with the central government. There are no projects to promote solar energy in Windhoek yet. In the near future two feasibility studies financed by the AFDB will be realised in Windhoek. One study deals with the topic of energy saving/avoiding energy waste, the second with the installation of solar systems on public buildings. The results of the studies can be very relevant for the project, so coordination is planned accordingly. As both studies were also carried out by the energy/electricity department involved in the project, seamless communication is guaranteed.



4.10 Will a chartered accountant be required to prepare the final statement?

If original vouchers cannot be exported from the country (i.e. if the export of vouchers is prohibited), certified copies must be produced which can be submitted for audit. We recommend that you obtain these from project partners during project implementation, so that you can quickly supply the information in case of audit later on. If the export of vouchers is prohibited, a chartered accountant may be commissioned to perform a preliminary audit. The expenditure incurred for this can be included as eligible expenditure in the Cost Plan under operating costs. Commissioning a chartered accountant does not replace the submission of vouchers or certified copies. Please refer to the information sheet 'Chartered accountant' for further details.

Yes

Remarks (maximum of 10,000 characters)

No

The Windhoek municipal administration has a well-organised financial administration. The receipts are pre-checked there before they are sent to Germany.

4.11 Risks and risk-reducing measures*

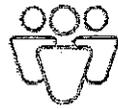
Please describe the environmental factors and risks that may affect the implementation and the success of the project. Describe also measures designed to minimise these risks. Please first of all explain briefly what context-specific (socio-cultural, political and environmental) risks exist in relation to your project, and what you intend to do in order to prevent these risks from materialising, or to limit the damage caused if they do materialise. If appropriate you can then go on to describe these risks and how you intend to manage them in further detail. For projects in fragile states and conflict contexts, for example, it is necessary to pay special attention to the security situation.

The political situation in Namibia has been very stable in the past, so we assume stable political conditions for project realisation. Bremen also has a city partnership with Windhoek and has already successfully implemented a Nakopa project, so we assume that we will find favourable conditions for the implementation of our project overall. Nevertheless, various risks may arise, which we continuously assess and plan appropriate remedial measures in case a risk materialises.

Financial risks:

- Risk: Exceeding allocated budget due to unforeseen cost increases in the renovation, procurement of equipment or operating costs.
- Measure: We have drawn up a detailed budget plan with a precise cost analysis so that the budget corresponds to realistic planning. The regular monitoring of the budget and the early identification of deviations allow timely adjustments of financial planning.

Technical risks:



- Risk: Technical problems in the planning, installation or maintenance of the solar system to be installed on the roof of the future solar centre, which could lead to delays or impairments of performance.
- Measure: Careful selection of experienced and reliable contractors for the planning and installation of the system. Regular inspections, tests and preventive maintenance help to recognise and rectify technical problems at an early stage.

Political and regulatory risks:

- Risk: Changes in the political or regulatory landscape that could have a negative impact on the project, e.g. changes in energy policy or difficulties with the authorisation of installations.
- Measure: A thorough analysis of the political and regulatory conditions and regular communication with relevant government stakeholders can help to identify potential risks at an early stage and respond appropriately. The involvement of government representatives and stakeholders in the planning process can help to gain political support for the project and overcome potential obstacles. As we work closely with the Windhoek municipality and they are best informed about all regulations and relevant legislations, we see only a very low risk here.

Environmental and social risks:

Environmental and social risks are not expected. The solar centre will be set up in an existing building so that no additional space is required. The local population will be closely involved in the planning and implementation of the centre, marginalised groups are specifically targeted so that they can benefit from more favourable electricity prices through the installation of solar systems, and are comprehensively informed about the opportunities for subsidising the purchase of solar systems.

Through a thorough risk analysis and the implementation of suitable risk minimisation and mitigating measures, potential risks connected with the solar centre project can be identified, assessed and addressed to support the successful realisation of the project.

4.12 Information on the sustainability of the project and the continuation of financing after completion of the project*

Please provide information on the sustainability of the project and the continuation of financing after completion of the project

- Continued financing after completion of the project

What specific steps will you take to ensure the project is implemented, also beyond the project term? Projects whose continued existence/continued financing are not guaranteed, or whose environmental sustainability has not been convincingly demonstrated, are ineligible for support. Please include any realistic feasibility calculations and other financing models.

The project finances the development and establishment of the Windhoek Solar Centre. Staff are trained and educated within the project. Follow-up costs are incurred for the



ongoing operation of the solar centre and the maintenance of the advisory and information services. The Windhoek municipal administration is planning to develop a financing model with the local regulatory authority.

- Economic sustainability

Are measures in place to ensure the project's continuation after completion of the support? Please also discuss any necessary upkeep and maintenance costs. What follow-up costs will be incurred, and who will meet these after completion of the project? Might costs be incurred which the partner municipality will be unable to continue meeting?

Yes, the continued existence of the solar centre after the end of the project is assured. It will be in a building belonging to the city council, which will be renovated during the project period. The building is currently not being used. There are only follow-up costs for the personnel and possibly for repairs and maintenance of the solar system, which is to be installed on the roof of the solar centre as well as a small amount of operating costs. The personnel costs can be covered by the municipality's budget. As part of the project, a financing model to secure the long-term operation is being developed with the local local regulation authority, which will secure the long-term operation of the solar centre.

Three scenarios are conceivable here:

Scenario 1: The council supports the operation of this centre financially in partnership with the local university. The council covers these costs via the council's electricity revenue model.

Scenario 2: The Council takes over the centre and it becomes a permanent part of the municipality. The council recovers these costs through the electricity revenue recovery model.

Scenario 3: The City of Windhoek asks the central government to help fund this centre.

In order to develop the best financing model, the regulatory authority must be officially consulted. The municipality of Windhoek has repeatedly confirmed that it will make the centre financially viable in the long term.

- Social sustainability

Is the project designed such that social tensions and conflicts within society do not escalate, and can be managed peacefully and by civil means? Can staff continue to be employed after the end of the project? Please also discuss the topics of capacity building and knowledge management.

Despite the massive social inequality in Windhoek, there are hardly any social tensions or conflicts. The local population is involved in the design of the solar centre in such a way that their needs and interests in information and advisory services are taken into account and customised offers are provided. The trained staff can continue to be employed after the end of the project. As part of the project, various capacity-building training courses are offered so that the staff in Windhoek can take over the operation of the centre completely independently. As

part of the knowledge management programme, concepts and tools are being written down so that the basic knowledge is available and can be utilised even in the event of staff changes.

- Environmental sustainability

Is the project expected to have any negative effects on the ecosystem? Has an environmental impact assessment already been performed? Have potential reductions of CO₂ emissions (based on the carbon footprint) been calculated? Have national sustainability strategies been taken into account?

The project makes a significant contribution to the promotion of renewable energies and climate protection. We expect that the increased use of solar systems in the city will reduce CO₂ levels. However, no measurements have been carried out at local level so far, so we cannot provide exact figures at this point. In the consultations, care is taken to ensure that high-quality solar modules are recommended and used in the model system at the solar centre so that they will have a long service life. No adverse effects on the ecosystem are to be expected.

4.13 What contribution will the project make to the internationally agreed goals of development cooperation?*

The BMZ provides an overview of all the relevant documents here:

<https://www.bmz.de/de/ministerium/grundsaeetze-ziele>. Please specify using keywords only the goal to which your project will make a significant contribution. The project should be developed in the context of the international goals and principles of development cooperation; particularly relevant are the Sustainable Development Goals (SDGs) and the Busan Partnership for Effective Development Co-operation.

The project makes a concrete contribution to the implementation of the sustainable development goals, goal 7, 11, 13 and 17 in particular are addressed. The establishment of the solar centre will promote the use of solar energy (Goal 7) in Windhoek.

4.14 Which BMZ strategy papers will you focus on in the project?*

The BMZ offers downloads of all relevant strategies here:

<https://www.bmz.de/en/news/publications>. Please give just the title of each paper (and the number, if available) to which your project is significantly related. Please also note strategy paper no. 455_06_2018: 'Development policy 2030: New challenges – new solutions'. Please list no more than three relevant strategy papers.

BMZ Paper 4/2024: Strategy paper "Preserving our natural resources"

BMZ Paper 1/2023: "Shaping the future together with Africa"

BMZ Paper 6/2021: BMZ core thematic strategy: "Responsibility for our planet - climate and energy".

4.15 Will national, regional or local strategies in the partner country also be taken into account?*

Examples include Poverty Reduction Strategy Papers (PRSPs) (a rough equivalent in Germany would be e.g. the Action Plan for the Inclusion of Persons with Disabilities) or local development plans.

Namibia has set itself the goal of becoming climate neutral and has worked this out in various strategy papers. The national economic plan (Harambee Prosperity Plan II) sets out how the economy is to grow in a climate-neutral way. In its "National Renewable Energy Policy" of 2017, the Namibian government also stipulates that by 2030 almost 100% of Namibia's electricity should come from renewable energy sources, thereby making a significant contribution to climate protection and more favourable electricity prices for the population. The city of Windhoek is in line with this strategy.

The project "A Solar Centre for Windhoek" takes up these strategies and makes a concrete contribution to the implementation and strengthening of renewable energies at local and national level. As Windhoek is the capital of Namibia, it can be assumed that the project will serve as a role model and may also be of interest to smaller municipalities.

4.16 To what extent will the project help achieve the goal of gender equality and an inclusive society?*

Please describe how you have incorporated different life situations, interests and potentials of women and men into your development project. Have you taken the concerns of women and girls into account in appropriate ways? Here you can also incorporate aspects of inclusion.

As part of our project to build the solar centre in Windhoek, we aim to comprehensively integrate the different life situations, interests and potentials of women and men. We recognise the importance of gender-specific aspects for the successful implementation of a development project and have therefore taken measures to ensure that the concerns of women and girls are adequately taken into account.

These include:

Participatory decision-making : We enable women and men to participate equally in all decision-making processes related to the solar centre, including the development of the concept, the selection of services and offers and the design of information materials.

Awareness raising and training : We provide targeted training and workshops to raise awareness of the benefits of solar energy among women and girls and to enable them to actively participate in the project, either through advisory services or by using solar energy in their own homes or communities.

Accessibility : We ensure that the solar centre is easily accessible to women and girls; both physically and in terms of the services and information provided. We take into account specific needs such as flexible opening hours, child-friendly facilities and barrier-free access.

Inclusion of marginalised groups: We are actively committed to taking into account the needs of women in disadvantaged and marginalised situations, such as single mothers, women with disabilities or women with a low level of education. Through targeted measures to promote their participation and guarantee their rights, we strive for comprehensive inclusion. Through these diverse approaches, we endeavour to ensure that women and men can benefit equally from the opportunities and benefits of the solar centre and that the voices and needs of all stakeholders are appropriately considered.

4.17 Which groups of actors and stakeholders will be included in the municipalities' engagement for development? How will the local government expertise of the project executing agency and the project partner be integrated into the project?

Please explain explicitly how you intend to integrate local government expertise in the project, so that it becomes clear why the project must be implemented by a municipal project executing agency rather than an agency in the private sector. How and through which individuals (indicate job titles) will the transfer of expertise take place? Which different (specialised) offices and departments will be involved? Please describe the roles and responsibilities of the respective municipal actors in the project, such as financial and administrative project management, contracting and procurement processes, awareness-raising measures etc. Please refer here to both the German municipality and the partner municipality, and if applicable discuss the role of municipally-owned enterprises.

in Germany

Name of the actor involved	Description of the actor involved	Description of the integration of municipal expertise
Berlin State Office for Development Cooperation (LEZ)	The Berlin State Office for Development Cooperation (LEZ) is the central coordination centre for development cooperation matters within Berlin. The tasks and areas of activity of the LEZ include: 1. Coordination/advisory: The LEZ coordinates and advises government agencies, NGOs, local authorities	The municipal expertise of the LEZ consists of extensive knowledge and experience in planning and implementation of development projects on a domestic level and abroad. The LEZ supports well over 100 projects per year through its funding programme.



	<p>and other actors in Berlin on development cooperation issues. It is the link between interest groups, ensures exchange of information and a coordinated approach to address development issues.</p> <p>2. Projects: The LEZ initiates and promotes projects in development cooperation, e.g. the financing of projects in partner countries, the promotion of educational programmes in Berlin or the support for development policy events.</p> <p>3. Public relations: The LEZ informs the public about issues of development cooperation, organises and supports events, workshops and campaigns to raise awareness of global development issues and promotes dialogue between different actors in Berlin.</p>	<p>These take place in Berlin in the development policy work internally as well as abroad. The LEZ therefore has extensive knowledge and many years of expertise in relation to successful project planning. LEZ as a development policy actor is familiar with the current debates and discourses in development cooperation at local, national and international level and can bring this knowledge into the project and ensure that development policy principles and strategies are comprehensively applied in the project and a clear policy objective is followed. The implementation of the 17 sustainable development goals is a particular concern of the LEZ. The planned project can make a contribution to the goals 7, 11, 13 and 17.</p> <p>The LEZ is located in the Berlin Senate Department for Economics, Energy and Enterprises. A close professional exchange with the team of the energy department is aimed for, so that strategic questions on the expansion of solar energy by the administration can be covered.</p>
--	--	---



Municipally-owned enterprises, if applicable:

in partner country

Name of the actor involved	Description of the actor involved	Description of the integration of municipal expertise
Department of Infrastructure	The department of Infrastructure and public services is responsible for efficiently operating and maintaining city infrastructure like streets, sewer systems, water and electricity provision. Moreover, it organises public services such as waste disposal, public transportation, and municipal installations such as parks and libraries.	The department for Infrastructure will be included in the project so that the needs analyses and trainings of marginalised groups will take place in exactly those parts of the city where infrastructure is not as well developed and which thus have a high demand for it. Moreover, they will take an advisory role to the team of the solar centre in order to develop optimised consultation offers that fit with the infrastructural needs of the city. The department of energy will take on a leadership role. The three professional areas (energy, infrastructure and electricity) will, however, work together closely in order to prepare and further develop the necessary information for the conception and commissioning of the solar centre.
Department for Energy	The department of energy is responsible for promoting and expanding renewable energies in Windhoek. They have the necessary data and information to ensure that the solar centre can provide optimal consultation services. The consultation offers of the solar centre and the built-up capacities also support the department of energy in realising the short-, middle-, and long term goals of the city of Windhoek in the area of	The department of energy takes on a leadership role in the construction of the solar centre. The professional areas of electricity and infrastructure will be closely involved in the planning, development, and operation of the solar centre by the professional area of energy. The three professional areas will therefore closely work together in order to prepare and further develop the necessary information for the conception and



	supplying with renewable energies.	commissioning of the solar centre.
Department of Electricity	The department of electricity holds the expertise for the network and maintenance system. Moreover, there are close working relations to NamPower, the country-wide electricity provider, the regulatory authority to solar enterprises, installers and further experts needed for the project. The leadership role for the construction of the solar centre will be filled by the department for energy. The three professional areas (Energy, Infrastructure and Electricity) will work together closely in order to prepare and further develop the necessary information for the conception and commissioning of the solar centre.	Klicken oder tippen Sie hier, um Text einzugeben.

4.18 Which other actors will be involved in the project?

Please list here other local initiatives and associations that will support implementation of the project through networking, cooperation, consultancy or other inputs provided free of charge, and explain their respective role and tasks in the project. Please include a special focus on the role of donors of third-party funding. Actors involved in the project may include local institutions and organisations based in Germany or the partner country. Their core task is to support the project executing agency and the partner municipality in project planning and implementation, e.g. through networking and cooperation with the partner on the ground, or by providing advisory inputs and expert dialogue. Also include actors with which you do not yet have any links as of the date of submission of the proposal, but with which you do intend to develop such links, and explain briefly how you intend to go about this. Please also note that actors involved in the project must not pursue any financial interests. When service providers (e.g. universities or consulting firms) are commissioned, the applicable procurement criteria must be complied with. Usually they will not fall under the category 'participating actors', and therefore need not be described here. In this connection we also refer you to our separate information sheet on the award of contracts.

