

DOCUMENT 1

# CITY OF WINDHOEK

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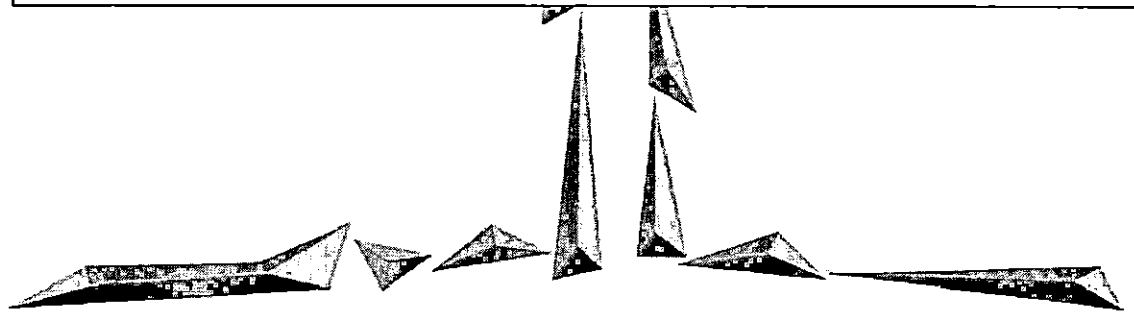


NOTICE is hereby given of the monthly meeting of the

## MUNICIPAL COUNCIL OF WINDHOEK

scheduled to be held on **Thursday, 30 April 2026 at 17:30**, rescheduled to be held on **Thursday, 7 May 2026 at 17:30**, in the new Council Chambers, Windhoek.

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



**ENQUIRIES:** Ms M Garises/jr

**REF:** 2026-05-07(04-30).ca

**TELEPHONE:** 2902557

**DATE:** 2026-04-30

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[Municipal Council Agenda: 2026-05-07(04-30)]

**1 OPENING BY PRAYER**  
(9/4/2)

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[Municipal Council Agenda: 2026-05-07(04-30)]

**2 OFFICIAL ANNOUNCEMENTS, STATEMENTS  
AND COMMUNICATIONS BY THE MAYOR -  
COUNCIL MEMBER SAKARIAS UUNONA**  
(12/4/3)

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[Municipal Council Agenda: 2026-05-07(04-30)]

**3 APPLICATIONS FOR LEAVE OF ABSENCE**  
(9/1/4)

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[Municipal Council Agenda: 2026-05-07(04-30)]

**4 DECLARATION OF INTEREST**  
(9/4/2)

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**5 CONFIRMATION OF MINUTES**

[Municipal Council Agenda: 2026-05-07(04-30)]

**5.1 MUNICIPAL COUNCIL MEETING HELD  
ON 26 MARCH 2026**  
(9/4/3)

The minutes of the monthly meeting of the Municipal Council of Windhoek held on 26 March 2026 are submitted for confirmation.

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[Municipal Council Agenda: 2026-05-07(04-30)]

**5.2 SPECIAL MUNICIPAL COUNCIL MEETING  
HELD ON 23 APRIL 2026**  
(9/4/3)

The minutes of the special meeting of the Municipal Council of Windhoek held on 23 April 2026 are submitted for confirmation.

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[Municipal Council Agenda: 2026-05-07(04-30)]

**5.3 SPECIAL MUNICIPAL COUNCIL MEETING  
HELD ON 29 APRIL 2026  
(9/4/3)**

The minutes of the special meeting of the Municipal Council of Windhoek held on 29 April 2026 are submitted for confirmation.

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[Municipal Council Agenda: 2026-05-07(04-30)]

**6 PETITIONS  
(9/3/3)**

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[Municipal Council Agenda: 2026-05-07(04-30)]

**7 MOTIONS  
(9/3/1)**

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[Municipal Council Agenda: 2026-05-07(04-30)]

**8 ANSWERS TO QUESTIONS OF WHICH  
NOTICE HAS BEEN GIVEN  
(9/3/4)**

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**9 REPORTS OF MANAGEMENT COMMITTEE  
(9/4/4)**

[Municipal Council Agenda: 2026-05-07(04-30)]

**9.1 REPORT OF MANAGEMENT COMMITTEE  
IN TERMS OF RULE 21(1) AS CONTEMPLATED  
IN SECTION 26(1) OF THE LOCAL AUTHORITIES  
ACT, 1992 (ACT 23 OF 1992) (AS AMENDED):  
MARCH 2026**

This matter is submitted to the Council Members under Item 10.1.5 of this agenda.

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## 10 MINUTES OF MANAGEMENT COMMITTEE

[Municipal Council Agenda: 2026-05-07(04-30)]

### 10.1 APPROVAL OF MINUTES (MC 07/2026)

The minutes of the Management Committee meeting (MC 07/2026) held on 7 April 2026 was approved by the said Committee on 21 April 2026 and is submitted for notice, with recommendations being submitted to the Municipal Council of Windhoek per Items GOV.1, GOV.2, GOV.4, GOV.5, GOV.7, FNS.1, FNS.2, FNS.3, FNS.4, FNS.5, FNS.6 and FNS.8, which follow immediately hereunder for consideration.

It is

#### RECOMMENDED

That the minutes of the Management Committee meeting (MC 07/2026) held on 7 April 2026, be noted by its members, with recommendations submitted to the Municipal Council of Windhoek as per Items GOV.1, GOV.2, GOV.4, GOV.5, GOV.7, FNS.1, FNS.2, FNS.3, FNS.4, FNS.5, FNS.6 and FNS.8.

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[Municipal Council Agenda: 2026-05-07(04-30)]

#### 10.1.1 GOV.1 [CEO] NOTICE OF THE RENEWAL OF THE EXPIRED MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE MUNICIPAL COUNCIL OF WINDHOEK AND THE KHOMAS REGIONAL COUNCIL (KRC) (12/8/1/1)

##### Purpose

The purpose of this item is to seek Council's approval for the renewal of the Memorandum of Understanding (MoU) between the Municipal Council of Windhoek and the Khomas Regional Council (KRC).

##### Introduction

The Strategic Executive Forum at its meeting held on 9 October 2025 per Item 9.10.13 *inter alia* resolved as follows:

- *Recommended on condition that the CEO (Corporate Legal Adviser) align the Memorandum of Understanding (MoU) to the pretext of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), prior to placement on the MC Agenda, for consideration.*

It is important to note that the Corporate Legal Adviser was consulted and has reviewed the Memorandum of Understanding (MoU). They confirmed that the Memorandum of Understanding (MoU) between the Municipal Council of Windhoek and the Khomas Regional Council (KRC) was originally signed in 19 November 2019.

Furthermore, this matter constitutes a request for the renewal of the existing Memorandum of Understanding (MoU), and as such, no amendments or adjustments to the current agreement are required on the part of the Municipal Council of Windhoek since the Memorandum of Understanding (MoU) was already approved by Council. In light of the above, it is also pertinent to highlight that the renewal of this Memorandum of Understanding (MoU) has already been approved by the Khomas Regional Council (KRC) and waiting for the agreement to be signed.

### **Background**

\*\*\*

The Municipal Council of Windhoek and the Khomas Regional Council (KRC) signed a five (5) year Memorandum of Understanding (MoU) in November 2019, which expired on 19 November 2024. In accordance with the terms of the agreement, both institutions have formally expressed their intention to renew the Memorandum of Understanding (MoU) with the Municipal Council of Windhoek for a further five (5) year period. The renewal will enable the continued implementation of existing and future collaborative projects, ensuring mutual benefit for all parties involved. The proposed draft Memorandum of Understanding (MoU) **attached as pages 1 - 8 to the agenda** is hereby submitted for Council approval.

The Joint Work Group, established to oversee the implementation of these projects, has noted significant progress since inception and has amicably agreed to extend the agreements for an additional five (5) years.

#### **Progress achieved during the five (5) years**

##### **- Joint Working Group**

As part of the Memorandum of Understanding (MoU) framework, a Joint Working Group was established to guide the implementation of the agreement and to co-ordinate specific projects within the broader areas of co-operation. An Action Plan was developed to facilitate the implementation of priority initiatives. The Joint Working Group convened its sessions on 19 May 2021 and again on 11 June 2024. These engagements were aimed at reviewing progress, updating the Action Plan and prioritising key activities for implementation by both institutions.

##### **- Donation of library books**

In collaboration with the Ministry of Education, Innovation, Youth, Sports, Arts, and Culture, and under the framework of the Memorandum of Understanding (MoU), a marathon was successfully hosted in 2023. The funds raised were used to donate five hundred and seventy two (572) books, which were distributed between the Nathanael Maxuilili and Greenwell Matongo Community Libraries. Furthermore, the Khomas Regional Council (KRC) donated and facilitated the installation of Close-Circuit Television (CCTV) cameras for the City Police, strengthening public safety and crime prevention efforts.

- **Collaboration on affordable housing**

The shortage of serviced land and adequate housing in the City of Windhoek remains a major challenge that requires co-ordinated efforts from all stakeholders. To address this, Council continues to collaborate with the Khomas Regional Council (KRC) and other partners to mobilise resources and advocate for additional support from the central Government. A key initiative is the quadruple partnership launched in July 2020 between the Ministry of Urban and Rural Development; the Khomas Regional Council (KRC); the Municipal Council of Windhoek; and the National Housing Enterprise (NHE).

The partnership aims to provide affordable housing in informal settlement areas and reduce the housing backlog. To date, the initiative has delivered more than five hundred and twenty (520) housing units, demonstrating meaningful progress in improving living conditions. However, the project is currently facing delays due to a shortage of serviced land. The Municipal Council of Windhoek is addressing this through land servicing in Havana Extensions 8 and 11, and plans to construct additional residential flats in the Goreangab area to further ease housing demand.

- **Mayoral Elders' Lunch**

As part of its social welfare and community engagement initiatives, the Office of the Mayor annually hosts the Mayoral Elders' Lunch, which is typically held in December. This event is organised in collaboration with the Khomas Regional Council (KRC) and aims to recognise and honour senior citizens within the community. Under this arrangement, approximately five hundred (500) elders are invited to attend the event, with each constituency identifying fifty (50) elders as beneficiaries of this annual social outreach programme.

- **Electrification of Informal Settlements**

As part of the implementation of the five (5) year Electrification Plan, over three thousand eight hundred (3 800) households have been connected to electricity. In addition, High Mast Lights have been installed in the Samora Machel and Tobias Hainyeko Constituencies, enhancing safety and visibility in these communities; this includes the construction of medium and low-voltage electricity networks, the installation of street lighting, and the provision of electricity connections to households in identified informal areas. These efforts are aimed at improving living conditions, enhancing safety and promoting socio-economic development within these communities.

Given that both the Municipal Council of Windhoek and the Khomas Regional Council (KRC) serve the same constituencies, there is a need for continued collaboration and resource-sharing to support the implementation of electrification programmes and other development projects in informal settlements. In this regard, Council seeks the continued support and partnership of the Khomas Regional Council (KRC) in mobilising resources and funding to advance electrification and related development initiatives.

- **Public meetings**

The Municipal Council of Windhoek and the Khomas Regional Council (KRC) collaborate to promote public participation and inclusive governance through regular engagement with residents in all constituencies. Public meetings are held twice a year, providing a platform for community members to interact with their Council Members, raise concerns and contribute to discussions on issues affecting their communities. These engagements also allow both institutions to share information on development plans, service delivery programmes and ongoing projects.

Through this process, residents are encouraged to participate in decision-making, strengthening transparency, accountability and community ownership. Public participation therefore plays a vital role in ensuring responsive and inclusive local governance in Windhoek.

**Discussion**

This represents a strategic commitment to institutional collaboration, knowledge exchange and sustainable development. By formalising these partnerships, the parties have established a structured framework for co-operation that leverages their respective strengths to address key challenges and opportunities in service delivery, education and research.

The relationship with the Khomas Regional Council (KRC) strengthens inter-governmental co-ordination, ensuring more efficient service and land delivery, optimised funding allocation and improved public engagement. This collaboration is particularly significant in addressing urbanisation challenges, resource management and community development within the Khomas region. By aligning strategic priorities, the two (2) institutions can enhance governance effectiveness and ensure that public resources are utilised in a manner that maximises developmental impact.

In their renewed agreement the parties agree to collaborate on matters related to:

- Service delivery;
- Funding from central Government;
- Strategic funding;
- Land delivery; and
- Public meetings.

Extending the agreement for another five (5) year period underscores success and mutual benefits derived since inception. The Joint Working Group's oversight has been instrumental in ensuring monitoring accountability and progress, demonstrating the value of structured collaboration.

**Strategic implications/significance**

The proposed co-operation aligns with the Municipal Council of Windhoek's Strategic Plan (2022 to 2027), Vision 2030, and National Development Plan (NDP 6), supporting its goal of becoming a Smart and Caring City by 2027.

The Memorandum of Understanding (MoU) between the Municipal Council of Windhoek and Khomas Regional Council (KRC) holds strategic value for governance, socio-economic growth, and human capital development. It fosters collaboration to improve Organisational capabilities, drive innovation and efficiency and enhance quality of life for all stakeholders. The proposed Memorandum of Understanding (MoU) is specifically in alignment with the following Municipal Council of Windhoek's Strategic Objectives:

- Improve Organisational capabilities;
- Pursue technological advancement, innovation and operational efficiencies; and
- Enhance the quality of life for all our stakeholders.

### **Consultation with Stakeholder departments and other interested parties**

#### **Comments from the Office of the Chief Executive Officer**

##### **- Legal Services**

The submission is in order and there are no further inputs from legal services.

##### **- External Relations and Networking**

The division supports the establishment of relationships with other state organs as it promotes inter-governmental relations; offers an opportunity to exchange information, ideas and technical expertise; and innovative solutions to improve municipal service delivery.

### **Conclusion**

In conclusion, the External Relations and Networking Division's efforts to establish and strengthen relationships with other state organs plays a critical role in advancing inter-governmental relations. These partnerships create a platform for the exchange of information, ideas, technical expertise; and innovative solutions, all of which contribute to improved co-ordination and enhanced municipal service delivery. Through sustained collaboration, the division is better positioned to support effective governance and promote sustainable urban development.

Management Committee

### **RECOMMENDED**

\*\*\*

- 1 That the renewal of the expired Memorandum of Understanding (MoU) between the Municipal Council of Windhoek and the Khomas Regional Council (KRC) (KRC) **attached as pages 1 - 8 to the agenda**, be noted and approved.
- 2 That the proposed areas of cooperation as detailed in the draft Memorandum of Understanding (MoU), be approved.

- 3 That the Chief Executive Officer (Manager: External Relations and Networking) co-ordinate the signing ceremony on a date to be mutually agreed upon by the parties.
- \*\*\*
- 4 That for ease of co-ordination and implementation, a draft Action Plan outlining specific projects and activities within the identified broader areas of co-operation, **attached as pages 9 - 13 to the agenda**, be noted.
- 5 That a Joint Working Group or a Project Steering Committee comprising of technical experts in the identified areas of co-operation be established to oversee the implementation of co-operation projects.
- 5.1 That the Chief Executive Officer and the Chief Regional Officer of the Khomas Regional Council (KRC) (KRC), nominate the relevant technical experts to serve on the above mentioned committee.
- 6 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

#### 10.1.2

### **GOV.2 [EDC] THE MUNICIPAL COUNCIL OF WINDHOEK'S DISASTER RISK REDUCTION STRATEGY 2026 TO 2030** (14/6/1/1)

#### **Introduction**

A workshop with Council Members took place on 18 February 2026 in line with the SE Forum resolution of 29(22) January 2026. The attendance list is **attached as pages 14 - 16 to the agenda**; and the investment component has been incorporated in the Action Plan.

The Municipal Council of Windhoek's Disaster Risk Reduction Strategy 2026 to 2030 aims to provide a critical framework to strengthen Council's resilience to disaster risks and safeguard the safety and well-being of all residents. The strategy directly supports Council's vision of becoming a Sustainable and Caring City by 2027 through interventions focused on protecting lives and assets, while advancing inclusivity, climate-smart growth and investment readiness.

#### **Purpose**

\*\*\*

The purpose of this submission is to seek Council's endorsement and approval of the Municipal Council of Windhoek's Disaster Risk Reduction Strategy and Implementation Plan 2026 to 2030 **attached as pages 17 - 92 to the agenda**, which provides a structured, inclusive, and proactive framework to strengthen disaster preparedness, response, mitigation, and long-term resilience across the City.

## Background

The increasing frequency and intensity of natural hazards driven by climate change and rapid urbanisation pose significant risks to the Municipal Council of Windhoek and its communities. In this regard, historical data and assessments using the United Nations Office for Disaster Risk Reduction (UNDRR's) Quick Risk Estimation (QRE) tool highlights a range of hazards, including flash floods, informal dwelling fires, motor vehicle accidents, veld fires, chemical spills and cold waves. Rapid urban expansion, particularly in informal settlements has further heightened both exposure and vulnerability, while socio-economic constraints, outdated or absent disaster risk reduction strategies and climate variability exacerbate these risks.

\*\*\* In response, it becomes imperative to adopt proactive measures to mitigate risks and safeguard residents. Since August 2023, the Department of Economic Development and Community Services has led an inclusive consultation process to develop this strategy, drawing on local knowledge, the Sendai Framework for disaster risk reduction, as per documentation **attached as pages 93 - 126 to the agenda**, and relevant national policy instruments.

## Discussion

### - Key priority areas

\*\*\* The Disaster Risk Reduction Strategy identifies five (5) strategic priority areas, aligned with the Sendai Framework for Disaster Risk Reduction and the Southern African Development Community (SADC) Disaster Risk Reduction Strategy and Action Plan 2022 to 2030, **attached as pages 93 - 126 and 127 - 177 respectively to the agenda**, to guide interventions and resource allocation:

- **Improving the understanding of disaster risks:** Strengthening data collection, risk assessments and community awareness to inform decision-making.
- **Strengthening disaster risk governance:** Enhancing institutional co-ordination, accountability and policy enforcement across all levels of Government.
- **Investing in disaster risk reduction for resilience:** Prioritising risk-informed infrastructure, urban planning and sustainable development initiatives.
- **Promoting innovation and knowledge management:** Leveraging technology, research and best practices to enhance risk reduction and preparedness.
- **Enhancing disaster resilience and applying *build back better* principles:** Ensuring recovery and reconstruction processes strengthen long-term community and infrastructure resilience.

- **Strategy integration**

The Strategy promotes a holistic and inclusive approach to disaster risk reduction by integrating:

- Risk-informed planning in urban development and infrastructure projects;
- Early warning systems and hazard monitoring mechanisms;
- Participatory approaches, engaging communities, civil society and vulnerable groups;
- Inclusive policies addressing gender, disability and informal settlements; and
- Transparent governance, evidence-based decision-making and continuous learning are emphasised as critical components to enhance preparedness, response and recovery.

- **Implementation Plan**

A detailed implementation framework provides:

- Clear timelines and milestones;
- Designated responsibilities for departments and stakeholders;
- Resource allocation for effective execution; and
- The strategy promotes collaborative partnerships with local Organisations, civil society and other stakeholders to foster ownership, co-ordination and collective action in disaster risk reduction.

- **Expected outcomes**

The successful implementation of the Disaster Risk Reduction Strategy is anticipated to yield the following:

- Enhanced community safety and reduced exposure to disaster risks;
- Improved disaster response and recovery capacity across the City;
- Increased public awareness and community engagement in risk reduction initiatives; and
- Strengthened infrastructure resilience to withstand and recover from hazards.

### **Strategic implications/significance**

The Disaster Risk Reduction Strategy directly supports the Municipal Council of Windhoek's Strategic Objectives by embedding a culture of resilience, preparedness and sustainable urban development. It strengthens institutional capacity for disaster risk management and promotes risk-informed decision-making across Government, the private sector and community stakeholders. By integrating disaster risk considerations into urban planning, infrastructure development and service delivery, the strategy enhances Council's ability to safeguard lives, protect assets and foster sustainable growth.

### **Financial implications**

There are no direct financial obligations associated with Council's approval of the Disaster Risk Reduction Strategy. Minor costs related to the launch event such as refreshments will be sourced at the City of Windhoek Cafeteria. Budgetary provision for the implementation of the strategy will be subject to Council's annual budgetary approval processes, while additional risk reduction initiatives may attract funding through solicited partnerships, grants, or climate finance mechanisms.

### **Compliance/legal framework**

The Disaster Risk Reduction Strategy complies with Namibia's national legal and policy frameworks, including:

- Disaster Risk Management Act, 2012 (Act 10 of 2012) and Disaster Risk Management Regulations (2013);
- National Disaster Risk Reduction Policy (2009) and National Disaster Risk Reduction Plan (2011);
- Local Authorities Act, 1992 (Act 21 of 1922) (as amended); and
- Environmental Management Act 2007 (Act 7 of 2007).

The Strategy is also aligned with international and regional frameworks, including the Sendai Framework for Disaster Risk Reduction, the Sustainable Development Goals (SDGs), the United Nations Framework Convention on Climate Change (UNFCCC), and the Southern African Development Community (SADC) Disaster Risk Reduction Strategy. Compliance with these frameworks ensures that Council's disaster risk reduction approach reflects global best practices and promotes regional co-ordination in disaster risk reduction.

### Possible/perceived risks and mitigation matrix

Risk No.	Risk type	Risk description (cause and effect)	Prob.	Impact	Score	Risk containment plan
1	Lack of understanding or buy-in	Key stakeholders may not fully understand the importance or long-term benefits of the strategy, potentially leading to lack/delays in implementation, resistance or rejection.	High	Major	4	Develop targeted presentations demonstrating how the strategy aligns with Organisational goals, addresses current challenges, and delivers long-term value.
2	Resource constraints	Approval or implementation may be delayed if required financial, human, or technical resources are insufficient or unavailable.	High	Major	4	Prioritise critical needs and identify resource-efficient solutions. Consider phased implementation and leverage partnerships where possible.
3.	Political or Organisational dynamic	Internal politics or differing priorities among stakeholders can create barriers to approval.	High	Major	3	Maintain consistent and transparent communication.  Clearly articulate benefits, objectives and importance to all stakeholders. to avoid misunderstandings or misinterpretations.
4	Implementation challenges	Concerns about the feasibility of implementing the strategy, including potential disruptions to ongoing operations, might hinder endorsement.	Low	Minor	1	Conduct communication campaigns to inform all stakeholders of the plan, its objectives, and benefits. Provide targeted training to equip teams for smooth implementation.

### Consultation with Stakeholder departments and other interested parties

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Stakeholder consultations were conducted since August 2023 with all the departments of Municipal Council of Windhoek. Inputs were received from all departments including Community representatives, Non-Governmental Organisations (NGOs) and National Disaster Risk Management agencies. minutes and attendance lists of these engagements and consultations are attached as pages 178 - 181, 182 - 183, 184 - 185, 186 - 187, 188 - 189, 190 - 191, 192 - 196 and 197 - 202 respectively to the agenda. Presentations were subsequently made to the Disaster Risk Management Committee on 1 October 2025 and inputs were incorporated in the document.

### Conclusion

The approval of the Municipal Council of Windhoek's Disaster Risk Reduction Strategy 2026 to 2030 will enable proactive disaster preparedness and long-term resilience. It ensures alignment with national and global frameworks and facilitates co-ordinated multi-stakeholder implementation.

## Management Committee

**RECOMMENDED**

- 1 That it be noted that the approval and adoption of the Municipal Council of Windhoek's Disaster Risk Reduction Strategy and Implementation Plan 2026 to 2030 will enable the Municipal Council of Windhoek to strengthen resilience, protect lives and assets, and advance its vision of becoming a Sustainable and Caring City by 2027.
- 2 That the Municipal Council of Windhoek's Disaster Risk Reduction Strategy and Implementation Plan 2026 to 2030 as the guiding framework for disaster preparedness, risk reduction and resilience-building across the City, be approved.
- 3 That sufficient budgetary allocation be made on an annual basis for the effective implementation of the strategy, subject to Council approval and the availability of funds.
- 4 That investment and funding opportunities from local and international funding partners be explored to ensure the implementation of the Action Plan.
- 5 That quarterly reports on the implementation of the strategy be submitted to Council to enable the monitoring of its effectiveness, alignment with national and international frameworks and responsiveness to emerging risks.
- 6 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

**10.1.3****GOV.4 [INF/HCC] STAFF MATTER  
(11/5/1/2)**

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 -*

*(iii) the institution of any legal proceedings by, or opposition of any legal proceedings instituted against, 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.*

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.1.4      GOV.5 [INF] CONFIDENTIAL MATTER**  
(16/1/1/1)

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

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

- (iii) *the institution of any legal proceedings by, or opposition of any legal proceedings instituted against, 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.*

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.1.5      GOV.7 [CEO] CONFIDENTIAL MATTER**  
(9/4/4)

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

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

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

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

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[Municipal Council Agenda: 2026-05-07(04-30)]

10.1.6

**FNS.1 [HPH] PROVISION OF OFFICE SPACE AND MUNICIPAL SERVICES TO THE ASSOCIATION OF LOCAL AUTHORITIES IN NAMIBIA (ALAN) AND THE NAMIBIA ASSOCIATION OF THE LOCAL AUTHORITY OFFICERS (NALAO) (17/3/1)**

**Background**

Management Committee at its meeting held 18 October 2022 per Item SOP.2, *inter alia* resolved as follows:

- 1 *That this matter be referred back in order for the Strategic Executive: Housing, Property Management and Human Settlement to address the following, whereafter it be resubmitted to Management Committee, for consideration.*
  - 1.1 *Look at the standard phrasing regarding the period within which the Lease Agreement should be concluded and accordingly amend recommendation 7; and*
  - 1.2 *Consult the Association of Local Authorities in Namibia (ALAN) on the two (2) months' notice as per recommendation 10.*

Following the above Management Committee resolution, a standard cancellation period of six (6) months is incorporated in paragraph 7 of the recommendations. In line with the resolution 1.2 above, the Strategic Executive: Housing, Property Management and Human Settlement has consulted the Association for Local Authorities in Namibia (ALAN) and the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) on the two (2) months' notice as per letter dated 9 March 2023, **attached as page 203 to the agenda.**

It is worth noting that the Municipal Council of Windhoek has been a paid-up member of the following local authority bodies, the Association for Local Authorities in Namibia (ALAN), the Namibia Association of Local Authority Officials (NALAO) and the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) since their establishment. As a leading municipality, Windhoek has also been providing office space and municipal services to the three (3) Organisations at no cost.

However, Council per Resolution 96/04/2010, **attached as pages 204 - 205 to the agenda**, *inter alia* resolved as follows:

- 2 *That the application of the Association for Local Authorities in Namibia (ALAN) that the City continue to provide them with office space, be noted.*
- 3 *That it be noted that no proof of consent or Lease Agreement, giving the Association for Local Authorities in Namibia (ALAN) and Associations under the ambit of the Association for Local Authorities in Namibia (NALAO) occupational rights at Erf 4458, Khomasdal, could be produced by the parties.*

- 4 *That it be noted that the Secretariat for the Alliance of Mayors and Municipal Leaders on HIV/Aids in Africa (AMICAALL) are also accommodated at Erf 8085, Katutura (Katutura Customer Care Centre) and no rental is charged.*
- 5 *That Erf 682, Windhoek be made available to accommodate the Association for Local Authorities in Namibia (ALAN) and Associations under the ambit of the Association for Local Authorities in Namibia (NALAO) and that a Lease Agreement be entered into between the two (2) organisations and the City of Windhoek.*
- 6 *That the Association for Local Authorities in Namibia (ALAN) and the Association for Local Authorities in Namibia (NALAO) pay municipal services (water and electricity) as well as telephone costs and that such a clause be incorporated into the Lease Agreement.*
- 7 *That the Association for Local Authorities in Namibia (ALAN) and Associations under the ambit of the Association for Local Authorities in Namibia (NALAO) be given a twelve (12) month cancellation period to vacate Erf 682, Windhoek when the property has to be demolished for road widening purposes and that such a clause be incorporated into the Lease Agreement.*
- 8 *That office use consent be granted in respect of Erf 682, Windhoek, while the rezoning is in process.*
- 9 *That all office space applications be routed to the Office Accommodation Committee for consideration and not to the Chief Executive Officer (Manager: Property Management).*
- 10 *That the Chief Executive Officer, in writing, request the Chief Executive Officer of the Association for Local Authorities in Namibia (ALAN) to investigate other sources of funding for the provision of office accommodation for the Association for Local Authorities in Namibia (ALAN).*

Further to the above, Management Committee at its meeting held on 14(15) November 2017 per Item AM.4.2 *inter alia* resolved as follows:

*That it be noted that the Strategic Executive: Housing, Property Management and Human Settlement engaged The Association for Local Authorities in Namibia (ALAN), the Namibia Association of Local Authority Officials (NALAO) and the Alliance of Mayors and Municipal Leaders on HIV/AIDS in Africa (AMICAALL), in order to assess and determine the value of the buildings occupied to set a proper rental/lease fee for the said buildings, whereafter an item in this regard be submitted to Management Committee/Council, for consideration.*

## **Introduction**

On request by the Office of the Mayor, the Office of the Chief Executive Officer (Manager: External Relations and Networking), the Department of Housing, Property Management and Human Settlement was directed to make a submission to Council on the implementation of the above quoted resolutions, in respect of the provision of office space and municipal services to the Association for Local Authorities in Namibia (ALAN), the the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) and the Namibia Association of Local Authority Officials (NALAO). However, this matter was handed over to Property Management Division to finalise the item and submit to Council for consideration.

## **Purpose of the submission**

The purpose of this submission is therefore to update Council on the provision of office space and municipal services to the Association of Local Authorities in Namibia (ALAN), the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) and Namibia Association of the Local Authority Officers (NALAO) and Council's directive.

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Upon investigation, it transpired that only the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) was issued with a Lease Agreement for Erf 8085, Katutura (Katutura Customer Care Centre), however, at a free rental. The Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL)'s Lease Agreement which expired on 31 December 2012, is **attached as pages 206 - 216 to the agenda**. The Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) have ceased to operate due to lack of funding and they have vacated the office and handed over the keys to the Property Management Division.

It was also confirmed that in addition to annual membership fees, the Municipal Council of Windhoek continued to provide free office space and municipal services (water and electricity) to the Association for Local Authorities in Namibia (ALAN), the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) and the Namibia Association of Local Authority Officials (NALAO). Both the Association for Local Authorities in Namibia (ALAN) and the Namibia Association of Local Authority Officials (NALAO) are currently housed at a municipal property Erf 682, c/o Pasteur and Johan Albrecht Street, Windhoek West.

## **Technical comments**

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

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

#### **- Building Control**

There is a need to expand the filing area for building plans (Erf 8085, Katutura) as the current space is congested. Part of the buildings that were occupied by the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) are ideal to solve the current office space experienced by the Building Control and Property Management Divisions.

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

#### **- Technical Support**

The Department of Electricity has no objections to the leasing of the buildings to the abovementioned Organisations: Provided:

- That it be noted that electricity connections are available for the offices to be leased out.
- That should larger electricity connections be required by any of the Organisations, the applicants are requested to contact the Department of Electricity well in advance.
- That it be noted that a connection charge will be payable for any more significant connection required.
- That the Department of Urban and Transport Planning, Building Control Division, must be consulted to ensure that the buildings and office spaces are fit for purpose.