Applicant



Name of the actor involved	Description of the actor involved	Description of the cooperation
BGZ - Berlin Society for International Cooperation	<p>The BGZ is a joint institution of the state of Berlin and the Berlin Chamber of Crafts. It is a non-profit company and supports administration and other stakeholders in the conception, application and realisation of international cooperation projects. Its roots and its statutory purpose lie in development cooperation. It was founded 40 years ago and has since successfully realised far more than 100 projects successfully. It receives institutional funding from the Senate Department for Economics, Energy and Business. Its four areas of work are: * sustainable economic activity * collaboration with the Global South * social cohesion and participation * innovation and digital challenges.</p>	<p>BGZ has many years of extensive experience and expertise in the management of international cooperation projects. It will therefore support the LEZ in the implementation of the project and will fulfil the following tasks within the project: assistance in project management * assistance in quality assurance * public relations in Germany * organisation of professional dialogues/professional events * support in document verification before call for funds * accompaniment of procurement processes (offer comparisons, examination of legal basics in both countries and the award procedure) * accompaniment of monitoring * support with reporting and preparation of the proof of utilisation.</p>
SolarZentrum Berlin	<p>The SolarCentre Berlin supports people and institutions aiming to transform Berlin to become a solar city. The centre is providing consultations in which individual questions about solar energy are clarified independently from brands and manufacturers. The basic consultation is free of charge. Questions are answered regarding photovoltaics, solar thermal energy and heat pumps for Berlin properties. The SolarZentrum advises private individuals as well as professionals in the planning of tenant electricity models.</p>	<p>The team of the SolarCentre is available during the entire project period for the Windhoek municipality as a contact partner. During the conception phase, there will be visits from Windhoek to the SolarCentre in order to get to know its working methods even better and gather inspiration for the conception of the Windhoek Centre. The SolarCentre will not receive any fee for this. Support of the project through: * provision of internships for Windhoek colleagues (among others participation in consultation</p>



	Regular seminars are held regarding technical developments or utilisation and funding opportunities. In addition, information on the solar energy utilisation in Berlin is offered in external events. The Solar Centre further provides a list with suppliers with whom solar projects can be planned and realised.	talks) * provision of the information and consultation offers of the Berlin SolarCentre (strategy and conception papers) * explanation of technical structures for the consultation offer (SolarCentre Wiki, ticket creation etc.), Public relations work, list of providers
--	--	--

Project partner

Name of the actor involved	Description of the actor involved	Description of the cooperation
Namibian University of Science and Technology (NUST)	The NUST is a leading institution in higher education in Namibia. The university offers various certificates (Bachelor and postgraduate degrees), diplomas, bachelor, bachelor honours, master and doctoral degrees in more than 60 programmes. The NUST is the first Namibian higher education institution to set up a special quality assurance unit; its programmes are credited by the National Council for Higher Education (NCHE) and the Namibia Qualifications Authority (NQA), among others. The university maintains a valued partnership with industry, the public sector and civil society through various initiatives such as curriculum advisory panels, integrated labour studies and joint research.	The municipality Windhoek is planning a close cooperation with NUST in the area of construction and operation of the solar centre in order to initiate joint innovation and research projects and realise practice-orientated research in the field of solar energy and solar utilisation. Particularly relevant is, for example, the question of material utilisation for solar modules, as in the prevailing climatic and geographical conditions (desert, sand abrasion of the glass modules), new technologies and materials can lead to longer life cycles for solar modules.
Electricity Control Board	The Electricity Control Board (ECB) is a statutory regulatory authority established in 2000 under the	The ECB is a relevant stakeholder in the project, for the technical details on electricity feed-in by the



	<p>Electricity Act 2 of 2000: The main mandate of the ECB is the control of the electricity supply industry, with the primary responsibility consisting of generation, transmission, distribution, supply, import and export of electricity through the setting of tariffs and the granting of licences.</p>	<p>privately installed solar systems as well as the financial regulations for electricity feed-in/utilisation of the systems to be harmonised and regulated. In addition, the ECB is involved in the development of a long-term viable business and financing model for the solar centre.</p>
--	--	---

No further actors will be involved in the project.

4.19 Do you intend to transfer project funds to cooperation partners under the 1/3 rule?

If local initiatives and associations play an important role in maintaining the municipal partnership, and make an appropriate contribution to the partnership project being proposed, funds equivalent to up to 1/3 of the grant amount may be transferred onward to these initiatives/associations. Appropriate arrangements for this must be stipulated in a private law contract. If municipal funds are transferred to participating actors in Germany or abroad, the cooperation agreements entered into must be attached to the final statement. The Service Agency will audit the completeness of the documents – not the content of the agreements. Please note that funds may not be transferred to municipally-owned enterprises or associations. Exception to this are municipally-owned/public enterprises that are part of the municipal administrations, and charitable organisations. Nor may funds be transferred onward to private individuals.

Yes

If yes, which organisations will you transfer funds to? Response (between 3 and 100 characters)

No

4.20 Has a council resolution to commission the project been passed, or are there plans to pass such a resolution or the like?*

Including the top policy-making body (local council, district council, municipal authority) is not obligatory, but it is advantageous. An attempt should be made to obtain the broadest possible political backing for the proposed project. If a resolution is already planned, but has not yet been adopted, you can also indicate this. If the top policy-making body is not involved, please explain to what extent the implementation of the project might be made dependent on (later) approval by that body.

In 2023, the Action Plan was signed by the mayors of Windhoek and Berlin. The Action Plan identifies energy as a key area of cooperation. The management of the Senate Department for Economics, Energy and Public Enterprises is in favour of the project (Senator Franziska Giffey and State Secretary Michael Biel). The current coalition agreement aims to expand the city partnership between Berlin and Windhoek. However, there is no dedicated resolution by the House of Representatives to promote the solar centre, as the individual plans and projects within the framework of the city partnership are not decided by the House of Representatives but are decided at the highest administrative level (here: Mayor - Action Plan, Senator - Solar Centre).

4.21 Which other platforms and strategies for communication (e.g. fixed regular meetings, Skype conferences or steering committee) will you use in the project?*

Please indicate here which platforms and strategies for communication (e.g. fixed regular meetings, steering committee or video conferences etc.) you will use when implementing the project. This information will facilitate the assessment of your cooperation with partners when implementing the project.

BGZ has been working successfully in project management for many years and uses a variety of different tools in order to communicate efficiently and in a goal-orientated manner within the project. A fixed component will be monthly joint meetings held via MS Teams. We also used this tool to conduct the preparatory discussions and it worked very well. In addition, there will be a steering group, which will be led by LEZ and meets two to four times a year, also via MS teams, as the steering group will include German and Namibian stakeholders. The Emdesk tool will be used for all project management. It will enable work plans and workflows to be created, and the progress of the project can be clearly visualised. The tool also offers direct exchange options via chat/direct messaging so that the project partners can communicate with each other in an uncomplicated way.

4.22 In what language will those responsible for the project on both sides communicate? Does the project proposal need to include translation costs?*

Please indicate the language in which those responsible for the project will communicate, and whether costs will be incurred for translation/interpretation services. These costs must then be included in the cost plan. This information will not be included in the evaluation of the proposal.

Language of communication is English, there will be no costs for translation incurred.

4.23 How will you publicise the project?*

Please describe here what steps you have already taken or plan to take to help publicise the Nakopa project and the partnership (e.g. newspaper articles, flyers and brochures, public events etc.).



Public relations work for this project is of crucial importance in order to gain broad support and attention and to raise awareness of the importance of renewable energies.

Our planned activities include:

- Press relations and media contacts: We will issue regular press releases and contact local media in Berlin and Windhoek to publicise the project and communicate progress.
- Social media campaigns: Through the use of social media platforms (especially LinkedIn, possibly also Instagram) we will share regular updates about the project, to generate public interest and increase reach.
- Project video: We want to create a project video that shows the path from observation, to the opening of the centre, all the way to consultation, while documenting the work of the centre and the project. In order to avoid flights, we will work with local film makers, whose materials will be compiled into a video in the end. The video will then be distributed through various channels (among others the youtube channel of BGZ).
- Online presence and website : The project will be presented on various websites (Berlin Senate Chancellery, State Office for Development Cooperation, BGZ, Municipality of Windhoek).
- Information events and workshops : We are planning information events and workshops in Windhoek to inform interested parties about the goals and benefits of the solar centre and to promote community participation. In addition, expert dialogues and conferences are to take place during the project period in order to further promote the great potential of solar energy in Windhoek and its utilisation. We plan for the participation in different public relations enhancing events(e.g. Environment-Festival) in Berlin, in order to inform a wide stratum of the population about the project and the possibilities of communal development cooperation.
- Networking : In order to familiarise civil society, science and business in Berlin with the project and to garner further support for it (e.g. through further public relations work within the network), we will organise two networking events as well as a larger conference in Berlin, to which Namibian energy experts will also be invited. There, goals and content of the project will be showcased and connected to other initiatives and projects through the context of global climate justice.
- Citizen participation and feedback : We will encourage citizens in Windhoek to actively participate in the project through regular dialogue formats in the conception and operational phase, organised by the municipality, and obtaining feedback.

4.24 What media will be used to publicise the project?*

Please indicate which media you (currently) plan to use as part of your project. This information is for statistical purposes.

Please select your responses*



Social media

- Website
- Action days/information counters
- Exhibitions
- Flyers and brochures
- TV and radio broadcasts
- Press reports
- Other: Please specify

4.25 Are you planning any project support trips or activity-based based trips as part of your project?

Please describe in detail how your planned journeys will help achieve the project objectives and why they are necessary. Project support Journeys are made to accompany the project, and should be distinguished from journeys made in relation to specific measures (e.g. training, implementation etc.). Please specify the number of persons making the journey and their functions, as well as the purpose of the journey insofar as this has already been defined. The conduct of tourist activities in conjunction with such journeys is ineligible for support under the Nakopa programme. The names of the persons undertaking the journey and a schedule must be discussed and agreed on with the Service Agency no later than 10 days prior to the journey. Please also refer to our separate information sheets on journeys and emergencies/crises.

Yes

Nature and purpose of trip	Duration of trip in days	Number of persons making the journey	Function of persons making the journey	Planned year	Link to measure
Project management trip	5	2	Controlling, Project management	FY 2025	Workshop on the concept and the piloting of the solar centre
Project management trip	5	2	Project controlling, project management	FY 2026	Workshop for internal interim evaluation/ Monitoring
Project management trip	5	2	Controlling, project management	FY 2027	Success control, evaluation and monitoring workshop
Internship trip	12	2	Energy expert and project lead from Windhoek	FY 2025	Training for operation of the solar centre
Expert exchange	3	2	Energy experts Windhoek (community, university)	FY 2027	Professional exchange for the promotion of renewable energies and climate justice

No

4.26 Is your project a construction project?

Costs for construction measures must be appropriate to local conditions. These costs must be broken down in the Cost Plan into the following construction phases: site development and preparation for construction; shell construction; interior work



Yes

No

Miscellaneous:

Since the costs for personnel are very high, the solar centre can not be open daily from 09:00 to 18:00 in this plan. We also want to win over volunteers (ca. 10) for the consultations, who will offer consultation and workshops in addition to the solar expert, and take part in consultation trainings. Therefore, there are ca. 10 people listed for the training in the budgeting plan. These persons can assist in consultation and practical matters in the solar centre as well as in the local communities.

The solar centre does not receive any honorarium for the consultation/supervision of the work shadowing.

For consultation in the concept development for the Windhoek solar centre and for training locally, external experts will be found through tender procedure.

Expert exchange/professional dialogues. For the strengthening of renewable energies in Windhoek, the expertise of the administration should be improved in addition to the construction of the solar centre and the connected consultation and information. In order to achieve this, there will be professional exchanges in Germany and in Namibia, in which each partner's expertise will help strengthen further development of personal expertise and support reciprocal learning. The Namibian expert from the Windhoek administration should also participate in the accompanying measure "Professional conference climate justice" in Germany in order to add their own perspectives and experiences. The event professional exchange and the conference for climate justice will be planned in order to necessitate only one trip from Windhoek to Berlin.

In Windhoek, a two-day professional conference is planned for the topic "Strengthening renewable energies in Namibia". This conference will bring stakeholders from the smaller networking events together with further professional experts from the renewable energy sector, especially also the federal level, the universities and the economy. The experiences from the construction of the solar centre will be shown here on the background of national and municipal development strategies to strengthen renewable energies in Namibia.

Local trainings: In the framework of the local trainings, people will be trained that:

- a) Offer consultations and workshops as additional (volunteer) consultants in the solar centre (ca. 10-15 people);
They will receive a three day training, which will qualify them as consultants. There will be an allowance of 100 Euro per person for participation in this training.
- b) Will be resource persons in the communities/informal settlements: these people will be trained as multipliers/contact persons in the local communities, in order to share information regarding solar energy as well as doing some smaller repairs on solar systems or to prepare for the installation of solar systems. For this, they will be

equipped with a small toolkit with tools, and furthermore, there will be an allowance of 100 Euro per person for the participation in the two day trainings, which will take place in four informal settlements, since they may experience a loss in income through the participation in the training and the later services.

5 List of objectives and activities

5.1 Overall goal*

The term 'objectives' is understood to mean the targeted changes for the target group, not the planned activities. Each project has a total of three levels of objectives (overall goal – project objective – sub-objective)

The overall goal relates to the Sustainable Development Goal (SDG) pursued by the project. It is defined as a desired state of affairs in the sense of an overarching, long-term development goal (in the wider context) to which the project makes a contribution. Please formulate only one overall goal, and relate this to a specific Sustainable Development Goal of the 2030 Agenda.

One conceivable example would be 'The project makes a contribution towards climate action and climate resilience in xy as envisaged in SDG 13'. For more information on the 2030 Agenda please refer to <https://www.bmz.de/de/agenda-2030>.

The project contributes to the promotion of renewable energies in Windhoek Namibia and thus contributes to the achievement of Goal 7 of the SDGs.

5.2 Project objective*

The project objective describes a state of affairs that is to be achieved through the project. The achievement of this project objective is a knock-on effect caused by the achievement of all the project results.

What specifically will have changed (qualitatively and quantitatively) by the end of the project (from the target group's perspective)? Please formulate only a single project objective that subsumes all aspects of the sub-objectives. The key question is, what outcome is the project supposed to achieve in the specific project region, e.g. 'Energy production for the population xy was promoted, and CO2 emissions reduced'.

Through the establishment of the solar centre in Windhoek, there will be an increase in use of solar energy in Windhoek.

Success indicator: At the end of the project, the number of newly installed solar systems in households and businesses has increased from 822 to 986 (20%).

Starting point: At present, there are 822 solar systems in Windhoek. The number of households is around 70.000.



5.3 Sub-objectives*

Sub-objective

Please list a planned sub-objective here. To add further sub-objectives, click the 'Add sub-objective' button. The sub-objectives specify all the desired improvements for the target group that the project is expected to generate and which together represent the project impact. The key question here is, what results is the project designed to achieve, e.g.

Sub-objective 1: 'The installation of a solar power guarantees the continuous supply of power to institution x.'

Sub-objective 2: 'The population in the participating municipalities are more aware of climate change and are familiar with possible action to protect the environment.'

Sub-objective 1	A concept for the structure and services of the solar centre was developed in collaboration with stakeholders, including universities, and serves as the basis for the development of the Windhoek Solar Centre.
Sub-objective 2	Provision of pilot consultation and information services for the population by the Windhoek Solar Centre.
Sub-objective 3	Raising awareness and acceptance of solar energy among the general public population of Windhoek.

Indicators for a sub-objective

Indicators can theoretically be formulated at any level (overall goal, project objective, sub-objective or activities). For this proposal, however, it is only important to formulate them at the level of sub-objectives. When the project comes to an end, the indicators will be used to measure whether the project objective (target status) has been achieved. The indicators are based on the actual situation when the project begins (baseline status), and are used to measure the changes that occur as a result of the project. They should be based on specific measurable values that can be measured at the beginning and at the end of the project. For each sub-objective, please specify at least one and no more than three indicators.

Indicator for sub-objective 1	A detailed concept document will be available by the end of the first project year (2025). This contains 4 consultation scenarios, 2 community training concepts and 2 models for the long-term financing of the centre.
Indicator for sub-objective 2	By the end of the project period, 700 people have used the pilot advisory and information services provided by the solar centre. 50% of visitors stated that they feel better informed about solar energy.
Indicator for sub-objective 3	20 % of the population (ca. 450.000 – 500.000) in Windhoek state in random surveys that they feel better informed about solar energy by the end of the project.



Data collection method and source for sub-objective

Please describe using key words or bullet points what methods you will use to measure changes, and what tools and supports are available to you. The data collection methods indicate where and when the data required to verify the indicators will be obtained. Possible collection methods include meter readings, filling levels, surveys, minutes, participant lists, interviews/surveys, evaluations etc. The collection methods and sources must be suitable for measuring the relevant indicator. Examples include: Following the installation of a solar power system, institution x has y electricity per month; alternatively, the power supply has been increased by z %; The number of citizens in municipality x who are actively involved in climate action programmes, and are well-informed about the problems of climate change, has increased by z %.

Please also note the following quality criteria for indicators:

- The link between the sub-objective and the indicator must be clear and logical.
- It should be possible to measure the indicator values (regularly) without excessive effort or expense.
- Defining the measurable value of the indicator should be based on what can realistically be achieved with the planned resources (labour, money, materials, time).
- Indicators can also be qualitative descriptions of changes (e.g. provided by the target group themselves, or obtained through surveys).

Data collection method for indicator 1	Concept available as a PDF document as well as detailed consulting scenarios (according to target groups, procedure) and workshop concepts for community training (e.g. on the maintenance of solar systems, utilisation of solar systems). Protocols, participation lists. Cooperation agreement with one university.
Data collection method for indicator 2	Visitor count/number of consultations (lists/digital), participation lists of workshops. Evaluation forms on the quality of counselling.
Data collection method for indicator 3	Representative, random survey results after public campaigns on solar energy (online survey following advertising/info campaigns).