### **Comments from the Strategic Executive: Finance and Customer Services**

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There are no individual accounts, whether, for services or lease for the institutions in question, except that on Erf 682, Windhoek, there is a Lease Account No. 13465651 with a current balance of N\$12 388.64 in the name of the Association of Regional Councils (ARC), in respect to the outside buildings only, which was opened in May 2019. The municipal statement dated 10 July 2025 is **attached as page 217 to the agenda**. No lease or services accounts can be traced on Erf 8085, Katutura for the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) (it should be noted that the rental was for free, as stated in the Lease Agreement **attached as pages 206 - 216 to the agenda**).

### **Comments from the Strategic Executive: Human Capital and Corporate Services**

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The Municipal Council of Windhoek, as stipulated in paragraph 3 of Council Resolution 170/05/2001 **attached as page 218 to the agenda**, decided to assist the Association for Local Authorities in Namibia (ALAN) as an important external stakeholder with accommodation to set up its administration. The subsequent paragraphs 5 and 6 of Council Resolution 96/04/2010 **attached as pages 204 - 205 to the agenda** stipulates that the Association for Local Authorities in Namibia (ALAN) will lease the premises and pay for municipal services (water and electricity), as well as telephone costs. Thus, it is considered our opinion that the Association for Local Authorities in Namibia (ALAN) makes provision for their operational costs, including the provision of security at this premises.

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

\*\*\* The department has no objections to the leasing of Erf 682, Windhoek. The applicant should further take note that the whole erf is reserved for future road upgrading purposes as reflected on the enlighten insert, **attached as page 219 to the agenda**. The Municipal Council of Windhoek was unable to proceed with any road upgrading during this time. However, such upgrading remains part of Council's Roads Master Plan, and until revised, the erf will be required and may not be alienated in future.

### Comments from the Housing, Property Management and Human Settlement

#### - Valuations

The division conducted an inspection on the property at Erf 682, Johann Albrecht Street in Windhoek West. The property consists of the main house (one (1) kitchen, five (5) offices, reception, two (2) storerooms and toilet) and outbuilding (three (3) offices and toilet). The property under consideration is the main building with an area size of 180 m<sup>2</sup>.

\*\*\* The above inspection produced an average rental value of N\$95.00 per square metre considering all the above, the rental fees for the main house is determined at N\$17 100.00. The Valuation Certificate is **attached as pages 220 - 233 to the agenda**. That in the event the applicant fails to conclude the Lease Agreement within the given time that the rental be revised prior to concluding the Lease Agreement.

#### - Property Management

\*\*\* Concerning the lease of the Namibia Association of Local Authority Officials (NALAO) and the Association for Local Authorities in Namibia (ALAN) on Erf 682, Windhoek, it should be noted that Council Resolution 96/04/2010 **attached as pages 204 - 205 to the agenda**, did not make provision of the duration of the lease and the rental amount. Given the fact that Erf 682, Windhoek is required for future road expansion is rather advisable to have a lease period of five (5) years with a cancellation notice period of six (6) months. The lease of Erf 682, Windhoek should be advertised in line with the provision of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).

Moreover, Ministerial approval on the lease should be sought in terms of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended). The lease of Erf 682, Windhoek will be leased to the Association for Local Authorities in Namibia (ALAN) and the Namibia Association of Local Authority Officials (NALAO) of which they are two (2) different entities. Therefore, the Office of the Chief Executive Officer (Corporate Legal Adviser) should draft the respective Lease Agreements of the Namibia Association of Local Authority Officials (NALAO) and the Association for Local Authorities in Namibia (ALAN). Accordingly, the determined rental amount of N\$17 100.00 in respect to the main house of Erf 682, Windhoek should be equally divided between the Namibia Association of Local Authority Officials (NALAO) and the Association for Local Authorities in Namibia (ALAN).

Further to the above, it worth noting that the operations of the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) has ceased and they have vacated the buildings on Erf 8085, Katutura. However, it is imperative to note that there is office space needs for Property Management and Building Control Divisions at the Katutura Customer Care Centre. The buildings occupied by the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) will be sufficient to accommodate the two (2) divisions.

Erf 682, Windhoek is having one metre for electricity and one metre for water. Given that there are three (3) different Organisations (the Namibia Association of Local Authority Officials (NALAO), the Association for Local Authorities in Namibia (ALAN) and the Association of Regional Councils (ARC)), it is advisable that each Organisation, at their cost, apply for individual connections for the services at the Municipal Council of Windhoek. A separate item will be prepared for Council's consideration with respect to the lease of the outbuilding of Erf 682, Windhoek by the Association of Regional Councils (ARC).

### **Conclusion**

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Council Resolution 96/04/2010 **attached as pages 204 - 205 to the agenda**, for the lease of the Namibia Association of Local Authority Officials (NALAO) and the Association for Local Authorities in Namibia (ALAN) on Erf 682, Windhoek, did not make provision of the duration of the lease and the rental amount, hence the need to revert to Council to get approval of the rental amount and lease duration. Council Resolution 96/04/2010 should thus be rescinded and be replaced with the new resolution. The Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) is no more in operation and have vacated the buildings of Erf 8085, Katutura and it is advisable that the buildings be used by Building Control and Property Management Divisions as office space. It is advisable that each Organisation (the Namibia Association of Local Authority Officials (NALAO), the Association for Local Authorities in Namibia (ALAN) and the Association of Regional Councils (ARC)) apply for individual connections of municipal services in respect to Erf 682, Windhoek, at their cost. A separate item will be prepared for Council's consideration with respect to the lease of the outbuildings of Erf 682, Windhoek by the Association of Regional Councils (ARC).

Management Committee, having considered the application,,

### **RECOMMENDED**

- 1 That an update and status on the provision of office space and municipal services to the Association of Local Authorities in Namibia (ALAN), the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) and the Namibia Association of the Local Authority Officers (NALAO), be noted.

\*\*\*

2 That Council Resolution 94/04/2010 **attached as pages 204 - 205 to the agenda**, be rescinded and be replaced with this Council resolution:

- 1 *That the rental fee of N\$17 100.00 on the main house of Erf 682, Johann Albrecht Street, Windhoek, be approved.*
- 2 *That the main house on Erf 682, Windhoek be leased to the Association for Local Authorities in Namibia (ALAN) and the Namibia Association of Local Authority Officials (NALAO) at an equally divided monthly rental of N\$17 100.00 for a period of five (5) years, subject that the rental escalates annually with the Namibia Inflation Rate, but not exceeding 10 %.*
- 3 *That in the event the applicant fails to conclude the Lease Agreements within the given time, the rental amount be revised, prior to concluding the Lease Agreements.*
- 4 *That the Association for Local Authorities in Namibia (ALAN) and the Namibia Association of Local Authority Officials (NALAO) each enter into separate Lease Agreements.*
- 5 *That a cancellation notice period of six (6) months be incorporated into the Lease Agreement.*
- 6 *That the property only be used for office space.*
- 7 *That the Namibia Association of Local Authority Officials (NALAO), the Association for Local Authorities in Namibia (ALAN) and the Association of Regional Councils (ARC), at their cost, apply for individual connections of municipal services (water and electricity) in respect to Erf 682, Windhoek.*
- 8 *That the buildings that were occupied by the Alliance of Mayors' Initiative for Community Action on AIDS at the Local Level (AMICAALL) on Erf 8085, Katutura be allocated to the Building Control and Property Management Divisions to cater for their office space needs.*
- 9 *That the lease of Erf 682, Windhoek be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).*
- 10 *That the lease of Erf 682, Windhoek be subject to Ministerial approval in terms of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).*
- 11 *That the Office of the Chief Executive Officer (Corporate Legal Adviser) draft the respective Lease Agreements of the Namibia Association of Local Authority Officials (NALAO) and the Association for Local Authorities in Namibia (ALAN).*

- 11.1 *That the Lease Agreement be signed within three (3) months after Ministerial approval has been granted.*
- 12 *That the resolution be implemented prior to confirmation of the minutes.*

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[Municipal Council Agenda: 2026-05-07(04-30)]

10.1.7

**FNS.2 [UTP] APPLICATION FOR THE  
REZONING OF THE REMAINDER OF ERF 169,  
WINDHOEK FROM 'RESIDENTIAL' WITH A  
DENSITY OF ONE (1) DWELLING PER ERF  
TO 'RESIDENTIAL' WITH  
A DENSITY OF 1:700 m<sup>2</sup>  
(L/RE/169/W)**

**Application**

An application was received from Ritta Khiba Planning Consultants, on behalf of the owner of the property, the European Union (EU) for the:

- Rezoning of the Remainder of Erf 169 (previous Erf 5697), Windhoek, from 'residential' with a density of one (1) dwelling per erf to 'residential' with a density 1:700 m<sup>2</sup>.

**Background**

The erf is shown on the municipal data systems as Erf 5697, Windhoek. Erf 697, Windhoek is the consolidated erf of Erf 5692, Portions 2 and 3 of Erf 169, Portion 1 of Erf 170 and the Remainder of Erf 169, Windhoek.

It is based on the above reasons that the application was initially submitted and all consultations were conducted based on Erf 5697, Windhoek, as reflected on the municipal data systems. However, an investigation at the Registrar of Deeds Office revealed that the consolidation creating Erf 5697, Windhoek (which proposed to combine Erf 5692, Portions 2 and 3 of Erf 169, Portion 1 of Erf 170, and the Remainder of Erf 169, Windhoek) was never registered in the Deeds Office.

Therefore, the registered property is still the Remainder of Erf 169, Windhoek. The existence of Erf 5697, Windhoek in municipal records was due to the municipal systems being prematurely updated to reflect the unregistered erf.

The application is therefore hereby resubmitted under the correct property, being the Remainder of Erf 169, Windhoek.

The Power of Attorney is signed by Mrs AB Martins as the Ambassador of the European Union (EU) and is attached to the application.

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 234 - 340 to the agenda.**

### **Erf information**

The Remainder of Erf 169, Windhoek is located on Eadie Street, Windhoek. The erf is zoned 'residential' with a density of one (1) dwelling per erf and measures  $\pm 1\,724\text{ m}^2$  in extent.

The erf accommodates existing residential buildings.

### **Development intention**

It is the owner's intention to rezone the Remainder of Erf 169, Windhoek from 'residential' with a density of one (1) dwelling per erf to 'residential' with a density of 1:700  $\text{m}^2$ .

The erf accommodates two (2) dwelling units. The rezoning from a density of one (1) dwelling per erf to the density of 1:700  $\text{m}^2$  is needed to legalise the two (2) dwelling units on the erf as per the provisions of the Windhoek Zoning Scheme.

### **Public consultation**

Public consultation was completed in line with the requirements of the Council'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 on 15 and 22 May 2025 in the Market Watch (Sun, Republikein and Allgemeine Zeitung newspapers) respectively, **attached as pages 270 - 271 to the agenda;**
- \*\*\* - Due to the error with the erf number an erratum was advertised on 14 November 2025 in the Market Watch (Sun, Republikein and Allgemeine Zeitung newspapers), **attached as page 272 to the agenda;**
- \*\*\* - A notice was published in the Government Gazette No. 8646 on 15 May 2025, Notice No. 315, **attached as pages 273 - 275 to the agenda;**
- \*\*\* - Due to the error with the erf number an erratum was placed in the Government Gazette No. 8783 on 14 November 2025 Notice No. 866 **attached as pages 276 - 278 to the agenda;**
- \*\*\* - A Notice was placed on the Notice Board of the Municipal Council of Windhoek's Customer Care Centre (CCC) as well as on the site, **attached as pages 279 - 280 to the agenda;**
- \*\*\* - Neighbour consultation letters/forms were delivered by hand or email to the direct neighbours on Erven 2631, 5696, 5/169, 2787, 8167, the Remainder of Erf 170, and 2269, Windhoek, **attached as pages 281 - 321 to the agenda;** and
- \*\*\* - Neighbour consultation letters/forms were delivered by registered post to the direct neighbours on Erf 4/169, Windhoek, **attached as page 322 to the agenda.**

The closing date for comments/objections after the placement of the erratum notice was on 4 December 2025.

### **Objection received**

One (1) objection was received from the owner of Erf 5696, Windhoek, based on the following grounds:

- *Should the additional residential buildings be double storey or higher, it will remove/interfere/affect the objector's privacy.*

\*\*\*

The objection from the neighbour **attached as page 328 to the agenda** is included as part of the public participation report submitted by the Consultant.

The Consultant's response to the objections is submitted as part of the public participation report and **attached as pages 336 - 340 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**

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

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

Traffic volumes are moderate and no major traffic flow problems are currently experienced during peak hours. The rezoning will generate approximately five (5) vehicular trips to the current road network.

There is no objection to the proposed rezoning of the Remainder of Erf 169, Windhoek, from 'residential' with a density of one (1) dwelling per erf to 'residential' with a density 1:700 m<sup>2</sup>: Provided:

- That the current access off Sam Nujoma Drive through Erf 5698, Windhoek should be closed.
- That access be taken from Eadie Street only.
- That a minimum of one (1) parking bay per equal or less than a three (3) bedroom dwelling, or a minimum of two (2) parking bays per equal or more than a four (4) bedroom dwelling be provided on-site.

## **Roads and Stormwater**

A stormwater investigation was done and the following is reported:

- The proposed Remainder of Erf 169, Windhoek, has a general downward slope from the southwest into a northeasterly direction.
- There is a stormwater course flowing from the southwest, flowing along the southern boundary of the proposed Erf 5697, Windhoek flowing into a northeasterly direction.

There is no objection to the proposed rezoning of the Remainder of Erf 169, Windhoek from 'residential' with a density of one (1) dwelling per erf to 'residential' with a density of 1:700 m<sup>2</sup>: 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 on the proposed portions 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 closure of any stormwater systems be allowed.
- That no building plan be approved until the above stormwater conditions are met.
- That no access be allowed over any stormwater structure or catchpit.
- That no development be allowed onto or over any stormwater system or structure.
- That the Engineer verifies any stormwater related works upon completion thereof.
- That a condition for the resale of this property be included in the Title Deed of the erf, whereby transfer to a third party only take place with the 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 may be approved: Provided:

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

**Comments from the Strategic Executive: Electricity**

- **Technical Support**

There is no objection to the application: Provided:

- That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all cost related thereto will be for the applicant's account.
- That only one (1) service connection from the municipal electrical network will be allowed per erf.

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

- **Environmental Management**

There is no objection to the rezoning of the Remainder of Erf 169, (previously Erf 5697), Windhoek. The rezoning from 'residential' to 'residential' is not a listed activity as the environmental impact are insignificant.

**Urban Policy evaluation**

- **Proposed land uses**

The erf is zoned 'residential' with a density of one (1) dwelling per erf. The intention is to increase the density of the erf to 1:700 m<sup>2</sup> in order to formalise existing dwelling units.

The proposed rezoning will therefore ensure that the property complies with the Windhoek Zoning Scheme.

The rezoning of the erf is in line with the recommended density factors for the area in terms of the Windhoek Urban Structure Plan and is not foreseen to have any negative impact on the surrounding erven/area.

The application is recommended for approval.

- **Title Deed conditions**

Deed of Transfer No. T3612/1999 lists no restrictive conditions.

- **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 objection were evaluated and the Urban Policy Division's responses are outlined by the following sections:

- (i) *The rezoning will affect the privacy of the affected erven if double storey unit(s) are constructed;*

The aim of the application is to address existing buildings on the erf. The applicant is not intending to build any new dwelling units or add to the existing dwelling units at this point in time.

Any future intention of additions or construction of a building higher than two (2) storeys or encroaching building lines will be subject to the comments of the neighbour during the building plan submission and approval phase.

- **Compensation**

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 rezoning of the erf is in line with the recommended density factors for the area in terms of the Windhoek Urban Structure Plan and is not foreseen to have any negative impact on the surrounding erven/area.

The purpose of the application is to align the existing buildings on the erf with the density provisions as per the Windhoek Zoning Scheme. The applicant does not currently propose to build or add dwelling units. Any future construction above two (2) storeys or within building lines will be subject to neighbours' inputs at the building plan stage. The application is therefore recommended for approval.

Management Committee, having considered the application,,

**RECOMMENDED**

- 1 That the rezoning of the Remainder of Erf 169, Windhoek from 'residential' with a density of one (1) dwelling per erf to 'residential' with a density of 1:700 m<sup>2</sup> 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), based on the following:

- 2 That it be noted that compensation is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 3 That the current access off Sam Nujoma Drive through Erf 5698 should be closed.
- 3.1 That access be taken from Eadie Street only. [Such indication must be included on the building plans.]
- 4 That a minimum of one (1) parking bay per equal or less than a three (3) bedroom dwelling, or a minimum of two (2) parking bays per equal or more than a four (4) bedroom dwelling be provided on-site.
- 5 That the applicant submit building plans to the Municipal Council of Windhoek's Building Control Division, for approval.
- 6 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
  - 6.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:
    - The flow of stormwater from 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 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 7 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning, if the accommodation of the stormwater on the proposed portions is contemplated.
- 8 That engineering drawing on how the stormwater would be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning, be submitted for approval simultaneously with the building plans.
- 9 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.
- 10 That no closure of any stormwater systems be allowed.
- 11 That no building plan be approved until the above stormwater conditions are met.
- 12 That no access be allowed over any stormwater structure or catchpit.

- 13 That no development be allowed onto or over any stormwater system or structure.
- 14 That the Engineer verifies any stormwater related works upon completion thereof.
- 15 That a condition for the resale of this property be included in the Title Deed of the erf, whereby transfer to a third party only take place with the approval of the Municipal Council of Windhoek.
- 15.1 That approval only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.
- 16 That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.
- 17 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all cost related thereto be for the applicant's account.
- 18 That only one (1) service connection from the municipal electrical network be allowed per erf.
- 19 That the Minister of Urban and Rural Development grants an exemption in terms of section 127 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), as the public consultation process were undertaken based on Erf 5697, Windhoek, rather than the Remainder of Erf 169, Windhoek due to the following:
  - The application was prepared and assessed based on the Remainder of Erf 169, Windhoek, which forms part of the proposed consolidated Erf 5697, Windhoek.
  - Requiring the re-notification of the application under the Remainder of Erf 169, Windhoek would cause unnecessary delay and duplication of process.
  - The exemption will therefore regularise the procedural anomaly without prejudicing the rights of any neighbouring property owners or general members of the public, as they were already afforded an opportunity to comment.
- 20 That the applicant accepts the conditions of the Council Resolution in writing, by completing and returning the Acknowledgment and Acceptance of Council Conditions Form to the Municipal Council of Windhoek, prior to the submission of the application to the Urban and Regional Planning Board.
- 21 That the objectors be informed of this Council Resolution and their right to appeal.

- 22 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.
- 22.1 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.
- 23 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

10.1.8

**FNS.3 [UTP] APPLICATION FOR THE REZONING OF ERF 1503, KHOMASDAL EXTENSION 14, WINDHOEK FROM 'UNDETERMINED' TO 'RESIDENTIAL' WITH A DENSITY OF 1:300 m<sup>2</sup>; SUBDIVISION OF ERF 1503, KHOMASDAL EXTENSION 14, WINDHOEK INTO THIRTEEN (13) ERVEN AND THE REMAINDER OF ERF 1503 (STREET); RESERVATION OF THE REMAINDER OF ERF 1503, KHOMASDAL EXTENSION 14, WINDHOEK AS A 'STREET' (L/1503/KD)**

**Application**

The owner of Erf 1503, Khomasdal Extension 14, intends to rezone the property for creation of 'residential' erven.

This submission serves to motivate the rezoning and subsequent subdivision of Erf 1503, Khomasdal to facilitate a new residential development.

The item therefore seeks approval for the following:

- Rezoning of Erf 1503, Khomasdal Extension 14, from 'undetermined' to 'residential' with a density of 1:300 m<sup>2</sup>;
- Subdivision of Erf 1503, Khomasdal Extension 14, into thirteen (13) portions and the Remainder of Erf 1503; and
- Reservation of the Remainder of Erf 1503 as a 'street' to provide access and service infrastructure to the newly created 'residential' portions.

The primary purpose of this application is to enable the construction of individual dwelling houses on the proposed Erven 1 to 13, thereby addressing the demand for 'residential' housing within the Windhoek municipal area.

The Power of Attorney is signed by National Housing Enterprise (NHE) the owner of Erf 1503, Khomasdal.

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The full application is **attached as pages 341 - 424 to the agenda.**

### **Erf information**

Erf 1503 is located along Gladiola Street, Khomasdal Extension 14 and measures  $\pm 5\,148\text{ m}^2$  in extent. The erf is currently zoned 'undetermined' and is vacant.

### **Development intention**

The development intention for Erf 1503, Khomasdal Extension 14 is to transform the property into a formal residential neighbourhood by rezoning it from 'undetermined' to 'residential' with a density of 1:300  $\text{m}^2$ . This change will facilitate the subdivision of the land into thirteen (13) 'residential' erven, thereby increasing the local housing supply. To support this new residential structure, the owner intends to establish an internal street by reserving the Remainder of Erf 1503 as a 'street', ensuring that all newly created erven have access.

### **Public consultation**

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

- \*\*\* - The proposed rezoning and subdivision were advertised in The New Era and Confidante newspapers on 12 April 2024 and 19 April 2024 respectively, **attached as pages 415 - 418 to the agenda;**
- \*\*\* - The proposed rezoning and subdivision were advertised in Government Gazette on 30 April 2024 Notice No. 191, **attached as page 419 to the agenda;**
- \*\*\* - A Notice of the proposed rezoning was placed on the Notice Board of the Municipal Council of Windhoek Customer Care Centre (CCC) as well as on the site **attached as pages 1118 - 1123 to the agenda;**
- \*\*\* - Neighbour consultation letters/forms were delivered by registered mail to the direct neighbours on Erven 130a and 5134, 1648-152 and 1637 Khomasdal, **attached as page 424 to the agenda.**

No objection was received.

### **Technical comments**

- \*\*\* The application was circulated for comments **attached as pages 384 - 407 to the agenda** and the following can be reported:

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

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

Erf 1503 is located along Gladiola Street, Khomasdal Extension 14 and measures  $\pm 5\,148\text{ m}^2$  in extent. The erf is zoned 'undetermined'. Gladiola Street is a long collector street with moderate to high traffic volumes, no traffic flow problems are currently experienced during peak hours. The proposed subdivision and rezoning will generate about eleven (11) vehicular trips to the current road network.

There is no objection to the proposed rezoning of Erf 1503, Khomasdal Extension 14 from 'undetermined' to 'single residential' with a density of 1:300 m<sup>2</sup>: Provided:

- That no access be allowed opposite an intersection and from a 'public open space'.
- That no access be allowed within 5 metres of the existing speed hump.
- That a minimum of one (1) parking bay per equal or less than a three (3) bedroom dwelling, or a minimum of two (2) parking bays per equal or more than a four (4) bedroom dwelling be provided on-site.

There is no objection to the proposed subdivision of Erf 1503, Khomasdal Extension 14 into thirteen (13) portions and the Remainder of Erf 1503 (street): Provided:

\*\*\*

- That the erf be subdivided as per the subdivision plan date stamped March 2025 attached as page 362 to the agenda.
- That no access be allowed opposite an intersection and from a 'public open space'.
- That a minimum of one (1) parking bay per equal or less than a three (3) bedroom dwelling, or a minimum of two (2) parking bays per equal or more than a four (4) bedroom dwelling be provided on-site.
- That due to the staggered intersection created by the subdivision of Erf 1503, Khomasdal, speedhumps be required on both approaches of the two (2) intersections to be designed and implemented as part of the development of Erf 1503, Khomasdal. Speedhumps are required to aid safe access due to heavy traffic volumes in Gladiola Street.
- That a Development Agreement be signed with the Municipal Council of Windhoek whereby a registered Engineer or an engineering firm be appointed to design and supervise the construction of the street and all road infrastructures.

#### - **Roads and Stormwater**

A stormwater investigation was done and the following is reported:

- Erf 1503 has a general downward slope from the southwest into a northeasterly direction.
- There is a stormwater course flowing approximately between 6 to 12 metres away from the northeastern boundary of the proposed Portions 6, 7 and 8 of Erf 1503, flowing from the southeast into a northwesterly direction.

- There is a smaller stormwater course flowing across the proposed Portions 4, 5 and 6, flowing from the southwest into a northeasterly direction.
- The proposed 10 metres wide road reserve does not meet the minimum required standard width of 13 metres.

Furthermore, the proposed turning circle does not meet the minimum required standard diameter. The above comments have been addressed by the applicant and approved by the Planning, Design and Traffic Flow Division.

There is no objection to the proposed, rezoning and subdivision of Erf 1503, Khomasdal Extension 14: Provided:

- That the applicant appoints a registered professional Engineer to consult with the Planning, Design and Traffic Flow Division to determine whether the northeastern boundaries of the proposed Portions 6, 7 and 8 requires to be protected against any potential flood damage at own cost and risk, but prior to the submission of the application to the Urban and Regional Planning Board.
- 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 proposed portions is contemplated.
- That engineering drawings on how the stormwater would be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning be submitted for approval simultaneously with the building plans.
- That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted prior to the approval thereof.
- That no development be allowed onto or over any stormwater system or structure.
- 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 proposed Portions 6, 7 and 8 be sold with relevant stormwater conditions listed in items 2 to 7 above.

- That a condition for the resale of this property be included in the Title Deed of the erf, whereby transfer to a third party only take place with approval of the Municipal Council of Windhoek. [Approval will only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.]
- That the proposed 10 metre wide road reserve be revised to meet the minimum required standard width of 13 metres.
- That the proposed turning circle be revised to meet the minimum required standard 28 diameter all along its perimeter.

The above comments have been addressed by the applicant and approved by the Roads and Stormwater Division.

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

#### **- Technical Support**

There is no objection to the application submitted: Provided:

- That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all costs related thereto be for the applicant's account.
- That only one (1) service connection from the municipal electrical network be allowed per erf.
- That it be noted that a bulk electricity supply connection is available from a nearby substation, which can be upgraded at the cost of the applicant to accommodate the development.
- That the applicant or the applicant's representative submit all electrical services design drawings to the Strategic Executive: Electricity for approval before any works commence.
- That the applicant appoint a duly authorised Electrical Contractor to install the electrical services.
- That during project implementation, the Developer's engineering representative should at all times engage the quality monitoring official from the Department of Electricity, for all inspections and testing required.

#### **- Urban Policy**

Erf 1503, Khomasdal Extension 14 is zoned 'undetermined' in terms of the Windhoek Zoning Scheme.

\*\*\*

In accordance with the proposed City-wide 'residential' densities as approved, per paragraph 13 of Council Resolution 273/11/2023 **attached as pages 390 - 397 to the agenda**, the erf is located within the zone where densities of 1:300 m<sup>2</sup> may be permissible.

The proposed density (1:300 m<sup>2</sup>) complies with the proposed densities of the area as per the aforesaid resolution.

However, it should be pointed out that the Windhoek Zoning Scheme does not have a 'single residential' zoning, but just the 'residential' zoning.

In view of the above, the Urban Policy Division recommends the following:

- That the rezoning of Erf 1503, Khomasdal Extension 14 from 'undetermined' to 'residential' with a density of 1:300 m<sup>2</sup> be recommended for approval to the Urban and Regional Planning Board in terms of section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), subject to the following condition:
  - That the applicant pays betterment fee (compensation) pursuant to the Urban and Regional Planning Act, 2018 (Act 5 of 2018), prior to the submission of the rezoning application to the Urban and Regional Planning Board.
- That the subdivision of Erf 1503, Khomasdal Extension 14 into Portions 1 to 13 and the Remainder of Erf 1503, Khomasdal Extension 14, be recommended for approval to the Urban and Regional Planning Board in terms of section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), subject to the following conditions:
  - That the Remainder of Erf 1503, Khomasdal Extension 14 be reserved as 'street' (free of conditions).
  - That the panhandle of the proposed Portion 6 (a portion of Erf 1503) Khomasdal Extension 14 be at least 4 metres wide.
  - That the applicant obtains the Environmental Clearance Certificate (ECC) for the creation of the 'street' (the Remainder of 1503, Khomasdal Extension 14) in accordance with the Environmental Management Act, 2007 (Act 7 of 2007), prior to the submission of the subdivision application to the Urban and Regional Planning Board.
  - That the subdivision application be submitted to the Urban and Regional Planning Board simultaneously with the rezoning application.
  - That no registration and transfer of Portions 1 to 13; and the Remainder of Erf 1503, Khomasdal Extension 14 shall take place until the rezoning of Erf 1503, Khomasdal Extension 14 has been approved and promulgated in the Government Gazette by the Minister of Urban and Rural Development.

- That a 7.5 % endowment fee be made applicable to Portions 1 to 13 (portions of Erf 1503), Khomasdal Extension 14; and be paid prior to registration and transfer of Portions 1 to 13 and the Remainder of Erf 1503, Khomasdal Extension 14.
- That the following conditions be registered against the Title Deeds of Portions 1 to 13 (portions of Erf 1503), Khomasdal Extension 14 in favour of the local authority:
  - The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the portion must 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 outbuildings to be erected on the portion must be in accordance with the Windhoek Zoning Scheme.

The above comments have been attended to and approved by the originator. The zoning 'single residential' has been changed to 'residential' as per the Windhoek Town Planning Scheme.

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

**- Engineering Services**

Erf 1503 currently has access to both a municipal water and sewer connection. However, should the proposed subdivision layout be approved, the subdivided portions will no longer each have access to a municipal water and sewer connection. In order to approve the application, the Developer must ensure that all portions of the proposed subdivision are provided with a direct municipal water and sewer connection to the nearest available municipal water and sewer network.

The applicant is advised that the consideration of the intended subdivision will be subject to the submission and approval of an engineering design for water and 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 water and sewer connection for each portion.
- That the appointed Engineer submits the water and sewer designs to the Strategic Executive: Infrastructure, Water and Technical Services for approval, prior to commencing any construction works.

- That after obtaining approval of the water and sewer designs, the applicant appoint a Contractor to construct the water and sewer lines.
- That the construction works be supervised by a registered professional Engineer.
- That all costs associated with the new municipal water and sewer infrastructure be borne by the applicant.
- That the applicant submit a water and sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval, before submitting to the Ministry of Urban and Rural Development Board.
- That a Fitness Certificate only be issued after the applicant has provided a municipal water and sewer connection to each of the proposed portions.
- That no building plans be approved until municipal water and sewer connections are installed for each proposed portion by the applicant and taken over by 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: Economic Development and Community Services**

- **Environmental Management**

The division has no objection to the application. The applicant is not required to comply to environmental management legislations for rezoning from 'undetermined' to 'residential'.

- **Health and Environment Services**

In terms of the general fire protection requirements concerning a new subdivision planning design, the following is a pre-requisite as per applicable standards (SANS 10090 and SANS 10400):

- The designs for the layout and development must provide public fire hydrants and the water reticulation supplying the hydrants, and must be designed in accordance with the applicable standard, by a competent Engineer.
- Provision of access for firefighting and other related emergencies to the development must be provided, determining turning circles for emergency vehicles and the width of the streets to accommodate all types of emergency vehicles.

- The designer of the building structures should consider the safety distance between the buildings and plan designs must be submitted by client to the Building Control Division for fire protection scrutiny. The 'business' zoned areas must specify the business activities intended on plan and comply to the national building standards for fire protection.

### **Sustainable Development evaluation**

#### **- Proposed land uses and zoning scheme provisions**

The application is to rezone and subdivide the land into thirteen (13) 'residential' erven.