The following activities will lead to achievement of the sub-objective

Please describe your activities in specific detail in 2-3 sentences each (planned location, dates, actors, target groups, steps involved). All activities must be supplementary. Already established activities/series of events, and activities that would take place without the NaKopa programme, are ineligible for support. This should enable the funding agency to gain a clear understanding of what is planned, and on what scale. The activities must be clearly linked to the sub-objective (same theme, same target group ...) Consider also whether the listed activities are sufficient to fully achieve the sub-objective. If this is not the case, we recommend rewording the sub-objective or adding further activities. Please add the activities, and mark the quarters when you



roughly plan to implement the activity in question. This scheduling is designed to visualise the project timeline. It is not binding. E.g.:

Activities for sub-objective 1:

- 'Compilation of the technical data for the installation of solar panels on 4 school roofs' by professional experts
- 'Installation of four solar panels' by the service provider
- 'Continuous (monthly) monitoring of the functionality and efficiency of the equipment' by professional experts

Activities for sub-objective 2:

- 'Discussions between experts from the two municipalities and identification of options for future action'
- 'Conduct of a (one-day) public information event involving interested citizens from the German municipality concerning the problems associated with climate change in the partner municipality', organised by the municipality together with the partnership association
- 'Preparation of materials (in the form of flyers on climate action) for the information and education work for citizens in district xy', organised by the municipality together with the partnership association

	Activity	Financial year	Quarter/s
1	Activities for sub-objective 1: * Observation visit to the Berlin SolarCentre for approx. 2 weeks by 2 experts from the Windhoek municipality(in the first three months after the start of the project) * Selection and Briefing of Experts * Trip preparation/visa application * Participation in trainings and workshops of the Berlin SolarCentre * Visit of the Berlin SolarCentre * Beginning of concept development for the Windhoek Solar centre * Follow-up and reporting	FY 2025	Q4
2	* Implementation of needs analyses and consultations with interest groups – especially marginalised groups: * planning and preparation of the consultations through the municipality * Organisation and Implementation of 3-5 public meetings, which will share information about the project and let needs and interests of the local population influence the concept development. (Months 4-7) * Collection of feedback and evaluation (Months 7-9)	FY 2025	Q4
3	* Implementation of needs analyses with interest groups – especially marginalised groups: * planning and preparation of the consultations through the municipality * organisation and implementation of 3-5 public meetings, which will share information about	FY 2026	Q1, Q2



	the project and let needs and interests of the local population influence the concept development (Months 4-7) * Collection of feedback and evaluation (Months 7-9)		
4	* In communication with the local power station, a business model will be developed which can secure the financing of the solar centre after the project time (Months 3-11) * Analysis of existing business models (Months 3-4) * Examination of existing financing models of solar centres (Months 4-6) * assessment of technical and financial possibilities of the City of Windhoek (Months 5-8) * consultations with power station and further stakeholders (Months 6-8) * creation of a draft business model (Months 7-9) * Validation and feedback for the draft (Month 10) * finalisation of the business model and presentation (Months 10-11)	FY 2025	Q4
5	* In communication with the local power station, a business model will be developed which can secure the financing of the solar centre after the project time (Months 3-11) * Analysis of existing business models (Months 3-4) * Examination of existing financing models of solar centres (Months 4-6) * assessment of technical and financial possibilities of the City of Windhoek (Months 5-8) * consultations with power station and further stakeholders (Months 6-8) * creation of a draft business model (Months 7-9) * Validation and feedback for the draft (Month 10) * finalisation of the business model and presentation (Months 10-11)	FY 2026	Q1, Q2, Q3
6	* Definition of services and offers for the local population surrounding the topic solar energy (Months 6-12) * Evaluation of the needs analysis (Months 6-9) * Development of different, target group specific offers (Months 7-9) * test runs of different consultation offers (months 9-10) * Adaptation and finalisation of offers (Months 10-12)	FY 2026	Q1, Q2, Q3
1	Activities for sub-objective 2: * construction of infrastructure of the centre (renovation, furnishing with furniture and IT equipment, installation of the demonstrative solar system) * creation of informative materials (Flyers, small info brochures) * advertisement and marketing for the centre (using social media, websites, PR messages, print information material) * realisation of consultation and information meetings * organisation of information	FY 2026	Q1, Q2



	events and workshops. * 1 network meeting with relevant stakeholders		
2	Activities for sub-objective 2: * Opening of the solar centre with accompanying expert dialogue, 2 network meetings with relevant stakeholders * creation of information materials (flyers, small information brochures) * Realisation of consultations and information meetings * Organisation of information events and workshops.	FY 2026	Q3, Q4
3	Activities for sub-objective 2: *Realisation of consultation and information meetings * Organisation of information events and workshops, some specifically for women or marginalised groups. * Development of a training concept for the training of consultants and for knowledge assurance * selection and three-day training of ca. 10 people * equipment of 10 people with Solar-Kits in order to carry out repairs and installations and to hold information events with illustrative materials	FY 2027	Q2, Q3, Q4
1	Activities for sub-objective 3: Information campaigns via radio/newspaper, possibly social media. The municipality of Windhoek will organise regular advertisements on the radio and in (online) newspapers to inform the population about the offers of the solar centre and the benefits of solar energy before, during and after the opening of the solar centre. The city administration assumes that these channels will reach approx. 90% of the population.	FY 2026	Q1, Q2, Q3
2	Activities for sub-objective 3: * Organisation of workshops, training courses and public events: Starting from the opening of the solar centre, there will be an event every two months beyond normal consultation and information services. These can be workshops and training courses on installation and maintenance of solar systems, on cost savings as well as discussion and information events on climate protection through solar energy. Here, women and marginalised groups are addressed in particular. * Advertising and marketing on the topic of solar energy (via social media, websites, PR messages, printed information material): The city administration of Windhoek will regularly advertise before, during and after the opening of the solar centre in radio and (online) newspapers to inform the population about the centre's offers of the centre and the benefits of	FY 2026	Q3, Q4



	solar energy in general. The city administration assumes that through these channels 90% of the population can be reached.		
3	<p>Activities for sub-objective 3: * Organisation of workshops, training courses and public events: Starting from the opening of the solar centre, there will be an event every two months beyond normal consultation and information services. These can be workshops and training courses on installation and maintenance of solar systems, on cost savings as well as discussion and information events on climate protection through solar energy. Here, women and marginalised groups are addressed in particular. * Advertising and marketing on the topic of solar energy (via social media, websites, PR messages, printed information material): The city administration of Windhoek will regularly advertise before, during and after the opening of the solar centre in radio and (online) newspapers to inform the population about the centre's offers of the centre and the benefits of solar energy in general. The city administration assumes that through these channels 90% of the population can be reached. * Two-day conference for the usage of solar energy. In the framework of the conference, the usage of solar energy for electricity generation will be looked at from different perspectives, marginalised groups can include their perspectives, the conference follows the principles of "citizen science", so that scientists and citizens can discuss topics together in order to further establish solar energy as a climate friendly energy source in the Namibian context.</p>	FY 2027	Q1, Q2, Q3, Q4
4	<p>Two-day conference for the usage of solar energy. In the framework of the conference, the usage of solar energy for electricity generation will be looked at from different perspectives, marginalised groups can include their perspectives, the conference follows the principles of "citizen science", so that scientists and citizens can discuss topics together in order to further establish solar energy as a climate friendly energy source in the Namibian context.</p>	FY 2027	Q3, Q4

5.4 Description of the planned Theory of Change*

If effectiveness is to be measurable, and therefore evident, it is necessary to define in advance what effects are to be generated. The term 'impact' is generally understood to mean positive

and negative, and primary and secondary long-term effects that are caused directly or indirectly, and intentionally or unintentionally, by implementing a project. Please describe these assumptions in 2-3 sentences, and explain how the sub-objectives will contribute towards the achievement of the project objective, and how this relates to the overall context of the overall objective.

We assume that the project will have direct and positive effects that will have a long-term impact. One direct positive effect will be the increased awareness of the potential of solar energy among the Windhoek population. A long-term effect could be that more and more people install a solar system in Windhoek. This will reduce electricity costs, which will improve the overall economic conditions. In addition, CO2 consumption is reduced, which, albeit on a small scale, will have a positive impact on the fight against global warming in the medium to long term.

Looking at the project in the impact model, the effects can be described as follows: The activities to set up the solar centre (concept development, trainings, involvement of relevant stakeholders, renovation and equipment) mean that a well-equipped solar centre (equipment and staff) can commence operations.

An attractive range of information and advice offered by the solar centre in turn leads to its utilisation by a broad section of the population and a higher knowledge and acceptance of use and chances of solar energy in the local population. Individual advice for households, combined with information on financing options and technical support, facilitates the transition to solar energy.

The sub-objectives and the associated activities therefore contribute to achieving the project objective by promoting the use of renewable energy in Windhoek. Through the development of a concept, the establishment of the solar centre, the sensitisation of the population and promotion of solar energy, households are encouraged to switch to renewable energies.

If more people decide to switch to the use of solar energy, this will lead to cost reductions on the one hand, and on the other hand to a reduction in CO2 emissions and a reduced dependence on electricity imports from abroad.

This makes a corresponding contribution to the overall objective of reducing emissions and promoting the use of renewable energies in line with SDG 7.

An indirect effect could be that other Namibian municipalities also take up the concept and set up a solar centre for their population.

5.5 Activities to support the project

Here you can describe further activities that are not directly related to a sub-objective, e.g. project management and administration, transport, evaluation by external consultants, project support journeys etc.

Activities to support the project:

Activity	Financial year	Quarter/s
Project management (monthly digital project meetings, quality assurance, monitoring, reporting)	FY 2025	Q3, Q4
Project monitoring trip Berlin - Windhoek	FY 2025	Q4
Project management (monthly digital project meetings, quality assurance, monitoring, reporting)	FY 2026	Q1, Q2, Q3, Q4
Project monitoring trip Berlin - Windhoek	FY 2026	Q2 or Q3
Project management (monthly digital project meetings, quality assurance, monitoring, reporting)	FY 2027	Q1, Q2, Q3, Q4
Project monitoring trip Berlin - Windhoek	FY 2027	Q3, Q4

6 Individual items of the Cost Plan

6.1 Please specify the currency and exchange rate

Please indicate the current exchange rate. You can find this e.g. at www.oanda.com. The exchange rate you enter will serve as the basis for the calculations, and will enable the tracking of exchange rate fluctuations in the course of the project.

Currency*: NAD

Exchange rate (1 € =)*: 20.00000 NAD

6.2 Planned expenditure on: investments

This item encompasses the use of funds for procuring hardware for long-term use, and the costs associated therewith. Procurements should be quantified by indicating the number of pieces.

Note: The project proposal must already have outlined how the procured hardware will be put to further use after the end of the project..

- Materials and equipment:



- Machinery, plant
- Costs for assembly and installation (skilled workers)
- Licences
- Transportation, Transport
- Customs clearance (exception)

Description	Basis for calculation	Amount
Purchase of the solar system for the roof of the solar centre	Market research of the City of Windhoek	€ 4,000.00
Equipment of the solar centre (3-4 workstations) each with furniture, PCs, other office equipment (3-4 desks, 3-4 PCs, 3-4 office chairs), 4 chairs for visitors	Market research of the City of Windhoek	€ 5,000.00
Construction and installation of the solar system	Market research of the City of Windhoek	€ 1,000.00
Renovation costs : preparatory measures	Calculation by the City of Windhoek (cost estimate is available)	€ 1,100.00
Renovation costs: Floors	Indication by the City Administration of Windhoek (cost estimate is available)	€ 1,200.00
Renovation costs: 2 steel windows, 4 windows glazing, renew frames	Indication by the City Administration of Windhoek (cost estimate is available)	€ 1,000.00
Renovation costs: Painting work in 2 rooms and hallway, sanitary area	Calculation by the City of Windhoek (cost estimate is available)	€ 600.00
Renovation costs: Hardware 3 doors, 3 locks	Calculation by the City of Windhoek (cost estimate is available)	€ 1,500.00
Renovation costs: sanitary work 4 toilets, 2 sinks, tile mirror, renewed sewage pipe, renewed plumbing	Indication by the Municipality Windhoek (cost estimate is available)	€ 3,500.00
Renovation costs: roof upgrading	Indication by the Municipality Windhoek (cost estimate is available)	€ 6,500.00
Renovation costs: electrics	Indication by the Municipality Windhoek (cost estimate is available)	€ 2,400.00
Renovation costs: security system	Indication by the Municipality Windhoek (cost estimate is available)	€ 8,000.00



Renovation costs: removal of asbestos	Indication by the Municipality Windhoek (cost estimate is available)	€ 19,000.00
VAT for renovation in total	Indication by the Municipality Windhoek (cost estimate is available)	€ 6,900.00
Renovation costs: carpenter	Indication by the Municipality Windhoek (cost estimate is available)	€ 800.00
Total:		€ 62,500.00

6.3 Planned expenditure on: capacity and competence development

This item encompasses capacity development measures designed to support the involved actors in the municipality in managing their own sustainable development processes and adapting to changed frameworks.

Consulting services/fees for staff of the municipalities and municipal companies are ineligible.

- Training and upgrading measures
- Events, workshops and conferences (materials, venue, speakers and interpreters)
- Awareness-raising work
- Formation of networks and committees, institutional development
- Advisory services (external services)
- Expert exchange (incoming and outgoing)
- Journeys for the purpose of capacity development (flights, per diem and overnight accommodation allowances, visa and passport affairs, needed vaccinations) and journeys to support projects

Description	Basis for calculation	Amount
Consultant training (development of a training concept, realisation of a 5-day training in Windhoek) through an external expert after tender	9 days á €900 (4 days of development of training concept, 5 days of training) through an external expert after tender	€ 8,100.00
Creation and printing of information material, public relations work – ca. 6 ads in newspaper/radio, ca. 10,000 flyers, ca. 5,000 information brochures	Experience of the City of Windhoek on material printing and placement of adverts/ Radio adverts	€ 6,750.00
Opening of the solar centre with accompanying expert dialogue 50 people	Catering for 50 people á €10 (coffee/drinks, lunch, snacks), Moderation (ca. €200), 1 technical staff á €300	€ 1,000.00



Formation of a network "Solar energy" with relevant stakeholders from Windhoek/ Namibia	5 meetings with 15 people each (catering á €15 per person)	€ 1,125.00
Expert dialogue fee (digital participation), expert input 30-60 minutes and answering questions during the day	Daily rate expert solar energy (will be found out through tender)	€ 750.00
Work shadowing visit to the Berlin Solar Centre; 2 experts from Windhoek	Total costs per person: €2,274.00 (Flight per person: €1,000; Stay 12 days = €336 per diem per person (€28 per day), overnight stay €70 per night per person = €910 overnight stay total per person)	€ 4,352.00
2 experts from Windhoek traveling to Berlin to participate in professional dialogue	3 days, flight €1.000, overnight stay €70, daily allowance €28	€ 2,728.00
Experts for training in Windhoek (training)	2 persons, flight €1.000, Daily allowance €25, Overnight stay 6 nights á €112	€ 3,370.00
Local trainings of community coordinators	1-3 day trainings á €350 per day with external trainers for the schooling of voluntary consultants (10-15 people); 4x two day training for community multipliers (per community 10 people), catering, material costs as well as Tool-Kits for the participants for the repairs in communities/illustrative materials, allowance €100 per person for participation in trainings	€ 12,000.00
Two day conference Solar energy Windhoek for 60-80 people (professional experts from administration, economy and science)	Venue á €1,440, honorarium for 4 inputs á €250, technology 2 days á €600, moderation 2 people á €1,000, catering for 80 people á €12 (total €960)	€6,000.00
Total:		€ 46,175.00

6.4 Planned expenditure on: preparatory, accompanying and evaluative measures



This item encompasses instruments for development awareness-raising and participation, as well as data surveys that provide specific information for project implementation. These instruments can be applied before the project is launched, during project implementation and afterwards to analyse and evaluate the results.

- Feasibility studies and (needs) analyses to provide precise information for project implementation (a project feasibility study must be completed before the project in question is commenced)
- Preliminary studies (maximum of 5% of total costs), e.g. geological or soil surveys)
- Preparation of masterplans and (sustainability) strategies
- Development of statutes and regulations
- Elaboration of expert inputs
- Evaluations
- Translations (e.g. studies)
- Trips to implement and facilitate accompanying measures (e.g. flights, per diems and overnight accommodation)
- Visa and passport issues, needed vaccinations, health insurance for partners from the Global South

Description	Basis for calculation	Amount
Consultancy for the Concept development for the operation and advisory and information services of the solar centre (consultation takes place during the work shadowing visit to Berlin)	6 daily rates á € 900 (through external experts from tender)	€ 5,400.00
3 project supervision trips to monitor the project, 2 persons	Flights á €1.000, daily allowance €25 per day, 4 overnight stays á €112	€ 10,110.00
Total:		€ 15,510.00

6.5 Planned expenditure on: accompanying measures in Germany (maximum of 20% of total expenditure)

This item encompasses expenditure for raising awareness of development issues in the German municipality.

It is not possible to procure hardware for long-term use.

- Networking (building networks and supporting network partners)
- PR work (flyers, brochures, press work)
- Development education (supporting campaigns, actions and dedicated days)



Description	Basis for calculation	Amount
4 Networking events: dialogue events with civil society actors for the promotion of renewable energies in the Global South and networking with stakeholders. Through the events, the project should become more well-known, and be communicated on a broader spectrum in the (German) public through the network actors.	4 Dialogue events (2 in 2026, 2 in 2027) with 20-30 people á €15 Catering; venue hire €500	€ 950.00
Public relations (regular press work and creation of a digital information brochure on the project, creation of print products), including creation of a project video with German and Namibian filmmakers	Market research / experience	€ 11,295.00
Development educational work – participation in 3 events effective at reaching the public (e.g. Environment-festival, street festival)	Booth, material costs, maybe technology, give-aways per event €750	€2,250.00
One day conference for climate justice	Venue hire €750, moderation €500, catering €500, technology €250	€2,000.00
Total:		€ 16,495.00

6.6 Planned expenditure on: operating costs

This item encompasses costs incurred in keeping the project running. These are incurred not once, but regularly, and possibly also beyond the end of the project. However, they can only be financed up to the end of the project. These costs need to be distinguished from investment costs. Operating costs also include costs for services that guarantee administration of the project.

- Office supplies and communication, IT (only for partner municipality)
- Project-related room rental, costs for energy and water
- Transportation costs
- Bank charges in the partner country (unless these can be offset through the exchange rate)
- Consumables, material costs
- Operation and maintenance of machinery
- Recurrent services
 - Recognised chartered accountant or accounting support in partner country (maximum of 1 month/year)

German municipality

- Temporary services to support work processes of the

Description	Basis for calculation	Amount
Office supplies and Communication, EDP (Windhoek)	24 months á €45	€ 1,080.00
Costs for energy and Water for use in the solar centre	21 months á €180	€ 3,780.00
Transport costs (Transport of technical equipment among others as illustrative objects at stakeholder consultations and trainings)	24 months á €100	€ 2,400.00
Bank charges in the partner country	24 months á €40	€ 960.00
Consumable materials (Printout of feedback forms, copies of handouts, flyers; smaller tools, models of modules for demonstration purposes)	20 months á €40	€ 800.00
Operation of machines/ maintenance	17 months á €50	€ 850.00
Recurring services (costs for external service providers for cleaning of the building)	24 months á €250	€ 6,000.00
Total:		€ 15,870.00

6.7 Planned expenditure on: project personnel in the partner country

This item encompasses positions in the partner country that are necessary for project implementation. Please specify the average monthly remuneration, and the number of months spread across the financial years. Further financing by the local project executing agency after the end of the project must be plausibly explained.

- Project-based (expert) personnel
 - o (e.g. project coordinator, possibly trainer) in the partner country for the duration of the project.
 - This expenditure is 100% eligible.
- Additional personnel to ensure the sustainability of the project results
 - o (e.g. experts, cleaners, watchmen) from the date of hiring up to the end of the project period.
 - Expenditure must be estimated at annually decreasing rates (usually 100% 80%, 60%).

All personnel costs must be at the local going rate.



Job	Monthly pay 2025	Months 2025	Monthly pay 2026	Months 2026	Monthly pay 2027	Months 2027	Monthly pay 2028	Months 2028	Total Amount (€)
Solar expert (part-time 60%)	2,360.00	3.00	1.888.00	12.00	1,416.00	12.00	0.00	0.00	46,728.00
Technician (part-time 55%)	1,650.00	3.00	1,320.00	12.00	990.00	12.00	0.00	0.00	32,670.00
Office management and accounting (part-time 50%)	615.00	3.00	492.00	12.00	369.00	12.00	0.00	0.00	12,177.00
									91,575.00

6.8 Overview of project expenditure

Position/Item	TOTAL AMOUNT
1. Infrastructure	€ 62,500.00
2. Capacity and competence development	€ 46,175.00
3. Preparatory, accompanying and evaluative measures	€ 15,510.00
4. Accompanying measures in Germany	€ 16,495.00
% accompanying measures of sub-total 1-6:	6.6%
5. Operating costs	€ 15,870.00
6. Local personnel	€ 91,575.00
Sub-total for items of expenditure 1-6	248,125.00 €

6.9 Costs for reserve

The reserve need not be broken down in the Financing Plan. It encompasses a maximum of 3.5% of project expenditure for the individual items.

- Additional expenditure due to inflation
- Unavoidable additional expenditure (not inflation-related)

Total for items 1-6 (€)	7. Reserve (€)	% share (maximum of 3.5% allowed)	Total for items 1-7 (€)
248,125.00	8,684.00	3.5	256,809.00

6.10 Administrative costs

The lump sum for administrative costs need not be broken down in the Financing Plan. It encompasses a maximum of 7% of the total for the individual items of project expenditure plus the reserve. The lump sum may be passed on to cooperation partners or to the partner municipality. It should be used to cover among others the following cost categories on a lump-sum basis:

- Deployment of personnel by municipalities or their equivalents
- Internal auditing costs

- Costs for administrative structures (lighting, rent, lease, heating)
- Office equipment/furniture
- Office supplies
- Banking, postal and communication charges

Total for items 1-7 (€)	8. Administrative costs (€)	% share (maximum of 7% allowed)	Total for items 1-8 (€)
256,809.00	17,975.00	% 7.0	274,784.00

6.11 Please break down the total expenditure by financial year

The total expenditure must be broken down by financial year.

Financial year (FY)	Expenditure (€) for FY
FY 1	€ 103,375.14
FY 2	€ 74,066.26
FY 3	€ 97,342.60
Total	€ 274,784.00

7 Individual items of the Financing Plan

7.1 Please enter the financing amounts for own funds, indicating the financial year (FY)

Please enter all the amounts to be provided by the municipalities, by financial year. These own funds may consist of the resources contributed by the organisation submitting the proposal itself, funds from a German federal state/other public funds, miscellaneous third-party funds or a combination of these financing options. The grant provided by EG/the Service Agency will be calculated automatically under the heading 'Cost and Financing Plan'.

The sum total of own funds must amount to at least 10% of the total eligible expenditure and involve real cash flows. There are no rules concerning the details of how these funds are made up. For instance, third-party funds can also be used in the final year, provided that they are offset by a higher rate elsewhere.

- **Own contribution by the organisation submitting the proposal:** Please enter here only the contribution made by the organisation submitting the proposal.
- **Partner municipality's own funds** Please enter the contribution made by your partner municipality.

Please indicate the percentage share of own funds and third-party funds for each financial year. You can enter multiple figures for each financial year.

Own funds provided	Financial Year	Financial contribution
Own funds provided by City of Windhoek	FY 2025	€ 8,012.00

Own funds provided by City of Windhoek	FY 2026	€ 24,685.00
Total		€ 32,697.00

7.2 Please enter the planned financing amounts for German federal state funds or third-party funds, indicating the financial year (FY)

Please enter all the amounts to be provided by the municipalities, by financial year. These own funds may consist of the resources contributed by the organisation submitting the proposal itself, funds from a German federal state/other public funds, miscellaneous third-party funds or a combination of these financing options. The grant provided by EG/the Service Agency will be calculated automatically under the heading 'Cost and Financing Plan'

The sum total of own funds must amount to at least 10% of the total eligible expenditure and involve real cash flows. There are no rules concerning the details of how these funds are made up. For instance, third-party funds can also be used in the final year, provided that they are offset by a higher rate elsewhere.

- **German federal state funds/other public funds:** If available, please enter here the financial income/ grants from public sources (e.g. funds from German federal states, the EU, institutions funded by the federal or a state government etc.). Please name the funding providers and specify the funding amounts. Please also indicate whether these funds have only been applied for or have already been approved.
- **Miscellaneous third-party funds:** If available, please specify any miscellaneous third-party funds. 'Miscellaneous third-party funds' are non-public funds such as earmarked donations, grants, sponsoring funds, and any other income from foundations, associations, church-based organisations etc.

Please indicate the percentage share of own funds and third-party funds for each financial year. You can enter multiple figures for each financial year.

Third-party funds	Financial Year	Financial contribution
Third-party funds	FY 2025	0,00 €
Third-party funds	FY 2026	0,00 €
Third-party funds	FY 2027	0,00 €
Total		0,00 €

8 Cost and financing plan

Expenditure

Expenditure	Financial Year 2025	Financial Year 2026	Financial Year 2027	Total
Expenditure	€ 103,375.14	€ 74,066.26	€ 97,342.60	274,784.00 €

Financing

Financing	Financial Year 2025	Financial Year 2026	Financial Year 2027	Total
Own funds	€ 8,012.00 (7.75 %)	€ 24,685.00 (33.33 %)	€ 0.00 (0.00 %)	€ 32,697.00 (11.90 %)
Third-party funds (0.00 %)	€ 0.00	€ 0.00	€ 0.00	€ 0.00
Grant from Engagement Global	€95,363.14 (92.25 %)	€ 49,381.26 (66.67 %)	€ 97,342.60 (100.00 %)	€ 242,087.00 (88.10 %)
Total financing	€ 103,375.14	€ 74,066.26	€ 97,342.60	€ 274,784.00

9 Declarations

9.1 We hereby declare:

Please read each explanation carefully. You must confirm each explanation. Sanctions will be verified here: <http://www.finanz-sanktionsliste.de>, <https://www.sanctionsmap.eu/#/main>.

We hereby agree that this proposal – if necessary – be forwarded to the BMZ, and that the BMZ may confidentially inform the Budget Committee of the German Bundestag of the name of the organisation submitting the proposal as well as the size and purpose of the grant, if the Budget Committee requests this information.*

We will make available to Engagement Global gGmbH pictures and documents that arise in connection with the project, and grant it non-exclusive right of use without limitations with regard to location, content and time. We agree to support Engagement Global with pictures and documents that arise in connection with the project. We agree to the publication of information on our organisation on the website of Engagement Global and the relevant funding programme.*

By signing the proposal, we confirm that*

no other federal German funding for the proposed project or its individual activities has been applied for or approved;*

the BMZ or other assigned persons authorised to audit will be granted unrestricted access to documents (accounts, project reports etc.) for purposes of evaluation/auditing and – if they so wish – will be enabled to visit the project;*

the project for which the grant is being applied for has not yet been commenced;*

no follow-on costs will arise through the project that the project cannot meet with its own funds;*



- no financial interests are being pursued through the project;*
- when contracts for supplies and services to achieve the project purpose are awarded, the applicable procurement principles pursuant to the relevant regulations under budgetary law will be complied with; If bids of equal merit are received, preference shall be given to bids from the partner country where the project is based.*
- provision of the municipalities' own contribution is guaranteed;*
- the project cannot be implemented without the funding;*
- we are aware of our obligation to observe the UN/EU sanctions regime, and will meet that obligation. At the present point in time we have no indication of any anticipated indirect or direct allocation to sanctioned individuals, enterprises or other organisations. Should we become aware of any sanction violations we will notify Engagement Global forthwith.*
- we will take part in the project 'Partnership Projects for Sustainable Local Development' of Engagement Global/the Service Agency, and share the lessons learned with the Service Agency network. Should the project fail to materialise, the Service Agency will be notified forthwith.*
- all information is correct and complete.

Self-declaration regarding Section 8 a of the Budget Act 2024: The applicant organisation confirms that it will not use the requested funds for terrorist activities.

Furthermore, it is confirmed that the applicant organisation is not a terrorist organisation and that it does not support any terrorist organisations.

Type of costs	nr in Gant table	2025 (5 months)			2026 (12 months)			2027 (12 months)						
		Explanation	Amount	Unit (Eur)	Sum	Amount	Unit (Eur)	Sum	Explanation	Unit (Eur)	Amount	Sum	Total	
Investments														
CoW		Solar system for the roof of the solar center					59,500.00 €					9,000.00 €		62,500.00 €
CoW		Furnishing the center with furniture, PCs, and other office equipment										4,000.00 €		4,000.00 €
CoW		Costs for the construction and installation of the solar system										4,000.00 €		4,000.00 €
CoW		Renovation of the building					59,500.00 €					1,000.00 €		1,000.00 €
CoW		Capacity building					15,822.00 €					2,200.00 €		28,153.00 €
CoW		Training, qualification, and further education measures												46,178.00 €
CoW		Events, workshops, and conferences (materials, venue, speakers, and interpreters)												20,100.00 €
CoW		Awareness-raising and educational activities												7,000.00 €
CoW		Networking												6,750.00 €
CoW		Expert exchange (incoming and outgoing)												1,125.00 €
CoW		Travel for the purpose of capacity development (flights, per diems, and accommodations, visa and passport matters, necessary vaccinations, and project support trips)												750.00 €
CoW		travel study visit to Berlin												4,352.00 €
LEZ		Experts for trainings in Windhoek												3,370.00 €
CoW		experts for conferences/events/policy dialogues												2,728.00 €
LEZ		Preparatory, accompanying, evaluative measures												3,370.00 €
LEZ		Consultation concept development and follow up												5,400.00 €
LEZ		Travel for the implementation and support of accompanying measures (e.g., flights, per diems, and accommodations, visa and passport matters, necessary vaccinations, health insurance for Southern partners)												3,370.00 €
LEZ		Project monitoring visit 2 persons, flights € 1,000 Euro, 4 nights, accommodation												3,370.00 €
LEZ		Accompanying measures in Germany												14,795.00 €
LEZ		Networking (establishment of networks and support of network partners)												2,950.00 €
LEZ		Public relations (flyers, brochures, press work)												11,295.00 €
LEZ		Development education work (support for campaigns, actions, and specialist conferences)												2,250.00 €
CoW		Operating expenses												15,870.00 €
CoW		Project-relevant rent, energy, and water costs												1,080.00 €
CoW		Transportation costs												1,780.00 €
CoW		Bank fees in the partner country (if not reimbursable at the average rate)												2,400.00 €
CoW		Consumables, material costs												960.00 €
CoW		Operation of machinery and maintenance												600.00 €
CoW		Costs for materials												1,050.00 €
CoW		Temporarily limited services to support work processes of the German administration												6,000.00 €
CoW		Personnel												91,575.00 €
CoW		Project-related (specialist) personnel (e.g., project coordinator, possibly trainers) in the partner country for the duration of the project period.												27,656.00 €
CoW		Additional personnel to ensure the sustainable impact of project results (e.g., skilled workers, cleaning staff, security personnel) from the time of utilization until the end of the project period.												11,880.00 €
CoW		Expenses must be budgeted in annually decreasing rates (usually 100%, 80%, 60%).												4,428.00 €
CoW		All personnel costs must be appropriate to the location.												12,177.00 €
		Total project costs												248,125.00 €
		Revenue												8,684.38 €
		Subtotal												256,809.38 €
		overhead												17,576.06 €
		total costs												274,785.00 €
		support by SKEW												249,944.36 €
		own contribution 10% City of Windhoek												24,841.64 €
		Total financing												274,786.00 €

Total Costs CoW
Total Costs LEZ

212,750.00 €
35,375.00 €

MEMORANDUM



The Gateway to Endless Opportunities

TO : M Matyayi
CHIEF EXECUTIVE OFFICER

FROM : B. Ngairorue
CORPORATE LEGAL ADVISOR

DATE : 12/02/2025

RE: LEGAL OPINION ON DONATIONS

INTRODUCTION

The Corporate Legal Advisor was pursuant to a resolution taken at the meeting of the Strategic Executive forum of 11 February 2025 requested to provide an interpretation of section 30(1)(y) of the Local Authorities Act 23 of 1992.

- 30(1)(y)
- (i) to accept donations made or receive moneys offered to it by any person within Namibia and, with the prior approval in writing of the Minister in every particular case and subject to such conditions as he or she may determine, to accept such donations made or receive such moneys offered to it by any person outside Namibia;
 - (ii) with the prior approval in writing of the Minister in every particular case and subject to such conditions as he or she may determine, to make grants or donations;

THE APPLICABLE LAW

The Supreme Court in *Torbitt v International University of Management* stated that the cardinal rule of construction is that words in a statute must be given their ordinary, literal or grammatical meaning if the words are clear and unambiguous, unless it is apparent that such literal construction would lead to a manifest absurdity, inconsistency, injustice or would be contrary to the intention of the legislature.

In *Natal Joint Municipal Pension Fund v Endumeni Municipality* the Supreme Court of Appeal in South Africa expressed itself as follows regarding the current legal position in respect of the interpretation of statutes, at para 18a-c:

"The present state of the law can be expressed as follows: Interpretation is the process of attributing meaning to words used in a document, be it legislation, some other statutory instrument, or contract, having regard to the context provided by reading the particular provision in the light of the document as a whole and the circumstances attendant upon its coming into existence. Whatever the nature of the document,

consideration must be given to the language used in light of the ordinary rules of grammar and syntax, the context in which the provision appears; the apparent purpose to which it is directed and the material known to those responsible for its production.'

and continues at para 26f-g:

'An interpretation will not be given that leads to impractical, unbusinesslike or oppressive consequences or that will stultify the broader operation of the legislation or contract under consideration.'

Council as a public entity has been inundated with donors offering to donate monies and various things to council. The council on the other hand also makes grants or donations to other entities, members of the public and individuals. It is clear from the import of section 30(1)(y)(ii) that "prior approval in writing of the Minister" is a prerequisite for the Council to make grants or donation.

It is evident that the ordinary meaning of a words in a statute under the above paragraph is determinative of its legal meaning. There is also no issue on the meaning of the above provision. It was the believe that for the entire 20th century that the plain or ordinary meaning of a provision is almost always determinative of its legal meaning and that the broader context of an enactment such as other provisions in the same Act, headings, titles, preambles and debates on the floor of Parliament¹ are of secondary concern, and to be applied only when a word is vague, absurd or ambiguous

Courts went about their interpretative exercise methodically: first find the ordinary meaning of a word or phrase. If the ordinary meaning is clear, the word or phrase should be given that clear meaning. If it is vague, absurd or ambiguous, then we may depart from the ordinary meaning to give the word or phrase a meaning intended by the legislature. This was known as the textualist, the literalist-*cum*-intentionalist approach to statutory interpretation, and it was the primary method for interpreting statutes for most of our history.² In the case of *Jaga v Donges* the decision was a dissenting one by Schreiner JA in which he proposed a different approach to interpreting statutes - one where the context of the legislation and the word or phrase being interpreted should be considered together.

It is evident in *casu* that the literal meaning of the words is clear in that the provision has two parts the first being that the Council may accept donations and receive monies from sources in Namibia and and, with the prior approval in writing of the Minister in every particular case and subject to such conditions as he or she may determine, to accept such donations made or receive such moneys offered to it by any person outside Namibia.

Contextually the preamble defines "the powers, duties and functions of the local authority councils" the second part of the above provision sets parameters to local authority councils to

¹As regards Parliamentary debates, the Appellate Division rejected it as a source for determining the ordinary meaning. See for example *Mathiba v Moschke* 1920 AD 354 paras 361-362; *Mavromati v. Union Exploration-Import (Pty) Ltd* 1949 4 SA 917 (AD) para 927. But the issue has not been decided since.