The Windhoek zoning scheme determines the primary use, consent use and prohibited uses for the 'residential' zoning as follows:

Use zone (1)	Primary uses (2)	Consent uses (3)	Prohibited uses (4)
I Residential	Dwelling units	Residential buildings, places of public worship, places of instruction, social halls, institutions, special buildings, bed-and-breakfasts, resident occupations and heritage buildings (for details refer to Table H)	Other uses not under columns 3 and 4

The proposed development will benefit not only the owner of the property through the return on sales, but will benefit the Municipal Council of Windhoek, through the collection of property tax from the general increase in land values.

#### **- Title Deed conditions**

Certificate of Registered Title No. T7647/2021 for Erf 1503, Khomasdal Extension 14 lists restrictive conditions as follows:

- The erf shall only be used or occupied for such purposes which are in accordance with the use and occupation of the erf; and shall at all times be subject to the provision of the Windhoek Town Planning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- No trees known as Prosopis SSP shall be planted or permitted to grow on the erf.
- No stormwater drainage pipes, canals, works or obstruction (except stormwater drain pipes, canals, works or obstruction which have been authorised in writing by the local authority or which have been or over the erf be built, laid or erected in terms of any law) may be constructed on or over the erf or located in such a way that.
- The flow of stormwater from higher lying erf to lower lying erf is impeded or obstructed and through which any erf is or may be endangered: or

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

#### - **Compensation**

To comply with the Windhoek Town Planning Scheme, the development of Portions 1 to 13 (Erf 1503), Windhoek requires the payment of betterment and endowment fees. These contributions, including the 7.5 % endowment charge, serve as mandatory compensation to the Municipal Council of Windhoek for the increased development potential and administrative costs associated with rezoning and subdivision.

#### **Conclusion**

The implementation of the proposed land use adds to the diversity in the neighbourhood, creating a mixed land use neighbourhood consisting of 'residential', 'general residential', 'business', 'institutional' and 'public open space' land uses.

The application is recommended for approval.

Management Committee, having considered the application,,

#### **RECOMMENDED**

- 1 That the rezoning of Erf 1503, Khomasdal Extension 14 from 'undetermined' to 'residential' with a density of 1:300 m<sup>2</sup> be recommended for approval to the Urban and Regional Planning Board (the Board) in terms of section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018), subject to the following condition:
  - 1.1 That it be noted that compensation is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 2 That the subdivision of Erf 1503, Khomasdal Extension 14 into Portions 1 to 13 and the Remainder of Erf 1503, Khomasdal Extension 14 be recommended for approval to the Urban and Regional Planning Board in terms of section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) subject to the following conditions:
  - 2.1 That the Remainder of Erf 1503, Khomasdal Extension 14, be reserved as 'street' (free of conditions).
  - 2.2 That the applicant obtains an Environmental Clearance Certificate (ECC) for the creation of the street (the Remainder of Erf 1503, Khomasdal Extension 14) in accordance with the Environmental Management Act, 2007 (Act 7 of 2007), prior to the submission of the subdivision application to the Urban and Regional Planning Board.
  - 2.3 That the subdivision application be submitted to the Urban and Regional Planning Board simultaneously with the rezoning application.

- 2.4 That no registration and transfer of Portions 1 to 13 and the Remainder of Erf 1503, Khomasdal Extension 14 shall take place until the rezoning of Erf 1503, Khomasdal Extension 14 has been approved and promulgated in the Government Gazette by the Minister of Urban and Rural Development.
- 2.5 That a 7.5 % endowment fee be made applicable to Portions 1 to 13 (portions of Erf 1503), Khomasdal Extension 14 and be paid prior to registration and transfer of Portions 1 to 13 and the Remainder of Erf 1503, Khomasdal Extension 14.
- 2.6 That upon registration of the new portions, the Registrar of Deeds comply with section 113 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 2.7 That no building plans be approved unless the required endowment has been paid in full.
- 2.8 That the following conditions be registered against the Title Deeds of Portions 1 to 13 (portions of Erf 1503), Khomasdal Extension 14 in favour of the local authority:
  - 2.8.1 The erf must only be used or occupied for purposes which are in accordance with, and the use or occupation of the portion must 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).
  - 2.8.2 The building value of the main building, excluding the outbuildings to be erected on the portion must be in accordance with the Windhoek Zoning Scheme.
- 2.9 That the standard conditions in favour of the Municipal Council of Windhoek, be registered against all erven, excluding reserved erven, against which no conditions should be registered.
- 2.10 That a condition for all 'residential' erven be zoned 'residential' with a density of 1:300 m<sup>2</sup> be registered.
- 3 That all professional fees and administrative costs associated with obtaining the Ministry's approval for the new land portions and zoning changes be paid for by the applicant.
- 4 That the applicant submit copies of the approved diagrams to the Strategic Executive: Urban and Transport Planning upon approval of the subdivision.
- 5 That the applicant appoint a registered professional Engineer to design a municipal water and sewer connection for each portion.

- 6 That the appointed Engineer submit the water and sewer designs to the Department of Infrastructure, Water and Technical Services, Engineering Services Division for approval, prior to commencing any construction works.
- 7 That after obtaining approval of the water and sewer designs, the applicant appoint a Contractor to construct the water and sewer lines.
- 8 That the construction works be supervised by a registered professional Engineer.
- 9 That all costs associated with the new municipal water and sewer infrastructure be borne by the applicant.
- 10 That the applicant submit a water and sewer design to the Department of Infrastructure, Water and Technical Services (Engineering Services Division) for approval before submitting to the Ministry of Urban and Rural Development Board.
- 11 That a Fitness Certificate only be issued after the applicant has provided a municipal water and sewer connection to each of the proposed portions.
- 12 That no building plans be approved until municipal water and sewer connections are installed for each proposed portion by the applicant and taken over by the Municipal Council of Windhoek as per approved designs.
- 13 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.
- 14 That no access be allowed opposite an intersection and from a 'public open space'.
- 15 That no access is allowed 5 metres of the speed hump.
- 16 That a minimum of one (1) parking bay per equal or less than a three (3) bedroom dwelling, or a minimum of two (2) parking bays per equal or more than a four (4) bedroom dwelling to be provided on-site.
- 17 That a Development Agreement be signed with the Municipal Council of Windhoek whereby a registered Engineer or an engineering firm be appointed to design and supervise the construction of the 'street' and all infrastructures.
- 18 That the applicant compile and submit the application with all the required attachments, to enable the Municipal Council of Windhoek to submit the application to the Urban and Regional Planning Board, in line with the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 19 That the applicant or the applicant's representative submit all electrical services design drawings to the Strategic Executive: Electricity for approval before any works commence.

- 20 That the applicant appoint a duly authorised Electrical Contractor to install the electrical services.
- 21 That during project implementation, the Developer's engineering representative should at all times engage the quality monitoring official from the Department of Electricity for all inspections and testing required.
- 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 a minimum value of four (4) times the residential land value as per clause 39(9) of the Town Planning Scheme be registered as 'residential' erven in both extensions.
- 24 That the applicant accepts the conditions of the Council Resolution in writing, by completing and returning the Acknowledgment and Acceptance of Council Conditions Form to the Municipal Council of Windhoek, prior to the submission of the application to the Urban and Regional Planning Board.
- 25 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.
- 25.1 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.
- 26 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

#### 10.1.9

**FNS.4 [UTP] APPLICATION FOR THE REZONING OF ERF 600, HOCHLAND PARK FROM 'RESIDENTIAL' WITH A DENSITY OF 1:700 m<sup>2</sup> TO 'GENERAL RESIDENTIAL' WITH A DENSITY OF 1:250 m<sup>2</sup> (L/600/HP)**

Management Committee at its meeting held 10(03) February 2026 per Item FNS.2 *inter alia* resolved as follows:

- 1 *That this matter be referred back in order for the Strategic Executive: Urban and Transport Planning to ensure that, where applicable, personal documents (including copies of identity documents and passports) are duly certified, and that internal technical Memoranda are appropriately signed, whereafter the matter be resubmitted to the next Management Committee meeting, for consideration.*

- 2 *That the Chief Executive Officer (Corporate Legal Adviser) provide a formal legal opinion on the legality and admissibility of uncertified personal documentation and unsigned supporting documents, including confirmation as to whether email correspondence constitutes authentic and legally acceptable supporting documentation.*
- 3 *That the resolution be implemented prior to approval of the minutes.*

The above resolution has been implemented within the annexures and the item is herewith resubmitted, for consideration.

### **Application**

An application was received from Van Rooi & Associates Planning Consultants, on behalf of the owner of the erf, Mr Festus Nakale for the:

- Rezoning of Erf 600, Hamerkop Road, Hochland Park from 'residential' with a density of 1:700 m<sup>2</sup> to 'general residential' with a density of 1:250 m<sup>2</sup>.

The Power of Attorney is signed by the owner of the property.

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 425 - 488 to the agenda.**

### **Erf information**

Erf 600, Hochland Park is currently zoned 'residential' with a density of 1:700 m<sup>2</sup> and is ± 1 102 m<sup>2</sup> in extent. It is located in Hamerkop Road and the property is currently vacant.

### **Development intention**

The intention of the owner is to rezone the erf in order to construct four residential units.

### **Public consultation**

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

- \*\*\* - Notices were advertised in the Market Watch for the Republikein, Namibian Sun and Allgemeine Zeitung newspapers on 9 and 16 April 2025 respectively, **attached as pages 458 - 460 to the agenda;**
- \*\*\* - A notice was published in the Government Gazette of 15 April 2025, Notice No. 245 **attached as pages 461 - 464 to the agenda;**
- \*\*\* - Neighbour consultation letters or forms were sent to the direct neighbours, being the owners of Erven 570, 571, 592, 597, 598, 599, 601, 1214, 1215, 1216, and 1219 Hochland Park, **attached as pages 465 - 479 to the agenda;** and

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- Notices were placed on the site, as well as on the Notice Board of the Municipal Council of Windhoek's Customer Care Centre (CCC), **attached as pages 480 - 481 and 482 - 483 respectively to the agenda.**

Objections were lodged by the owners of Erven 592, 597, 598, 599, 601, 1214, 1219 and 2019, Hochland Park respectively.

#### **Objections received**

- The objection received from the owners of Erf 592, Hochland Park is as follows:
  - *Increasing the allowed density on this Erf 600 Hochland Park will negatively affect the municipal valuation as well as market value of all properties in Hamerkop Road.*
- The objections received from the owners of Erf 597, Hochland Park are as follows:
  - *The proposed rezoning of Erf 600, Hamerkop Street, Hochland Park from Residential to General Residential stands to significantly impact the surrounding residents and community. The change is inconsistent with the existing zoning and character of the neighbourhood, where properties are designed for single residents with appropriate lot sizes; and*
  - *Introducing multiple units on one lot, designed for one dwelling will increase traffic and congestion and place additional strain on infrastructure ultimately diminishing the quality of life of residents.*
- The objection received from the owners of Erf 598, Hochland Park is as follows:
  - *The Erf 600, Hamerkop Street, Hochland Park is currently situated within a residential zone and the proposed development of student accommodation is incompatible with the character and intended use of the area. This development is likely to have a significant negative impact on the market value of surrounding residential properties and may alter the established residential nature of the neighbourhood.*
- The objections received from the owners of Erf 599, Hochland Park are as follows:
  - *All the erven in Hamerkop Road as well as Kestrel are zoned Residential with a single dwelling on >700m<sup>2</sup>;*
  - *All the erven except Erf 600 Hochland Park have a single large house with outbuildings on it;*
  - *I purchased Erf 599 Hamerkop Road as it is a horseshoe street with no through traffic and is therefore quite at night due to the low number of families living in it;*
  - *Increasing the density of on this one Erf 600 Hochland Park will negatively affect the municipal valuation of all the properties in Hamerkop Road;*

- *Four flats on this 1100 m<sup>2</sup> Erf 600, Hochland Park will not be in line with the character of the area where all the adjacent properties are large, single, double-story houses built within the 50 % bulk restriction; and*
  - *Plans to build a single dwelling were lodged with the City of Windhoek in 2024. On that plan I gave consent that the building lines may be relaxed to accommodate a swimming pool and outbuilding. No new plan was available at the City of Windhoek to request any alternative buildings.*
- The objections received from the owners of Erf 601, Hochland Park are as follows:
- *Negative impact on quality of life for existing residents and overall character of our community;*
  - *There will be increase of traffic on this family friendly street as well as parking issues; and*
  - *The predominately single-family home character of our neighbourhood contributes to its peaceful and family friendly atmosphere.*
- The objections received from the owners of Erf 1214, Hochland Park are as follows:
- *Rezoning this erf will negatively impact the character of the neighbourhood;*
  - *It will lead to increased congestion on this road and therefore increase noise levels; and*
  - *Our property values will decrease and this will negatively impact the local resident's quality of life.*
- The objections received from the owners of Erf 1219, Hochland Park are as follows:
- *All the erven in Hamerkop Road as well as Kestrel are zoned Residential with a single dwelling on >700m<sup>2</sup>;*
  - *All erven except Erf 600 Hochland Park have a single large house with outbuildings on it;*
  - *I purchased Erf 1219 Hamerkop Road as it is a horseshoe street with no through traffic and is therefore quite at night due to the low number of families living in it;*
  - *Increasing the allowed density of on this one Erf 600 Hochland Park will negatively affect the municipal valuation of all the properties in Hamerkop Road; and*

- *Four flats on this 1100 m<sup>2</sup> Erf 600 Hochland Park will not be in line with the character of the area where all the adjacent properties are large, freestanding, double-story houses built within the 50% bulk restriction.*

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The objections from the neighbours are included as part of the public participation report submitted by the Consultant, **attached as pages 484 - 485, 486, 487 and 488 respectively 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**

There is no objection to the proposed rezoning of Erf 600, Hochland Park.

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

Hamerkop Street carries low traffic volume and no traffic flow problems are currently experienced during peak hours. The proposed rezoning will generate about four (4) vehicular trips to the current road network.

There is no objection to the proposed rezoning of Erf 600, Hochland park from 'residential' with a density of 1:700 m<sup>2</sup> to 'general residential' with a density of 1:350 m<sup>2</sup>: Provided:

- That a minimum of one (1) parking bay per equal or less than three (3) bedroom units, or two (2) parking bays per equal or greater than four (4) bedroom unit, plus one (1) bay per three (3) units or part there of explicitly for visitors parking be provided on-site.
- That a stacking distance of 6 m minimum be provided at the entrance from the road kerb.

##### **- Roads and Stormwater**

A stormwater investigation was done and the following is reported:

- The proposed Erf 600, Hochland Park, has a general downward slope from the southwest into a northeasterly direction.
- There is no visible sign of any stormwater course or system flowing across the proposed Erf 600, Hochland Park, except for surface stormwater run-off.

There is no objection to the proposed rezoning of Erf 600, Hochland Park, from 'residential' with a density of 1:700 m<sup>2</sup> to 'general residential' with a density of 1:350 m<sup>2</sup>: 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**

There is no objection to the proposed rezoning of Erf 600, Hochland Park: Provided:

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

**Comments from the Strategic Executive: Electricity**

- **Technical Support**

There is no objection to the application: Provided:

- That should an electrical substation be required, a servitude or subdivided erf must be allocated where the substation will be constructed.
- That no electrical substations be installed on the sidewalk.
- That medium and low voltage cables, streetlights and low voltage distribution units may be installed on sidewalk spaces.
- That all electrical services design drawings, and internal reticulations be submitted to the Strategic Executive: Electricity for approval before any construction works are commenced.
- That during project implementation, the applicant's Electrical representative at all times engage the quality monitoring official from the Department of Electricity for all inspections and testing required.

- 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 for '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 if it's technically possible, otherwise a bulk meter be used.

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

- **Environmental Management**

The applicant is not required to comply with any environmental requirements for the rezoning of 'residential' to 'general residential'.

**Urban Policy evaluation**

- **Proposed Zoning**

Erf 600, Hochland Park is zoned 'residential' and the proposal is to rezone the subject erf to 'general residential' and to increase the density from 1:700 m<sup>2</sup> to a density of 1:250 m<sup>2</sup> to allow four (4) dwelling units on the erf.

- **Zoning Scheme provisions**

Clause 22 (2) of the Windhoek Zoning Scheme stipulates that no building shall be so erected that the number of dwelling units and residential units on an erf exceeds the number specified in Table E for the density zone in which the erf is situated. The erf must therefore be rezoned to 'general residential' to allow the increase in number of dwelling units.

The 'general residential' zoning has the following primary and consent uses allowed as per Table B of the Windhoek Zoning Scheme:

Use Zone (1)	Primary Uses (2)	Consent Uses (3)	Prohibited Uses (4)
II General Residential	Dwelling units, residential buildings	Places of public worship, Places of instruction, Institutions, Special buildings, Hotels, Resident occupations, and Heritage buildings (For details refer to Table H)	Other uses not under columns 2 and 3

The proposed dwelling units will therefore be in line with Table B of the Windhoek Zoning Scheme.

- **Standing Council Policy**

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Hochland Park has a minimum residential density of 1:350 m<sup>2</sup> as per Council Resolution 273/11/2023 **attached as pages 390 - 397 to the agenda**. Therefore, a density of 1: 350 m<sup>2</sup> is recommended instead of the 1:250 m<sup>2</sup> (that is requested by the applicant).

- **Title Deed conditions**

The Deed of Transfer No. T060/2021 (for Erf 600, Hochland Park) lists no restrictive conditions.

- **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. The objections lodged raised similar and overlapping issues. Therefore, to avoid repetitive responses and for ease assessment, the Urban Policy Division's responses are structured by thematic areas with each theme addressing the relevant concerns raised by one (1) or more objectors, as demonstrated by the proceeding sections:

- *Negative impacts on market and municipal values of surrounding properties*

The proposed rezoning to 'general residential', at a density of 1:350 m<sup>2</sup>, is not anticipated to negatively affect the market values of surrounding properties. Property valuation is influenced by a range of factors, including location, availability and quality of services, neighbourhood character and prevailing market trends. There is no evidence, either presented by the objector or otherwise known, that changes in density on an adjoining property, would result in a decline in neighbouring property values.

Furthermore, moderate densification within serviced urban areas is widely associated with more efficient land use and, in many cases, enhanced land value. Such densification does not typically lead to a reduction in the market value of surrounding properties.

Accordingly, the objector's assertion that the proposed increase in density on erf Hochland Park will negatively impact municipal and market valuations of surrounding properties is speculative and unsupported by any substantiated valuation evidence:

- *Increased traffic congestion*

The objection concerning potential traffic congestion is noted. However, the proposed rezoning has been comprehensively assessed from a traffic engineering perspective and is not expected to result in any significant adverse traffic impacts. Development under a 'general residential' zoning will generate traffic volumes that can be adequately accommodated by the existing road network, which was designed to serve residential land uses. Any increase in traffic will be incremental in nature and consistent with normal residential travel patterns, and is therefore unlikely to materially affect overall traffic conditions in the area.

- *Noise impacts*

The proposed land use remains residential and does not introduce non-residential or high-intensity activities that would materially increase noise levels. Noise generated from residential development is generally limited to normal domestic activities and is compatible with the surrounding residential environment.

Apart from that, the Health and Environment Services Division has evaluated the application and has no objections to the approval of the application.

- *Impacts on neighbourhood single residential character*

The proposed rezoning to 'general residential' remains consistent with the overall residential nature of the area and does not introduce a conflicting or incompatible land use. The rezoning seeks to allow for a broader range of 'residential' typologies while maintaining dwelling units as the primary land uses of the erf.

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The Municipal Council of Windhoek's planning framework recognises the need for incremental densification within established urban areas in order to promote efficient land use, optimise existing infrastructure and respond to housing demand. Furthermore, Council Resolution 273/11/2023 **attached as pages 390 - 397 to the agenda**, supports densification of the City and Hochland Park falls within a 'residential' density of 1:350 m<sup>2</sup>. The proposed 'general residential' zoning with a density of 1:350 m<sup>2</sup> supports these objectives by allowing increased 'residential' density in a controlled manner.

Apart from that, the Zoning Schemes are not static and the existence of prevailing development pattern does not preclude contextually appropriate densification especially where erven are sufficiently large and fully serviced.

- *Proposed four (4) dwelling units on Erf 600, Hochland Park not in line with character of the neighbourhood*

The Municipal Council has recommended a density of 1:350 m<sup>2</sup> rather than 1:250 m<sup>2</sup>, which will limit the development to three (3) dwelling units instead of four (4). Most erven in the area already accommodate a main dwelling with a supplementary residential unit. In the case of Erf 600, Hochland Park, the proposed development would similarly introduce only two (2) additional dwelling units. This modest increase in density is not expected to cause a significant or adverse impact on the character or functioning of the street.

- *No building plans available*

Rezoning establishes land use rights and densities applicable to the erf and does not approve or predetermine the design of any future development. The building plan matters are considered at the building plan submission stage, in strict compliance with the Windhoek Zoning Scheme, Building Regulations, engineering standards, etc.

Furthermore, adjacent property owners (including the objectors) will be afforded an opportunity to review the proposed building plans and to submit comments or objections where applicable in accordance with the Municipal Council of Windhoek's Public Consultation Policy on Proposed Development.

#### - **Compensation**

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

#### **Conclusion**

The rezoning of Erf 600, Hamerkop Road, Hochland Park from 'residential' with a density of 1:700 m<sup>2</sup> to 'general residential' with a density of 1:250 m<sup>2</sup> is not recommended as it is not in line with Council's policy framework on densification.

The rezoning of Erf 600, Hamerkop Street, Hochland Park from 'residential' with a density of 1:700 m<sup>2</sup> to 'general residential' with a density of 1:350 m<sup>2</sup> is recommended for approval as it aligns with Council's development guidelines and policies for densification in the urban areas.

While the objector's concerns are understood, they are however largely based on expectations and speculative impacts rather than material town planning prejudice. Nevertheless, the concerns raised by the objectors with regard to the number and placement of the dwelling units will be addressed during the building plan approval phase of the development.

Management Committee, having considered the application,,

**RECOMMENDED**

- 1 That the rezoning of Erf 600, Hamerkop Road, Hochland Park from 'residential' with a density of 1:700 m<sup>2</sup> to 'general residential' with a density of 1:250 m<sup>2</sup> not be recommended to the Urban and Regional Planning Board in accordance with section 109(2)(b) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 2 That the rezoning of Erf 600, Hamerkop Road, Hochland Park from 'residential' with a density of 1:700 m<sup>2</sup> to 'general residential' with a density of 1:350 m<sup>2</sup> 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).
- 3 That it be noted that a betterment fee (compensation) is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 4 That the applicant obtain an invoice for the betterment fee (compensation) from the Department Urban and Transport Planning, Urban Policy Division.
- 5 That a minimum of one (1) parking bay per equal or less than a three (3) bedroom unit, or two (2) parking bays per equal or greater than a four (4) bedroom unit, plus one (1) bay per three (3) units or part there of explicitly for visitors parking must be provided on-site.
- 6 That a stacking distance of 6 m minimum should be provided at the entrance, from the road kerb.
- 7 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
  - 7.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:
    - The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or
    - The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.
  - 7.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.

- 8 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the proposed portions is contemplated.
- 9 That any additional requirements with regard to water and sewer services brought on as a direct consequence of the rezoning or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.
- 10 That should an electrical substation be required, a servitude or subdivided erf be allocated where the substation will be constructed.
- 11 That no electrical substations be installed on the sidewalk.
- 12 That medium and low voltage cables, streetlights and low voltage distribution units may be installed on sidewalk spaces.
- 13 That all electrical services design drawings and internal reticulations be submitted to the Strategic Executive: Electricity for approval before any construction works are commenced.
- 14 That during project implementation, the applicant's Electrical representative at all times engage the quality monitoring official from the Department of Electricity for all inspections and testing required.
- 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 it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.
- 17 That for '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 if it is technically possible, otherwise a bulk meter be used.
- 18 That the objectors and applicant be informed of Council's decision and their right to appeal against such decision.
- 19 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.

- 19.1 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.
- 20 That the applicant accept the conditions of the Council Resolution in writing, within twenty eight (28) days of receipt of this letter, by completing and returning the Acknowledgment and Acceptance of Council Conditions Form to the Municipal Council of Windhoek, prior to the submission of the application to the Urban and Regional Planning Board.
- 21 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

**10.1.10**

**FNS.5 [UTP] CONSENT TO USE PORTION 340  
 (A PORTION OF PORTION 39) OF THE FARM  
 BRAKWATER NO. 48 FOR AN INSTITUTION  
 UNDER THE 'RESIDENTIAL' ZONING  
 (L/340/39/48/BW)**

Management Committee at its meeting held 10(03) February 2026 per Item FNS.3 *inter alia* resolved as follows:

- 1 *That this matter be referred back in order for the Strategic Executive: Urban and Transport Planning to ensure that, where applicable, personal documents (including copies of identity documents and passports) are duly certified, and that internal technical Memoranda are appropriately signed, whereafter the matter be resubmitted to the next Management Committee meeting, for consideration.*
- 2 *That the Chief Executive Officer (Corporate Legal Adviser) provide a formal legal opinion on the legality and admissibility of uncertified personal documentation and unsigned supporting documents, including confirmation as to whether email correspondence constitutes authentic and legally acceptable supporting documentation.*
- 3 *That the resolution be implemented prior to approval of the minutes.*

The above resolution has been implemented within the annexures and the item is herewith resubmitted, for consideration.

**Application**

An application was received from Du Toit Town Planning, as appointed by Mr Abraham Gerthardus Nicholas Dames and Carin Dames for:

- Consent to use Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48 for an institution (for a Psychological and Rehabilitation Centre) under the 'residential' zoning.

The Power of Attorney is signed by Mr Abraham GN Dames and Ms Carin Dames as the owners of Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48.

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 489 - 577 to the agenda.**

#### **Erf information**

Portion 340 (a portion of Portion 39) is located in Brakwater No. 48 and is  $\pm 50\,074\text{ m}^2$  in extent.

There are existing residential structures on the erf.

The subject portion is accessed via a Right of Way servitude on Portion 339 (a portion of Portion 39) of the Farm Brakwater No. 48, as per the Notarial Deed of Servitude No. K258/2005S.

#### **Development intention**

The intention of the owners is to operate a private Psychological and Rehabilitation Centre.

#### **Public consultation**

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

- \*\*\* - The proposed consent use on Portion 340 (a portion of Portion 39) Brakwater No. 48 was advertised in the New Era and The Namibian newspapers on 8 and 15 April 2025 respectively, **attached as pages 553 - 556 to the agenda;**
- \*\*\* - Notices of the proposed consent were placed on the Notice Board of the Municipal Council of Windhoek's Customer Care Centre (CCC), as well as on the site, **attached as pages 557 - 558 to the agenda;** and
- \*\*\* - Neighbour consultation letters/forms were sent to the direct neighbours on Portions 339/39, 338/39, 341/39 and 40/C of the Farm Brakwater No. 48, **attached as pages 559 - 569 to the agenda.**

An objection was lodged by the owner of Portion 341 (a portion of Portion 39) of the Farm Brakwater No. 48 as detailed below:

#### **Objections received**

The objection received from the owner of Portion 341 (a portion of Portion 39) of the Farm Brakwater No. 48 is based on the following grounds:

- Lack of public consultation;

- Zoning violation;
- Safety and security concerns;
- Negative impact on property values;
- Increased traffic and noise; and
- Workers walking on my property after 5 pm.

\*\*\* The objections from the neighbours are included as part of the Public Participation Report submitted by the applicant, **attached as pages 570 and 571 -574 respectively to the agenda.**

\*\*\* The applicant's response to the objections is submitted as part of the Public Participation Report and **attached as pages 575 - 577 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**

There is no objection to the application: Provided:

- That all necessary town planning and engineering policies, processes and procedures are complied with by all relevant stakeholders.
- That the application complies with all necessary requirements, including consents from the neighbours.

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

Portion 340 (a portion of Portion 39) is located within the Brakwater township in Windhoek and is zoned 'residential' with a density of 1:5 hectares. The portion is  $\pm 50\,074\text{ m}^2$  in extent.

The division has no objection to the consent in terms of Table B of The Windhoek Zoning Scheme for an 'institution' on Portion 340 (a portion of Portion 39) of Farm Brakwater No. 48 under the 'residential' zoning for a private psychological and rehabilitation centre: Provided:

- That the applicant takes note of the collector road systems running on Portion 340 (a portion of Portion 39) of Farm Brakwater No. 48 as depicted in the map below, such road portion should be registered as a "right of way". The collector road is 25 metres wide and should end in a turning circle having 28 metres diameter minimum.

- That the parking requirements be as follows:
  - That a minimum of one (1) parking bay per equal or less than a three (3) bedroom unit, or two (2) parking bays per equal or greater than a four (4) bedroom unit, plus one (1) bay per three (3) units or part thereof explicitly for visitors parking be provided on-site.
  - That for hospitals and clinics, a minimum of 1.2 parking bays per bed plus four (4) parking bays per medical practitioner be provided on-site.

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- That parking be provided as per the attached parking layout dated MARCH 2025, **attached as pages 507 - 509 to the agenda.**
- That it be noted that consent use will only come into effect after meeting parking requirements and subject to written confirmation by the Strategic Executive: Urban and Transport Planning.

#### - **Roads and Stormwater**

A stormwater investigation was done and the following is reported:

- Portion 340/39/48 of Farm Brakwater is situated along hilly terrain, with a general downward slope in various directions.
- There are various stormwater courses forming on different parts of the proposed Portion 340/39/48 of Farm Brakwater No. 48, flowing into various directions, but mostly draining away from the proposed Portion, with one of the stormwater courses draining into the Perlhuhn River.
- The Perlhuhn River flows approximately 133 metres away from the western boundaries of the proposed Portion 340/39/48 of Farm Brakwater No.48, flowing from the southeast into a northerly direction.
- There is a stormwater course flowing from the southeast, then across the south western part of the proposed Portion 340/39/48 of Farm Brakwater No. 48, flowing into a westerly direction, further discharging into the Perlhuhn River referred to in point 6 above.
- There is a major stormwater course flowing from the southeast, flowing into a northwesterly direction, flowing across the northeastern corner of the proposed Portion 340/39/48 of Farm Brakwater No. 48.

There is no objection to the proposed, consent in terms of Table B of the Windhoek Zoning Scheme for an institution on Portion 340 (a portion of Portion 39) of Farm Brakwater No. 48 under the 'residential' zoning for a Private Psychological and Rehabilitation Centre: Provided:

- That the applicant appoints a registered professional Engineer, to determine whether the northeastern corner of the proposed Portion 340/39/48 of Farm Brakwater No. 48, requires to be protected against any potential flood damage.
- That any proposed retaining structure be vertical, and that no angled retaining structure be considered, unless the stormwater flow is not negatively affected by the proposed retaining structures/embankment protection.
- 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 approval thereof.
- That no building plan be approved until the above stormwater conditions are met.
- That a condition for the resale of this property be included in the Title Deed of the erf, whereby transfer to a third party only take place with the 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 roads and stormwater be planned, designed and constructed to municipal standard.

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

- **Engineering Services**

There is no objection to the proposed application: Provided:

- That it be noted that no existing bulk water and sewer services are available for Portion 340 (a portion of Portion 39) of Farm Brakwater No. 48.
- 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 is specified in the said document.

- 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.
- 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.
- That all new water and sewer infrastructure requirements have to comply with the standard conditions to large subdivisions in respect of services, and that these requirements can be obtain from Infrastructure, Engineering Services Division.
- 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 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.
- 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 that no soak-away systems will be allowed.
- 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/](http://www.csir.co.za/Built_environment/RedBook/).