² Cowen.1980 *THRHR* 374; Du Plessis *Re-interpretation of Statutes* 93-96.

accept donations made or to receive moneys outside Namibia with prior approval of the minister who may impose conditions as he may determine in each particular case.

Contemporaneously, our courts seemingly embrace Schreiner's approach largely due to the intervention of Wallis JA in *Natal Joint Municipal Pension Fund v Endumeni Municipality*, where he considers interpretation as a unitary exercise, taking into account the context and the provision being interpreted together.³

Endumeni provide "greater clarity about the task of interpretation".⁴ Jurist and courts no longer need to show that a word has an ordinary meaning that is not absurd, vague or ambiguous. They simply have to point out the objective meaning of a word having regard to the context.

Textualism, as it had been embraced in England, had established its roots in South Africa which continued to find support for decades to come because of the 1907 *locus classicus* in statutory interpretation, *Venter v Rex*.⁵

Venter's case concerned the meaning of the words "any person entering" in terms of section 3 of Ordinance 20 of 1905. Section 3 provided that any person entering the Transvaal would be guilty of an offence if he had been convicted of a crime in any place other than the Transvaal. Venter was born in the Cape Colony but later moved to the Transvaal where he became a citizen and resided for six years. He then moved to Natal and later the Orange River Colony where he stayed for another six years. During his residence in the Orange River Colony he was convicted of theft before the High Court at Bloemfontein and was sentenced to a year's imprisonment. Having served his sentence, he decided to return to the Transvaal in January of 1907 and was arrested eight months later for contravening section 3 of the Ordinance. The question before the Supreme Court of Transvaal was whether "any person entering" included someone like Venter, who was not entering the Transvaal for the first time but re-entering it. Innes J stated what became the golden rule of statutory interpretation as follows:⁶

[W]hen to give the plain words of the statute their ordinary meaning would lead to [an] absurdity so glaring that it could never have been contemplated by the legislature, or where it would lead to a result contrary to the intention of the legislature, as shown by the context or by such other considerations that the Court is justified in taking into account, the Court may depart from the ordinary effect of the words to the extent necessary to remove the absurdity and to give effect to the true intention of the legislature.

An interpretation that prior ministerial approval is required by a local authority to receive donations or monies from sources within Namibia will clearly lead to an absurdity and flies in the face of the intention of the legislature if regard is had to the second part of the provision which refers to sources outside Namibia.

³ *Natal Joint Municipal Pension Fund v Endumeni Municipality* 2012 4 SA 593 (SCA) paras 17-26 (hereafter *Endumeni*).

⁴ *Endumeni* para 24.

⁵ *Venter v Rex* 1907 TS 910.

⁶ *Venter v Rex* 1907 TS 910 914-915.

So statutory interpretation in South Africa, as in England,⁷ required our courts to do four things:

- a) Find the literal meaning of a word. This may be done by looking at the meaning it has in the dictionary and using the common law canons of construction to determine the most likely operation of a word or phrase.
- b) If the literal meaning is absurd, vague or ambiguous, we may depart from that meaning.
- c) But when we depart from the literal meaning we have to give the word a meaning intended by the legislature.
- d) The meaning intended by the legislature can be determined only by a limited context⁸, that is, by what Parliament actually said in the rest of the enactment in other sections, titles, preambles, margins, headings and so on. One may not imaginatively reconstruct the will of Parliament by wondering how it would reasonably interpret a particular word.⁹

In 1912 Jacob de Villiers JA refused to abide by the plain meaning of the words in an Act governing prescription and instead cited a number of Roman Dutch authorities for the proposition that¹⁰

... the enquirer must take account of ... context, and the reason of the law (*ratio legis*) ... the history of the law in general ... and [the] particular legal institutions about which the law to be interpreted deals (logical, systematic, historical interpretation).

CONCLUSION AND APPLICATION OF THE LAW

In conclusion it is clear that the intention of the legislation is to regulate the conduct of Local Authorities when receiving donations or receiving monies from sources in Namibia and from sources outside Namibia and that the prior written approval must be obtained from the minister when accepting or receiving monies from sources outside Namibia.

There is no doubt that there are two distinct sources from which donations or monies may be received from a Local Authority, one from within Namibia and the other from a source outside Namibia. A better construction would have been not to distinguish the sources from which donations or monies may be received and the prior ministerial approval would be required in both instances.

The fact that there is a clear distinction between the sources, the two scenarios must be distinguished and the two parts must be interpreted disjunctively.

⁷ See in particular the 19th century decision of Lord Wensleydale's golden rule in *Grey v Pearson* 6 H L Cas 106 and Popkin *Statutes in Court* 9.

⁸ *Rex v Detody*. 1926 AD 198 229; *Principle Immigration Officer v Hawabu* 1936 AD 26.

⁹ *R v Westeraad*. 1941 OPD 103 105; *Seluka v Suskin and Salkow* 1912 TPD 257.

¹⁰ *Seluka v Suskin and Salkow* 1912 TPD 257 (de Villiers JA dissenting).

It is furthermore my considered opinion that the intention of the legislature was that the two parts in the provision provides separate and independent instances from which local authority councils may receive donations or monies. A disjunctive interpretation will give full effect to the intention of the legislation. The correct interpretation is that the no prior ministerial approval is required for donations or monies received by a local authority from sources within Namibia. Such prior ministerial approval will only be required when donations or monies are received from sources outside Namibia.

I opine,



B. Ngairorue

CORPORATE LEGAL ADVISOR

Ameur 1



Tel. +264 61 290 9111 • Fax +264 61 290 9277
Private Bag 12011 • 8 Bessemer Street • Windhoek
info@agra.com.na • www.agra.com.na

Date: 10 September 2024

Mr. Moses Matyayi
CEO, Municipality of Windhoek

Subject: Proposal for Partnership Between the City of Windhoek Economic Development and Community Services and Agra ProVision Training and Consulting Services (Pty) Ltd

Dear Mr. Matyayi,

My name is Theofilus Ickua, and I represent **Agra ProVision Training and Consulting Services (Pty) Ltd.** Agra ProVision (APV) is the professional training arm of Agra Limited, dedicated to providing skills development and training in various agricultural disciplines. Our services include practical agricultural training, consulting, and online courses aimed at empowering individuals and communities with the knowledge and skills necessary for sustainable farming and agribusiness.

Recently, I had the pleasure of meeting with the City of Windhoek's Economic Development and Community Services team, where we discussed potential collaboration opportunities between the City of Windhoek (CoW) and Agra ProVision. I am writing to formally propose a partnership between Agra ProVision and the City of Windhoek, with APV serving as a training partner to support your community development initiatives.

Value Agra ProVision Can Add to CoW CSR Initiatives:

Agra ProVision is uniquely positioned to enhance the Corporate Social Responsibility (CSR) programmes of the City of Windhoek by providing specialized training to communities in the Windhoek urban and rural areas. Our expertise in agriculture, agribusiness, and sustainable farming practices aligns perfectly with CoW's community development goals, particularly in supporting food security, job creation, and economic empowerment at the grassroots level.

Through our proposed partnership, Agra ProVision will:

- Deliver tailored agricultural training programmes to Windhoek's communities and CoW employees.



- Equip residents with the knowledge and skills to establish sustainable farming enterprises, promoting self-sufficiency and economic development.
- Contribute to the upskilling of the youth through our Agra ProVision Academy, offering online tertiary education courses and practical short courses.
- Support CoW's ongoing efforts to combat poverty, reduce hunger, and create employment opportunities for local residents.

Alignment of CoW and Agra ProVision's Objectives:

The City of Windhoek's commitment to community upliftment and economic development aligns seamlessly with Agra ProVision's mission to empower communities through training and skills development. Both organizations share a common goal of promoting sustainable livelihoods, particularly in marginalized areas like Groot Aub, where there is great potential for agricultural development.

Our first joint initiative is proposed to take place in Groot Aub, a community that has shown tremendous initiative in securing a water pipeline and has expressed a strong desire to start a community-based agricultural project. By offering training in both crop and animal farming, Agra ProVision will support Groot Aub residents in establishing a sustainable farming project that will provide food for their families and contribute to the local economy.

Proposed Memorandum of Understanding (MOU):

To formalize this partnership, we suggest that the City of Windhoek and Agra ProVision sign a **Memorandum of Understanding (MOU)**. This MOU would outline the terms of our collaboration, define the roles and responsibilities of each party, and ensure a structured approach to achieving our mutual objectives.

Benefits of the Partnership:

For the City of Windhoek:

- Enhanced CSR and community programmes, contributing to the City's goals of poverty reduction and employment creation.
- Empowered communities with the skills and tools needed for self-sustaining agricultural enterprises.
- A long-term strategic partner in Agra ProVision, capable of delivering agricultural expertise and training across a variety of fields.

For Agra ProVision:

- Opportunity to collaborate with the City of Windhoek to improve livelihoods in communities like Groot Aub.



- Platform to provide agricultural education and training to a wider audience, including youth and marginalized groups.
- Strengthened relationship with the City and the ability to make a meaningful impact on local development initiatives.

Initial Community Project – Groot Aub:

The community of Groot Aub is our starting point for this collaboration, whereafter we will initiate other projects within the Windhoek area to benefit other communities of Okahandja Park, Mix, Ellizenheim and Brakwater. The people of Groot Aub have already invested in securing a water pipeline, and there is a strong desire within the community to create their own farming project. Agra ProVision is ready to support this community by:

- Providing on-site agricultural training in areas like crop production and animal husbandry.
- Offering short courses (1 to 3 days) for community members to gain practical farming knowledge.
- Delivering online agricultural education through the Agra Agricultural Academy, focusing on youth empowerment and the development of future leaders in agriculture.

We believe this project will significantly contribute to self-sufficiency, economic growth, and job creation in Groot Aub. It will also create a model for other communities to follow in their efforts to become self-sustaining and resilient.

Agra ProVision is committed to a long-term partnership with the City of Windhoek. We believe that, together, we can create lasting change and improve the lives of school children, youth, and community members in Groot Aub and beyond. Our shared vision for empowering communities through sustainable agricultural practices will help achieve greater food security, economic development, and a brighter future for all.

We would be grateful for the opportunity to meet and discuss this proposal further. I am confident that this collaboration will be a valuable contribution to the City of Windhoek's community initiatives, and I look forward to your positive response.

Thank you for your time and consideration.

Sincerely

Theofilus Ickua

Agra ProVision Training and Consulting Services (Pty) Ltd

Agra Provision Training & Consulting Services (Pty) Ltd.
Registration No. 99/206
Directors: NAR van der Merwe, A Klein



Website: www.agra.com.na
Telephone: +264 - 61 - 290 9111
Fax: +264 - 61 - 290 9277

NAMIBIA
Windhoek
Private Bag 12011
8 Bessemer Street, Southern Industrial
Herein represented by Mr. Arnold Klein in his capacity as *Chief Executive Officer*, duly
authorized thereto and whose business address is:
Duly established in terms of the The Namibian Companies Act, Act 28 of 2004,
AGRA PROVISION TRAINING AND CONSULTING SERVICES (PTY) LTD

AND

(Hereinafter referred to as the "CoW")

Website: www.windhoekcc.org.na
Telephone: +264 61 290 2615
Fax: +264 61 290 2344

NAMIBIA
Windhoek
P.O. Box 59
80 Independence Avenue
Herein represented by Mr. Moses Matyayi in his capacity as *Chief Executive Officer* and
duly authorized thereto and whose business address is:
Duly established in terms of the Local Authorities Act, Act No 23 of 1992

MUNICIPAL OF COUNCIL OF WINDHOEK

ENTERED INTO BY AND BETWEEN

MEMORANDUM OF AGREEMENT



1. PREAMBLE

- 1.1. WHEREAS** the the Agra ProVision Training and Consulting Services (Pty) Ltd is duly authorized by the Namibian Companies Act to provide expert advice and support in: Capacity Development, Basic Farm Management, Poultry Management, Livestock Management, Pig Management, Sustainable Resource Utilization, Horticulture, Capacity Development, Hydroponics & Aquaponics, Research and Development, Innovative Solutions and Advice, Animal Health, Animal Nutrition and Feeding Plans;
- 1.2. WHEREAS** the City of Windhoek is a local authority established in terms of Section 2 read with Section 30 of the Local Authorities Act, 23 of 1992, outlines the responsibilities of local authorities regarding community development initiatives. This section mandates local authorities to promote the welfare of their communities through various development projects and programs aimed at enhancing social and economic conditions.

The City of Windhoek's 2022 – 2027 WED Strategy intervention on agriculture and agro-processing objective to increase the cultivation of agricultural products and to add value to this primary input through local manufacturing and processing plants. This is of strategic importance to reduce food-security risk to the City. This engagement is crucial for ensuring that projects are aligned with the specific needs of the communities they serve.

- 2. The Parties** wish to enter into this Agreement, to collaborate jointly in areas of mutual interest and benefit to both parties, with a view to enter into a partnership by signing a memorandum of understanding on collaboration on urban and rural agricultural projects, starting with the City of Windhoek proposed Groot-Aub sustainable urban agriculture project. The establishment of an urban agriculture project in Groot-Aub is in line with Council Resolution 175/07/2015 to promote and implement Food Security and Nutrition projects with the city.

The main goal of the partnership is to increase the competitiveness of Agri-entrepreneurs and upcoming farmers in the market by fostering the development of highly qualified and educated Agri-entrepreneurs and upcoming farmers who are facing difficulties in producing high-quality fresh produce and products that satisfy market demands. The partnership offerings will include practical agricultural training, consulting and online courses on the following:

- 2.1** Capacity Development
- 2.2** Basic Farm Management
- 2.3** Poultry Management
- 2.4** Livestock Management

- 2.5 Pig Management
- 2.6 Sustainable Resource Utilization
- 2.7 Horticulture
- 2.8 Capacity Development
- 2.9 Hydroponics & Aquaponics
- 2.10 Research and Development
- 2.11 Innovative Solutions and Advice
- 2.12 Animal Health
- 2.13 Animal Nutrition and Feeding Plans

WHEREFORE, THE PARTIES AGREE AS FOLLOWS

3. DEFINITIONS AND INTERPRETATION

- 3.1. In this Agreement, unless inconsistent with or otherwise indicated by the context, the following words and expressions shall have the meanings set out opposite them:
 - 3.1.1. **"Agreement"** means this Agreement between the Parties together with the Annexures thereto;
 - 3.1.2. **"Annexure"** means any annexure to the main body of this Agreement;
 - 3.1.3. **"Commencement Date"** means date of signing this Agreement by both Parties;
 - 3.1.4. **"Law"** means the common law and any applicable Constitution, statute, by-law, proclamation, regulation, rule, notice, treaty, directive, code of practice, charter, judgment or order having force of law in Namibia, and any interpretation of any of them by any court or forum of law;
 - 3.1.5. **"Parties"** means the Parties contemplated in clauses 1.1 and 1.1.2 and any reference to "a Party" shall refer to one of the relevant Parties as required by the context;
 - 3.1.6. **"Regulatory Requirements"** means all norms, standards and requirements set down by any international body regulating safety at airports from time to time or any other body authorized by it, as well as norms, standards and other requirements (whether in the form of directives or only as preferred conduct) set down in Namibian legislation;
 - 3.1.7. **"CoW"** means City of Windhoek and is used interchangeably with "Municipality of Windhoek" and "Municipal Council for the City of Windhoek";
 - 3.1.8. **"AGRA ProVision"** means Agra ProVision Training and Consulting Services (Pty) Ltd.
- 3.2. This Agreement shall be interpreted according to the following provisions, unless inconsistent with or otherwise indicated by the context:
 - 3.2.1. the headings of clauses, sub-clauses and Annexures have been inserted for convenience only and shall not affect the interpretation of this Agreement;

- 3.2.2. any reference to any agreement or **Annexure**, shall be construed as including a reference to any agreement or **Annexure** amending, varying, novating or substituting that agreement or **Annexure**, provided all approvals required to be given pursuant to this **Agreement** for any amendment, variation, novation or substitution of such agreement or **Annexure** has been obtained;
- 3.2.3. the **Annexures** to this **Agreement** are an integral part of this **Agreement** and a reference to this **Agreement** shall include a reference to the **Annexures**;
- 3.2.4. any reference to "**Parties**" shall include the **Parties**' respective successors-in title and, if permitted in this **Agreement**, their respective cessionaries and assignees;
- 3.2.5. any reference to one gender shall include the other gender;
- 3.2.6. words in the singular number shall include the plural and *vice versa*;
- 3.2.7. references to a "**Person**" shall include where the context so requires, an individual, firm, company, corporation, juristic person, local authority, and any trust, Organisation, association or partnership, whether or not having separate legal personality;
- 3.2.8. words defined in a specific clause have the same meaning in all other clauses of this **Agreement**;
- 3.2.9. if any definition in this clause 2 contains a substantive provision conferring rights or imposing obligations on any Party, effect shall be given to such provision as if it was a substantive provision in the body of this **Agreement**;
- 3.2.10. the main body of this **Agreement** and the **Annexures** thereto should be read and interpreted together to be consistent with the intention of the **Parties**. In the event of any inconsistency between the main body of the **Agreement** and the **Annexures** thereto, the provisions of the main body shall prevail;
- 3.2.11. the **Parties** acknowledge that each of them has had the opportunity to take legal advice concerning this **Agreement**, and agree that no provision or word used in this **Agreement** shall be interpreted to the disadvantage of either Party because that Party was responsible for or participated in the preparation or drafting of this **Agreement** or any part of it.

4. COOPERATION

- 4.1. The **Parties** hereby agree to co-operate in establishing a sustainable and mutually beneficial alliance in terms of this **Agreement** to promote and achieve the aims and objectives referred to in clause 2 to 11 of this **Agreement**, through the co-operative utilization of the core competencies of each Party.