### Comments from the Strategic Executive: Electricity

#### - Technical Support

There is no objection to the application: Provided:

- That it be noted that the Municipal Council of Windhoek does not have any electrical network in the area.
- That it be noted that there is electricity in the area under the operation of NamPower (Pty) Ltd.
- That the applicant is advised to approach NamPower for any power requirements.
- That the Electricity Control Board (ECB) has instructed the Municipal Council of Windhoek to take over, operate and maintain the electricity distribution network in this area.
- That the applicant approach the Strategic Executive: Electricity to be advised on Council electricity specifications when designing for internal reticulations; and that all design drawings be submitted for approval by the Strategic Executive: Electricity.

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

#### - Environmental Management

There is no objection to the application. The applicant is not required to comply with any further environmental requirements for a consent for an institution.

### Urban Policy evaluation

#### - Proposed Land Uses

The portion is zoned 'residential' with a density of 1:5 ha and the intended consent for an institution. The 'residential' 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)
I Residential	Dwelling units	Residential buildings, Places of public worship, Places of instruction, Social halls, Institutions, Special buildings, Bed-and-breakfasts, Resident occupations and Heritage buildings (For details refer to Table H)	Other uses not under columns 2 and 3

The Windhoek Zoning Scheme defines an Institution as follows:

*Institution means a building designed and/or used as a place where persons receive medical, charitable or other care or treatment and related administrative activities, including a building designed and or used in connection with the administrative activities of a foreign organisation which operates in the Republic of Namibia without gain and is recognised by the Namibia Government to operate in the interests of the development, welfare and promotion of Namibia and its inhabitants, but does not include medical or dental consulting rooms or a building mentioned in the definition of a 'special building'.*

The psychological and rehabilitation centre falls within the definition of institution and the consent use is therefore recommended.

- **Title Deed conditions**

Deed of Transfer No. T4377/2002 for Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48 lists no restrictive conditions other than the Right of Way servitude, which is registered against Portion 339 (a portion of Portion 39) of the Farm Brakwater No. 48 in favour of Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48.

- **Response to Objections received from the owner of Portion 341 (a portion of Portion 39) of the Farm Brakwater No. 48**

• *Lack of public consultation*

The proposed consent use on Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48 was advertised in the New Era and The Namibian newspapers on 8 and 15 April 2025; a Notice of the proposed consent was placed on the Notice Board of the Municipal Council of Windhoek's Customer Care Centre (CCC), as well as on the site; and neighbour consultation letters or forms were sent to the direct neighbours being the owners of Portions 339/39, 338/39, 341/39 and 40/C of the Farm Brakwater No. 48.

The objector (i.e., the owner of Portion 341 (a portion of Portion 39) of the Farm Brakwater No. 48 was notified via e-mail on 10 April 2025 and they responded as per the consultation form dated 8 May 2025.

Therefore, the applicant met the requirements of public participation as determined by the Urban and Regional Planning Act, 2018 (Act 5 of 2018) and the Public Consultation Policy on Proposed Development of the Municipal Council of Windhoek.

• *Zoning violation*

Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48 is zoned 'residential' and the proposed 'institution' is a consent use that is allowed as per Table B of the Windhoek Zoning Scheme.

- *Safety and security concerns*

Psychological and rehabilitation centres are not inherently associated with criminal or other activities that would pose a safety or security risk. No evidence has been presented to indicate that the proposed use would create any safety or security concerns within the Brakwater area.

Such facilities typically operate under strict management and controlled access, with staff present and supervision maintained at all times. Residents are subject to clearly defined house rules and behavioural protocols, and movement outside the premises is carefully regulated. Moreover, comparable facilities operating within Windhoek, particularly the Cornerstone Wellness Centre in Brakwater, have not resulted in increased crime levels or safety-related incidents.

In addition, the institution is authorised by the Ministry of Health and Social Services in terms of the Hospitals and Health Facilities Act, 1994 (Act 36 of 1994), as well as the Mental Health Act, 1973 (Act 18 of 1973). The proposed psychological and rehabilitation centre will therefore be required to comply with all applicable statutory safety, health and operational standards prescribed under these Acts.

- *Negative impact on property values*

There is no professional valuation evidence indicating that the land use activity (proposed psychological and rehabilitation centre) will result in measurable reduction in property values of surrounding properties. Property values are dependent on a number of factors like, demand and supply, economic reasons, etc.

- *Increased traffic*

The psychological and rehabilitation centre is low traffic generating by nature. Residents of psychological and rehabilitation centres do not commute daily, the number of visitors are limited and controlled; and staff movement is staggered and minimal.

Furthermore, no heavy vehicle traffic is associated with the proposed 'institution' use and the existing road infrastructure is sufficient to accommodate the limited increase in vehicle movement.

The application was also evaluated by the Planning, Design and Traffic Flow Division, which confirms that there are no objections to the application provided that the Collector Road Systems running on Portion 340 (a portion of Portion 39) of Farm Brakwater No. 48 is 25 metres wide, ends in a turning circle having 28 metres diameter minimum and is registered as a 'Right of Way'. Additionally, the applicant will be required to meet the parking requirements. As a result, the proposed use will not materially impact traffic flow and road safety in the Brakwater area.

- *Workers walking on my property after 5 pm*

Portion 340 is accessed via a registered 'Right of Way' servitude over Portion 339, duly established in terms of Notarial Deed of Servitude No. K258/2005S, in favour of the applicant's property, being Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48.

The 'Right of Way' servitude exists to provide lawful access to the applicant's property and is not subject to any restrictions regarding time of use. Accordingly, use of the servitude after 17:00 remains legally permissible.

Furthermore, while the movement of staff and residents associated with the proposed use will be limited and controlled, any movement by staff or authorised persons within the boundaries of the servitude constitutes lawful use in terms of the registered real right and does not amount to trespassing or unauthorised access.

#### - **Compensation**

There is no betterment fee for consent use applications.

#### **Conclusion**

The consent to use Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48 for an 'institution' (for a psychological and rehabilitation centre) under the 'residential' zoning is recommended and will only come into effect following written confirmation of the applicant meeting parking requirements by the Strategic Executive: Urban and Transport Planning.

The grounds for the objection lodged are based on speculative and unsubstantiated claims and therefore do not constitute valid urban planning grounds to reject the application.

Management Committee, having considered the application,,

#### **RECOMMENDED**

1 That consent to use Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48 for an 'institution' (for a Psychological and Rehabilitation Centre) is approved in Terms of Table B of the Windhoek Zoning Scheme and will only come into effect following written confirmation of the applicant meeting parking requirements by the Strategic Executive: Urban and Transport Planning.

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2 That it be noted that there are Collector Road Systems running on Portion 340 (a portion of Portion 39) of Farm Brakwater No. 48 as depicted on Plan No. 340/39/48 dated NOV 2025 **attached as page 510 to the agenda**; and that such road portions be registered as a 'Right of Way'.

- 3 That the collector road shall have a minimum width of 25 metres and shall end in a turning circle with a minimum diameter of at least 28 metres.
- 4 That parking requirements be as follows:
  - 4.1 That a minimum of one (1) parking bay per equal or less than a three (3) bedroom unit, or two (2) parking bays per equal or greater than a four (4) bedroom unit, plus one (1) bay per three (3) units or part thereof explicitly for visitors parking be provided on-site.
  - 4.2 That for hospitals and clinics, a minimum of 1.2 parking bays per bed plus four (4) parking bays per medical practitioner be provided on-site.
- \*\*\* 5 That parking be provided as per the attached parking layout dated MARCH 2025 **attached as pages 507 - 509 to the agenda.**
- 6 That the applicant appoint a registered professional Engineer, to determine whether the northeastern corner of the proposed Portion 340 (a portion of Portion 39) of the Farm Brakwater No. 48, requires to be protected against any potential flood damage.
- 7 That any proposed retaining structure be vertical and that no angled retaining structure be considered, unless the stormwater flow is not negatively affected by the proposed retaining structures/embankment protection.
- 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 prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the portion is contemplated.

- 10 That Engineering drawings on how the stormwater would be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning be submitted for approval simultaneously with the building plans.
- 11 That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted prior to the approval thereof.
- 12 That no building plan be approved until the above stormwater conditions are met.
- 13 That a condition for the resale of this property be included in the Title Deed of the erf, whereby transfer to a third party only take place with the approval of the Municipal Council of Windhoek.
- 14 That approval only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.
- 15 That roads and stormwater be planned, designed and constructed to municipal standard.
- 16 That it be noted that no existing bulk water and sewer services are available for Portion 340 (a portion of Portion 39) of Farm Brakwater No. 48.
- 17 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.
- 18 That the supply of bulk water and sanitation/sewerage services, if feasible for the applicant, be executed in-line with the bulk services framework established for the entire area.
- 19 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.
- 20 That all new water and sewer requirements comply with the standard conditions to large subdivisions in respect of services; and that it be noted that these requirements are obtainable from the Infrastructure, Engineering Services Division.
- 21 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.
- 22 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.

- 23 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.
- 24 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 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.]
- 25 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 is subject to the adherence of all conditions pertaining to such permit.]
- 26 That only full waterborne waste systems be utilised and that no soak-away systems be allowed.
- 27 That final effluent from any treatment facilities comply with the Special Discharge Standards as prescribed by the Directorate of Water Affairs.
- 28 That the operation and maintenance of all water and sewer infrastructure be the responsibility of the applicant.
- 29 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 online at [http://www.csir.co.za/Built\\_environment/RedBook/](http://www.csir.co.za/Built_environment/RedBook/).
- 30 That it be noted that the Municipal Council of Windhoek does not have any electrical network in the area.
- 31 That it be noted that there is electricity in the area under the operation of NamPower (Pty) Ltd.
- 32 That the applicant approach NamPower (Pty) Ltd for any power requirements.
- 33 That it be noted that the Electricity Control Board (ECB) has instructed the Municipal Council of Windhoek to take over, operate and maintain the electricity distribution network in this area.
- 34 That the applicant approach the Strategic Executive: Electricity to be advised on Council's electricity specifications when designing for internal reticulations; and that all design drawings be submitted for approval by the Strategic Executive: Electricity.
- 35 That the objectors and applicant be informed of the Council's decision and their right to appeal against such decision.
- 36 That the applicant and objectors take note that in terms of clause 51 of the Windhoek Zoning Scheme, any person who is aggrieved by the decision of the local authority may appeal against that decision to the Minister of Urban and Rural Development.

- 36.1 That Notice of the appeal and the grounds for the appeal be lodged within twenty eight (28) days from the date of this Notice to the Minister and Local Authority whose decision is the subject of the appeal.
- 37 That the applicant accept the conditions of the Council Resolution in writing, within twenty eight (28) days of receipt of this letter.
- 38 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

10.1.11

**FNS.6 [UTP] APPLICATION FOR THE REZONING OF ERVEN 6529 AND 6530, WINDHOEK FROM 'RESIDENTIAL' WITH A DENSITY OF 1:900 m<sup>2</sup> TO 'GENERAL RESIDENTIAL' WITH A DENSITY OF 1:250 m<sup>2</sup>; AND CONSOLIDATION OF ERVEN 6529, 6530 AND 1642, WINDHOEK (L/6529/6530/1642/W)**

Management Committee at its meeting held 10(03) February 2026 per Item FNS.5 *inter alia* resolved as follows:

- 1 *That this matter be referred back in order for the Strategic Executive: Urban and Transport Planning to ensure that, where applicable, personal documents (including copies of identity documents and passports) are duly certified, and that internal technical Memoranda are appropriately signed, whereafter the matter be resubmitted to the next Management Committee meeting, for consideration.*
- 2 *That the Chief Executive Officer (Corporate Legal Adviser) provide a formal legal opinion on the legality and admissibility of uncertified personal documentation and unsigned supporting documents, including confirmation as to whether email correspondence constitutes authentic and legally acceptable supporting documentation.*
- 3 *That the resolution be implemented prior to approval of the minutes.*

The above resolution has been implemented within the annexures and the item is herewith resubmitted, for consideration.

**Application**

An application was received from Du Toit Town Planning Consulting, on behalf of the owner of Erven 1642, 6529 and 6530, Windhoek, Vortex Holdings Namibia (Pty) Ltd (2022/0257), whose Directors are Till Jeske and Florian Uwe Leuthold for the:

- Rezoning of Erven 6529 and 6530, Promenaden Road, Windhoek from 'residential' with a density of 1:900 m<sup>2</sup> to 'general residential' with a density of 1:250 m<sup>2</sup>; and

- Consolidation of Erven 6529 ( $\pm 826 \text{ m}^2$ ), 6530 ( $\pm 3\,156 \text{ m}^2$ ) and Erf 1642 ( $\pm 1\,008 \text{ m}^2$ ), Promenaden Road, Windhoek into consolidated Erf X

\*\*\* The full application is **attached as pages 578 - 708 to the agenda.**

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

#### **Erven information**

Erf 6529, Windhoek is zoned 'residential' with a density of  $1:900 \text{ m}^2$  and is  $\pm 826 \text{ m}^2$  in extent. It is located on Promenaden Road and it is vacant.

Erf 6530, Windhoek is zoned 'residential' with a density of  $1:900 \text{ m}^2$  and is  $\pm 3\,156 \text{ m}^2$  in extent. It is located on Promenaden Road. There is a dwelling unit on the erf.

Erf 1642, Windhoek is zoned 'general residential' with a density of  $1:250 \text{ m}^2$  and is  $\pm 3\,252 \text{ m}^2$  in extent. It is located on Promenaden Road and there is a block of nine (9) residential units on the site.

#### **Development intention**

The intention of the owner is to rezone Erven 6529 and 6530, Windhoek so that the two (2) erven can be consolidated with Erf 1462, Windhoek into one (1) erf.

#### **Public consultation**

Public consultation was completed in line with the requirements of the Public Consultation Policy for the Proposed Development and the Urban and Regional Planning Act, 2018 (Act 5 of 2018) as follows:

- \*\*\* - The application was advertised in the New Era and The Namibian newspapers on 8 and 15 April 2025 and proofs of notifications are **attached as pages 660 - 663 to the agenda;**
- \*\*\* - Notices were placed on the notice board of the Municipal Council of Windhoek Customer Care Centre (CCC), as well as on the site and proofs of notifications are **attached as pages 664 - 665 to the agenda;**
- \*\*\* - Neighbour consultation notices were sent to the direct neighbours on the Remainder of Erf 37, Erven 1641, 2151, the Remainder of Erf 2147, 2151, 2344 and 2205, Windhoek and proofs of notifications are **attached as pages 666 - 697 to the agenda;** and
- \*\*\* - A notice was published in the Government Gazette of 15 April 2025, Notice No. 243 and proof of notification is **attached as pages 698 - 701 to the agenda.**
- \*\*\* Objections and comments were received from the owners of the Remainder of Erf 37 and Erf 2205, Windhoek **attached as pages 702 - 705 and 706 respectively to the agenda.**
- \*\*\* The response to the objection is **attached as pages 707 - 708 to the agenda.**

### Comments and objection received

The objection as received from the owner of the Remainder of Erf 37, Windhoek is as follows:

- *Insufficient sewerage infrastructure currently results in blockage of sewerage pipes regularly. Problem will be exacerbated if more housing units are going to be built.*
- *The gradient of property Erf 1642 currently results in flooding of my property Erf 37, Units 5 and 6 during the rainy season. The construction of 28 more units will result in much more stormwater run-off and flooding all properties lower down.*
- *A boundary wall between 1642 and Erf 37 with a sufficient stormwater buffeting foundation should be constructed as a pre-requirement. Next to this wall, an open channel with a grid that will re-direct stormwater to the river away from Erf 37 should also be constructed.*
- *I object to the use of the illegal Brian O/Lin gravel road next to the Klein Windhoek River as an access road for properties as it is part of the river and the added negative environmental impact in the rainy season the river floods regularly and poses a huge danger to any traffic. On occasions cars have been washed down the river.*

The owner of Erf 2205, Windhoek does not have objections, but raised the following concerns.

- *They only received public consultation form on 10 September, meanwhile the form was date stamped 10 April 2025, therefore they indicated that there was little time for them to conduct their own research to see how the proposed project will impact their business.*
- *The servitude and private road constitute sole access to Erf 2205, Windhoek as per High Court decision, Case Number A/79/2007.*

### Technical comments

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

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

##### - Sustainable Development

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

## **Roads Planning and Traffic Flow**

Promenaden Road is a short street which experiences low traffic volumes and no congestion is experienced during peak hours, although the juncture with Schanzen Road, still a yield control, is already experiencing queues during peak times, although not critical. Rezoning to 'general residential' will generate twenty three (23) trips onto the road network, which is considered insignificant. Erf 1642 is located opposite the juncture of Lessing Street, joining Promenaden Road at a steep incline, having sight distance problems. Erven 6530 and 1642, Windhoek are affected by future road planning.

- There is no objection to the rezoning of Erf 6529 (a portion of Erf 2204), Windhoek from 'residential' with a density of 1:900 m<sup>2</sup> to 'general residential' with a density of 1:250 m<sup>2</sup>: Provided:
  - That parking requirement for 'general residential' be one (1) bay per equal or less than a three (3) bedroom unit, or two (2) bays per equal or greater than a four (4) bedroom unit, plus one (1) bay per three (3) units or part thereof explicitly for visitors parking. [Only visitors parking is allowed on the sidewalk.]
- There is no objection to the rezoning of Erf 6530, Windhoek from 'residential' with a density of 1:900 m<sup>2</sup> to 'general residential' to with a density of 1:250 m<sup>2</sup>: Provided:
  - That a building restriction be registered over the portion affected by future realignment of Nelson Mandela Avenue.
  - That no structures be allowed on such portion until the Council concludes the reviewing of the Transportation Master Plan.
  - That parking requirement for 'general residential' be one (1) bay per equal or less than a three (3) bedroom unit, or tow (2) bays per equal or greater than a four (4) bedroom unit, plus one (1) bay per three (3) units or part thereof explicitly for visitors parking. [Only visitors parking is allowed on the sidewalk.]
- There is has no objection to the consolidation of Erven 6529, 6530 and 1642 (a portion of Erf 1639), Windhoek into consolidated Erf X: Provided:
  - That a building restriction be registered over the consolidated erf.
  - That no structures be allowed on affected portions until Council concludes the reviewing the Transportation Master Plan regarding future realignment of Nelson Mandela Avenue.

- That parking requirement for 'general residential' be one (1) bay per equal or less than a three (3) bedroom unit, or two (2) bays per equal or greater than a four (4) bedroom unit, plus one (1) bay per three (3) units or part thereof explicitly for visitors parking. [Only visitors parking is allowed on the sidewalk.]

- **Roads and Stormwater**

A stormwater investigation was done and the following is reported:

- The proposed consolidated Erf X, Windhoek, has a general downward slope from the southwest into a northeasterly direction.
- There is no visible sign of any stormwater course or system, flowing across the proposed consolidated Erf X, except for surface stormwater flow.

There is no objection to the proposed, rezoning of Erven 6529 (a portion of Erf 2204) and 6530, Promenaden Road, Windhoek from 'residential' with a density of 1:900 m<sup>2</sup> to 'general residential' with a density of 1:250 m<sup>2</sup>; and consolidation of Erven 6529, 6530 and 1642 (a portion of Erf 1639) 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**

All three (3) properties currently discharge sewer into a municipal sewer line within the riverbed at the rear of the properties. The sewer line is located approximately 20 metres from the northeastern boundary of Erven 6529, 6530 and 1642. Given the additional intended loads and outdated practice of sewer connections, the applicant is advised that the consideration of the intended rezoning 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 directly adjacent to the boundary of the consolidated Erf X.
- That the appointed Engineer submits the sewer design to the Department of Infrastructure, Water and Technical Services, Engineering Services Division, 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 borne by the applicant.
- That the applicant submits a sewer design to the Department of Infrastructure, Water and Technical Services, Engineering Services Division for approval before submitting to the Urban and Regional Planning Board.
- That a Fitness Certificate only be issued after the applicant has provided a municipal sewer connection to Erf X.
- That no building plans be approved until a municipal sewer connection for Erf X is installed by the applicant and taken over by the Municipal Council of Windhoek as per approved designs.
- That the applicant make provision for a municipal water meter for each unit on the consolidated erf, to be installed in a water-meter battery located near the sidewalk, in accordance with the specifications set by the Strategic Executive: Infrastructure, Water and Technical Services.
- 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**

##### **- Technical Support**

There is 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 cost related thereto will be for the applicant's account.
- That only one (1) service connection from the municipal electrical network be allowed to the newly consolidated erf.
- That it be noted that all existing service connections must be consolidated into one (1) connection from the municipal 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 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 adverse environmental impacts are **not** foreseeable for the activity in question. The application is exempted from obtaining Environmental Clearance Certificate (ECC) in terms of authority granted to the Municipal Council of Windhoek by the Office of the Environmental Commissioner.

#### Urban Policy evaluation

#### - Proposed Land Uses and Zoning Scheme Provisions

Erven 6529 and 6530, Windhoek are zoned 'residential' with a density of 1:900 m<sup>2</sup> and the intended zoning for both erven is 'general residential' with a density of 1:250 m<sup>2</sup>.

Erf 1642, Windhoek is zoned 'general residential' with a density of 1:250 m<sup>2</sup> and the intention is to consolidate this erf with Erven 6529 and 6530, Windhoek.

The 'general residential' zoning has the following primary and consent uses as per the Windhoek Zoning Scheme:

Use Zone (1)	Primary Uses (2)	Consent Uses (3)	Prohibited Uses (4)
II General Residential	Dwelling units, residential buildings	Places of public worship, Places of instruction, Institutions, Special buildings, Hotels, Resident Occupations and Heritage buildings (For details refer to Table H)	Other uses not under columns 2 and 3

The Windhoek Zoning Scheme defines a dwelling unit as follows:

*Dwelling unit means a dwelling consisting of one primary unit with or without an outbuilding or an entertainment area, where the primary unit consists of mutually adjacent rooms with a kitchen and with at least a bathroom with toilet facilities and where the said primary unit is designed for occupation by a single household, and may, subject to the provisions of this Scheme or any law or regulation, be with or without a supplementary dwelling unit:*

\*\*\*

The policy areas (precincts) as per Council Resolution 273/11/2023 attached as pages 390 - 397 to the agenda demonstrates that Erven 1642, 6529 and 6530, Windhoek are situated in a policy area abutting the Klein Windhoek River, where 'business' and 'higher rise mixed' uses (including high density 'residential' uses) are allowed.

The applicant's intentions is to rezone Erven 6529 and 6530, Windhoek to the same density and zoning as the adjacent Erf 1642, Windhoek to enable the consolidation of the three (3) erven to take place. Based on the policy provisions, a density of 1:250 m<sup>2</sup> is recommended.

The subsequent consolidation of Erven 6529 ( $\pm 826$  m<sup>2</sup>), 6530 ( $\pm 3\,156$  m<sup>2</sup>) and 1642 ( $\pm 1\,008$  m<sup>2</sup>), Promenaden Road, Windhoek into consolidated Erf X ( $\pm 4\,990$  m<sup>2</sup>) is also supported. The rezoning and consolidation will result into nineteen (19) residential units at a density of 1:250 m<sup>2</sup> on the consolidated erf.

#### - **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:

- *Insufficient sewerage infrastructure currently results in blockage of sewerage pipes regularly. Problem will be exacerbated if more housing units are going to be built.*

The Engineering Services Division indicated that the applicant is required to submit sewer designs to enable the upgrade the sewer services. The sewer designs are required to be submitted to the Municipal Council of Windhoek before the application is submitted to the Urban and Regional Planning Board. The adverse impacts of the proposed development with regards to sewer will be mitigated by these measures.

- *The gradient of property Erf 1642 currently results in flooding of my property Erf 37, Units 5 and 6 during the rainy season. The construction of twenty eight (28) more units will result in much more stormwater run-off and flooding all properties lower down.*

The gradient of Erf 1642, Windhoek is as a result of the terrain in the area. The Remainder of Erf 37, Windhoek is located downhill on the banks of the Klein Windhoek River, probability of getting flooding is high due to its location.

The Roads and Stormwater Section has investigated the stormwater and concluded that although the proposed consolidated Erf X, Windhoek has a general downward slope from the southwest into a northeasterly direction; there is no visible sign of any stormwater course or system, flowing across the proposed consolidated Erf X, except for surface stormwater flow. Hence, the application can be considered provided that the surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme and further details will be consider during the building permit process.

- *A boundary wall between 1642 and Erf 37 with a sufficient stormwater buffeting foundation should be constructed as a pre-requirement. Next to this wall, an open channel with a grid that will re-direct stormwater to the river away from Erf 37 should also be constructed.*

See the response in the preceding section.

- *I object to the use of the illegal Brian O/Lin gravel road next to the Klein Windhoek River as an access road for properties as it is part of the river and the added negative environmental impact in the rainy season the river floods regularly and poses a huge danger to any traffic. On occasions cars have been washed down the river.*

The applicant has confirmed in the application that they will not use the Brian O' Lin Street, as access will be gained from Promenaden Street being a formally proclaimed access.

#### - **Response to comments received**

The owner of Erf 2205, Windhoek does not have objections but raised the following concerns.

- *They only received public consultation form on 10 September meanwhile the form was date stamped 10 April 2025, therefore they indicate that there was little time for them conduct their own research to see how the proposed project will impact their business.*

The matter was clarified with the owner of Erf 2205, Windhoek that the deadline to lodge the comments or objections is not fourteen (14) business days from the date of the letter, but from the date of receipt of the letter. The applicant states that the contact details they obtained from the municipality were for the late husband of Mrs De Jager. After obtaining the new contact details in September, the respondent was informed that they have fourteen (14) days to respond from the date they received the public participation form.

- *The servitude and private road constitute sole access to Erf 2205 as per High Court decision, case number A/79/2007.*

The applicant has confirmed in their application that they will not use the Brian O' Lin Street, but rather access will be gained from Promenaden Road. A condition will be included in the recommendation notice that access to the consolidated erf will only be from Promenaden Road as a formally proclaimed access.

#### - **Title Deed conditions**

Deed of Transfer No. 2326/2025 lists no restrictive conditions pertaining to land uses.

That the conditions registered against Erven 6529, 6530 and 1642, Windhoek be retained and registered against the proposed consolidated Erf X.

- **Betterment fee/compensation**

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

**Conclusion**

The rezoning of Erven 6529 and 6530, Promenaden Road, Windhoek from 'residential' with a density of 1:900 m<sup>2</sup> to 'general residential' with a density of 1:250 m<sup>2</sup> is recommended.

The consolidation of Erven 6529 ( $\pm 826$  m<sup>2</sup>), 6530 ( $\pm 3\,156$  m<sup>2</sup>) and 1642 ( $\pm 1\,008$  m<sup>2</sup>), Promenaden Road, Windhoek into consolidated Erf X ( $\pm 4\,990$  m<sup>2</sup>) is recommended.

The consent to use the consolidated erf in terms of the new zoning while the rezoning is being finalised is not supported, as the erven are not located in a policy area of 1:250 m<sup>2</sup> and the rezoning must first be approved by the Minister. The Municipal Council of Windhoek only makes a recommendation.

Management Committee, having considered the application,,

**RECOMMENDED**

- 1 That the rezoning of Erven 6529 and 6530, Promenaden Road, Windhoek from 'residential' with a density of 1:900 m<sup>2</sup> to 'general residential' with a density of 1:250 m<sup>2</sup> is 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).
- 2 That the consolidation of Erven 6529 ( $\pm 826$  m<sup>2</sup>), 6530 ( $\pm 3\,156$  m<sup>2</sup>) and 1642 ( $\pm 1\,008$  m<sup>2</sup>), Promenaden Road, Windhoek into consolidated Erf X ( $\pm 4\,990$  m<sup>2</sup>) is 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).
- 3 That consent to use the consolidated erf in terms of the new zoning while the rezoning is being finalised not be supported and the rezoning first be approved by the Minister of Urban and Rural Development.
- 4 That it be noted that a betterment fee (compensation) is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 5 That the applicant obtain an invoice for the betterment fee (compensation) from the Department of Urban and Transport Planning, Urban Policy Division.
- 6 That the conditions registered against Erven 6529, 6530 and 1642, Windhoek be retained and registered against the proposed consolidated Erf X.

- 7 That parking requirement for general residential be one (1) bay per equal or less than a three (3) bedroom unit, or two (2) bays per equal or greater than a four (4) bedroom unit, plus one (1) bay per three (3) units or part thereof explicitly for visitors parking.
- 7.1 That only visitors parking be allowed on the sidewalk.
- 8 That a building restriction be registered over the portion affected by future realignment of Nelson Mandela Avenue and no structures be allowed on such portion until the Municipal Council of Windhoek concludes the reviewing of the Master Plan.
- 9 That a building restriction be registered over the consolidated erf.
- 9.1 That no structures be allowed on affected portions until the Municipal Council of Windhoek concludes reviewing the Master Plan regarding future realignment of Nelson Mandela Avenue. [The applicant to consult the Road Planning Section in verifying the extend of the building restriction.]
- 10 That access to the consolidated Erf X be from Promenaden Road.
- 11 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
- 11.1 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 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 12 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the proposed portions is contemplated.
- 13 That it be noted that all three (3) properties currently discharge sewer into a municipal sewer line within the riverbed at the rear of the properties. [The sewer line is located approximately 20 metres from northeastern boundary of Erven 6529, 6530 and 1642, Windhoek.]
- 14 That given the additional intended loads and outdated practice of sewer connections, the applicant be advised that the consideration of the intended rezoning 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:

- 14.1 That the applicant appoint a registered professional Engineer to design a municipal sewer connection directly adjacent to the boundary of the consolidated Erf X.
- 14.2 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.
- 14.3 That after approval of the consolidation by the Urban and Regional Planning Board and the approval of the sewer design, the applicant appoint a Contractor to construct the sewer line.
- 14.4 That the construction works be supervised by a registered professional Engineer.
- 14.5 That all costs associated with the municipal sewer connection be borne by the applicant.
- 14.6 That the applicant submit a sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval prior to submission of the application to the Urban and Regional Planning Board.
- 14.7 That no consent use and no compliance certificate be issued until a municipal sewer connection has been successfully provided to the consolidated Erf X by the applicant.
- 14.8 That no building plans be approved until a municipal sewer connection for the consolidated Erf X is installed by the applicant and taken over by the Municipal Council of Windhoek as per approved designs.
- 14.9 That the Registrar of Deeds shall not register the consolidated Erf X until the applicant has provided proof that a municipal sewer connection has been established for the consolidated Erf X to the satisfaction of the Strategic Executive: Infrastructure, Water and Technical Services.
- 14.10 That the applicant make provision for a municipal water meter for each unit on the consolidated erf, to be installed in a water-meter battery located near the sidewalk, in accordance with the specifications set by the Strategic Executive: Infrastructure, Water and Technical Services.
- 14.11 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.
- 15 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all cost related thereto will be for the applicant's account.
- 16 That only one (1) service connection from the municipal electrical network be allowed to the newly consolidated erf.
- 17 That all existing service connections be consolidated into one (1) connection from the municipal network.

- 18 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.
  - 19 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.
  - 20 That the objectors be informed of the Council's decision and their right to appeal against such decision.
  - 21 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.
  - 21.1 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.
  - 22 That the applicant accept the conditions of the Council Resolution in writing, within twenty eight (28) days of receipt of this letter, by completing and returning the Acknowledgment and Acceptance of Council Conditions Form to the Municipal Council of Windhoek, prior to the submission of the application to the Urban and Regional Planning Board.
  - 23 That the resolution be implemented prior to conformation of the minutes.
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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.1.12 FNS.8 [HPH] APPLICATION FOR THE RENEWAL OF THE LEASE IN RESPECT OF A PORTION OF ERF 4831, WINDHOEK FOR RECREATIONAL PURPOSES (L/4831/W)**

**Introduction**

The purpose of this submission is to seek Council's approval for the renewal of the lease in respect of a portion of Erf 4831, Windhoek for recreational purposes.

\*\*\* The developments made by the applicant on the subject property can be viewed on the pictures, **attached as pages 709 - 712 to the agenda**, justifies a long lease period of fifteen (15) years. Taking the above impact this business is contributing in Windhoek, in terms of giving the vibrancy in the City, the revenue for the Municipal Council of Windhoek, job creation to the residents and the entrepreneurial drive that is much needed in the Country, an ideal lease period of fifteen (15) years is advisable.

**Background**

\*\*\* Council per Resolution 74/04/2019, **attached as pages 713 - 714 to the agenda**, *inter alia* resolved that a portion of Erf 4831, Windhoek ( $\pm 10\,721\text{ m}^2$  in extent) be leased to the Open Range Marketing CC for a period of five (5) years at a monthly rental of N\$18 761.75, subject that the rental escalate annually in line with the Namibia Inflation Rate, but not exceeding 10 %. The rental amount was escalated accordingly to N\$21 836.21. The lease commenced on 1 April 2021 and will expire on 31 March 2026. The property is being used for recreational purposes under the theme 'Garden of Eden'.

**Application**

\*\*\* An application dated 14 January 2025, **attached as pages 715 - 719 to the agenda**, was received from the Open Range Marketing CC for renewal of the lease in respect of a portion of Erf 4831, Windhoek for recreation purposes. The applicant indicated that they remain committed to maintaining the same social principles that guided their operations, providing a unique recreational garden-like setting in the City Center that is both welcoming and sustainable for tourist and locals to enjoy.

**Motivation**

The applicant stated that given a track record of growth, positive community impact, and contributions to Windhoek's tourism and hospitality sector, they are requesting twenty (20) years of lease to allow them to solidify and expand their operations. Additionally, the extension of lease period will enable them to make further investments and ensure that urban camp continues to thrive as a key attraction and economic contributor, as well as enhancing tourism in the area and the country.

**Property description**

Erf 4831, Windhoek is zoned 'special'. The lease area is measuring  $\pm 10\,721\text{ m}^2$  in extent. The locality map depicting the subject portion is **attached as page 720 to the agenda**.

### **Site inspection**

A site inspection was conducted at the subject property on 8 July 2025, and again on the 25 February 2026, and it revealed that the lease portion is being used for recreational activities.

### **Technical comments**

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

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

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

There is no objection to the application for lease of the area for the period applied for, a recreational facility will drive significant economic benefits for the Municipal Council of Windhoek, strengthening the case for a long-term land lease. The proposed project will increase local property values and generate additional tax revenue for municipal services. By enhancing quality of life, the facility will attract new residents and businesses, boosting the local economy. It will also create direct and indirect jobs, supporting a diverse range of local businesses and creating a powerful economic multiplier effect. Ultimately, this facility is a long-term investment in community wellbeing and economic growth, which justifies the security of a thirty (30)-year lease.

##### **- Health and Environment Services**

There is no objection to the application.

##### **- Parks**

There is no objection for the extension of the lease for portion of Erf 4381, Windhoek for recreational purposes.

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

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

There is in principle no objections to the application submitted for the renewal of the lease on Erf 4831, Windhoek: Provided:

- That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto will be for the applicant's account.
- That only one (1) service connection from the municipal electrical network will be allowed per erf.
- That only one (1) additional meter point will be allowed for an approved flat on erven that is zoned 'single residential'. [For more meter points, the erf must 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 must contact the Strategic Executive: Electricity well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation; and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.

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

- **Bulk Water and Waste Water**

The applicant should note that a 600 mm diameter municipal water line passes through Erf 4831, Windhoek along its western boundary. The division has no objection to the extension of the lease period in respect of a portion of Erf 4831, Windhoek for recreational purposes: Provided:

- That no permanent structures may be erected within 2.5 metres from the municipal water line, including roofed carports. [That shaded parking should be limited to shade nets.]
- That no permanent surface bed may be constructed over the pipeline. [Surface beds must be limited to pavers, gravel or similar.]
- That any additional requirements with regard to water services, brought on as a direct consequence of the lease or subsequent activities be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

- **Engineering Services**

The applicant should note that a bulk municipal sewer line passes through a portion of Erf 4831, Windhoek. There is no objection to the extension of the lease period in respect of a portion of Erf 4831, Windhoek for recreational purposes: Provided:

- That no permanent structures may be erected within 2.5 metres from the municipal sewer line, including roofed carports. [Shaded parking should be limited to shade nets.]
- That no permanent surface bed may be constructed over the pipeline. [Surface beds must be limited to pavers, gravel or similar.]
- That any additional requirements with regard to sewer services, brought on as a direct consequence of the lease or subsequent activities will be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

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

#### **- Urban Policy**

There are no objections, provided that the use of the land remains in line with the Windhoek Zoning Scheme.

#### **- Sustainable Development**

There is no objection to the proposed lease.

#### **- Stormwater Planning and Traffic Flow**

There are no objections to the extension of the lease period in respect of a portion of Erf 4831, Windhoek for recreational purposes: Provided:

- Traffic circulation must be restricted to the site and adequate parking and drop off zones are provided on-site; making adequate provision for turnaround movements.
- That all parking activities to be contained on the site.
- That no access from Nelson Mandela Avenue being an arterial road.
- That no access within 20 metres from any intersection.
- That no access over any stormwater structures.

#### **- Road and Stormwater**

\*\*\*

Reference is made to the applicant's letter dated 14 January 2025 attached as pages 715 - 719 to the agenda. It should be noted that this is an application to renew an existing Lease Agreement.

It should equally be noted that the original stormwater assessment was done prior to the adoption of the 2014. Flood Line Study and consequently does not reflect the current 50-year flood lines, which therefore requires re-investigation and is included in this assessment.

A stormwater investigation was done and the following is reported:

- The proposed portion of Erf 4831, Windhoek measures  $\pm 10\,721\text{ m}^2$  in extent and is fairly flat with a general downward slope from the southeast towards the northwest.
- It should be noted that the Klein Windhoek River flows from the southeast towards the northwest along the northeastern portion of Erf 4831, Windhoek.

- The 50-year flood line sequentially flows approximately 4 metres from the most northeastern corner of the proposed portion, then flowing approximately 50 metres parallel to the northeastern boundary flowing into a northwesterly direction, from where it flows into a southwesterly direction, approximately on the northwestern boundary of the proposed portion, where it encroaches onto and affects the southwestern portion of the proposed portion by approximately between 3.0 - 14.0 metres wide and a distance of approximately 110.0 metres along the southwestern boundary, from where the 50-year flood line continues flowing into a northwesterly direction along the Klein Windhoek River.
- Although not affecting the lease portion of Erf 4831, Windhoek, it should also be noted that the future road and river channel alignment crosses into Erf 4831, Windhoek just to the northeast of the most northeastern boundary of the leased portion of Erf 4831, Windhoek.

The division therefore does not support the lease of the proposed portion of Erf 4831, Schanzen Road, Windhoek.

The division would however re-consider the lease of the proposed portion of Erf 4831, Schanzen Road, Windhoek: Provided:

- That the applicant appoints a registered professional Engineer, to consult the Road Planning, Design and Traffic Flow Division, at his/her own cost and risk, to compile a detailed 50-year flood report of the Klein Windhoek River.
- 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 at his/her own cost and risk, to determine if any portion of the proposed portion Erf 4831, Windhoek requires to be protected against any potential flood damage.
- That the applicant applies the conditions as stipulated in the detailed 50-year flood report.
- That no adjacent or opposite property be negatively affected by the proposed development along the Klein Windhoek River.
- That no development be considered in the 50-year flood line the Klein Windhoek River.
- 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 submit detailed engineering plans as to how the proposed portion is to be protected against any potential flood damage.

- That should retaining structures be recommended, that such retaining structures be planned and designed by a registered professional Engineer, and construction supervision thereof be done by a registered professional Engineer.
- That any proposed retaining structure be at least 250 mm above the 50-year flood level.
- That no angled retaining structures be considered, but that only vertical retaining structures be considered.
- That the final floor level of any development along the river, be at least 250 mm above the 100-year flood level.
- That prior approval be obtained from the Strategic Executive: Urban and Transport Planning, if the accommodation of the stormwater on the proposed 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 all cost and risk be for the applicant.

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

- **Valuations**

\*\*\*

The rental Valuation Certificate for a portion of Erf 4831, Windhoek is **attached as page 721 to the agenda**. In the event the applicant fails to conclude the Lease Agreement within the given time, the rental should be revised at any given time before concluding such a Lease Agreement.

- **Property Management**

The applicant should be given seven (7) days to accept the resolution. Should the lease be terminated for whatever reason, that the Municipal Council of Windhoek not compensate for the improvements.

A site inspection conducted at the premises revealed that the property has been developed and it is positively contributing to Windhoek's tourism and hospitality segments. A long-term lease has been supported by the Strategic Executive: Economic Development and Community Services by proposing a thirty (30)-year lease. In as much as the applicant has requested for a twenty (20)-year lease period.

The technical comments from the departments recommends a long-term lease. Leases should be regarded as a form to secured passive revenue stream for Council over a long period, whilst at the same time preserving certain activities in the urban areas such as this urban camp. While looking at a long-term lease, this will assist the applicant to secure further investments to ensure long term business sustainability, whilst also giving the City the vibrancy and job opportunities to the residents. Taking the above impact this business is positively contributing in Windhoek, in terms of giving the vibrancy is in the City, the revenue stream for the Municipal Council of Windhoek, job creation to the residents and the entrepreneurial drive that is much needed in the Country, a period of fifteen (15) years is advisable.

Further to the above, it should be noted that an Environmental Clearance Certificate (ECC) has been provided by the applicant, which is valid from 5 February 2025 until 5 February 2028. However, the applicant should regularly renew the Environmental Clearance Certificate (ECC) as required by the Environment Management Act, 2007 (Act 7 of 2007).

### **Conclusion**

Based on the comments from the respective departments, the renewal of the lease is supported for a recreational facility that drive a significant economic benefit for the Municipal Council of Windhoek, strengthening the case for a long-term land lease. More so, the facility increases local property values and generate additional tax revenue for municipal services by enhancing quality of life and boosting the local economy. The long-term lease will assist the applicant to secure further investments to ensure long term business sustainability, whilst also giving the City the vibrancy and job opportunities to the residents. Therefore, a fifteen (15)-year lease period is rather advisable in motivating toward the recommendations of the Strategic Executives' Forum minutes of the 5 February 2026. Leases should be regarded as secured passive revenue stream for Council over a long period, whilst at the same time preserving certain activities in the urban areas such as this urban camp. The applicant should regularly renew the Environmental Clearance Certificate (ECC) as required by the Environment Management Act, 2007 (Act 7 of 2007).

Management Committee, having considered the application,,

### **RECOMMENDED**

- 1 That a portion of Erf 4831, Windhoek ( $\pm 10\,731\text{ m}^2$  in extent) be leased to Open Range Marketing CC for a period of fifteen (15) years at a monthly rental of N\$32 163.00, subject that the rental escalates annually in line with Namibia Inflation Rate, but not exceeding 10 %.
- 2 That in the event the applicant fails to conclude the Lease Agreement within the given time of six (6) months, that the rental be revised, prior to concluding the Lease Agreement.
- 3 That the property only be used for recreational purposes.
- 4 That the lease be notorially registered against the Title Deed at the cost of the applicant.

- 5 That the Environmental Clearance Certificate (ECC) be renewed regularly as required by the Environment Management Act, 2007 (Act 7 of 2007).
- 6 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced, all cost involved be for the applicant's account.
- 7 That only one (1) service connection and one (1) meter point be allowed from the municipal electrical network.
- 8 That it be noted that a water line passes along the western boundary of the erf and no permanent structure be erected less than 2.5 metres from the main water line.
- 9 That no permanent surface bed may be constructed over the pipeline and the surface beds must be limited to pavers, gravel or similar.
- 10 That any additional requirements with regard to water services, brought on as a direct consequence of the lease or subsequent activities, be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.
- 11 That it be noted that a sewer line passes through a portion of the erf and no permanent structure be erected less than 2.5 metres from the main sewer line.
- 12 That no permanent surface bed may be constructed over the pipeline and surface beds must be limited to pavers, gravel or similar.
- 13 That traffic circulation be restricted to the site and adequate parking and drop-off zones be provided on-site; making adequate provision for turnaround movements.
- 14 That no access be allowed from Nelson Mandela Avenue being an arterial road.
- 15 That all parking activities be contained on the site.
- 16 That no access be allowed within 20 metres from any intersection.
- 17 That no access be allowed over any stormwater structures.
- 18 That it be noted that the original stormwater assessment on this erf was done prior to the adoption of the 2014. [Consequently, the Flood Line Study does not reflect the current 50-year flood lines, which therefore requires re-investigation and is included in this assessment.]
- 19 That the applicant appoints a registered professional Engineer, to consult the Department of Urban and Transport Planning (Road Planning, Design and Traffic Flow Division), at his/her own cost and risk, to compile a detailed 50-year flood report of the Klein Windhoek River.

- 20 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 at his/her own cost and risk, to determine if any portion of the lease portion of Erf 4831, Windhoek require to be protected against any potential flood damage.
- 21 That the applicant applies the conditions as stipulated in the detailed 50-year flood report.
- 22 That no adjacent or opposite property be negatively affected by the proposed development along the Klein Windhoek River.
- 23 That no development be considered in the 50-year flood line the Klein Windhoek River.
- 24 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
- 24.1 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.
- 24.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 25 That the applicant appoints a registered professional Engineer to submit detailed engineering plans as to how the lease portion is to be protected against any potential flood damage.
- 26 That should retaining structures be recommended, such retaining structures be planned and designed by a registered professional Engineer, and construction supervision thereof be done by a registered professional Engineer.
- 27 That any proposed retaining structure be at least 250 mm above the 50-year flood level.
- 28 That no angled retaining structures be considered, but only vertical retaining structures be considered.
- 29 That the final floor level of any development along the river, be at least 250 mm above the 100-year flood level.

- 30 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the proposed portion is contemplated.
- 31 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.
- 32 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.
- 33 That no building plan be approved until the above stormwater conditions are met.
- 34 That the lease be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 35 That the lease be subject to Ministerial approval in terms of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 36 That the Office of the Chief Executive Officer (Corporate Legal Adviser) draft the Lease Agreement.
- 37 That the resolution be implemented prior to confirmation of the minutes.

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.2 APPROVAL OF MINUTES (MC 08/2026)**

The minutes of the Management Committee meeting (MC 08/2026) held on 21 April 2026 is submitted to Management Committee members for approval.

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.3 MINUTES (MC 08/2026)**

The minutes of the Management Committee meeting (MC 08/2026) held on 21 April 2026 as approved by its members at this Council meeting, is submitted for notice with recommendations being submitted to the Municipal Council of Windhoek per Items GOV.1, GOV.6, GOV.15, GOV.16, GOV.17, GOV.18, FNS.1, FNS.2, FNS.3, FNS.4, FNS.5, FNS.6, FNS.7, FNS.8, FNS.9, FNS.10, FNS.11 and FNS.12, which follow immediately hereunder for consideration.

It is

## **RECOMMENDED**

That the minutes of the Management Committee meeting (MC 08/2026) held on 21 April 2026, be noted by its members, with recommendations submitted to the Municipal Council of Windhoek as per Items GOV.1, GOV.6, GOV.15, GOV.16, GOV.17, GOV.18, FNS.1, FNS.2, FNS.3, FNS.4, FNS.5, FNS.6, FNS.7, FNS.8, FNS.9, FNS.10, FNS.11 and FNS.12.

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[Municipal Council Agenda: 2026-05-07(04-30)]

### **10.3.1 GOV.1 [CEO] RE-SUBMISSION: MEMBERSHIP OF THE MUNICIPAL COUNCIL OF WINDHOEK IN THE MAYORS FOR PEACE INITIATIVE (12/8/1/1)**

#### **Purpose**

The purpose of this submission is to resubmit the application for the Municipal Council of Windhoek to join the International Mayors for Peace an initiative led by the City of Hiroshima, Japan.

#### **Introduction**

Management Committee at its meeting held on Tuesday, 27(20) January 2026, per Item GOV.15 inter alia resolved as follows:

- 1 *That this matter be kept in abeyance in order for the Chief Executive Officer (Manager: External Relations and Networking) to address the following and accordingly enrich the item, whereafter it be resubmitted to the next Management Committee meeting, scheduled to be held on Tuesday, 10 February 2026, for consideration:*
  - 1.1 *Undertake further in-depth research on the Organisation concerned, with the objective of providing the Management Committee with a comprehensive and evidence-based overview. [This should clearly outline the Organisation's mandate and purpose, core activities, governance and funding arrangements, key achievements to date, areas of operation, and any relevant regional or geo-political affiliations or alignments. The analysis should be sufficiently detailed to enable the Management Committee to make an informed and defensible decision.*
  - 1.2 *Provide the full list of cities that have membership or is associated with Mayors for Peace Initiative as mentioned in the item; and*
  - 1.3 *Request the Ministry of International Relations and Trade to put their support towards the Mayors for Peace initiative, in writing in reference to their letter dated 23 September 2025.*
- 2 *That the resolution be implemented prior to approval of the minutes.*

In line with paragraph 1.1 and 1.2, further research was conducted and confirms that Mayors for Peace is a global, City-led network established in 1982 with an aim to promote nuclear abolition and lasting peace through inter-City solidarity, rooted in the Hiroshima and Nagasaki experience. Member Cities engage in disarmament advocacy (including the Treaty on the Prohibition of Nuclear Weapons (TPNW)), peace education, commemorative and youth programmes, and conference participation. The network is governed by twenty (20) Executive Cities, with the Secretariat hosted by the Hiroshima Peace Culture Foundation (HPCF). Funding is sourced from an annual membership fee of JPY 2 000.00 (Japanese Yen) per City, introduced in 2015. As of 1 February 2026, the initiative has eight thousand, five hundred and sixty three (8 563) member cities in one hundred and sixty six (166) countries and regions, including four hundred and forty four (444) cities in Africa across forty nine (49) countries, and operates under the 2025 - 2029 Action Plan.

Notably, among Windhoek's existing sister Cities, Berlin and Bremen (Germany), Gaborone (Botswana), Brazzaville (Republic of Congo), and Durban (South Africa) are members of the initiative, and Walvis Bay that joined Mayors for Peace in February 2026.

The Organisation operates globally with engagement in Namibia facilitated through official inter-Ministerial channels, and it is listed in the United Nations Economic and Social Council (ECOSOC) database with consultative status, presenting itself as non-partisan and City-driven with alignment to multilateral peace norms rather than any political bloc.

\*\*\*

As per paragraph 1.3 above, the Municipal Council of Windhoek engaged the Ministry of International Relations and Trade. In response, the Ministry has provided its written support for the Municipal Council of Windhoek's participation in the Mayors for Peace Initiative. A copy of this letter of support is **attached as pages 722 and 723 respectively to the agenda.**

### **Background**

The Mayors for Peace initiative was established in 1982 by the then Mayor of Hiroshima, as a global network of Cities working together for the abolition of nuclear weapons and the realisation of lasting world peace. The initiative is registered with the United Nations Economic and Social Council (ECOSOC) as a non-governmental Organisation and operates as a non-partisan, City-driven movement for peace. Over the years, the network has grown substantially, according to the information provided by the City of Hiroshima, Mayors for Peace had, as of 1 August 2025, eight thousand and fifty nine (8 059) member cities in one hundred and sixty six (166) countries and regions worldwide, demonstrating broad international recognition and support.

Member cities participate in awareness-raising campaigns, peace education activities, commemorative events and international dialogues that seek to prevent armed conflict and promote sustainable, peaceful societies. The initiative therefore provides an established and reputable platform through which municipalities can express and operationalise their commitment to global peace and security.

Namibia's foreign policy is anchored in the promotion of peace, multilateralism and respect for international law, and the country has consistently supported international disarmament and non-proliferation efforts. Against this backdrop, the Ministry of Urban and Rural Development has encouraged Namibian local authorities to consider joining Mayors for Peace as a means of reinforcing the national stance at the municipal level. The Municipal Council of Windhoek further participates in various international partnerships and City-diplomacy initiatives aimed at fostering inclusive, safe and sustainable urban development. Membership in Mayors for Peace would therefore complement and strengthen these existing efforts by providing a structured global framework for local peace-building and advocacy, and by positioning Windhoek as a visible champion of peace within both the African and international municipal community.

### **Discussion**

Windhoek, as the capital City and seat of Government, already plays a central role in hosting national commemorations, diplomatic events and international engagements that promote dialogue, unity and reconciliation. Membership in the Mayors for Peace initiative would build on this role by formally associating the Municipal Council of Windhoek with a global network of municipalities committed to peace, human security and the abolition of nuclear weapons. This is consistent with Namibia's foreign policy, which prioritises peace, multilateralism and respect for international law, and with Council's own efforts to promote an inclusive, safe and cohesive urban environment. The initiative therefore provides a logical and reinforcing platform for Council's existing international relations and community development work.

Participation in Mayors for Peace is expected to generate tangible benefits at relatively low cost. Through the network, Windhoek will gain access to information materials, peace education resources and opportunities to participate in global campaigns and commemorative events, which can be integrated into existing public participation, youth, culture and social development programmes. Membership will also enhance the City's international profile and open avenues for co-operation with other African and global cities on themes such as peace education, social cohesion and non-violence. Equally, membership to the Mayors for Peace would complement existing efforts and further position Windhoek as a champion of peace and solidarity at the municipal level.

The direct financial implication of the proposed decision is the payment of the annual membership fee of JPY2 000.00 (Japanese Yen) for the Municipal Council of Windhoek's participation in the Mayors for Peace initiative. The Namibian Dollar value of this fee will depend on the prevailing exchange rate at the time of payment.

### **Strategic implications/significance**

The Municipal Council of Windhoek's membership in the Mayors for Peace initiative will be aligned with the following national foreign policy Council's Strategic Objectives:

- Consistency with Namibia's foreign policy, which prioritises peace, multilateralism and respect for international law, and with Council's own efforts to promote an inclusive, safe and cohesive urban environment.

- Complementing Council's existing international relations, Smart City and sustainable development initiatives by adding a clear value-based dimension that resonates with citizens and international partners.
- Improving stakeholders' engagement

By establishing membership to the Mayors for Peace initiative, the Municipal Council of Windhoek has the opportunity to engage with other members championing shared interests to foster better relations and partnerships.

#### **Possible/perceived risks and mitigation matrix**

<b>Risk No.</b>	<b>Risk type</b>	<b>Risk description (cause and effect)</b>	<b>Prob.</b>	<b>Impact</b>	<b>Score</b>	<b>Risk containment plan</b>
1	Governance	Risk that municipal advocacy on peace and disarmament could be perceived as infringing on the foreign policy purview of central Government	Low	Medium	1	Ensure continuous co-ordination and information sharing with the Ministries of Urban and Rural Development; and International Relations and Trade; and position all activities as supportive of Namibia's national stance and foreign policy commitments.

#### **Compliance check/legal implications**

Approval of the Municipal Council of Windhoek's membership in the Mayors for Peace initiative, and the payment of the annual membership fee from the relevant vote, falls within Management Committee's responsibility to oversee expenditure in accordance with Council's approved budget. The proposed membership does not impose additional binding legal obligations beyond the voluntary advocacy commitments described in this submission and is consistent with Namibia's national positions on peace, multilateralism and disarmament as channeled through the Ministry of International Relations and Trade.

#### **Conclusion**

The invitation, conveyed through the Ministry of Urban and Rural Development, offers the Municipal Council of Windhoek a meaningful opportunity to align itself with a globally recognised network of municipalities committed to promoting peace, advancing human security and advocating for the abolition of nuclear weapons. Membership in the Mayors for Peace initiative is well aligned with Namibia's longstanding national position on peace, multilateralism and disarmament. It also complements the City's role as the capital and seat of Government, where national commemorations, diplomatic engagements and international partnerships are routinely hosted.

The obligations associated with membership are modest and primarily entail a nominal annual membership fee, along with participation in advocacy and information-sharing activities. These responsibilities can be seamlessly integrated into existing programmes without imposing significant additional financial or operational demands.

## Management Committee

**RECOMMENDED**

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- 1 That the letter dated 24 October 2025 from the Ministry of Urban and Rural Development and the City of Hiroshima, forwarding the invitation for the City of Windhoek to take up membership to the Mayors for Peace initiative, **attached as pages 724 - 725 and 726 - 733 respectively to the agenda**, be noted.
- 2 That approval be granted for the Municipal Council of Windhoek to join membership of the Mayors for Peace initiative.
- 3 That payment of the annual membership fee of JPY2 000.00 (Japanese Yen) (or the Namibian Dollar equivalent at the time of payment), be approved.
- 4 That the Chief Executive Officer (Manager: External Relations and Networking), be mandated to co-ordinate Council's activities related to the Mayors for Peace.
- 5 That the resolution be implemented prior to approval of the minutes.

**Financial implications**

Description	Amount (NS)
Annual Membership Fees of JPY2 000.00 (JPY at NAD0.11)	220.00

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[Municipal Council Agenda: 2026-05-07(04-30)]

## 10.3.2

**GOV.6 [CEO] REQUEST FOR APPROVAL  
OF THE REVISED CORPORATE  
COMMUNICATION POLICY  
(12/P)**

**Introduction**

The Municipal Council of Windhoek established in terms of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), is the governing authority of the Windhoek Municipality. Council recognises effective communication as a core governance function that underpins service delivery, stakeholder relations and institutional credibility. Clear, consistent, and transparent communication is essential for building trust with residents, stakeholders and employees, as well as for safeguarding and enhancing the Municipality's reputation.

## **Purpose**

The purpose of this submission is to seek approval of the Revised Corporate Communication Policy for the Municipal Council of Windhoek. The policy provides a comprehensive framework to guide internal and external communication, ensuring consistency, accuracy and transparency across all municipal platforms. Its approval and implementation will strengthen internal co-ordination, improve stakeholder engagement and support the achievement of the Council's Strategic Objectives.

## **Background and Discussion**

\*\*\*

The original Corporate Communication Policy was developed and approved in 2017 in terms of Council Resolution 164/07/2017 **attached as pages 734 and 735 - 777 respectively to the agenda**. Since its adoption, operational changes, evolving stakeholder expectations and advancement in communication technologies have revealed gaps and redundancies within the policy, necessitating a comprehensive review.

The revised policy addresses these shortcomings by modernising communication processes and aligning them with current Organisational and governance requirements. It establishes clear standards and guidelines for effective communication, promotes trust and confidence among residents, stakeholders and employees; and ensures the accurate, timely and consistent dissemination of information relating to municipal services, programmes, and activities.

In addition, the policy clearly defines roles and responsibilities for communication across departments, outlines protocols for stakeholder engagement and promotes cohesive messaging throughout the Organisation. This ensures that communication activities are co-ordinated, professional and aligned with the Council's strategic direction.

## **Strategic implications/significance**

The revised policy supports the Municipal Council of Windhoek's strategic priorities by:

- Improving internal collaboration and operational efficiency;
- Ensuring consistency and accuracy in all communications;
- Promoting trust, transparency, and accountability;
- Encouraging public participation and engagement; and
- Strengthening the Council's reputation.

## **Financial implications**

The implementation of the policy will be accommodated within existing departmental budgets. No additional financial resources are required, as communication activities and stakeholder engagement initiatives will be funded through current operational allocations.

### Possible/perceived risks and mitigation matrix

While the implementation of this partnership is expected to have significant benefits, there are potential risks, which are outlined below:

Risk No.	Risk type	Risk description (cause and effect)	Prob.	Impact	Score	Risk containment plan
1	High	Inconsistent messaging leading to stakeholder confusion	High	High	4	Staff training, internal review, and clear protocols
2	Medium	Dissatisfaction due to unclear communication	Medium	Medium	3	Feedback mechanisms and proactive engagement
3	Low	Technology failures affecting digital communication	Low	Minor	1	Information Technology support and backup systems

### Compliance check/legal implications

The policy is compliant with the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and relevant municipal regulations. Legal review has been conducted to ensure alignment with applicable laws, internal policies, and governance requirements.

### Consultation with Stakeholder departments and other interested parties

Extensive consultation was undertaken during the review process. A draft version of the policy was circulated to all Strategic Executives and further input was obtained through a broad Organisational consultative workshop attended by **Strategic Executives, Divisional Heads, Specialists and Sectional Heads**, held on **20 August 2025** at the **Function Hall**.

\*\*\* The feedback received from departments was carefully considered and incorporated into the final revised policy to ensure alignment with operational realities and strategic priorities. The workshop attendance register is **attached on pages 778 - 782 to the agenda**.

\*\*\* The item was subsequently tabled at the Strategic Executive Forum held on 29 January 2026, where it was resolved that the policy be further workshopped with Council Members. A workshop was accordingly held on 19 March 2026 and the input received was incorporated into the policy. The attendance register for the Council Members' workshop is **attached as page 783 to the agenda**.

### Conclusion

The revised Corporate Communication Policy provides a clear, structured, and modern framework for managing internal and external communication within the Municipality of Windhoek. Its implementation will enhance consistency, transparency, efficiency, and stakeholder confidence in municipal communication processes.

\*\*\* The Municipal Council of Windhoek's Crisis Communication Plan is **attached as pages 784 - 801 to the agenda**.

Management Committee

**RECOMMENDED**

- \*\*\*
- 1 That the revised Corporate Communication Policy, **attached as pages 802 - 814 to the agenda**, be approved for implementation.
  - 2 That the Corporate Communication Policy be noted as the official framework guiding all communication processes within the Municipal Council of Windhoek.
  - 3 That all departments engage stakeholders in accordance with the approved policy.
  - 4 That the resolution be implemented prior to confirmation of the minutes.

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.3.3 GOV.15 [CEO] CONFIDENTIAL MATTER**  
(2/1/2)

This matter was discussed at the Special Council meeting held on 29 April 2026 and resolved as per Council Resolution 50/04/2026.

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.3.4 GOV.16 [CEO] CONFIDENTIAL MATTER**  
(2/2/2)

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.*

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.3.5**      **GOV.17 [CEO] CONFIDENTIAL MATTER**  
(2/2/2)

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.*

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.3.6**      **GOV.18 [FCS] CONFIDENTIAL MATTER**  
(10/1/1)

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

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

- (i)      *the appointment, promotion, conditions of employment and discipline of any particular officer or employment 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.*

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[Municipal Council Agenda: 2026-05-07(04-30)]

**10.3.7 FNS.1 [UTP] APPLICATION FOR THE REZONING OF ERF 414, OLYMPIA FROM 'RESIDENTIAL' WITH A DENSITY OF 1:900 m<sup>2</sup> TO 'OFFICE' WITH A BULK OF 0.75 AND CONSENT FOR 'FREE RESIDENTIAL BULK' (L/414/OL)**

**Application**

An application was received from Stubenrauch Planning Consultants, on behalf of the owners of Erf 414, Olympia, NEC XON Systems Namibia (Pty) Ltd (Company No. 2010/0762, of which Johannes Engelbrecht is the sole Director) for the:

- Rezoning of Erf 414, Olympia from 'residential' with a density of 1:900 m<sup>2</sup> to 'office' with a bulk of 0.75; and
- Consent for a free 'residential' bulk on Erf 414, Olympia.