4.2. AREA OF COOPERATION

- 4.2.1 Infrastructure development**
- 4.2.2 Capacity building and entrepreneurship development**
- 4.2.3 Research and development**
- 4.2.4 Networking and collaboration**
- 4.2.5 Policy advocacy**
- 4.2.6 Environment sustainability and climate change adoption**
- 4.2.7 Social re-engineering**

4.3 INFRASTRUCTURE DEVELOPMENT

Agra ProVision Obligations

- 4.3.1 Offers specialized advisory services in farm infrastructure development. This includes planning, designing, and implementing infrastructure such as irrigation systems, storage facilities, and other essential farm structures.**
- 4.3.2 Experts can provide consultancy on farm infrastructure development and maintenance;**
- 4.3.3 Provides services in farm planning and mapping. This involves assessing the land, creating detailed maps, and developing plans for optimal use of the available space.**
- 4.3.4 Conducts feasibility studies and farm assessments to determine the viability of an urban agriculture project and to identify the necessary infrastructure requirements, potential challenges, and opportunities for sustainable development.**

COW Obligations

- 4.3.5 Provide the designated farm space or facility and resources (utilities) for the capacity building initiatives;**
- 4.3.6 Avail farm and its infrastructure facilities for the utilization of Agra ProVision's capacity building activities;**
- 4.3.7 Facilitate zoning and regulatory approvals for the new farm and infrastructure facilities;**
- 4.3.8 Safeguard the site by providing safety & security on a daily basis;**

4.4 CAPACITY BUILDING AND ENTREPRENEURSHIP DEVELOPMENT

Agra ProVision Obligations

- 4.4.1 Deliver tailored agricultural training programs to Windhoek communities and CoW employees at an agreed rate;**

- 4.4.2 Equip residents with the knowledge and skills to establish sustainable farming enterprises, promoting self-sufficiency and economic development;
- 4.4.3 Contribute to the upskilling of the youth through the Agricultural Academy to provide mentorship program for agri-entrepreneurs;
- 4.4.4 Make the necessary bookings and reservations for the conference room for its capacity building events;
- 4.4.5 Assess the financial viability and potential of farming rabbits, bees and chickens;
- 4.4.6 Consult with land-fill sites managers on the potential for compost making from garden refuse and charcoal making for cooking use.

CoW Obligation

- 4.4.7 Avail with prior arrangements and consultations in respect of bookings and reservations of the conference room and the farm infrastructures for the implementation of Agra ProVision programs;
- 4.4.8 Facilitate the identification of target communities, assess their needs, and align their needs to appropriate Agra ProVision's programs and activities;
- 4.4.9 Collaborate in organizing workshops, seminars, exhibitions and engage communities in capacity building initiatives;

4.5 RESEARCH AND DEVELOPMENT INITIATIVES

Agra ProVision Obligations

- 4.5.1 Manage and facilitate funding for research projects that are aligned with urban agriculture project priorities;
- 4.5.2 Promote and support collaborative research efforts between universities, private sector, and government agencies;
- 4.5.3 Use of water recycling for water irrigation purposes through the implementation of hydroponics initiatives.

CoW Obligations

- 4.5.4 Identify local urban agricultural challenges that require innovative solutions, guiding research priorities;
- 4.5.5 Facilitate partnerships between local businesses and research institutions;

4.6 NETWORKING AND COLLABORATION

Agra ProVision Obligations

- 4.6.1 Establish networks among researchers to share knowledge and best practices;
- 4.6.2 Facilitate partnerships with international research organizations to enhance local capabilities;

CoW Obligations

- 4.6.3 Organize events that bring together stakeholders from various sectors to foster collaboration;
- 4.6.4 Create platforms for dialogue between researchers, industry leaders, and policymakers;

4.7 POLICY ADVOCACY

Agra ProVision Obligations

- 4.7.1 Develop policy frameworks that promote urban agricultural initiatives and value addition in agro-processing sector as a driver of economic growth;
- 4.7.2 Provide expertise in formulating policies that encourage innovation and entrepreneurship;

CoW Obligations

- 4.7.3 Advocate for policies that support urban agricultural initiatives at the municipal level, ensuring alignment with national goals;
- 4.7.4 Engage with community stakeholders to gather input on local urban agriculture policies;

4.8 ENVIRONMENT SUSTAINABILITY AND CLIMATE CHANGE ADOPTION

Agra Provision Obligations

- 4.8.1 Agra ProVision provides training and advisory services on sustainable resource utilization, including crop rotations, grazing systems, range land condition improvement, and bush control. This helps in maintaining ecological balance and reducing environmental degradation.
- 4.8.2 Offer training in horticulture and hydroponics & aquaponics, which are sustainable methods of farming that minimize water usage and environmental impact.

- 4.8.3 Agra ProVision provides training and advisory services that include climate change mitigation and adaptation strategies.
- 4.8.4 Provide training on sustainable soil management, sustainable animal production, and sustainable plant production.

CoW Obligations

- 4.8.5 Maintain and expand green spaces, which help in mitigating urban heat and improving air quality.
- 4.8.6 Implement conserve water initiatives and promote efficient water use.
- 4.8.7 Develop and implement climate action plans that include strategies for reducing greenhouse gas emissions, adapting to climate change, and promoting sustainable development.
- 4.8.8 Invest in sustainable infrastructure such as renewable energy projects, energy-efficient buildings, and climate-resilient urban planning.

4.9 SOCIAL RE-ENGINEERING

Agra ProVision Obligations

- 4.9.1 Agra ProVision encourages women to participate in agriculture production to ensure food security for Groot-Aub residents, promoting gender equality and empowerment within the agricultural sector.
- 4.9.2 Offer courses aimed at laying a foundation for entrepreneurs to build sustainable and profitable businesses, highlighting business opportunities in Windhoek.

CoW Obligations

- 4.9.3 Collaborate with NGOs and charity organizations to implement joint projects that focus on feeding destitute persons and the development of soup kitchens to address food scarcity among the Groot-Aub community.
- 4.9.4 Implement initiatives to create jobs and develop skills within the community that can align with Agra ProVision's training programs, enhancing the overall employability and productivity of the workforce.

4.10 SHARING OF DATA

Agra ProVision Obligations

4.10.1 Shall provide relevant statistics and any other data as may be requested, subject to relevant confidentiality requirements.

CoW Obligations

4.10.2 Shall provide relevant data as may be requested, subject to relevant confidentiality requirements.

5. FEES

5.1.1 The Municipal Council is mandated to charge fees and levies for services rendered under Section 30 of the local Authorities Act, Act 23 of 1992. The planned urban food system project is envisioned to be self-sustainable.

6. DURATION OF AGREEMENT

6.1 This Agreement shall commence on the Signature Date and shall endure for a period of 5 years. Thereafter the Parties may, by mutual agreement, elect to extend the contractual term by a further period of 5 years.

6.2 The effective date of this Agreement shall be 01 February 2025, irrespective of the date on which it is signed by both Parties.

7. MAINTENANCE AND DAMAGE

7.1. It shall be the duty of the Agra Provision and CoW to maintain the designated facility and all its equipment required to render the services envisaged in this Agreement.

8. CONTRACT MANAGEMENT

8.1 Oversight of the operational procedures to give effect to the provisions of this Agreement will be vested with the Social and Youth Development Division of the CoW and Agra ProVision, who will each have latitude to involve relevant senior management of both Parties as they may deem fit.

8.2 Both Parties will meet as required to discuss matters arising from the provisions of this Agreement and to make such recommendations to their respective management and/or governance structures as required.

- 8.3** This Agreement may be altered at any time with the consent of both Parties. A review of the effectiveness of the terms of this Agreement shall be undertaken during the first year of it having entered into operation, with a view to modifying relevant provisions thereof to ensure that they meet the current needs of both Parties. Subsequent reviews will take place on an annual basis or earlier as required and agreed between the Parties.
- 8.4** Each of the Collaborating Parties acknowledges and agrees that for the purpose of fulfilling their respective obligations in terms of this Agreement, they shall necessarily share relevant information pertaining to their respective Institutions and operations. The Collaborating Parties mutually covenant and agree that they will treat any such confidential information in strict compliance with their respective laws as if it were the confidential information of their own Institutions.

9. BREACH

- 9.1** Should any Party commit a breach of this Agreement and fail or refuse to rectify that breach within 14 (fourteen) days after receipt of a written notice from the other Party, the Party requesting performance shall be entitled, without prejudice to any other of its rights, to forthwith cancel this Agreement by written notice to the Party in breach.

10. INDEMNITY

- 10.1** Agra ProVision hereby indemnifies and holds harmless CoW, its Councilors and its employees, in respect of any claim or claims arising, whether directly or indirectly in respect of such claims and costs of whatsoever nature, and irrespective of the remoteness thereof, which may arise at any time as a result of any or all of the events covered by this Agreement.
- 10.2** CoW hereby indemnifies and holds harmless the Agra ProVision and its employees, in respect of any claim or claims arising, whether directly or indirectly in respect of such claims and costs of whatsoever nature, and irrespective of the remoteness thereof, which may arise at any time as a result of any or all of the events covered by this Agreement.

11. DOMICILIUM

For the purposes of this Agreement the Parties choose as *domicilia citandi et executandi* the following Addresses:

CoW at:

80 Independence Avenue, Windhoek, Republic of Namibia, or P.O. Box 59, Windhoek

AGRA PROVISION TRAINING AND CONSULTANCY SERVICE (PTY) LTD at:

8 Bessemer Street, Southern Industrial, Windhoek, Republic of Namibia or Private Bag 12011, Windhoek

to which notices in terms of this Agreement shall be sent. All notices given in terms of this Agreement shall be regarded as duly served if posted by pre-paid registered post and addressed to the party at its above address and shall irrefutably be deemed to have been received seven days from date of posting as aforesaid.

A Party may vary its *domicilium citandi et executandi* by giving the other Party seven days written notice to that effect.

12. GOVERNING LAW

12.1 This Agreement shall be governed and interpreted by the laws of the Republic of Namibia.

12.2 If, after the signing of the Agreement, this Agreement is affected as a result of changes in, or additions to, relevant legislation in Namibia, the Parties undertake to re-negotiate this Agreement in order to comply with such new legislation.

12.3 Such an Agreement shall be embodied in a formal Deed of Amendment in terms of this clause.

13. ARBITRATION

13.1 Save in respect of those provisions of the contract which provide for their own remedies which would be incompatible with arbitration, a dispute which arises with regard to –
(a) the interpretation of; or
(b) the carrying into effect of; or

13.2 any of the Parties' rights and obligations arising from; or

- 13.3 the termination or purported termination of; or
- 13.4 the rectification or proposed rectification of this Agreement, or out of or pursuant to this Agreement or on any matter, which in terms of this Agreement requires agreement by the Parties, (other than where an interdict is sought or urgent relief may be obtained from a court of competent jurisdiction), shall be submitted to and decided by arbitration.
- 13.5 Such arbitration shall be held in Windhoek with only the Parties and their representatives present thereat.
- 13.6 It is the intention of the Parties that such arbitration shall, where possible, be held and concluded within 21 (twenty-one) Business Days after same has been demanded. The Parties shall use their best endeavours to procure the expeditious completion of the arbitration.
- 13.7 Save as expressly provided in this Agreement to the contrary, the arbitration shall be subject to the arbitration legislation for the time being in force in the Republic of Namibia.
- 13.8 The arbitrator shall be, if the matter in dispute is principally:
- 13.8.1 a legal matter, a practising legal practitioner of not less than 10 (ten) years standing;
- 13.8.2 an accounting matter, a practising chartered accountant of not less than 10 (ten) years standing;
- 13.8.3 any other matter, any independent person having professional standing agreed upon between the Parties, of not less than 10 (ten) years standing.
- 13.9 Should the Parties fail to agree on an arbitrator within 14 (fourteen) Business Days after the arbitration has been demanded, then the arbitrator shall be nominated at the request of either of the Parties, by the president for the time being of the Law Society of Namibia (or its successor in title).
- 13.10 Should the Parties fail to agree whether the dispute is of a legal, accounting or other nature within 7 (seven) Business Days after the arbitration has been determined, then it shall be considered a matter referred to in clause 19.8.3.
- 13.11 The Parties shall keep the evidence in the arbitration proceedings and any order made by an arbitrator confidential, unless otherwise contemplated herein.
- 13.12 The arbitrator shall be obliged to give his/her award in writing fully supported by reasons.

13.13 The provisions of this clause are severable from the rest of this Agreement and shall remain in effect even if this Agreement is terminated for any reason.

13.14 The arbitrator shall have the power to give default judgment if any party fails to make submissions by the deadline stipulated by the arbitrator and/or fails to attend arbitration proceedings.

14. ENTIRE AGREEMENT, NO AMENDMENT

14.1 This Agreement constitutes the whole Agreement between the Parties relating to the subject matter hereof.

14.2 No amendment or consensual cancellation of this Agreement or any provision or term hereof or of any Agreement or other document issued or executed pursuant to or in terms of this Agreement and no settlement of any disputes arising under this Agreement and no extension of time, waiver or relaxation or suspension of any of the provisions or terms of this Agreement or of any Agreement, or other document issued pursuant to or in terms of this Agreement shall be binding unless recorded in a written document signed by the Parties. Any such extension, waiver or relaxation or suspension which is so given or made shall be strictly construed as relating strictly to the matter in respect whereof it was made or given. This clause 13 will not apply to any Arbitration award given pursuant to clause 12 hereof.

14.3 No extension of time of waiver or relaxation of any of the provisions or terms of this Agreement or any Agreement, bill of exchange or other document issued or executed pursuant to or in terms of this Agreement, shall operate as an estoppel against any Party in respect of its rights under this Agreement, nor shall it operate so as to preclude such Party thereafter from exercising its rights strictly in accordance with this Agreement.

14.4 No Party shall be bound by any express or implied term, representation, warranty, promise or the like not recorded herein, whether it induced the contract and/or whether it was negligent or not.

14.5 Should circumstances arise which necessitate modifications or amendments to this Agreement, same shall only be made by mutual consent given in writing.

15. PARTIAL INVALIDITY

15.1 The invalidity of one provision of this Agreement shall not affect the validity of the other provisions. Any discrepancy resulting as a consequence shall be filled by a provision consistent with the purpose of this Agreement, as agreed to in writing by the Parties.

16. FAILURE TO REACH AGREEMENT

16.1 Where it is specified in this Agreement that certain matters are to be agreed between the Parties, failure to reach Agreement in respect of any such matter will not affect the validity and enforceability of the whole or any other part of this Agreement.

17. SEVERABILITY

17.1 Any provision in this Agreement which is or may become illegal, invalid or unenforceable in any jurisdiction affected by this Agreement shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability and shall be treated as *pro non scripto* and severed from this Agreement, without invalidating the remaining provisions of this Agreement or affecting the validity or enforceability of such provisions in any other jurisdiction.

18. AGREEMENT BINDING ON SUCCESSORS IN TITLE, ASSIGNEES AND DELEGATEES

18.1 Save as otherwise stipulated in this Agreement, it is expressly agreed by the Parties that this Agreement shall be binding upon all of their successors in title, assignees and delegates and upon their respective administrators, judicial managers, trustees, liquidators or other successors in title with effect from the date of signature hereof.

19. AUTHORITY TO BIND

19.1 Each Party warrants and represents to the other that it has taken or caused to be taken all steps, actions and corporate procedures necessary to cause this Agreement to be binding upon it. Each Party shall, if requested by any other Party, furnish sufficient evidence of the authority of the person or persons who will, on behalf of the Party so requested, take any action or execute any documents required or permitted to be taken or executed by such Party under this Agreement.

20. CO-OPERATION AND GOOD FAITH

20.1 The Parties shall in their dealings with each other display good faith and reasonableness and where possible, co-operate in the implementation of this Agreement and undertake to perform all necessary acts, take all necessary steps and sign all such other documents that may be necessary, incidental or conducive to give effect to the intention and the terms and conditions of this Agreement.

21. LEGAL CAPACITY AND INTEREST

21.1 The Parties hereby agree that it shall be irrevocably deemed that each Party has the necessary legal capacity and interest to enter into this Agreement.

21.2 The Parties hereby undertake in favour of one another not to raise lack of legal capacity or interest in any meetings, correspondence, proceedings of whatsoever nature and without limiting the meaning of the foregoing, inclusive of mediation and arbitration proceedings, as well as litigation.

22. SIGNATURES

The Parties hereto have executed this MoU by their duly authorised representatives on the day and at the place referred herein, each Party receiving one (1) copy hereof.

**FOR:
AGRA PROVISION**

**FOR:
CITY OF WINDHOEK**

Place Date

Place Date

Arnold Klein
Chief Executive Officer

Moses Matyayi
Chief Executive Officer

Witness

Witness

Signature

Signature

Draft Action Plan City of Windhoek and Agra ProVision

VISION	To be a Sustainable and Caring City by 2027										
MISSION	To enhance the quality of life for all our people by rendering efficient and effective municipal services										
THEMES	Social progression										
COMMON AREAS/MOU	ACTIVITIES	STRATEGIC OBJECTIVE	INDICATOR/METRIC	DEPT'S RESPONSIBLE	PROJECT TEAM MEMBERS	RESOURCES REQUIRED	STAKEHOLDERS	CONSTRAINTS	TIME FRAME/ DATE DUE	PERCENT COMPLETED	COMMENTS
INFRASTRUCTURE DEVELOPMENT	Provide the designated farm space or facility and resources (utilities) for the capacity building initiatives; Avail farm and its infrastructure facilities for the utilization of Agra ProVision's capacity building activities; Facilitate zoning and regulatory approvals for the new farm and infrastructure facilities; Safeguard the site by providing safety & security on a daily basis;	Provide basic services, land delivery and upgrading of informal settlements Ensure public safety, security and disaster risk management	Spatial Development Basic Services	EDCS & HPMH, Bulk water Division, Facility Maintenance Division	Mr. Samuel Kamati Mr. James Kalundu Ms. Mada Amukugo Mr. Jacobus Jacobs	Financial resources Technical resources Material resources Human resources	DHPMH, DWITS,	Financial resource constraints Technical resource constraints Material resource constraints Human resource constraints	2024 / 2025 and on-going		
CAPACITY BUILDING AND ENTREPRENEURSHIP DEVELOPMENT	Avail with prior arrangements and consultations in respect of bookings and reservations of the conference room and the farm infrastructures for the implementation of Agra ProVision programs; Facilitate the identification of target communities, assess their needs, and align their needs to appropriate Agra ProVision's programs and activities; Collaborate in organizing workshops, seminars, exhibitions and engage communities in capacity building initiatives to provide mentorship program for agri-entrepreneurs; Assess the financial viability and potential of farming rabbits, bees and chickens; Consult with land-fill sites managers on the potential for compost making from garden refuse and charcoal making for cooking use.	Enhance the quality of life of all our stakeholders	Social and Economic Development Customer Satisfaction	EDCS	Mr. Samuel Kamati Mr. James Kalundu Ms. Leonora Joodt	Financial resources Technical resources Material resources Human resources	Line Ministries, Local Regional Constituency Council Offices, NGOs, local agri-businesses and community leaders	Financial resource constraints Technical resource constraints Material resource constraints Human resource constraints	2024 / 2025 and on-going		
RESEARCH AND DEVELOPMENT INITIATIVES	Identify local urban agricultural challenges that require innovative solutions, guiding research priorities; Facilitate partnerships between local businesses and research institutions; Use of water recycling for water irrigation purposes through the implementation of hydroponics initiatives;	Enhance the quality of life of all our stakeholders	Social and Economic Development Customer Satisfaction	EDCS	Mr. Samuel Kamati Mr. James Kalundu Ms. Leonora Joodt	Financial resources Technical resources Material resources Human resources	Line Ministries, Local Regional Constituency Council Offices, NGOs, local agri-businesses and community leaders	Financial resource constraints Technical resource constraints Material resource constraints Human resource constraints	2024 / 2025 and on-going		
NETWORKING AND COLLABORATION	Organize events that bring together stakeholders from various sectors to foster collaboration; Create platforms for dialogue between researchers, industry leaders, and policymakers;	Enhance the quality of life of all our stakeholders	Social and Economic Development Customer Satisfaction	EDCS	Mr. Samuel Kamati Mr. James Kalundu	Financial resources Technical resources Material resources Human resources	Line Ministries, Local Regional Constituency Council Offices, NGOs, local agri-businesses, local universities, and community leaders	Financial resource constraints Technical resource constraints Material resource constraints Human resource constraints	2024 / 2025 and on-going		

POLICY ADVOCACY	Advocate for policies that support urban agricultural initiatives at the municipal level, ensuring alignment with national goals; Engage with community stakeholders to gather input on local urban agriculture policies;	Enhance the quality of life of all our stakeholders	Social and Economic Development Customer Satisfaction	EDCS	Mr. Samuel Kamati Mr. James Kalundu Ms Leonora Joedi	Financial resources Technical resources Material resources Human resources	Line Ministries, Local Regional Constituency Council Offices, NGOs, local agri-businesses, local universities, and community leaders	Financial resource constraints Technical resource constraints Material resource constraints Human resource constraints	2024 / 2025 and on-going		
ENVIRONMENT SUSTAINABILITY AND CLIMATE CHANGE ADOPTION	Maintain and expand green spaces, which help in mitigating urban heat and improving air quality; 4.8.6 Implement conserve water initiatives and promote efficient water use. Develop and implement climate action plans that include strategies for reducing greenhouse gas emissions, adapting to climate change, and promoting sustainable development; Invest in sustainable infrastructure such as renewable energy projects, energy-efficient buildings, and climate-resilient urban planning.	Enhance the quality of life of all our stakeholders	Social and Economic Development Customer Satisfaction	EDCS	Mr. Samuel Kamati Mr. James Kalundu Mr Olavi Makuti Ms M Hjarunguru	Financial resources Technical resources Material resources Human resources	Line Ministries, Local Regional Constituency Council Offices, NGOs, local agri-businesses, local universities, and community leaders	Financial resource constraints Technical resource constraints Material resource constraints Human resource constraints	2024 / 2025 and on-going		
SOCIAL RE-ENGINEERING	Collaborate with NGOs and charity organizations to implement joint projects that focus on feeding destitute persons and the development of soup kitchens to address food scarcity among the Groot Aub community members. Implement initiatives to create jobs and develop skills within the community that can be align with Agra ProVison's training programs, enhancing the overall employability and productivity of the workforce; encourages women to participate in agriculture production to ensure food security for Groot Aub residents, promoting gender equality and empowerment within the agricultural sector.	Enhance the quality of life of all our stakeholders	Social and Economic Development Customer Satisfaction	EDCS	Mr. Samuel Kamati Mr. James Kalundu	Financial resources Technical resources Material resources Human resources	Line Ministries, Local Regional Constituency Council Offices, NGOs, local agri-businesses, local universities, and community leaders	Financial resource constraints Technical resource constraints Material resource constraints Human resource constraints	2024 / 2025 and on-going		
SHARING OF DATA	Shall provide relevant data as may be requested, subject to relevant confidentiality requirements.	Enhance the quality of life of all our stakeholders	Social and Economic Development Customer Satisfaction	EDCS	Mr. Samuel Kamati Mr. James Kalundu	Financial resources Technical resources Material resources Human resources	Line Ministries, Local Regional Constituency Council Offices, local agri-businesses, local universities, and community leaders	Financial resource constraints Technical resource constraints Material resource constraints Human resource constraints	2024 / 2025 and on-going		

P O BOX 22414

Windhoek

27 October 2015

City of Windhoek

P O BOX 59

Windhoek

RE: APPLICATION FOR ERF 4108 KATUTURA

I am hereby apply for the plot 4108 Katutura for lease or sold. We and my employee are the owner of Erf 3866 Max Eichab str. WE are using the adjacent plot for entrance to our Erf, as we know that it is a storm water manual plot and might have technical problem that will sorted out in the future

The danger we face daily for this side is people are making it a habit to release themselves that is unhealthy for us, and is usely their hotspot for fun many times we call city police to remove the drug user and people drinking and littering the place that I clean every day. There is many that I plan to mention but will appreciate if I receive correspondent from your office in these regard.

We will highly appreciated your speedy response regarding the request

Yours Sincerely

B. Naobes

UNITED STATES
 1939-04-30
 GERMANY
 FEMALE ISS
 2003-08-12
 B62088
 FEDERAL BUREAU OF INVESTIGATION
 IDENTIFICATION DIVISION
 CITIZEN
 BROWN


 3903900361

REPUBLIC OF NAMIBIA
 NATIONAL IDENTITY CARD
 390430 0035 1
 SENTERFOL
 PILKA ANWELIESE




ORIGINAL
STAMPED
DUTY N\$1 60000
FEE\$

[Signature]
 CONVEYANCER
 BEZUIDENHOUT C



FOR INFORMATION ONLY
 DEED OF TRANSFER T 4424 1 2009

BE IT HEREBY MADE KNOWN:

THAT CLIFFORD BEZUIDENHOUT

appeared before me, Registrar of Deeds, at Windhoek he, the said applicant, being duly authorised thereto by a Power of Attorney granted to him by

WILLEM JACOBUS VLOK

Born on 19 February 1971

Married to ANKE VLOK; which marriage is governed by the laws of the Republic of South Africa

dated the 25 day of AUGUST 2009 and signed at WINDHOEK.

[Faint signatures and marks]

Certify a true copy of the original filed record in
this office issued under provisions of regulation 5
[Signature]

2022-01-27
Deeds Office
Windhoek

[Signature]
REGISTRAR OF DEEDS

I hereby certify that receipt No. 44-000
2022-01-27 has been issued for NS
Date: office fees received
2022-01-27
Date
WINDHOEK

[Signature]
Registrar of Deeds

AND the said appearer declared that his said Principal had truly and lawfully sold on 17 AUGUST 2009

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

HILKA ANNELIESE SENTEFOL

Identity Number 390430 00361

Unmarried

Her Heirs, Executors, Administrators or Assigns,

CERTAIN ERF NO 3866 KATUTURA
(EXTENSION NO 2)

SITUATE IN THE MUNICIPALITY OF WINDHOEK
REGISTRATION DIVISION "K"
KHOMAS REGION

EXTENT 260 (Two Six Nil) SQUARE METRES

FIRST transferred by Deed of Transfer No T 4680/1996 with General Plan No A 263/1978 relating thereto

AND HELD BY DEED OF TRANSFER NO T 3272/2007

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

IN FAVOUR OF THE LOCAL AUTHORITY

A. The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the 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 outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.

FOR INFORMATION ONLY

WHEREFORE the appearer, renouncing all the rights and title which the TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge him to be entirely dispossessed of, and disentitled to the same and that, by virtue of these presents, the said TRANSFEREE, Her Heirs, Executors, Administrators, or Assigns, now is and henceforth shall be entitled thereto conformably to local custom, the State, however, reserving its rights; and finally, acknowledging that the purchase price is the sum of N\$170 000,00.

SIGNED at WINDHOEK, on 11 SEP 2009 together with the appearer, and confirmed with my seal office.

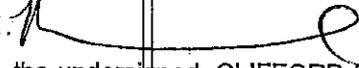
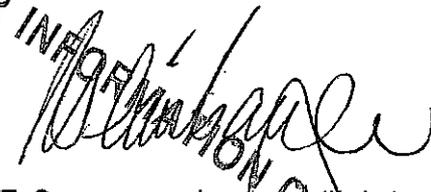

SIGNATURE OF APPEARER

In my presence


REGISTRAR OF DEEDS

Transfer Duty Receipt No 102246136 issued at Windhoek on 010909 for N\$700,00

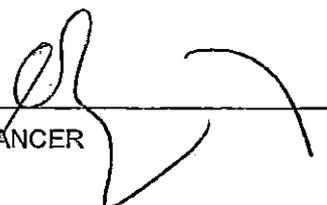
CHECKED:

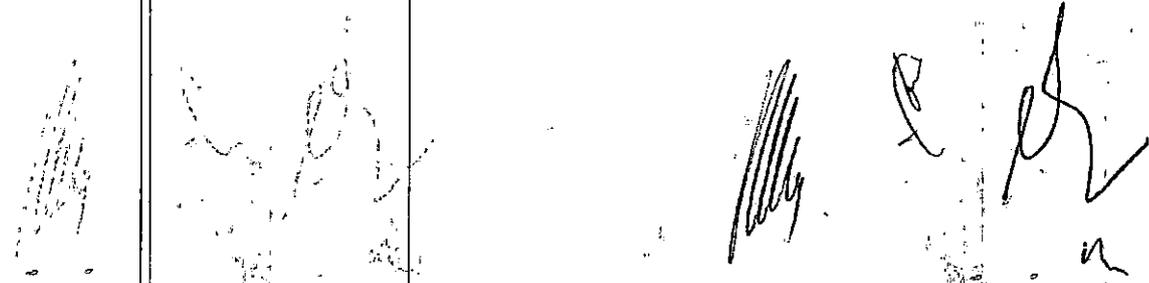
- 1. 
- 2. 

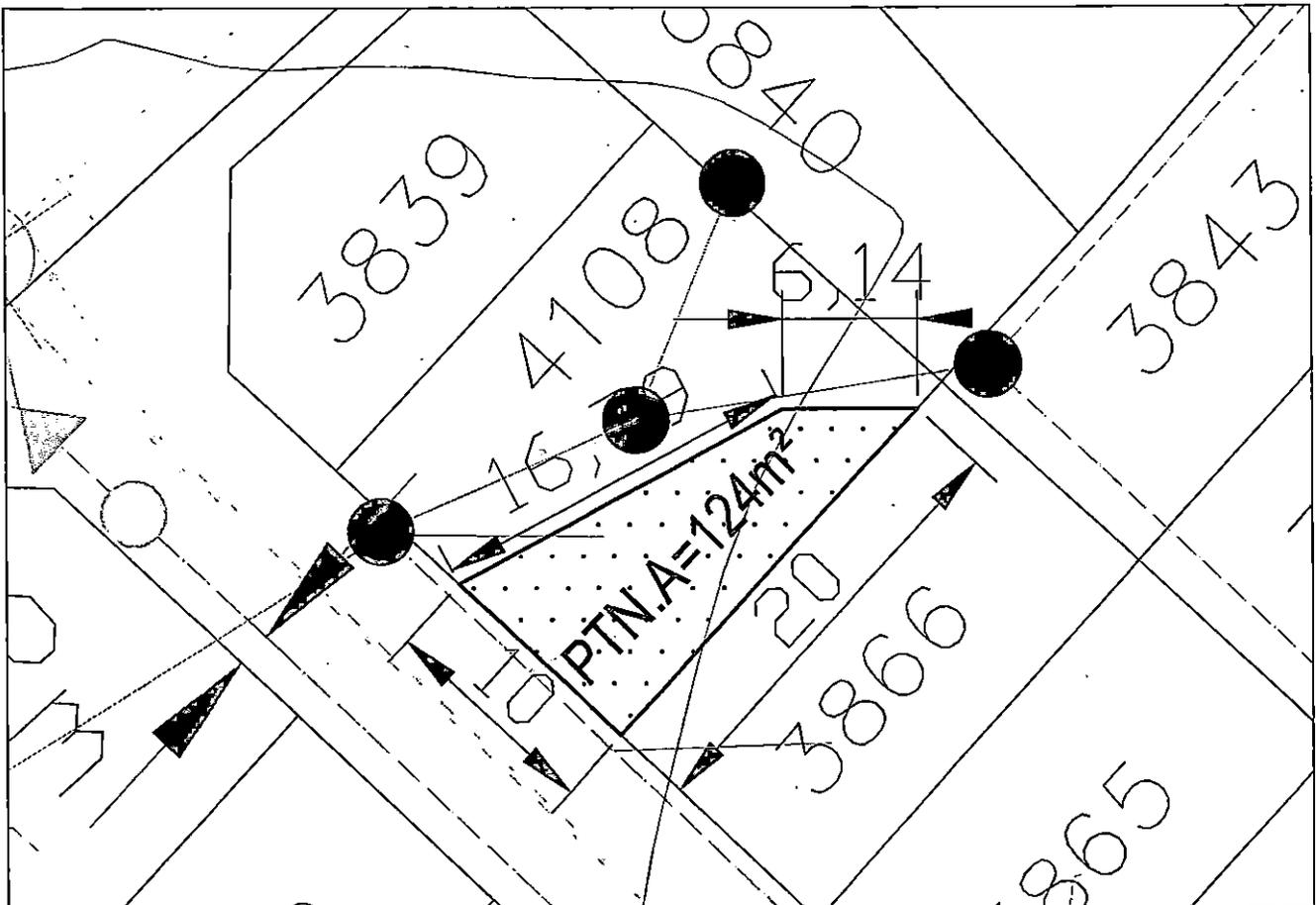
FOR INFO

ONLY

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


CONVEYANCER





SUBDIVISION OF A PORTION OF ERF 4108, KATUTURA,
FOR CONSOLIDATION WITH ERF 3866, KATUTURA
PATH: cad data/groups/geomatics/3866-KAT PLAN NO: KAT 3866-1

06 FEBRUARY 2023

SCALE 1:1000





Erf 3866
Kat



Erf 3866
Kat

(Owner) Name: B. NAORES + H. SENTERL
P. O Box: 22414
WINDHOEK

City of Windhoek
Property Management

Dear Sir/ Madam

Request for a 10 metre portion inclusion of Erf 4108, Location: Katutura Ext 2 into my
Erf 3866, Location: KATUTURA EXT 2

(Neighbour) I hereby do/ we with ID number: 750408 10418
P. O Box: 60758
Cell: 0812006395
Erf no: 3840

<input checked="" type="checkbox"/>	Do not object with the inclusion of a 10 metre portion of Erf 3840 4108
<input type="checkbox"/>	Do object with the inclusion of a 10 metre portion of Erf,

For the following reasons:

1.

.....
.....
.....
.....
.....

Signed at 13-02-2022 on this 13 day of 02 2021

Signature of property owner

(Owner) Name: B. NAOBESS + H. SENTEFOL
P. O Box: 22414
WINDHOEK

City of Windhoek
Property Management

Dear Sir/ Madam

Request for a 10 metre portion inclusion of Erf 408, Location: Katutura Ext 2 into my
Erf 3866, Location: Katutura Ext 2

(Neighbour) I hereby do/ we with ID number: 97070600468
P. O Box: 1601
Cell: 081354501
Erf no: 3839



Do not object with the inclusion of a 10 metre portion of Erf 4108



Do object with the inclusion of a 10 metre portion of Erf

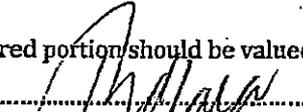
For the following reasons:

1.

.....
.....
.....
.....
.....