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 815 - 896 to the agenda.**

**Erf information**

Erf 414, Olympia is zoned 'residential' with a density of 1:900 m<sup>2</sup> and is ± 1 301 m<sup>2</sup> in extent. It is located on the corner of Gerald Dreyer and Hidipo Hamutenya Streets. There is a dwelling unit on the erf.

The erf falls within the Olympia Policy Area with a bulk of 0.75.

**Development intention**

The intention of the owner is to rezone the subject property so that they can use it for offices.

**Public consultation**

Public consultation was completed in line with the requirements of the 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 25 August and 1 September 2025 respectively, **attached as pages 864 - 867 to the agenda;**
- \*\*\* - Notices were placed on the notice board of the Municipal Council of Windhoek Customer Care Centre (CCC), as well as on the site, as **attached as pages 868 - 869 to the agenda;**

- \*\*\* - Neighbour consultation letters or forms were sent to the direct neighbours, being the owners of the Remainder of Erf 290 and Erven 433, 432, 415, 451, 452 and 1015, Olympia, as **attached as pages 870 - 886 to the agenda**; and
- \*\*\* - A notice was published in the Government Gazette of 1 September 2025, Notice No. 653, **attached as page 887 to the agenda**.

An objection was lodged by the owner of Erf 449, Olympia.

### **Objections received**

The objection received from the owners of Erf 449, Olympia is as follows:

- *The Olympia neighbourhood node map does not indicate any bulk factor and this can lead to exploitation by developers and property speculators resulting in inconsistent development. The rezoning to Office with a bulk of 0.75 is against the Olympia neighbourhood node as the municipality recently approved the rezoning of Erf 347, Olympia to Office with a bulk of 0.4.*
- *The unspecified number of residential units (most possibly on the first floor above technical block) could affect the privacy and living quality of the two immediate neighbours.*
- *The unclear nature of some aspects of the proposed development, a site development plan indicating the proposed location of the additions and residential units (as well a parking) should have been provided by the applicant. This raises a question whether the development will be able to provide enough on-site parking.*
- *In conclusion a rezoning of Erf 414 to office with a bulk of 0.4 (all parking to be provided for on-site and not in the road reserve) is supported instead of a bulk of 0.75 as it will allow for a more conservative development.*

\*\*\* The objections from the neighbours are included as part of the Public Participation Report submitted by the Consultant, **attached as pages 888 - 892 to the agenda**.

\*\*\* The Consultant's response to the objections is submitted as part of the public participation report and **attached as pages 893 - 896 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**

No input to be made.

### **Roads Planning and Traffic Flow**

Erf 414, Olympia is situated along the corner of Hidipo Hamutenya and Gerald Deyer Streets, access is gained from Hidipo Hamutenya Street. Both streets are short streets with low traffic volumes and no congestion is experienced during peak hours. Rezoning to 'office' will generate fifteen (15) trips into the road network, which is considered insignificant. Erf 414, Olympia falls within the Olympia Office Policy Area specifically 'office' with a bulk of 0.75.

The division has no objection to the rezoning of Erf 414, Olympia from 'residential' with a density of 1:900 m<sup>2</sup> to 'office' with a bulk of 0.75: Provided

- That the parking is provided as per the approved parking layout, dated 14 August 2025.
- That a minimum of one (1) parking bay per 25 m<sup>2</sup> utilised bulk to be provided on-site for office use.

The division has no objection to consent for a 'free residential bulk' on Erf 414, Olympia: Provided:

- That the parking is provided as per the approved parking layout, dated 14 August 2025.
- That 'free residential bulk' is limited to 50 % of the allowable bulk.
- That a minimum of one (1) exclusive parking bay be provided for every dwelling unit on-site.
- That consent use only come into effect after meeting parking requirements are to the satisfaction of the Strategic Executive: Urban and Transport Planning.

### **Roads and Stormwater**

A stormwater investigation was done and the following is reported:

- The proposed Erf 414, Olympia, has a general downward slope from the northeast into a southwesterly direction.
- There is no visible sign of any stormwater course or system flowing across the proposed Erf 414, Olympia, except for surface stormwater run-off.

The division has no objection to the proposed, rezoning of Erf 414, Olympia from 'residential' with a density of 1:900 m<sup>2</sup> to 'office' with a bulk of 0.75 and consent for a 'free residential bulk' on Erf 414, Olympia: 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**

There is no objection to the application: Provided:

- That free residential bulk is limited to 50 % of the allowable bulk of 0.75.
- That the total number of residential units 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 will be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

**Comments from the Strategic Executive: Electricity**

- **Technical Support**

There is no objection to the application: Provided:

- That should an electrical substation be required, a servitude or subdivided erf must be allocated where the substation will be constructed.
- That no electrical substations shall be installed on the sidewalk.
- That medium and low voltage cables, streetlights and low voltage distribution units may be installed on sidewalk spaces.
- That all electrical services design drawings, and internal reticulations must be submitted to the Strategic Executive: Electricity for approval, before any construction works are commenced.
- That during project implementation, the applicant's electrical representative should at all times engage the quality monitoring official from the Department of Electricity for all inspections and testing required.

- 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 for 'general residential' developments without high rise buildings i.e., individual apartments, a split prepayment meter for each unit shall be used with a metering box located on the street/development erf boundary if it's technically possible otherwise a bulk meter shall be used.

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

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

The division supports the application. Adverse environmental impacts are not foreseeable for the activity in question. Applicant to obtain an exemption from conducting an Environmental Impact Assessment (EIA).

##### **Urban Policy evaluation**

##### **- Proposed Land Uses and Zoning Scheme Provisions**

The intention of the applicant is to rezone Erf 414, Olympia from 'residential' with a density of 1:900 m<sup>2</sup> to 'office' with a bulk of 0.75. The office zoning has the following primary and consent uses allowed as per Table B of the Windhoek Zoning Scheme.

<b>Use zone (1)</b>	<b>Primary uses (2)</b>	<b>Consent uses (3)</b>	<b>Prohibited uses (4)</b>
<b>XII Office</b>	Offices	Dwelling units, residential buildings, institutions, places of public worship, business buildings, hotels, restaurant	Other uses not under columns 2 and 3

The proposed offices will be in line with the Windhoek Zoning Scheme, as they are primary land uses on an 'office' zoned erf.

The applicant also applied for consent for free residential bulk on Erf 414, Olympia. A dwelling unit is a consent use under the 'office' zoning, and it is defined as follows as per clause 2(1) of the Windhoek Zoning Scheme:

*Dwelling unit means a dwelling consisting of one primary unit with or without an outbuilding or an entertainment area, where the primary unit consists of mutually adjacent rooms with a kitchen and with at least a bathroom with toilet facilities and where the said primary unit is designed for occupation by a single household, and may, subject to the provisions of this Scheme or any law or regulation, be with or without a supplementary dwelling unit:*

Furthermore, clause 23(1) of the Windhoek Zoning Scheme makes provisions for Council to grant consent for additional floor area not exceeding the area of the erf, which must be devoted solely to 'residential' use in the form of a dwelling unit or 'residential' units, that is, for 'free residential bulk', which is defined as follows:

*Free Residential Bulk refers to instances where business or office buildings are erected and an additional floor area in square meters is granted solely to be used for residential purposes*

#### - **Council Policy direction**

The property is zoned 'residential' and a rezoning to 'office' is requested to enable the applicant to use it for 'office' purposes.

Erf 414, Olympia is located within the Olympia Office Policy Area with a bulk of 0.75.

\*\*\*

Furthermore, the erf is located in the Olympia Policy Area where mixed land uses with a bulk of up to 1.5 are permitted as per Council Resolution 273/11/2023, which is **attached as pages 390 - 397 to the agenda.**

Hence, the application aligns with Council's Strategic Policy directions.

#### - **Technical comments**

The Division of Engineering Services is recommending a maximum of three (3) residential units.

Hence, the consent for 'free residential bulk' will be limited to 50 % of the allowable property bulk, provided that the development will not exceed three (3) dwelling units.

The application is generally supported by all technical divisions (and members of the Town Planning Committee).

- **Title Deed conditions**

The Deed of Transfer No. T1887/2025 lists no restrictive conditions.

- **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:

- (i) *The Olympia neighbourhood node map does not indicate any bulk factor and this can lead to exploitation by developers and property speculators resulting in inconsistent development. The rezoning to Office with a bulk of 0.75 is against the Olympia neighbourhood node as the municipality recently approved the rezoning of Erf 347, Olympia to Office with a bulk of 0.4.*

Council's assessment and recommendation thereof rely on the Olympia Policy Area Map adopted in consultations with the Olympia residents. This plan explicitly recommends an 'office' zoning with a bulk of 0.75 for Erf 414, Olympia, providing the regulatory certainty needed to prevent exploitation and ensure uniform spatial planning.

It should further be noted that the bulk factors provided in the policy areas are maximum limits, not mandatory requirements. Property owners cannot be forced to develop at a higher bulk, as they are within their rights to apply for a lower bulk as long as they do not exceed the 0.75 bulk ceiling.

It is on the above basis that Council supported a bulk of 0.4 for Erf 347, Olympia, because that is specifically what the property owner applied for (even if the policy area allows for a higher bulk of a maximum of 0.75). This approach maintains zoning integrity by allowing development up to the defined potential of the policy area while remaining flexible to applications for a lower bulk.

- (ii) *The unspecified number of residential units (most possibly on the first floor above technical block) could affect the privacy and living quality of the two immediate neighbours.*

Although the applicant did not mention the number of residential units, Council regulation only allows 50 % of allowable bulk to be used for residential purposes and the Division of Engineering Services has limited the residential units to a maximum of three (3). During the building plan phase, immediate neighbours will also be given an opportunity to comment, object or not object on the building plans.

The neighbour consultation process remains a mandatory requirement for any building line encroachment to ensure that visual privacy and residential amenity are maintained. This mechanism ensures that the neighbours' rights to comment and/or object are respected during the evaluation of the building plan. The neighbours will thus still have a formal voice on the final outcome of the building plan.

- (iii) *The unclear nature of some aspects of the proposed development, a site development plan indicating the proposed location of the additions and residential units (as well a parking) should have been provided by the applicant. This raises a question whether the development will be able to provide enough on-site parking.*

The parking layout has been approved by the Road Planning, Design and traffic Flow Division. However, the additions to the existing structure and placement of dwelling units will be determined during the building plan phase of the development. Furthermore, the Road Planning, Design and Traffic Flow Division will still assess parking during any building plans stage to ensure that there is sufficient parking before they recommend the approval of the building plans.

- (iv) *In conclusion a rezoning of Erf 414 to office with a bulk of 0.4 (all parking to be provided for on-site and not in the road reserve) is supported instead of a bulk of 0.75 as it will allow for a more conservative development.*

The objector concludes that they do not have an issue with the rezoning but they are objecting against a bulk of 0.75 and are concerned if Erf 414, Olympia will be able to accommodate on-site parking with a bulk of 0.75. However, Erf 414, Olympia is located in a policy area and infrastructure studies were conducted which supports a bulk of 0.75. Furthermore, the Traffic Flow Section has assessed traffic (including parking) impacts of the proposed rezoning and consequently supports the application.

#### - **Compensation**

Compensation will be levied in line with the provisions of the Urban and Regional Planning Act and governing Council policy.

#### **Conclusion**

The rezoning and consent for free residential bulk is recommended for approval as it aligns with Council's development guidelines and policies for densification in the urban areas.

The parking has been assessed and approved by the Road Planning, Design and Traffic Flow Division. The concerns raised by the objectors with regards to future parking, placement and design of the dwelling units will be addressed during the building plan approval phase of the development.

Management Committee, having considered the application,

**RECOMMENDED**

- 1 That the rezoning of Erf 414, Olympia from 'residential' with a density of 1:900 m<sup>2</sup> to 'office' with a bulk of 0.75 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).
- 2 That consent for 'free residential bulk' and dwelling units be granted in terms of clauses 23(1) and 22(1), as well as Table B of the Windhoek Zoning Scheme, subject to the following:
  - 2.1 That the 'free residential bulk' shall be limited to 50 % of the allowable property bulk.
  - 2.2 That the number of dwelling units be limited to three (3) units.
  - 2.3 That such consent only come into effect after meeting parking requirements to the satisfaction of the Strategic Executive: Urban and Transport Planning.
  - 2.4 That consent for the 50 % 'free residential bulk' (maximum of three (3) dwelling units) contingent upon the Minister of Urban and Rural Development approving and gazetting the rezoning of Erf 414, Olympia from 'residential' with a density of 1:900 m<sup>2</sup> to 'office' with a bulk of 0.75, should this rezoning not be approved and gazetted by the Minister, the consent shall lapse.
- 3 That it be noted that compensation is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 4 That the applicant obtain an invoice for compensation from the Urban Policy Division in the Department Urban and Transport Planning.
- \*\*\*
  - 5 That parking be provided as per the approved parking layout (Drawing No. W/25041-5, dated July 2025 **attached as page 830 to the agenda**), as officially endorsed and stamped by the Municipal Council of Windhoek on 14 August 2025.
  - 6 That a minimum of one (1) parking bay per 25 m<sup>2</sup> utilised bulk be provided on-site for office use.
  - 7 That a minimum of one (1) exclusive parking bay be provided for every dwelling unit on-site.
  - 8 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
    - 8.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:

- The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or
  - The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.
- 8.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
  - 9 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.
  - 10 That should an electrical substation be required, a servitude or subdivided erf must be allocated where the substation will be constructed.
  - 11 That no electrical substations be installed on the sidewalk.
  - 12 That medium and low voltage cables, streetlights and low voltage distribution units may be installed on sidewalk spaces.
  - 13 That all electrical services design drawings and internal reticulations be submitted to the Strategic Executive: Electricity for approval, before any construction works are commenced.
  - 14 That during project implementation, the applicant's electrical representative should at all times engage the quality monitoring official from the Department of Electricity for all inspections and testing required.
  - 15 That for an erf that are zoned 'general residential', 'business', 'office', 'institutional' or 'industrial' and an application for a new service connection or upgrade larger than 3 x 60 ampere is applied for, the applicant and/or his/her electrical engineering representative must contact the Strategic Executive: Electricity well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation; and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.
  - 16 That it be noted that a connection charge will be payable at the cost of the applicant and the applicant be advised to review the Department of Electricity's Connection Charge Policy, Schedule of Approved Non-Regulated Tariffs and/or to consult directly with the Strategic Executive: Electricity for information on connection charges.
  - 17 That for '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 if it is technically possible, otherwise a bulk meter be used.

- 18 That the applicant be required to apply for an Environmental Clearance Exemption from the Health and Environment Services Division, prior to the submission of the application to the Urban and Regional Planning Board.
- 19 That the objector and applicant be informed of Council's decision and their right to appeal against such decision.
- 20 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.
- 20.1 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.
- 21 That the applicant accepts the conditions of the Council Resolution in writing, within twenty eight (28) days of receipt of this letter, by completing and returning the Acknowledgment and Acceptance of Council Conditions Form to the Municipal Council of Windhoek, prior to the submission of the application to the Urban and Regional Planning Board.
- 22 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

### 10.3.8

**FNS.2 [UTP] APPLICATION FOR THE SUBDIVISION OF ERF 1937, HOCHLAND PARK INTO PORTION 1 AND THE REMAINDER AND SUBSEQUENT REZONING OF THE REMAINDER OF ERF 1937, HOCHLAND PARK FROM 'BUSINESS' WITH A BULK OF 1.0 TO 'GENERAL RESIDENTIAL' WITH A DENSITY OF 1:50 m<sup>2</sup> (L/1937/HP)**

**Application**

An application was received from Dunamis Consulting, as appointed by the Body Corporate of Fishers Court for the:

- The subdivision of Erf 1937, Kingfisher Street, Hochland Park into Portion 1 ( $\pm 1\,606\text{ m}^2$  in extent) and the Remainder ( $\pm 3\,118\text{ m}^2$  in extent); and
- The subsequent rezoning of the Remainder of Erf 1937, Kingfisher Street, Hochland Park from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50 m<sup>2</sup>.

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 897 - 960 to the agenda.**

#### **Erf information**

Erf 1937, Hochland Park is zoned 'business' with a bulk of 1.0 and is  $\pm 4\,724\text{ m}^2$  in extent. The erf is situated on Kingfisher Road. There is a block of flats on the erf.

The erf is located in a predominantly residential area.

#### **Development intention**

The intention of the owner is to subdivide Erf 1937, Hochland Park into Portion 1 and the Remainder; as well as to subsequently rezone the Remainder (being the portion where the residential units are located) from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50  $\text{m}^2$ . The change in zoning and associated density would allow the Remainder of Erf 1937, Hochland Park to be considered for 'residential' rates and tariffs.

#### **Public consultation**

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

- \*\*\* - Notices were advertised in the Market Watch for the Republikein, Namibian Sun and Allgemeine Zeitung newspapers on 26 September and 3 October 2025 respectively, **attached as pages 950 - 951 to the agenda;**
- \*\*\* - Notices were placed on the Notice Board of the Municipal Council of Windhoek Customer Care Centre (CCC) as well as on the site, **attached as pages 952 - 955 to the agenda;**
- \*\*\* - Neighbour consultation letters or forms were sent to the direct neighbours, the owners of the Remainder of Erf 123 and Erven 124, 197, 198, 570, 571, 572, 573, 574, 1697 and 1963, Hochland Park, **attached as pages 956 - 958 to the agenda;**
- \*\*\* - A notice was published in the Government Gazette of 1 October 2025, Notice No. 773, **attached as pages 959 - 960 to the agenda.**

No objections or comments were received.

#### **Technical comments**

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

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

### **- Sustainable Development**

The Department of Urban and Transport Planning, Sustainable Development Division has no objection to the proposed subdivision of Erf 1937, Hochland Park into Portion 1 and the Remainder; and the subsequent rezoning of Portion 1 of Erf 1937, Hochland Park from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50 m<sup>2</sup>.

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

Kingfisher Road and Oriole Street carries moderate and low traffic volume respectively. No traffic flow problems are currently experienced during peak hours.

There is no objection to the proposed subdivision of Erf 1937, Hochland Park into Portion 1 ( $\pm 1\ 606\text{m}^2$ ) for a Business-Storage Facility and the Remainder ( $\pm 3\ 118\ \text{m}^2$ ) for the existing dwelling units: Provided:

- That a minimum of one (1) parking bay per equal or less than a three (3) bedroom unit, or two (2) parking bays per equal or greater than a four (4) bedroom unit, plus one (1) bay per three (3) units or part thereof explicitly for visitors parking be provided on-site.
- That a stacking distance of 15 metres minimum be provided at the entrance, from the road kerb for the sixty (60) dwelling units.

There is no objection to the proposed rezoning of the Remainder of Erf 1937, Hochland Park from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50 m<sup>2</sup> to accommodate the existing sixty (60) dwelling units on the erf: Provided:

- That it be noted that the density of 1:50 m<sup>2</sup> is only considered for this erf as it generates less vehicular trips compared to the existing 'business' zone with a bulk of 1.0., the application is supported to align the current situation on-site and should not be seen as an area policy change.
- That the applicant would be required to contribute to the infrastructure development as per the Infrastructure Development Contribution (IDC) for the policy area.
- That a stacking distance of 15 metres minimum should be provided at the entrance, measured from the road kerb for the sixty (60) dwelling units.

### **- Building Control**

The inspection was conducted and it can be confirmed that all structures conform to the approved building permit. Therefore, the division has no objection to the application.

- **Roads and Stormwater**

A stormwater investigation was done and the following is reported:

- The proposed subdivision of Erf 1937, Hochland Park, into Portion 1 and the Remainder, has a general downward slope from the southeast into a northwesterly direction.
- There is no visible sign of any stormwater course or system flowing across the proposed subdivided Portion 1 and the Remainder of Erf 1937, Hochland Park, except for surface stormwater run-off.

There is no objection to the proposed, subdivision of Erf 1937, Hochland Park into Portion 1 and the Remainder; and the subsequent rezoning of the Remainder of Erf 1937, Hochland Park, from 'business' with a bulk of 1.0 to 'general residential', with a density of 1:50 m<sup>2</sup>: Provided:

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

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

- **Engineering Services**

The Remainder of Erf 1937, Hochland Park:

The proposed layout for the subdivision of Erf 1937, Hochland Park into Portion 1 and the Remainder will result in the Remainder of Erf 1937, Hochland Park being deprived of direct access to a municipal sewer connection point. The applicant is advised that the consideration of the rezoning and subdivision 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 appoint a registered professional Engineer to design a municipal sewer connection for the Remainder of Erf 1937, Hochland Park.
- That the appointed Engineer submits the sewer designs to the Strategic Executive: Infrastructure, Water and Technical Services, for approval prior to commencing any construction works.
- That after obtaining approval of the sewer designs, 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 borne by the applicant.

- That the applicant submit a sewer design to the Strategic Executive: Infrastructure, Water and Technical Services for approval, before submitting to the Urban and Regional Planning Board
- That a Fitness Certificate will only be issued after the applicant has provided a municipal sewer connection to the Remainder of Erf 1937, Hochland Park.
- That no building plans be approved for both the newly created erven until a municipal sewer connection is installed by the applicant and taken over by the Municipal Council of Windhoek as per the approved designs.
- That the applicant make provision for a municipal water meter for each unit, in accordance with the specifications set by the Strategic Executive: Infrastructure, Water and Technical Services.
- That no additional units be constructed in the future.
- That any additional requirements with regard to water and sewer services be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

#### Portion 1:

The proposed layout for the subdivision of Erf 1937, Hochland Park into Portion 1 and the Remainder will result in Portion 1 being deprived of direct access to a municipal water connection point. The applicant is advised that the consideration of the rezoning and subdivision will be subject to the submission and approval of an engineering design for water provision as stipulated by the Department of Infrastructure, Water and Technical Services as follows:

- That the applicant appoint a registered professional Engineer to design a municipal water connection for Portion 1.
- That the appointed Engineer submit the water designs to the Strategic Executive: Infrastructure, Water and Technical Services for approval, prior to commencing any construction works.
- That after obtaining approval of the water designs, the applicant appoints a Contractor to construct the water line.
- That the construction works be supervised by a registered professional Engineer.
- That all costs associated with the municipal water connection be borne by the applicant.

- That the applicant submit a water 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 water connection to Portion 1.
- That no building plans be approved for both the newly created erven until a municipal water connection is installed by the applicant and taken over by the Municipal Council of Windhoek as per the approved designs.
- That any additional requirements with regard to water and 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**

##### **- Technical Support**

There is no objection to the application submitted: Provided:

- That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all cost related thereto will be for the applicant's account.
- That only one (1) service connection from the municipal electrical network will be allowed per erf.
- That service connections may not be routed through any subdivided portion or remainder.
- 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 should an electrical substation be required a servitude or subdivided erf must be allocated where the substation will be constructed.
- That no electrical substations be installed on the sidewalk.

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

- **Environmental Management**

The applicant is not required to perform any additional environmental requirements for the rezoning of ‘business’ to ‘general residential’.

**Urban Policy evaluation**

- **Proposed Subdivision and Zoning**

Erf 1937, Hochland Park is zoned ‘business’ with a bulk of 1.0 and the intention is to subdivide the subject erf into Portion 1 and the Remainder; and rezone the Remainder of Erf 1937, Hochland Park from ‘business’ with a bulk of 1.0 to ‘general residential’ with a density of 1:50 m<sup>2</sup>.

- **Zoning Scheme provisions and Council Policy direction**

Pursuant to Table B of the Windhoek Zoning Scheme, the ‘general residential’ zoning has the following primary and consent uses:

Use zone (1)	Primary uses (2)	Consent uses (3)	Prohibited uses (4)
II ‘general residential’	Dwelling units, residential buildings	Places of public worship, places of instruction, institutions, special buildings, hotels, resident occupations, and heritage buildings	Other uses not under columns 2 and 3

As demonstrated by the preceding extract of Table B of the Windhoek Zoning Scheme, of *dwelling units* are primary uses under the ‘general residential’ zoning. The proposed subdivision and rezoning application is therefore supported as it is in line with Council regulations.

\*\*\*

The erf is located within the Hochland Park Policy Area as per Council Resolution 273/11/2023 **attached as pages 390 - 397 to the agenda**, where ‘businesses’ with a bulk of 1.0 are encouraged. Nevertheless, the proposed Remainder of Erf 1937, Hochland Park already comprises of sixty (60) dwellings units, with approved building plans from the Municipal Council of Windhoek. A density of 1:50 m<sup>2</sup> can therefore be supported to accommodate the existing sixty (60) dwelling units on the proposed Remainder of Erf 1937, Hochland Park.

- **Title Deed conditions**

Condition A of the Deed of Transfer No. T7568/2002 (for Erf 1937, Hochland Park) restricts the utilisation of the erf to parking purposes only. Furthermore, Condition B of the aforesaid Deed of Transfer lists outdated conditions referring to the repealed Township and Division of Land Ordinance, 1963 (Ordinance 11 of 1963). Therefore, such conditions of the Deed of Transfer must be cancelled and should be replaced with the following conditions:

- 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 at least four (4) times the municipal valuation of the erf.

- **Compensation**

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

- **Endowment Fee**

Endowment fee of 7.5 % is payable for each newly created portion.

**Conclusion**

The subdivision of Erf 1937, Hochland Park into Portion 1 ( $\pm 1\,606\text{ m}^2$  in extent) and the Remainder ( $\pm 3\,118\text{ m}^2$  in extent) is recommended.

The subsequent rezoning of the Remainder of Erf 1937, Hochland Park from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50  $\text{m}^2$  is recommended.

Management Committee, having considered the application,

**RECOMMENDED**

- 1 That the subdivision of Erf 1937, Kingfisher Street, Hochland Park into Portion 1 ( $\pm 1\,606\text{ m}^2$  in extent) and the Remainder ( $\pm 3\,118\text{ m}^2$  in extent) 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).
- 2 That the rezoning of the Remainder of Erf 1937, Kingfisher Street, Hochland Park from 'business' with a bulk of 1.0 to 'general residential' with a density of 1:50  $\text{m}^2$  be recommended to the Urban and Regional Planning Board in accordance with section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).

- 3 That it be noted that a betterment fee (compensation) is payable in terms of section 59 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 4 That the applicant obtain an invoice for the betterment fee (compensation) from the Urban Policy Division in the Department Urban and Transport Planning.
- 5 That an endowment fee of 7.5 % is payable for the newly created portion.
- 6 That Conditions A and B registered against Erf 1937, Hochland Park be cancelled and be replaced with the following conditions, which must be registered against Portion 1 and the Remainder of Erf 1937, Hochland Park, in favour of the Municipal Council of Windhoek:
  - 6.1 The erf shall only be used or occupied for purposes which are in accordance with and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
  - 6.2 The building value of the main building, excluding the outbuilding to be erected on the erf shall be at least four (4) times the municipal valuation of the erf.
- 7 That a minimum of one (1) parking bay per equal or less than a three (3) bedroom unit, or two (2) parking bays per equal or greater than four (4) bedroom unit, plus one (1) bay per three (3) units or part there of explicitly for visitors parking be provided on-site.
- 8 That a stacking distance of 15 metre minimum be provided at the entrance from the road kerb for the sixty (60) dwelling units.
- 9 That it be noted that the application is supported to align the current situation on-site and should not be seen as an area policy change.
- 10 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:
  - 10.1 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.

- 10.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 11 That it be noted that the proposed layout for the subdivision of Erf 1937, Hochland Park into Portion 1 and the Remainder will result in the Remainder of Erf 1937, Hochland Park being deprived of direct access to a municipal sewer connection point.
- 12 That it be noted that the application is 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:
  - 12.1 That the applicant appoint a registered professional Engineer to design a municipal sewer connection for the Remainder of Erf 1937, Hochland Park.
  - 12.2 That the appointed Engineer submit the sewer designs to the Strategic Executive: Infrastructure, Water and Technical Services for approval, prior to the submission of the application to the Urban and Regional Planning Board; and prior to commencing any construction works.
  - 12.3 That after approval of the subdivision by the Minister of Urban and Rural Development, the applicant appoints a Contractor to construct the sewer line.
  - 12.4 That the construction works be supervised by a registered professional Engineer.
  - 12.5 That all costs associated with the municipal sewer connection be borne by the applicant.
  - 12.6 That a Fitness Certificate will only be issued after the applicant has provided a municipal sewer connection to the Remainder of Erf 1937, Hochland Park.
  - 12.7 That no building plans be approved for both the newly created erven until a municipal sewer connection is installed by the applicant and taken over by the Municipal Council of Windhoek as per the approved designs.
  - 12.8 That the applicant make provision for a municipal water meter for each unit, in accordance with the specifications set by the Strategic Executive: Infrastructure, Water and Technical Services.
  - 12.9 That no additional dwelling units be constructed in the future on the Remainder of Erf 1937, Hochland Park.
- 13 That it be noted that the proposed layout for the subdivision of Erf 1937, Hochland Park into Portion 1 and the Remainder will result in Portion 1 being deprived of direct access to a municipal water connection point.
- 14 That it be noted that the application is subject to subject to the submission and approval of an engineering design for water provision as stipulated by the Department of Infrastructure Water and Technical Services as follows:

- 14.1 That the applicant appoints a registered professional Engineer to design a municipal water connection for Portion 1 (a portion of Erf 1937), Hochland Park.
- 14.2 That the appointed Engineer submit the water designs to the Strategic Executive: Infrastructure, Water and Technical Services, for approval, prior to the submission of the application to the Urban and Regional Planning Board; and prior to commencing any construction works.
- 14.3 That after approval of the subdivision by the Minister of Urban and Rural Development, the applicant appoints a Contractor to construct the water line.
- 14.4 That the construction works be supervised by a registered professional Engineer.
- 14.5 That all costs associated with the municipal water connection be borne by the applicant.
- 14.6 That a Fitness Certificate will only be issued after the applicant has provided a municipal water connection to Portion 1 (a portion of Erf 1937), Hochland Park.
- 14.7 That no building plans be approved for both the newly created erven until a municipal water connection is installed by the applicant and taken over by the Municipal Council of Windhoek as per the approved designs.
- 15 That any additional requirements with regard to water and sewer services be for the cost of the applicant, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.
- 16 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per the request received from the applicant, all cost related thereto be for the applicant's account.
- 17 That only one (1) service connection from the municipal electrical network will be allowed per erf.
- 18 That service connections may not be routed through any subdivided portion or remainder.
- 19 That for an erf that are zoned 'general residential', 'business', 'office', 'institutional' or 'industrial' and an application for a new service connection or upgrade larger than 3 x 60 ampere is applied for, the applicant and/or his/her electrical engineering representative must contact the Strategic Executive: Electricity well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation; and also to determine the financial contribution to be made by the applicant towards the upgrade cost of the network.

- 20 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.
- 21 That should an electrical substation be required a servitude or subdivided erf must be allocated where the substation will be constructed.
- 22 That no electrical substations be installed on the sidewalk.
- 23 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.
- 23.1 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.
- 24 That the applicant accepts the conditions of the Council Resolution in writing, within twenty eight (28) days of receipt of this letter, by completing and returning the Acknowledgment and Acceptance of Council Conditions Form to the Municipal Council of Windhoek, prior to the submission of the application to the Urban and Regional Planning Board.
- 25 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

### 10.3.9

**FNS.3 [HPH] APPLICATION TO RENEW THE LEASE AND NAME CHANGE IN RESPECT OF A PORTION OF ERF 3346, WINDHOEK FOR OPERATING A COMMUNICATION TOWER (L/3346/W)**

#### **Introduction**

This item serves to seek Council's approval to renew the lease of Radiowave CC and to change the name from Radiowave CC to Namibia Futuremedia Holdings (Pty) Ltd in respect to a portion of Erf 3346, Windhoek. The lease consideration is done on a private treaty which is in line with the provision of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).