Signed at: [Signature] on this 24/10/22 day of 2021

Signature of property owner

VALUATION CERTIFICATE	
DIVISION: VALUATION SERVICES DATE OF VALUATION: 15/04/2025	
	
Erf No.: 4108 Suburb: Katutura Street name: Eichab	
Erf size: 374 m ² Zoning: Public Open Space Bulk/Density:	
Required portion size: 124 m ²	
Current use of the portion under consideration: Vacant	
Acquisition purpose: To be sold for consolidation with Erf 3866 Katutura	
Current vacant land going rate / m ²	N\$380
Size of the Erf	124 m ²
Estimated Market Value	N\$ 47 100 (roundedOff)
<p>Comparable portions of land were sold in 2023 by the Council at a rate of N\$ 350 per square meter. To align the price per square meter attained in 2023 with the current market-related pricing, the aforementioned price was adjusted from 2023 to 2024 . Following adjustment, a price of N\$380 per square meter was established.</p> <p>Therefore, the required portion should be valued at N\$380 per square meter</p> <p style="text-align: center;">  </p>	
Valued by:	Kaulikufwa Hendjala Date: 15/04/2025

[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]

PO. Box 50410

Bachbrecht

Windhoek

Namibia

20 March 2017

City of Windhoek

59

Windhoek

Property Management

Re: Application for an additional 10m portion of Erf 3030 Katutura to be consolidated with Erf 3047 Katutura

I bought a house on Erf 3047, Katutura last year 2016. The house is in Cesarea Street in Soweto, Katutura and next to my house is a vacant Erf 3030, Katutura zoned Residential and with an approximately size of 293m².

The previous Owners of the house that I have bought applied for an additional portion of land from the vacant storm water Erf 3030, Katutura for the City to consider selling and subsequently consolidating a portion of Erf 3030, Katutura with my Erf 3047. Upon enquiring on the stage of the application at the City of Windhoek, Property management I was informed that the application is in the final stages of approval since there are no Objection for the sale of the portion. Furthermore, the application will be forwarded to Council for the final approval to consolidate the portion to my Erf.

I hereby would like to state that I am willing to go ahead with the application that was done by the previous owners in this regards. Thus, I request City of Windhoek through the division of Property Management to continue with the finalization of my application. Further than that I would also like to bring to your attention that due to the vacancy on Erf 3030, Katutura people from this area dump the waste and rubbish on this space and some even go to the extend to through the rubbish in front of my house. The smell from this area is really disturbing me and my family as it imposes health problems. We also live in fear of snakes that can come from this vacant Erf.

Kindly take note that my neighbours do not have any objection to the sale of the portion as per their concern given bellow.

Kind Regards



Lojini Panduleni Shithigona (Mrs)

House owner Erf 3047 Katutura

081 285 3929



Name: Alma Kasuto (Ms)

House owner Erf 3032 Katutura

Cell: 081 201 5713

75050900182



1975-05-09
Date of Birth
1975-05-09
Date of Issue
1975-05-09
Date of Expiry
1975-05-09
Date of Validity

OSHIGAMBO
Place / Country of Birth
OSHIGAMBO
Place / Country of Birth

MALE
Sex
MALE
Sex

1,65
Height
1,65
Height

BROWN
Eye Colour
BROWN
Eye Colour

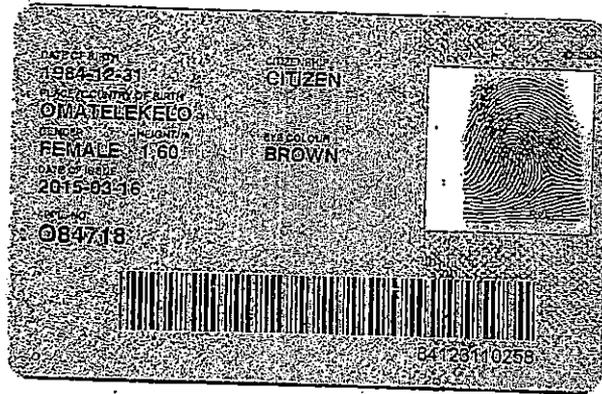
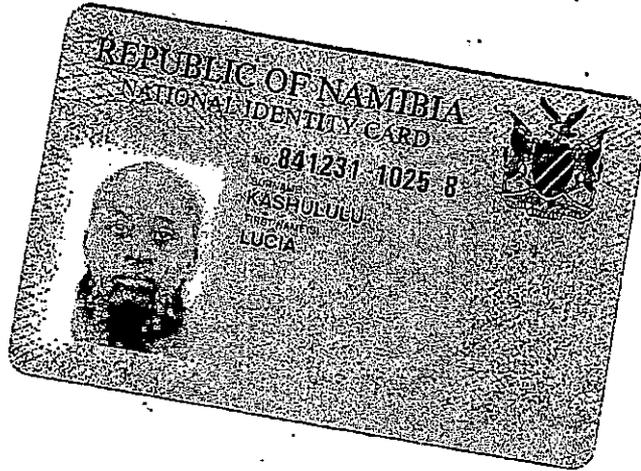


MAXIMILI SUB-STATION
25 JUL 75
NAMIBIAN AIR FORCE
WINDHOK

Signature: *[Signature]*
I hereby certify that this document is a true reproduction of the original which was examined by me at Windhoek on 25 July 1975.

REPUBLIC OF NAMIBIA
NATIONAL IDENTITY CARD
750509 0018 2
KASHUULU
JASON ISAAC
[Signature]





I hereby declare that this document is a true reproduction /
 copy of the original which was examined by me and
 that from my observations the original has not
 been altered in any way and that it was previously
 submitted for registration.

Signature: *[Handwritten Signature]*

MAXWILILI POLICE STATION
 25 JUL 2015
 MAXWILILI SUB-STATION

Certify a true copy of the original filed record in
this office issued under provisions of regulation 5
RC 42413
2022-07-25
Deeds Office
Windhoek
[Signature]
REGISTRAR OF DEEDS

I hereby certify that receipt No. _____
Date 2022-07-25 has been issued for N\$ 41.00
_____ office fees received
2022-07-25
Date
WINDHOEK
[Signature]
Registrar of Deeds

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

JASON ISAAC KASHULULU
Identity Number 750509 0018 2

And

LUCIA KASHULULU
Identity Number 841231 1025 8
Married in community of property to each other

Their heirs, Executors, Administrators or Assigns

CERTAIN ERF NO. 3047 KATUTURA, EXTENSION 13

SITUATE IN THE MUNICIPALITY OF WINDHOEK
REGISTRATION DIVISION "K"
KHOMAS REGION

MEASURING 262 (TWO SIX TWO) SQUARE METRES

FIRST TRANSFERRED by Deed of Transfer No T4296/1994 with General Plan No. A 253/78 relating thereto and held by Deed of Transfer No. T.3881/2016

SUBJECT to the following conditions imposed in terms of the Town Planning Ordinance No 18 of 1954, (as amended), and created in the said Deed of Transfer No. T3881/2016 namely:-

IN FAVOUR OF THE LOCAL AUTHORITY

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

ll

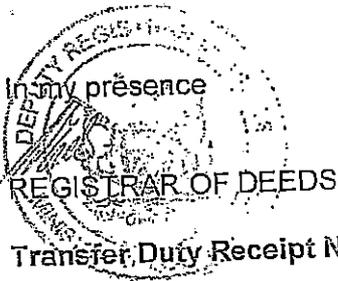
WHEREFORE the Appearer renouncing all the right and title which the said TRANSFEROR heretofore had to the premises, did, in consequence also acknowledge the said TRANSFERORS to be entirely dispossessed of, and disentitled to, the same; and that by virtue of these presents the said TRANSFEREE their heirs, executors, administrators or assigns, now are and henceforth shall be entitled thereto, conformably to local custom the State, however, reserving its rights, and finally acknowledging that the purchase price is the sum of N\$1 200 000.00

FOR INFORMATION ONLY

SIGNED at WINDHOEK on 2017-06-07

together with the Appearer, and confirmed with my seal of office.

LA Agnew
Signature of Appearer



Transfer Duty Receipt No. 105271782 issued for N\$14 000.00 by the Receiver of Revenue WINDHOEK on 31 JULY 2017

(Checked) 1. *LA*

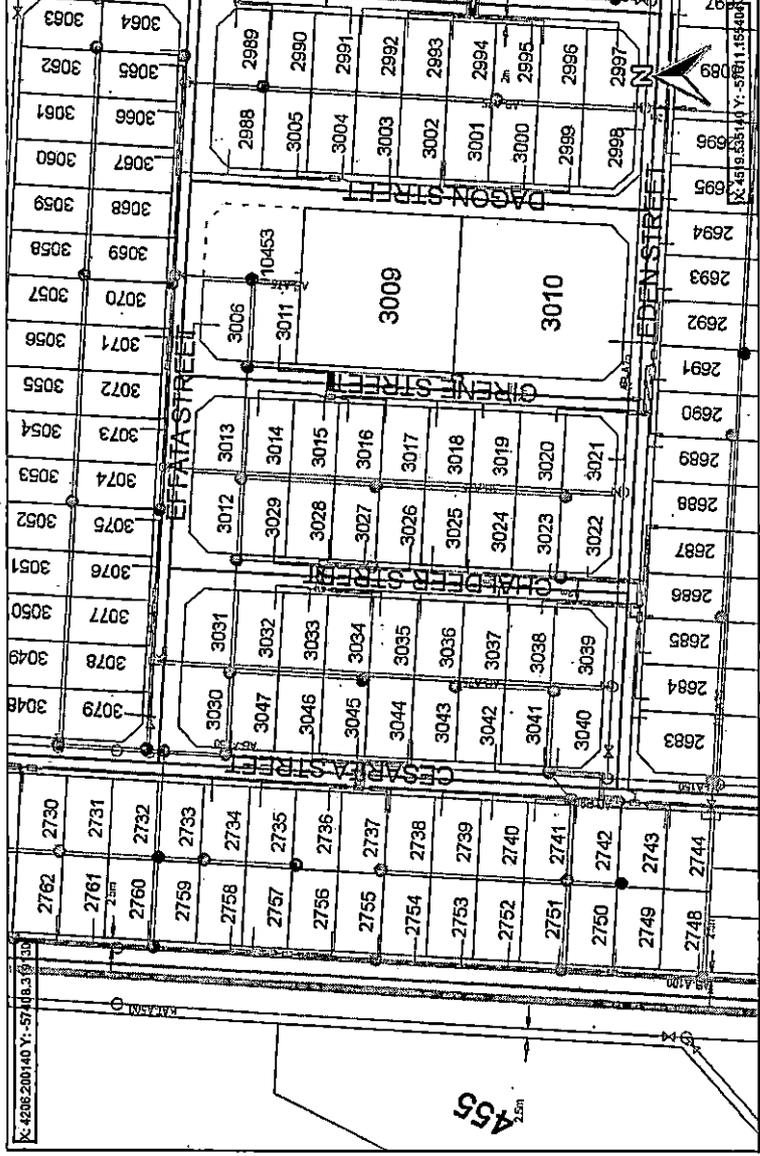
2. *LA*

I the undersigned, ~~LEIGH-ANNE AGNEW~~ ^{JENS ROLAND}, Conveyancer hereby certify in terms of section 78 of Act 23/1992 that all rates leviable in respect of such immovable property in terms of this Act, and all the fees, charges and other moneys due to the local authority council in respect of any service, amenity of facility supplied to such property in terms of this Act, inclusive of any availability charge and minimum charge provided for in section 30(1)(u) has been paid up to and including the date of registration hereof

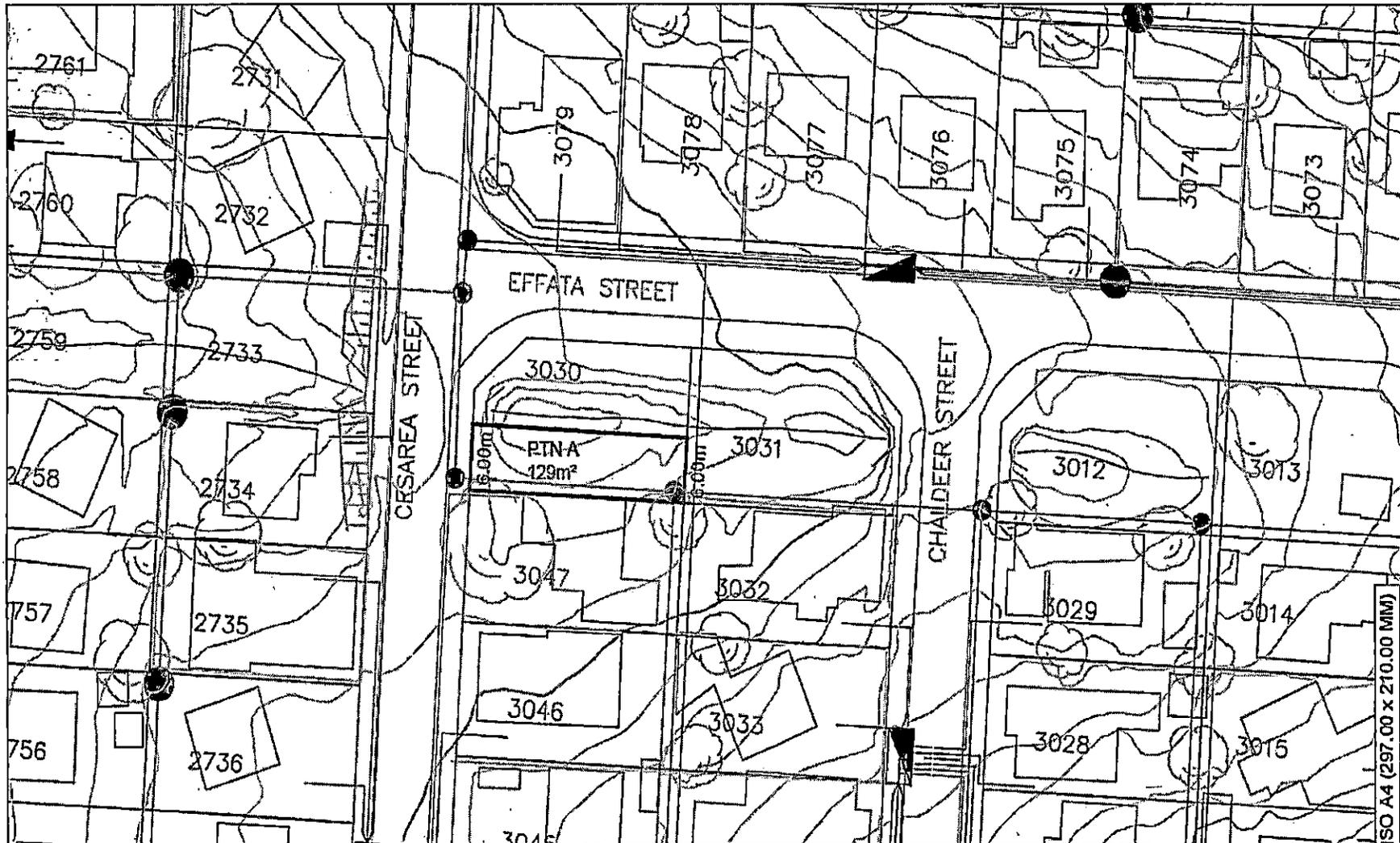
JR
CONVEYANCER
~~LA AGNEW~~
~~ROLAND J~~

W *ll* *hm*

9/27/2017
Scale: 1 : 1055



The materials available at this web site are for informational purposes only and do not constitute a legal document.



ISO A4 (297.00 x 210.00 MM)

	CITY OF WINDHOEK URBAN PLANNING & PROPERTY MANAGEMENT ROAD PLANNING, DESIGN & TRAFFIC FLOW	FILE NAME & PATH 3047_3030 KAT.dwg PATH O:\cad\data\DATA4ALL\WWW\RP\EMT	SUBDIVISION OF ERF 3030 KATUTURA INTO PTN A AND REMAINDER AND CONSOLIDATION OF PTN A WITH ERF 3047 KATUTURA SCALE - 1:500	 NORTH PLAN No PDT/3047KAT DATE 8 June 2015



(Owner) Name: Jason and Lucia Kashulu
P. O Box: 72326
Windhoek

City of Windhoek
Property Management

Dear Sir/ Madam

Request for a 10 metre portion inclusion of Erf 3030, Location: Katutura into my
Erf 3047 Location: Katutura.....

(Neighbour) I hereby do/ we with ID number: 61061800849.....
P. O Box: 61191, Katutura Windhoek
Cell: 0812015713...
Erf no: 3032.....

<input checked="" type="checkbox"/>	Do not object with the inclusion of a 10 metre portion of Erf 3030, Katutura
<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 27 day of July 2022

M. Sub
Signature of property owner

VALUATION CERTIFICATE
DIVISION: VALUATION SERVICES
DATE OF VALUATION: 15/04/2025



Erf No.: 3030 **Suburb** Katutura **Street name:** Effata
 :

Erf size: 250m² **Zoning** Public Open Space **Bulk/Density:**
 :

Required portion size: 129 m²

Current use of the portion under consideration: Vacant

Acquisition purpose: To be sold for consolidation with Erf 3047 Katutura

Current vacant land going rate / m ²	N\$380
Size of the Erf	129 m ²
Estimated Market Value	N\$ 49 000 (rounded off)

Comparable portions of land were sold in 2023 by the Council at a rate of N\$ 350 per square meter. To align the price per square meter attained in 2023 with the current market-related pricing, the aforementioned price was adjusted from 2023 to 2024. Following adjustment, a price of N\$380 per square meter was established.

Therefore, the required portion should be valued at N\$380 per square meter

Valued by:

Kaulikufya Hendjala
 Kaulikufya Hendjala

Date:

15/04/2025