#### **Background**

\*\*\*

Council per Resolution 76/04/1998 attached as pages 961 - 962 to the agenda, *inter alia* resolved that a portion of Block II, Klein Windhoek, measuring  $\pm 9 \text{ m}^2$  in extent be leased to Radiowave cc for a period of five (5) years. The Lease Agreement, attached as pages 963 - 966 to the agenda, commenced on the 1 July 1998 for a period of five (5) years. It is important to note that the subject property was then described as Block II, Klein Windhoek, but the current description of the property is a portion of Erf 3346, Windhoek.

The communication equipment is housed in a small brick structure with an antenna on top of the structure and is situated on the known Ice Cream Cone premises.

### **Application**

\*\*\* A renewal application dated 15 July 2024, **attached as page 967 to the agenda** was received from Radiowave CC and as well as a Power of Attorney dated 14 July 2025 **attached as page 968 to the agenda**, from the applicant, Namibia Futuremedia Holdings (Pty) Ltd for the renewal of the lease of a portion of Erf 3346, Windhoek. Following the sale of assets and license of Radiowave CC by Namibia Futuremedia Holdings, Radiowave CC has relinquished the lease rights to Namibia Futuremedia Holdings (Pty) Ltd. Therefore, Namibia Futuremedia Holdings (Pty) Ltd is the applicant to the subject property. Mr Stefan Hugo in his capacity as the Director of Namibia Futuremedia Holdings (Pty) Ltd, has been nominated/appointed to sign documents on behalf of the company. The registration documents for Namibia Futuremedia Holdings (Pty) Ltd and the Power of Attorney nominating Mr Stefan Hugo as the representative signatory is **attached as page 968 and 969 - 975 respectively to the agenda**.

### **Property description**

\*\*\* A portion of Erf 3346, Windhoek is zoned 'undetermined'. The required portion is  $\pm 9 \text{ m}^2$  in extent. The property is located on the know Ice Cream Cone on the subject property. The locality map depicting the required portion is **attached as pages 976 - 977 to the agenda**.

### **Site inspection**

\*\*\* A site inspection was conducted on 11 July 2025, which indicated that the subject portion is still used for operating communication equipment. The picture depicting the lease area is **attached as page 978 to the agenda**.

### **Technical comments**

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

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

##### **- Health and Environment Services**

There is no objection to the application. It should however, be noted that the erection base transceiver station is a listed activity in the Environmental Management Act, 2007 (Act 7 of 2007). The applicant should periodically (three (3)-year interval) submit a renewed Environmental Clearance Certificate (ECC), in line with the provision of Environment Management Act, 2007 (Act 7 of 2007) for the duration of the lease period. Failure to periodically submit a renewed certificate will contravene the Lease Agreement, which will result in the cancellation of the Lease Agreement.

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

### - Valuation Services

\*\*\*

The division determined the rental valuation of a portion of Erf 3346, Windhoek as per the Valuation Certificate **attached as page 979 to the agenda**. In the event the applicant fails to conclude the Lease Agreement within the given time, that the rental be revised prior to concluding the Lease Agreements.

### - Property Management

There are no objections for the renewal of the lease of a portion of Erf 3346, Windhoek, where there is an existing room with equipment. The applicant should comply with all conditions, as suggested by the different departments before concluding the Lease Agreement. It is proposed that the lease be for a period of nine (9) years. The conditions as contained in the initial Lease Agreement of Radiowave CC in respect to Block II, Klein Windhoek should be *mutatis mutandis* applicable to the new lease in the name of Namibia Futuremedia Holdings (Pty) Ltd in respect to a portion of Erf 3346, Windhoek.

The lease should be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), whereafter Ministerial approval should be obtained in line with the provision of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).

### Conclusion

Noting from the technical comments from the different departments, the application is supported. The conditions contained in the initial Lease Agreement of Radiowave CC in respect to Block II, Klein Windhoek should be *mutatis mutandis* applicable to the new lease in the name of Namibia Futuremedia Holdings (Pty) Ltd in respect to a portion of Erf 3346, Windhoek.

Management Committee, having considered the application,

### RECOMMENDED

- 1 That a portion of Erf 3346, Windhoek, measuring  $\pm 9 \text{ m}^2$  in extent, be leased to Namibia Futuremedia Holdings (Pty) Ltd for a period of nine (9) years at a rental of N\$2 034.00 per month, provided that the rental escalates annually with the Namibia Inflation Rate, but not exceeding 10 %.
- 2 That the conditions contained in the initial Lease Agreement of Radiowave CC in respect to Block II, Klein Windhoek be *mutatis mutandis* applicable to the new lease in the name of Namibia Futuremedia Holdings (Pty) Ltd in respect to a portion of Erf 3346, Windhoek.

- 3 That in the event the applicant fails to conclude the Lease Agreement within the given time that the rental be revised prior to concluding the Lease Agreement.
- 4 That the property only be used for operating equipment of the communication system.
- 5 That it be noted that the erection and operation of a telecommunication tower is a listed activity in the Environmental Management Act, 2007 (Act 7 of 2007).
- 6 That the applicant complies with the relevant requirements of the Environmental Management Act, 2007 (Act 7 of 2007) for the Base Transceiver Stations.
- 7 That the Lease Agreement only be concluded once the Environmental Clearance Certificate (ECC) is received by the Strategic Executive: Housing, Property Management and Human Settlement.
- 8 That the Environmental Clearance Certificate (ECC) be renewed regularly as required by the Environment Management Act, 2007 (Act 7 of 2007).
- 9 That should the applicant fail to submit the periodically renewed Environmental Clearance Certificate (ECC), that the Lease Agreement be cancelled, with a three (3) month notice.
- 10 That the lease be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 11 That Ministerial approval be obtained in terms of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 12 That the Chief Executive Officer (Corporate Legal Adviser) draft the Lease Agreement.
- 13 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

### 10.3.10

#### **FNS.4 [HPH] STAFF MATTER** (L/600/AB) (L/658/KK) (L/233/KHD) (L/5462/KHD)

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

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

- (i) *the appointment, promotion, conditions of employment and discipline of any particular officer or employment 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.*

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[Municipal Council Agenda: 2026-05-07(04-30)]

### 10.3.11

#### **FNS.5 [HPH] RECTIFYING OF OWNERSHIP ON ERVEN 5835, 5836 AND 5837, KATUTURA (L/5835/Kat)(L/5836/Kat)(L/5837/Kat)**

Management Committee at its meeting held on 21 April 2026 *inter alia* resolved as follows:

- 1 *That the Strategic Executive: Housing, Property Management and Human Settlement add the transfer costs under the financial implications before the item proceeds to Council.*

The requested inclusion of conveyancing costs cannot be accommodated, as these costs are for the account of the client and not Council. Conveyancing fees are regulated and may include additional, variable charges determined by the conveyancer. As such, Council cannot approve these costs, as doing so may create expectations that do not reflect the actual amounts ultimately charged. Conveyancing costs may also include unforeseen expenses, such as deeds searches or replacement of lost title deeds, which cannot be accurately determined in advance. It is therefore noted that conveyancing costs remain a matter between the client and the conveyancer and are not a cost incurred by Council.

#### **Introduction**

The purpose of this item is to inform Council regarding the predicament surrounding the misplacement of ownership of Erven 5835, 5836 and 5837 Katutura, and to further seek Council's approval to rectify the ownerships issue on Erven 5835, 5836 and 5837, Katutura.

\*\*\* The diagram depicting the cadastral shifting, as per SE Forum resolution of 22 May 2025 was obtained, **attached as page 980 to the agenda**; and paragraph 7 was accordingly rephrased.

#### **Background and property descriptions**

\*\*\* Erf 5835, Katutura measures  $\pm 291$  m<sup>2</sup> in extent, is zoned 'residential' and was sold to Ms Kassian Hega on 15 February 1996. Copies of the Deed of Sale and Title Deed No. T2165/1996 are **attached as pages 981 - 984 to the agenda**. After the sale was concluded, Ms Kassian Hega wrongly erected her house on Erf 5836, Katutura.

\*\*\* Erf 5836, Katutura measures  $\pm 287$  m<sup>2</sup> in extent, is zoned 'residential' and was sold to Mr Philip Totwe on 25 April 1983. A copy of the Deed of Sale is **attached as pages 985 - 999 to the agenda**. Erf 5836, Katutura was subsequently sold to Ms Belinda Karuaihe, being the current owner, as evidenced by the Title Deed No. 4480/2007, a copy of which is **attached as pages 1000 - 1005 to the agenda**.

\*\*\* Erf 5837, Katutura measures  $\pm 333$  m<sup>2</sup> in extent, is zoned 'residential' and is owned by the Municipal Council of Windhoek as per Title Deed No. T1281/1978, **attached as page 1006 - 1021 to the agenda**.

Erf 5835, Katutura is adversely affected by a stormwater channel. It can therefore be assumed and concluded that this is the reason that the owners of Erven 5835 and 5836,

Katutura constructed their respective houses on the wrong erven.

### **Problem statement**

Ms Belinda Karuaihe as the title holder of Erf 5836, Katutura appointed a private land surveyor to point out the erf boundary beacons in order to build a boundary wall. The land surveyor discovered the misplacement of the occupation on the above mentioned erven on ground. Ms Belinda Karuaihe reported the matter to the Geomatics Division, which in turn, did their investigation and referred the client to Property Management Division.

### **Site visit**

\*\*\*

A site visit was conducted on 24 February 2024 and 24 March 2026 respectively, to confirm the facts. It was discovered that ownership as documented on file, is not correlating with what is happening on ground. The owner of Erf 5836, Katutura on ground is occupying Erf 5837, Katutura, while the owner of Erf 5835, Katutura is occupying Erf 5836, Katutura; and Erf 5835, Katutura is vacant and free of any occupation. It is unknown as to how the misplacement came about, but it can be concluded that it can be attributed to the stormwater issues on Erf 5835, Katutura. A picture depicting the locality is **attached as page 1022 to the agenda**.

### **Proposed solution**

In order to resolve the matter, the following is proposed:

- It is proposed that the ownership of the erven be changed by virtue of the conclusion of Deeds of Donation/exchange to correlate with what is happening on ground, as follows:
  - Erf 5837, Katutura be donated from the Municipal Council of Windhoek to Ms Belinda Karuaihe;
  - Erf 5836, Katutura be donated from Mrs Belinda Karuaihe to Ms Kassian Hega; and
  - Erf 5835, Katutura be donated from Mrs Kassian Hega to the Municipal Council of Windhoek.
- That Chief Executive Officer (Corporate Legal Adviser) be requested to draft the Deed of Donation and that the respective parties be responsible for any costs arising from the donations of the Properties into their respective names.

It is therefore proposed and recommended that the proposed donations be simultaneously affected in the Deeds of Office.

### **Conclusion**

Given the above, it is recommended that a Deed of Donation be drafted for the following:

- Donation of Erf 5835, Khomasdal from Ms Kassian Hega to the Municipal Council of Windhoek;
- Donation of Erf 5836, Katutura from Ms Belinda Karuaihe to Ms Kassian Hega; and
- Donation of Erf 5837, Katutura from the Municipal Council of Windhoek to Ms Belinda Karuaihe.

It is further recommended that the proposed donations be simultaneously done.

Management Committee, after due consideration of the matter

### RECOMMENDED

- 1 That the misplacement of the occupation of Erven 5835 to 5837, Katutura in relation to their ownership, be noted and addressed.
- \*\*\* 2 That the ownership of Erven 5835 and 5836, Katutura be noted a per the Title Deeds No. T2165/1996; and No. T4480/2007, **attached as pages 981 - 984 and 1000 - 1005 respectively to the agenda.**
- \*\*\* 3 That it be noted that Erf 5837, Katutura is registered in the Municipal Council of Windhoek's name as per Title Deed No. T1281/1978, **attached as pages 1006 - 1021 to the agenda.**
- 4 That the respective erven be donated/exchanged as follow:
  - 4.1 That Erf 5835, Katutura be donated by Ms Kassian Hega to the Municipal Council of Windhoek.
  - 4.2 That Erf 5836, Katutura be donated by Ms Belinda Karuaihe to Ms Kassian Hega.
  - 4.3 That Erf 5837, Katutura be donated by Municipal Council of Windhoek to Ms Belinda Karuaihe.
- 5 That each party be responsible for the costs involved in ensuring the transfer of an erf erven into each respective name.
- 6 That the donation of Erf 5835, Katutura to the Municipal Council of Windhoek; Erf 5836, Katutura to Ms Kassian Hega; and Erf 5837, Katutura to Ms Belinda Karuaihe, be advertised in terms of sections 63(2) and 64 of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 7 That the donation of Erf 5835, Katutura to the Municipal Council of Windhoek; Erf 5836, Katutura to Ms Kassian Hega; and Erf 5837, Katutura to Ms Belinda Karuaihe be subject to Ministerial approval being obtained in terms of section 30(1)(t) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 8 That the Chief Executive Officer (Corporate Legal Adviser) draft the Deed of Donations.
- 9 That the approach adopted in resolving the predicament surrounding Erven 5835, 5836 and 5837, Katutura be extended to similar cases.
- 10 That the resolution be implemented prior to confirmation of the minutes.

### Financial implications

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

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[Municipal Council Agenda: 2026-05-07(04-30)]

### 10.3.12

#### **FNS.6 [HPH] APPROVAL FOR PURCHASE PRICE REDUCTION FOR THE REMAINDER OF ERF 1486, ROCKY CREST EXTENSION 4 - SUPECO TRADING ENTERPRISES CC (L/1486/RC)**

##### **Introduction**

The purpose of this submission is to seek Council's approval to sign the Deed of Sale for the sale of the Remainder of Erf 1486, Rocky Crest Extension 4, at a reduced purchase price, following the reduction in size of Erf 1486, Rocky Crest Extension 4 to accommodate an electrical servitude.

##### **Background**

The sale of the Remainder of Erf 1486, Rocky Crest, formed part of the Tender Notice 19/2022 (Closed Bid Sales process), of 'single residential', 'general residential' and 'commercial' zoned erven in Rocky Crest, Academia, Kleine Kuppe, Auasblick and Cimbebasia, which took place in June 2022. The subject erf was one of the erven for which bids were received and for which a Deed of Sale was prepared, but not signed yet. The successful Bidder for the Remainder of Erf 1486, Rocky Crest Extension 4 is Supeco Trading CC (CC/2008/0804) represented by a Mr Epafras Penda Shilongo and the bid amount was N\$28 850 000.00 for an erf size of  $\pm 25\,462\text{ m}^2$ , which translates into a price of N\$1 133.06/m<sup>2</sup> (rounded off). The Remainder of Erf 1486, Rocky Crest Extension 4 was offered for sale at an upset price of N\$28 008 200.00 for a size of  $25\,462\text{ m}^2$ .

##### **Problem statement**

Prior to the signing of the Deed of Sale it was discovered that an Electrical Servitude which measures  $\pm 3\,632\text{ m}^2$  in extent forms part of the erf and is included in the total size of the Remainder of Erf 1486, Rocky Crest Extension 4, of  $\pm 25\,462\text{ m}^2$  in extent. The servitude condition stipulate that the area should always be kept clear and no structures are to be constructed within the servitude including any boundary wall or foundations.

This means that the development potential of the Remainder of Erf 1486, Rocky Crest Extension 4, cannot be utilised to its fullest and it can become a security hazard for the residents that might purchase or shows interest in the residential units if no boundary wall can be constructed. The above servitude and condition on the Remainder of Erf 1486, Rocky Crest Extension 4, ought to have been part of the sales condition, but was unintentionally omitted from the documents handed to Bidders when registered.

##### **Discussion**

A discussion took place between the Municipal Council of Windhoek, Otweya Land Developers (developer) and Supeco Trading CC (successful Bidder) in an effort to find an amicable solution to the servitude problem. At the discussion it was concluded that the Remainder of Erf 1486, Rocky Crest Extension 4, be subdivided to into a portion (servitude portion) and the Remainder. The subdivision will be done by the Developer who will carry all costs to finalise the subdivision.

\*\*\*

The diminishing of the development potential was also raised by the successful Bidder and indicates that they lose out on development of residential units. The Bidder requested at the meeting that the  $\pm 3\,632\text{ m}^2$  of the electrical servitude be proportionally deducted from the purchase price. It was therefore agreed that the Bidder submits a formal request to the Municipal Council of Windhoek for approval thereof. The subdivision process was completed successfully as per Diagram No. A714/2024 and Ministerial approval **attached as pages 1023 and 1024 - 1026 respectively to the agenda.**

#### **Price reduction of the Remainder of Erf 1486, Rocky Crest Extension 4**

As a result, following the above meeting, Supeco Trading CC has approached the Municipal Council of Windhoek with a request to reduce the purchase price of the Remainder of Erf 1486, Rocky Crest Extension 4, which was initially based on the original size of  $\pm 25\,462\text{ m}^2$  in extent and at an offered price of N\$28 850 000.00. Because of the electrical servitude, the size of the Remainder of Erf 1486, Rocky Crest Extension 4, reduced by  $\pm 3\,632\text{ m}^2$  and the new extent is now  $\pm 21\,830\text{ m}^2$ . Therefore, the purchase price for the Remainder of Erf 1486, Rocky Crest Extension 4, after the subdivision to accommodate the servitude, should proportionally be reduced to N\$24 734 699.80 for  $\pm 21\,830\text{ m}^2$ , based on the offered price per square meter of N\$1 133.06.

It is therefore proposed that the above be considered, and that the Deed of Sale reflect the revised size and the corresponding new purchase price for the Remainder of Erf 1486, Rocky Crest Extension 4.

#### **Conclusion**

Given the above explanation, it is important to note that the subdivision of the Remainder of Erf 1486, Rocky Crest Extension 4, into a separate portion and the Remainder was both necessary and unavoidable. The subdivision has since been finalised, resulting in a reduction of the initial erf size of  $\pm 25\,462\text{ m}^2$  to  $\pm 21\,830\text{ m}^2$ . In light of this reduction, it is only prudent that the purchase price initially offered by the successful tenderer be adjusted accordingly. This adjustment should likewise apply to the upset price and to the offers made by second-in-line tenderers, should the current purchaser fail to finalise the sale.

Management Committee, having considered the application,

#### **RECOMMENDED**

1 That it be noted that an electrical servitude existed over the Remainder of Erf 1486, Rocky Crest Extension 4, covering an area of  $\pm 3\,632\text{ m}^2$  in extent, which reduced the development potential of the erf.

\*\*\*

2 That given the existence of an electrical servitude over the Remainder of Erf 1486, Rocky Crest Extension 4, and the resulting reduction in its development potential, it be noted that the erf was successfully subdivided into Erf 2619 ( $\pm 3\,632\text{ m}^2$  in extent), Rocky Crest Extension 4, and the Remainder ( $\pm 21\,830\text{ m}^2$  in extent), as evidenced by the approved Diagram No. A714/2024 and Ministerial approval **attached as pages 1023 and 1024 - 1026 respectively to the agenda.**

- 3 That following the reduction in the size of the Remainder of Erf 1486, Rocky Crest Extension 4 from  $\pm 25\,462\text{ m}^2$  to  $\pm 21\,830\text{ m}^2$ , the purchase price offered by Supeco Trading CC, being the successful tenderer under the Sale of Erven on Tender: Notice No. 19/2022, be proportionally adjusted from N\$28 850 000.00 to N\$24 734 699.80, to reflect the revised extent of the Remainder of Erf 1486, Rocky Crest Extension 4.
- 3.1 That it be noted that the above adjustment is based on the original offered purchase price of N\$1 133.06/m<sup>2</sup>.
- 4 That approval be granted to enter into a Deed of Sale with the successful tenderer being Supeco Trading CC at a revised purchase price of N\$24 734 699.80 for the Remainder of Erf 1486, Rocky Crest Extension 4, measuring  $\pm 21\,830\text{ m}^2$  in extent.
- 5 That the revised size and price also apply to the upset price and to the offers of any second-in-line tenderers, should the current purchaser fail to finalise the sale.
- 6 That the resolution be implemented prior to confirmation of the minutes.

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 [Municipal Council Agenda: 2026-05-07(04-30)]

### 10.3.13

**FNS.7 [HPH] AMENDMENT OF COUNCIL RESOLUTION 256/11/2021 THAT APPROVES THE SUBDIVISION OF THE REMAINDER OF FARM 1030 (A PORTION OF THE REMAINDER OF FARM 508) INTO PORTION B AND THE REMAINDER; AND LAYOUT APPROVAL FOR THE TOWNSHIP ESTABLISHMENT ON PROPOSED PORTION B (A PORTION OF FARM 1030) (L/PTN B/FARM/1030)**

#### **Introduction**

\*\*\* The purpose of this item is to seek Council approval to amend Council Resolution 256/11/2021 **attached as pages 1027 - 1031 to the agenda** and replace it with the conditions as outlined in the recommendations. All other supporting documentation that needed to be amended to correspond to the proposed changes are referenced throughout the item.

#### **Discussion**

\*\*\* Council through Resolution 256/11/2021 **attached as pages 1027 - 1031 to the agenda**, approved the subdivision of the Remainder of Farm 1030 into Portion B and the Remainder, and the subsequent layout approval for the township establishment on proposed Portion B. The proposed township was approved to accommodate the informal households that are relocated from the Peter Nanyemba Road reserve. Detailed engineering designs revealed that some of the proposed erven will not be accessible, thus prompting a redesign of the proposed township layout. The layout approved through Council Resolution 256/11/2021 is **attached as pages 1032 - 1033 to the agenda**. While the amended/redesigned layout is **attached as pages 1034 - 1039 to the agenda**).

## Conclusion

The revised layout plan and amended conditions as reflected in the recommendation is necessary as it will enable the submission of an application to the Urban and Regional Board and other relevant authorities allowing the finalisation of the proclamation of township to be known as Havana 11.

Management Committee

## RECOMMENDED

1 That Council Resolution 256/11/2021 be amended as follows:

- \*\*\*
- 1.1 That the Remainder of Farm 1030 (a portion of the Remainder of Farm 508), be subdivided into Portion B and the Remainder as indicated, **attached as pages 1040 - 1041 to the agenda.**
- 1.2 That the need and desirability to establish a township on Portion B, be supported.
- 1.3 That the proposed township to be established on Portion B be known as Havana Extension 11.
- \*\*\*
- 1.4 That the layout for the proposed township on Portion B **attached as pages 1034 - 1039 to the agenda**, be approved as the settlement pattern.

## Standard conditions

- \*\*\*
- 1.5 That standard conditions in favour of the Municipal Council of Windhoek be registered against all newly created erven, except for erven zoned 'public open space', 'undetermined' and 'street' against which no conditions shall be registered. [The conditions are included below and **attached as pages 1042 - 1043 to the agenda**]:
- 1.5.1 That the erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 1.5.2 That the minimum building value of any erf zoned 'institutional' shall equal the current municipal value of the land comprising that erf.
- 1.5.3 That the minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf.
- 1.5.4 That the proposed Erven 170 to 178 be reserved as 'public open spaces'.
- 1.5.5 That the Remainder of Portion B be reserved as 'street'.

### **Land use, town planning scheme and minor cadastral adjustments**

- 1.6 That Portions 1 to 125, 127 to 129 and 132 to 172 be zoned 'residential' with a density of 1:300 m<sup>2</sup>.
- 1.7 That Portion 131 be zoned 'general residential' with a density of 1:150 m<sup>2</sup>.
- 1.8 That Portion 130 be zoned 'institutional'.
- 1.9 That Portion 126 be zoned 'undetermined'.
- 1.10 That Portions 173 to 181 be reserved for 'public open spaces'.
- 1.11 That the Remainder of Portion B be reserved as a 'street'.
- \*\*\* 1.12 That the township layout and its zoning **attached as pages 1034 - 1039 to the agenda**, be included in the next Amendment Scheme.
- 1.13 That this township be added to the list of townships with a minimum building value of two (2) times the residential land value in line with clause 39(9) of the Town Planning Scheme.
- 1.14 That the Division of Human Settlement follow all the required steps to obtain the necessary approvals from the Urban and Regional Planning Board.
- 1.15 That the Strategic Executive: Housing, Property Management and Human Settlement be authorised to make small changes to the layout to facilitate proclamation and accommodate the provision of services.

### **Water, sewer and electricity**

- 1.16 That the development be supplied through the existing Katlo Reservoir by way of extending the bulk water line located within Ivory Coast Street to the development.
- 1.17 That a sewer pipeline bridge or pump station be constructed to connect the proposed township to the sewerage network.
- 1.18 That the Municipal Council of Windhoek (Strategic Executive: Electricity) engage the Developers of Ongos Valley Development for the connection of the development to the 11 kV overhead line that will be built to service the Ongos Valley Development.
- 1.19 That electricity to this proposed township be temporary supplied through the radial underground 11 kV cable network at Havana Primary School.

### **Stormwater and flood studies**

- 1.20 That the standard stormwater conditions as set out in the Windhoek Town Planning Scheme apply to the development.

- 1.21 That the following Portions: 16, 112, 113, 114, 118, 127, 128, 129, 154, 153, 157, 158, 159, 162, 164 and 165 be sold with the stormwater condition that building plans be accompanied with engineering drawings which indicates how stormwater will be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning’.
- 1.22 That a registered professional Engineer be appointed to compile a detailed 50-year flood report of the river and stormwater courses in the proposed Portion B (a portion of the Remainder of Farm 1030).
- 1.23 That a registered professional Engineer be appointed to do the water, sewer and electrical infrastructure designs for this township.

#### **Environmental clearance**

- 1.24 That environmental clearance be handled in line with Points 3, 4 and 5 of Council Resolution 20/02/2020 which *inter alia* reads as follows:
- 1.25 That the Strategic Executive: Economic Development and Community Services seek guidance and assistance from the Environmental Commissioner on how to expedite the environmental assessment in the face of a looming land invasion.
- 1.26 That in an event the Environmental Commissioner settle on a full environmental assessment, the Developer’s Environmental Consultants make use of existing information such as the Environmental Impact Assessment Reports conducted for Goreangab Extension 5, Farm Kupferberg No. 33 Residential Development and Ongos Valley Development in order to expedite the process.
- 1.27 That no construction activities commence without the issuance of the Environmental Clearance Certificate (ECC) from the Environmental Commissioner.

#### **Street naming**

- 1.28 That the similar theme as that already approved for existing Havana and its extensions be extended to this township.

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- 1.29 That the seven (7) proposed streets be named after the theme of large commercial cities of African countries as mentioned below and shown in the Street Names Plan **attached as pages 1044 - 1045 to the agenda:**

- Lagos (Nigeria);
- Johannesburg (South Africa);
- Nampula (Mozambique);
- Oran (Algeria);
- Abidjan (Ivory Coast);
- Mwanza (Tanzania); and

- Libreville (Gabon).

1.30 That the proposed street names be referred to the Street and Place Naming Committee, for consideration.

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

### Financial implications

Activity	Funds required (NS)	Funds available (Item)
Subdivision of the Remainder of Farm 1030 into Portion B and Remainder	520.00	4000/15/1/10/0025
Township establishment comprising of one hundred and eighty one (181) erven	4 120.00	4000/15/1/10/0025

[Municipal Council Agenda: 2026-05-07(04-30)]

10.3.14

**FNS.8 [HPH] SUBDIVISION OF ERF 3383, OTJOMUISE EXTENSION 8 INTO PORTION A AND THE REMAINDER; PERMANENT CLOSURE OF PORTION A AS A 'PUBLIC OPEN SPACE' TO BE ZONED 'UNDETERMINED'; CONSOLIDATION OF PORTION A AND ERF 3161, OTJOMUISE INTO CONSOLIDATED ERF 'X' AND SUBDIVISION OF CONSOLIDATED ERF 'X' INTO PORTIONS 1 TO 39 AND THE REMAINDER; REZONING OF PORTIONS 1 TO 36 FROM 'UNDETERMINED' TO 'RESIDENTIAL' WITH A DENSITY OF 1: 150 m<sup>2</sup>; REZONING OF PORTIONS 37 TO 39 FROM 'UNDETERMINED' TO 'PUBLIC OPEN SPACE'; AND RESERVATION OF THE REMAINDER OF CONSOLIDATED ERF 'X' AS A STREET (L/3161&3383)**

#### Introduction

The purpose of this item is to motivate subdivisions, permanent closure, consolidation and rezoning around Erven 3383 and 3161, Otjomuise Extension 8 as outlined above.

#### Purpose

The proposed statutory procedures as outlined in the subject line will allow the Municipal Council of Windhoek to formalise the informal settlement located on Erven 3383 and 3161, Otjomuise. The informal settlement house thirty six (36) households and 'residential' is the predominated land use.

### The site

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Erven 3161 and 3383 are located in Otjomuise Extension 8. Bulawayo Street provides access to Erf 3161, while Erf 3383 can be accessed from Alexandria and Istanbul Streets. According to the General Plan, Erf 3161, Otjomuise measures  $\pm 17\,160\text{ m}^2$ ; and Erf 3383, Otjomuise measures  $\pm 12\,2145\text{ m}^2$ . The locality plan is attached as **pages 1046 - 1047 to the agenda**.

### Need and Desirability

#### - Need

Namibia is currently experiencing urbanisation and will continue to do so in the foreseeable future as long as urban areas are seen as a symbol of hope from abject poverty. Through Vision 2030, the country set for itself a goal to become a developed country by the year 2030 and further, to have about 70 % of its population urbanised. In 1991 a meagre 28 % of the country's population was urbanised. The figure improved to 33 % in 2001, 42.1 % in 2011 and crossed the 50 % mark in 2017. Generally, the trend is positive and if maintained it will reach about 65 % in 2030.

Positive shifts in the country's urbanisation landscape have coincided with rapid growth of Windhoek's population and more so the informal settlements. The 2011 National Housing and Population Census conducted by the Namibia Statistics Agency confirmed Windhoek to be the largest urban locality in the country with three hundred and twenty five thousand, eight hundred and fifty eight (325 858) inhabitants, which represented a share of 36 % of the country's urban population. Rundu, the second largest town in the country recorded sixty three thousand, four hundred and thirty one (63 431) inhabitants. In the same year, there were eighty seven thousand (87 000) inhabitants in Windhoek's informal settlements accounting for 27 % of the City's population.

In March 2020, the Municipal Council of Windhoek conducted rapid numbering of informal structures in all the informal settlements. A total of forty eight thousand, two hundred and thirty three (48 233) informal structures were recorded and are distributed as follows:

- Khomasdal Constituency: Three thousand, three hundred and ninety four (3 394) structures;
- Moses Garoëb Constituency: Nine thousand and fifty two (9 052) structures;
- Samora Machel Constituency: Twenty one thousand one hundred and forty one (21 241) structures; and
- Tobias Hainyeko Constituency: Fourteen thousand five hundred and forty six (14 546) structures.

Sample surveys conducted in the four (4) constituencies recorded an average household size of 3.8 persons per household. Using the average size of 3.8 persons per household, the number of people living in Windhoek's informal settlement is estimated at one hundred and eighty three thousand two hundred and eighty five (183 285) inhabitants.

Given the above, it is without a shadow of a doubt that the proposed development is highly needed to address informality and guarantee the project beneficiaries security of tenure and access to basic services.

- **Desirability**

The site is ideally located and suitable for the intended development. The desirability is confirmed through the layout design approach which took into consideration site development opportunities and constraints strengthened through comments received from various specialist units dealing with roads, stormwater, water and sewer, electricity, environment and urban policy within the City of Windhoek. The desirability is further demonstrated by the fact that the site has been inhabited by the informal settlers for a number of years. The surrounding existing bulk services makes the site desirable for the proposed development.

**Proposed development**

The proposed development if approved will enable the Municipal Council of Windhoek to formalise the informal settlement located on the site by providing security of tenure and access to basic services. The predominant land use as shown on the attached layout plan is 'residential' with few 'public open spaces'.

To achieve the intended development, the following statutory procedures are proposed:

\*\*\*

- Subdivision of Erf 3383, Otjomuise into Portion A and the Remainder, as well as the permanent closure of Portion A as a 'public open space' to be zoned 'undetermined' as shown in Table 1 and the layout **attached as pages 1048 - 1050 to the agenda:**

**Table 1: Proposed subdivision of Erf 3383, Otjomuise into Portion A and the Remainder, as well as permanent closure of Portion A as a 'public open space' to be zoned 'undetermined'**

Original erf	Proposed subdivision	Proposed zoning	Size (m <sup>2</sup> )
3383			122 145
	Portion A	'Undetermined'	1 024
	Remainder Erf 3383		121 121

\*\*\*

- Consolidation of Portion A and Erf 3161, Otjomuise Extension 8 into consolidated Erf 'X' as shown in Table 2 and layout **attached as pages 1051 - 1053 to the agenda:**

**Table 2: Proposed consolidation of Portion A (a portion of Erf 3383) and Erf 3161, Otjomuise Extension 8 into Consolidated Erf 'X'**

Original erf	Proposed consolidation	Size (m <sup>2</sup> )
3161		17 160
Portion A		1 024
	Consolidated Erf 'X'	18 184

\*\*\*

- Subdivision of consolidated Erf 'X' into thirty nine (39) Portions and the Remainder as shown in Table 3 and the layout **attached as pages 1054 - 1055 to the agenda:**

**Table 3: Proposed subdivision of consolidated Erf 'X' into thirty nine (39) Portions and the Remainder, as well as the rezoning of the newly created portions**

Original erf	Proposed subdivision	Current zoning	Proposed zoning	Potential number of dwelling units	Estimated population at an average household size of 3.3 (2023)
Consolidated Erf 'X'					
	Portions 1 to 36	'Undetermined'	'Residential'	36	118
	Portions 37 to 39	'Undetermined'	'Public Open Space'		
	Remainder Consolidated Erf 'X'	'Undetermined'	Street		

\*\*\*

- Rezoning of Portions 1 to 36 from 'undetermined' to 'residential' with a density of 1:± 300 m<sup>2</sup> as shown in Table 3 above and layout **attached as pages 1056 - 1057 to the agenda;**

\*\*\*

- Rezoning of Portions 37 to 39 from 'undetermined' to 'public open space' as shown in Table 3 above and layout **attached as pages 1056 - 1057 to the agenda;** and

\*\*\*

- Reservation of Remainder consolidated Erf 'X' as a 'street' as shown in Table 3 above, and layout **attached as pages 1056 - 1057 to the agenda:**

Using the 2023 Population and Household Survey, Khomas average household size of 3.3 persons per household, it is estimated that the development will accommodate one hundred and eighteen (118) people.

#### **'Single residential' land use**

\*\*\*

The proposed layout is predominantly 'residential'. A total of thirty six (36) residential portions (Portions 1 to 36) are provided in the layout which vary in size from 201 m<sup>2</sup> to 440 m<sup>2</sup> in extent. It is proposed that, all thirty six (36) erven be zoned 'residential' with a density of one (1) dwelling unit per 150 m<sup>2</sup> (1:150 m<sup>2</sup>). In line with the Development and Upgrading Policy the erven are less than ± 300 m<sup>2</sup> in extent in order to accommodate more people since the area is already inhabited. The residents who currently informally reside on the site proposed for the development have provided their consent for the creation of erven less than ± 300 m<sup>2</sup> in extent, which is **attached as pages 1058 - 1060 to the agenda.**

It is however important to mention that upon Council's approval, the Minister of Urban and Rural Development needs to provide approval to create erven that are less than  $\pm 300 \text{ m}^2$  in extent in line with the National Housing Policy.

### **'Public open space'**

The layout provides three (3) 'public open spaces' (Portions 37 to 39), to accommodate the number of watercourses that traverse the area to ensure that these rivers have no negative effect on the proposed development.

### **Proposed 'street' layout**

The development will be accessed by extending the existing Bulawayo Street that connects to Ghanzi and further onto Katjikuru Katjuongua Streets. To ensure street connection to the newly created erven a 13 metres wide street network is provided.

### **Infrastructure**

#### **- Water**

The Department of Infrastructure, Water and Technical Services confirmed that the proposed development falls within the Western Reservoir water supply pressure zone and an existing water line on Katjikuru Katjuongua Street can be extended to serve the new proposed erven.

#### **- Sewer**

The Department of Infrastructure, Water and Technical Services confirmed that the proposed development "slopes in a western direction, and an existing bulk sewer line is situated west of the new proposed erven which can be extended to serve the new proposed erven".

#### **- Electricity**

The Department of Electricity confirmed that the proposed development can be supplied with power from the existing Ndola Miniature substation.

### **Public Participation Report**

\*\*\* In line with section 50(1)(a)(ii) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and section 107 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) notice of Councils' intention to undertake the statutory procedures as discussed above was given to the general public and letters were sent to the affected/direct neighbours as prescribed. The general public notices were placed as follows and proof thereof is **attached as pages 1061 - 1073 to the agenda:**

\*\*\* - Notices were advertised in The Namibian and the Namibian Sun newspapers on the 25 August and 1 September 2025 respectively, **attached as pages 1062 - 1065 to the agenda;**

\*\*\* - Notices were placed in the Government Gazette of the 1 September 2025 **attached as pages 1066 - 1068 to the agenda;**

- \*\*\* - Letters to the neighbouring properties were sent via registered mail on 19 September 2024 and those without postal addresses were hand delivered between the 10 and 21 September 2024 **attached as pages 1069 - 1072 to the agenda.**
- \*\*\* - Notices were placed on the Municipal Council of Windhoek's Customer Care Centre (CCC) notice board as well as on the site on 25 August 2025, **attached as page 1073 to the agenda;** and

It is, however, important to mention that there were six (6) properties where the owners could not be located as they do not have postal address and the erven were either invaded or vacant (not constructed). The due date was set for fourteen (14) days after the last publication as prescribed by the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and one (1) objection was received from the neighbouring property.

The property owner who objected to the proposed development stated that they had applied to purchase a piece of Erf 3383, Otjomuise as it is located behind their erf in 2015, however, to date they still await Council's response. In addressing the objection the Human Settlement Division explained to the property owner that the Portion A which Council intends to subdivide from Erf 3383, Otjomuise is far from their property and does not fall within the 10 metres strips that they have applied for nullifying the link of the proposed development to their application.

### **Natural environment**

#### **- Topography**

Although the site proposed for the development is located on a hill, it can be argued that bigger part of the site is fairly flat with two (2) major watercourses running along the west and north boundary of the site. 'Public open spaces' are created to accommodate the watercourse to avoid interfering with the natural water flow. It is important to mention that the eastern part of the site has a steep fall due to the cutting of the hill made for the construction of the existing Katjikuru Katjuongua Street. However, the steep fall has no major impact on the development as the erven are setback from the fall.

#### **- Environmental protection**

The Municipal Council of Windhoek conducted a comprehensive environmental study covering all environmental facets within the old municipal boundary. The study culminated into a report known as the Strategic Environmental Assessment (SEA) for Windhoek published in 2012. In accordance with the Strategic Environmental Assessment (SEA), the proposed site falls within Environmental Zone 1 and 8 (water sensitivity, subsurface hydrology and general development zone). The bigger portion of the site falls within Zone 8, this zone is considered as the low environmental sensitive zone where high-density 'residential' development is permissible with limited assessment.

Considering that the proposed development is designed predominantly residential it is therefore on record that environmental protection was considered. To ensure compliance with the Environmental Management, an Environmental study needs to be conducted to obtain clearance before submission of this application to the Urban and Regional Planning Board.

#### **Technical comments**

\*\*\* The application was circulated for comments and comments from various technical divisions and departments within the Municipal Council of Windhoek are attached as pages 1074 - 1081 to the agenda.

#### **Statutory information and required planning procedure**

##### **- Title Deeds**

\*\*\* The Municipal Council of Windhoek is the owner of both Erven 3383 and 3161, Otjomuise and Certificate of Registered Title No. T6125/1999 confirming ownership is attached as pages 1082 - 1085 to the agenda.

##### **- Required planning procedure**

After Council support of this submission, an application will be made to the Office of the Environmental Commissioner to obtain Environmental Clearance as required by the Environmental Management Act, 2007 (Act 7 of 2007). Thereafter, an application will be made to the Urban and Regional Planning Board for approval of the proposed layout and statutory procedures. Following approval by the board a Land Surveyor will then be appointed to survey the approved layout and submit same to the Surveyor General's Office for examination and approval. Finally, the newly created erven will be registered in the Deeds Office.

#### **Conditions to be registered**

The following conditions shall be registered in favour of the local authority against the Title Deeds:

- The erf shall only be used or occupied for the purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of Urban and Regional Planning Act, 2018 (Act 5 of 2018);
- The minimum building value of any erf zoned 'residential' shall equal two (2) times the current municipal value of the land comprising that erf;
- Portions 1 to 36 be zoned 'residential' with a density of 1:150 m<sup>2</sup>;
- Portions 37 to 39 be reserved as 'public open spaces'; and
- The Remainder of consolidated Erf 'X' be reserved as 'street'.

## Conclusion

This submission motivated the subdivisions, consolidation and rezoning proposed on Erven 3383 and 3161, Otjomuise. The proposed statutory procedures will allow the Municipal Council of Windhoek to formalise the informal settlement currently located on this site.

Management Committee, having considered the matter

## RECOMMENDED

- \*\*\* 1 That Erf 3383, Otjomuise Extension 8 be subdivided into Portion A and the Remainder; and Portion A be permanently closed as a 'public open space' to be zoned 'undetermined' as shown in the layout **attached as pages 1048 - 1050 to the agenda.**
- \*\*\* 2 That Portion A and Erf 3161, Otjomuise Extension 8 be consolidated into consolidated Erf 'X' as shown in the layout **attached as pages 1051 - 1053 to the agenda.**
- \*\*\* 3 That the consolidated Erf 'X' be subdivided into thirty nine (39) portions and the Remainder as shown in the layout **attached as pages 1054 - 1055 to the agenda.**
- \*\*\* 4 That Portions 1 to 36 be rezoned from 'undetermined' to 'residential' with a density of 1:200 m<sup>2</sup> as shown in the layout **attached as pages 1056 - 1057 to the agenda.**
- \*\*\* 5 That Portions 37 to 39 be rezoned from 'undetermined' to 'public open space' as shown in the layout **attached as pages 1056 - 1057 to the agenda.**
- \*\*\* 6 That the Remainder of consolidated Erf 'X' be reserved as a 'street' as shown in the layout **attached as pages 1056 - 1057 to the agenda.**
- 7 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Human Settlement) follow all the required steps to obtain the necessary approvals from the Urban and Regional Planning Board.
- 8 That the Chief Executive Officer (Strategic Executive: Housing, Property Management and Human Settlement) apply to the Minister of Urban and Rural Development to subdivide residential erven measuring less than  $\pm 300$  m<sup>2</sup> in extent in accordance with the provision of the National Housing Policy.
- 9 That the Strategic Executive: Housing, Property Management and Human Settlement be authorised to make minor changes to the layout to facilitate approval proclamation and accommodate the provision of services.

**Standard conditions**

- 10 That standard conditions in favour of the Municipal Council of Windhoek be registered against all newly created erven, except for erven zoned 'public open space' and 'street' against which no conditions shall be registered. The conditions are:
- 10.1 That the erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 10.2 That the minimum building value of any erf zoned 'residential' shall equal two (2) times the current municipal value of the land comprising that erf.
- 10.3 That Portions 1 to 36 be zoned 'residential' with a density of 1: 150 m<sup>2</sup>.
- 10.4 That Portions 37 to 39 be reserved as 'public open spaces'.
- 10.5 That the Remainder of consolidated Erf 'X' be reserved as 'street'.

**Water, sewer and electricity**

- 11 That the existing water line in Katjikuru Katjiuongua Street be extended to service the proposed development.
- 11.1 That the fire hydrants be incorporated in the design of the water reticulation system as per SANS 10090 and 10400.
- 12 That the existing bulk sewer line situated west of the proposed development be extended to service the newly created erven.
- 13 That the proposed development be supplied with electricity from the existing Ndola Miniature substation and the following conditions apply.
- 13.1 That only one (1) service connection from the municipal electrical network be allowed to the erven created.
- 14 That a registered professional Engineer be appointed to do the water, sewer and electrical infrastructure designs for the proposed development.

**Stormwater**

- 15 That the standard stormwater conditions as set out in the Windhoek Town Planning Scheme apply to the development as follows:
- 15.1 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Zoning Scheme, *inter alia* stating as follows:

- 15.1.1 That no stormwater drainage pipe, canal, work or obstruction (except stormwater drain pipes, canal or work which have been authorised in writing by the local authority or which have been or may be built, laid or erected in terms of any law) be constructed on or over the property or located in such a way that:
- The flow of stormwater from a higher lying property to a lower lying property is impeded or obstructed and through which any property is or may be endangered; or
  - The flow of a natural watercourse (in which the local authority allow flood water to run-off, be discharged or to be canalised) is or can be changed, canalised or impeded.
- 15.1.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 15.2 That prior approval be obtained from the Strategic Executive: Urban and Transport Planning if the accommodation of the stormwater on the erven is contemplated.
- 15.3 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.
- 15.4 That all existing stormwater pipes, outlets and inlets or any other stormwater system be clearly indicated on all building plans submitted, prior to the approval thereof.
- 15.5 That no access be provided over any stormwater catchpit or structure.
- 15.6 That no building plan be approved until the above stormwater conditions are met.
- 15.7 That a condition for the resale of the properties affected by a stormwater course, be included into the Title Deed of the erf, whereby transfer to a third party only take place with approval of the Municipal Council of Windhoek. [Approval will only be granted after the Strategic Executive: Urban and Transport Planning has certified that the stormwater has been accommodated satisfactorily.]
- 16 That the Strategic Executive: Urban and Transport Planning (Chief Engineer: Planning Design and Traffic Flow) undertake the necessary procedures to appoint a registered professional Engineer to compile a detailed 50-year flood report of the river and stormwater courses flowing over the proposed development and that the layout be adjusted in accordance with the outcome of the flood study report.
- 17 That provision be made for a bridge or culvert across the 13 metres wide road reserve crossing the stormwater course that links the proposed development to the existing development to the north.

**Environmental clearance**

- 18 That the Strategic Executive: Economic Development and Community Services (Manager: Health and Environmental Management) undertake the necessary procedures to obtain Environmental Clearance as prescribed by law.
- 19 That the resolution be implemented prior to confirmation of the minutes.

**Financial implications for the statutory town planning procedure**

Activity	Funds required (N\$)	Funds available (Item)
Subdivision of Erf 3383, Otjomuise into Portion A and the Remainder	1 092.50	4000/15/1/10/0025
Consolidation of Portion A and Erf 3161, Otjomuise into Consolidated Erf 'X'	1 092.50	
Subdivision of Consolidate Erf 'X' into thirty nine (39) Portions and the Remainder	1 092.50	
Rezoning of the various newly created portions	2 012.50	
<b>Total</b>	<b>5 290.00</b>	

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 [Municipal Council Agenda: 2026-05-07(04-30)]

**10.3.15**

**FNS.9 [HPH] NEED AND DESIRABILITY; AND LAYOUT APPROVAL FOR TOWNSHIP ESTABLISHMENT ON THE REMAINDER OF FARM 1008 (L/RE/FARM/1008)**

**Introduction**

The purpose of this item is to motivate the need and desirability, as well as the layout approval for the township establishment on the Remainder of Farm 1008.

**Background**

\*\*\*

The Remainder of Farm 1008 accommodates households relocated from Otjomuise due to the flash floods that occurred in January 2025. The flood assessment report as well as the digitized map illustrating the affected structures in Otjomuise is **attached as pages 1086 - 1100 to the agenda**. Farm 1008 was already home to part of the existing Hadino Hishongwa C informal settlement and the digitized map illustrating these existing structures is **attached as pages 1101 - 1102 to the agenda**. The proposed subdivision and subsequent statutory procedures as outlined above will allow the Municipal Council of Windhoek to formalise the existing informal settlement in order to improve the living conditions and providing the beneficiaries as seen in the list attached as **pages 1103 - 1108 to the agenda**, access to security of tenure and municipal services.

### The site

\*\*\*

The Remainder of Farm 1008 is located on the north western corner of the Remainder of Farm 508, and shares the western boundary with the Remainder of Consolidated Farm Augeigas No. 34. The Remainder (Daan Viljoen Game Reserve) of Farm 1008 measures  $\pm$  44.6 hectares in extent. The locality plan is attached as pages 1109 - 1110 to the agenda.

### Need and Desirability

#### - Need

Namibia is currently experiencing urbanisation and will continue to do so in the foreseeable future, as long as urban areas are seen as a symbol of hope from abject poverty. Through Vision 2030, the country setup a goal to become a developed country by the year 2030 and further, to have about 70 % of its population urbanised. In 1991 a meagre 28 % of the country's population was urbanised. The figure improved to 33 % in 2001, 42.1 % in 2011 and crossed the 50 % mark in 2023. Generally, the trend is positive and if maintained it will reach about 65 % in 2030.

Positive shifts in the country's urbanisation landscape have coincided with rapid growth of Windhoek's population and has led to an increase in informal settlements. The 2023 National Housing and Population Census conducted by the Namibia Statistics Agency confirmed Windhoek to be the largest urban locality in the country with four hundred and eighty six thousand, one hundred and eighty six (486 186) inhabitants which represented a share of 33 % of the country's urban population. According to the population census of 2023 the average household in Windhoek is 3.3 persons per household.

Since March 2020, the Municipal Council of Windhoek has been numbering and mapping informal structures in all the informal settlements within Windhoek municipal boundary. By March 2025 a total fifty five thousand, two hundred and seventy one (55 271) informal structures were numbered. The structures are distributed as follows:

- Khomasdal Constituency: Three thousand, four hundred and eighty six (3 486);
- Moses Garoëb Constituency: Sixteen thousand, five hundred and seventy two (16 572);
- Samora Machel Constituency: Twenty three thousand, five hundred and seventy two (23 572);
- Tobias Hainyeko Constituency: Ten thousand, one hundred and seventy five (10 175); and
- Windhoek Rural: One thousand, four hundred and sixty six (1 466) structures.

The number of structures for Windhoek Rural Constituency is limited to Mix Settlement and as such excludes Groot Aub. The 2023, National Housing and Population Census recorded the number of people living in informal settlements of Windhoek at two hundred and twenty four thousand, one hundred and forty nine (224 149) inhabitants up from ninety four thousand, eight hundred and eighty five, sixty three (94 885.63) in 2011. Given the above, it is without a shadow of a doubt that the proposed development is highly needed to address informality and guarantee the project beneficiaries security of tenure and access to basic services.

#### - **Desirability**

The site is ideally located and suitable for the intended development. The desirability is confirmed through the layout design approach, which took into consideration site development opportunities and constraints strengthened through comments received from various specialist divisions dealing with roads; stormwater; water and sewer; electricity, environment; and urban policy within the Municipal Council of Windhoek. The desirability is further demonstrated by the fact that the site has been inhabited by the informal settlers for a number of years.

#### **Proposed development**

The proposed development if approved will enable the Municipal Council of Windhoek to formalise the existing Hadino Hishongwa C informal settlement and the households relocated from Otjomuise. This formalisation will ensure the provision of security of tenure and access to basic services. The predominant land use as shown on the attached layout plan is 'residential' supported by other complimentary land uses such as, 'public open space', 'municipal', 'institutional' and 'general residential'.

\*\*\*

To achieve the intended development, it is proposed that, a township be established on the Remainder of Farm 1008 comprising of two hundred and thirty four (234) erven and the Remainder, as shown on Table 1 below. The layout for the township proposed on Portion A is **attached as pages 1111 - 1115 to the agenda.**

Table 1 below details the township establishment on Remainder Farm 1008 comprising of two hundred and thirty four (234). Using the 2023 population census average household size of 3.3 persons per households, it is estimated that the development will accommodate one thousand and fifty three (1 053) people with 66 % of the population living on 'single residential' erven, whilst the remaining 34 % in high density development:

**Table 1: Township establishment on the Remainder of Farm 1008 comprising of two hundred and thirty four (234) erven**

Land use	Total number of erven	Potential number of dwelling units	Estimated population at an average household size of 3.3 (2023)
'Residential' at 1:150 m <sup>2</sup>	212	212	700
'General residential' at 1:150 m <sup>2</sup>	4	107	353
'Undetermined'	1		
'Public open space'	7		

Land use	Total number of erven	Potential number of dwelling units	Estimated population at an average household size of 3.3 (2023)
'Institutional'	3		
'Municipal'	6		
'Street'	1		
<b>Total</b>	<b>234 (erven)</b>	<b>319 (dwelling units)</b>	<b>1053 (people)</b>

#### **'Single residential' land use**

The proposed layout is predominantly 'residential'. A total of two hundred and twelve (212) 'single residential' erven are provided in the layout, which vary in size from  $\pm 200 \text{ m}^2$  to  $\pm 794 \text{ m}^2$ . It is proposed that, all 'single residential' erven be zoned 'residential' with a density of one dwelling unit per  $150 \text{ m}^2$  (1:150  $\text{m}^2$ ). In line with the Development and Upgrading Policy the erven are less than  $\pm 300 \text{ m}^2$  in extent, in order to accommodate more people since the area is already inhabited. It is important to mention that upon Council's approval, an application will be made to the Minister of Urban and Rural Development for the approval to establish a township with 'residential' erven measuring less than  $\pm 300 \text{ m}^2$  in extent.

In keeping with the comments received from the roads and stormwater Engineers, the following Portions 5, 6, 7, 8, 29, 51, 110, 123, 124, 138, 139, 156, 157, 195, 164, 166, 167, 178, 182, 183, 184, 185, 186, 195, 201, 202 and 203 will be affected by stormwater courses. As a precautionary measure, it is recommended that these portions be sold with relevant stormwater condition which will require 'the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

#### **'General residential' land use**

The layout provides for four (4) 'general residential' erven (Portions 126, 127, 140 and 141) that will, as alluded to on Table 1 above, accommodate 34 % of the population. In order to maximise convenience and widen scope for choice, the 'general residential' zoned erven are strategically located closer to major movement networks, which allows for easy traffic flow considering the number of people that will be accommodated on the 'general residential' erven. Erven are equally located in close proximity to the 'public open space'. Given the compact nature of high-density housing, 'public open spaces' are natural expansions for leisure activities that cannot be provided for on-site.

In keeping with the comments received from the roads and stormwater Engineers, Portions 126, 140 and 141 may potentially be affected by stormwater courses. As a precautionary measure it is recommended that these portions be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

### **'Business land use'**

It has been noted that there are various business activities currently taking place in the area under discussion. It is against this background that the layout makes provision for two (2) 'business' erven (Portions 207 to 208), which will cater for the business needs of the community. These 'business' erven are located along the major movement network to ease traffic flow. It is proposed that the 'business' zoned erven carry a bulk factor of 0.4, on-site parking should be provided as stipulated in the Windhoek Town Planning Scheme.

### **'Institutional'**

\*\*\*

Council through Resolution 221/07/2023 **attached as pages 1116 - 1117 to the agenda**, approved the identification of four (4) sites for the construction of a secondary school, primary school, health facility and a police station by the Khomas Regional Council (KRC) (KRC). These have been accommodated in the proposed layout as follows: Portions 1 (school), Portion 143 (police station) and Portion 144 (health facility) have been created on the Remainder of Farm 1008 to accommodate the identified need.

In keeping with the comments received from the roads and stormwater Engineers, the following Portions 1 and 144 will be affected by stormwater courses. As a precautionary measure it is recommended that these portions be sold with relevant stormwater condition which will require 'the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

### **'Municipal'**

Considering the growing demand for spaces to accommodate the informal trading activities provision has been made on the Remainder of Farm 1008 for site zoned 'municipal' namely Portion 142 which can accommodate an open market. Portion 142 has been strategically located along the major movement network to ease traffic flow and also closer to the health facility and the police station which can act as an economic attraction. Furthermore, in keeping with the comments received from the Department of Electricity that, several electrical substations will be required within the development to accommodate miniature substations. Therefore, site measuring  $\pm 18 \text{ m}^2$  (3 m x 6 m) to be subdivided and allocated for the electricity substation. No electrical substations shall be installed on the sidewalk, five (5) portions (223 to 227) have been created and zoned 'municipal' to accommodate the miniature substations.

### **'Undetermined' erven**

Portion 129 is located east of the proposed development and is separated from other land uses by a major arterial (60 metres wide) to which direct access is not permissible. Access and use of Portion 129 can thus not be determined at this stage and will only be determined during the planning of Farm 1009 and Farm 1010. For the reasons advanced above Portion 129 is thus zoned 'undetermined'.

### **'Public open space'**

The layout provides for seven (7) 'public open space' Portions (228 to 234), of which the majority of these will accommodate a number of watercourses that traverse Portion A. In addition to the primary function, the erven that accommodate the watercourse can be developed into creative public spaces (walking or jogging trails etc.). The layout further makes provision for one (1) 'public open space' (Portions 234) that can be developed into a neighbourhood park.

### **Proposed 'street' layout**

The development proposed on the Remainder of Farm 1008 will be accessed through two (2) major access points. One (1) of the access points will be through a 25 metres wide collector road, which further connects to the proposed extension of the major arterial which is Matshitshi Road. The second access will be through a 18 metres wide access collector that connects to a 45 metres wide arterial, that further connects to the major arterial Peter Nanyemba Road. The internal street network is designed with streets varying in width from 13 metres to 15 metres. The layout further makes provision for Portion 128, which accommodates a portion of the proposed major arterial road (60 metres wide), which connects the township developments at Farm Ongos and beyond to Sam Nujoma Drive. This arterial provides the development of an alternative link to the Central Business District (CBD) and other parts of Windhoek.

### **Street names**

\*\*\*

The proposed layout comprises of nine (9) new streets which needs to be named as per the Street and Place Naming Policy of the Municipal Council of Windhoek. Council through Resolution 207/07/2003 **attached as pages 1118 - 1123 to the agenda**, approved the following themes and street names to be used in new townships:

#### **Theme: Flora of the Namib**

- Hoodia;
- Welwitschia;
- Commiphora;
- Gerania; and
- Salvadora.

#### **Theme: Waterberg Flora**

- Oninga;
- Epando;
- Maerua; and
- Omuhoho.

Considering the close proximity of this proposed development to Daan Viljoen Game Reserve, a nature sanctuary, it is befitting to name the streets in this proposed development after the Namib and Waterberg Flora. It is therefore proposed that the above listed street names be implemented for the nine (9) new streets and for the remaining two (2) streets, the following names be referred to the Street and Place naming Committee for consideration:

- Waterberg; and
- Namib.

\*\*\*

Furthermore, Portion 128 which is reserved as a 'street' be named Jonker Afrikaner Road as approved per Council Resolution 114/05/2023 **attached as page 1124 to the agenda**. A layout of the proposed development with street names as proposed above and Council Resolution 207/07/2003 are **attached as pages 1118 - 1123 and 1125 - 1126 respectively to the agenda**.

### **Infrastructure**

#### **- Water**

The Department of Infrastructure, Water and Technical Services confirmed that the development falls within the future Augeigas Reservoir pressure zone; and servicing it from the Katlo reservoir is not feasible due to the area's topography, which would result in excessively high pressures within the new water network. The department therefore recommends that the water supply will only be possible once the new Augeigas Reservoir is constructed.

#### **- Sewer**

The Department of Infrastructure, Water and Technical Services confirmed the proposed development cannot be connected to the existing sewer system, as it drains away from the current infrastructure. Sewer services will only become available once a waste water treatment plant is constructed downstream of this development.

#### **- Electricity**

The Department of Electricity confirmed that the department will 'construct a 11 kV Overhead Line from Dam Wall Load Center following the Ongos 66 kV Powerline Servitude to supply Farm 1008 with electricity'.

### **Public Participation Report**

\*\*\*

In line with section 107 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) notice of Councils' intention to undertake the statutory procedures as discussed above was given to the general public and letters were sent to the affected/direct neighbour as prescribed. The general public notices were placed as follows and proof thereof is **attached as pages 1127 - 1137 to the agenda**:

- \*\*\* - Notices were advertised in The Namibian and the New Era newspapers on the 26 June and 3 July 2025, **attached as pages 1128 - 1131 to the agenda;**
- \*\*\* - Notices were placed in the Government Gazette of 1 July 2025, **attached as pages 1132 - 1135 to the agenda;**
- \*\*\* - Notices were placed at the Municipal Council of Windhoek's Customer Care Centre (CCC) notice board as well as on the site on 26 June 2025, **attached as page 1136 to the agenda;**
- \*\*\* - Letters to the neighbouring property (The Remainder of Consolidated Farm Augeigas No. 34) was hand delivered on 30 June 2025, **attached as page 1137 to the agenda.** The Municipal Council of Windhoek is the registered owner the other neighbouring properties namely Farms 1009,1010,1011 and 1007.

The due date for objection or comments was set for fourteen (14) days after the last publication as prescribed by the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), and no objections were received as of the set due date.

#### **Natural environment**

##### **- Topography**

The site is made up of an uneven terrain which is characterised by both gentle and steep slopes, with several watercourses flowing in both northeast and east to a northwest direction. In order to protect the environment, the natural watercourses have been reserved as 'public open space' and can equally be used for the common good of residents. Furthermore, the 'residential', 'general residential', and 'institutional' erven have been designed and located on the fairly gentle slopes to ensure functionality.

##### **- Environmental protection**

The Municipal Council of Windhoek conducted a comprehensive environmental study covering all environmental facets within the old municipal boundary. The study culminated into a report known as the Strategic Environmental Assessment (SEA) for Windhoek published in 2012. In accordance with Strategic Environmental Assessment (SEA) the proposed development (the Remainder of Farm 1008) falls predominantly within the medium (Zone 3, 5 and 6) environmental control zones. In the medium zone, land uses such as 'residential' and 'commercial' are permissible with no to limited assessment. It is therefore on record that environmental protection was considered in designing the layout for the proposed development, as it comprises predominantly of 'residential' with few 'commercial' and 'public open spaces'. To ensure compliance with the Environmental Management Act, 2007 (Act 7 of 2007), an Environmental study needs to be conducted to obtain clearance before submission of this application to the Urban and Regional Planning Board.

### Technical comments

- \*\*\* The application was circulated for comments and comments from various technical divisions and departments within the Municipal Council of Windhoek are **attached as pages 1138 - 1145 to the agenda.**

### Statutory information and required planning procedure

#### - Title Deeds

- \*\*\* The Municipal Council of Windhoek is the owner of Farm 1008. Farm 1008 was subdivided from the Remainder of Farm 508. The Certificate of Consolidated Title No. T2008/2005 confirming ownership of the Remainder of Farm 508 is **attached as pages 1146 - 1151 to the agenda.**

#### - Required planning procedure

After Council's support of this submission, an application will be made to the Office of the Environmental Commissioner to obtain an Environmental Clearance as required by the Environmental Management Act, 2007 (Act 7 of 2007). Thereafter, an application will be made to the Urban and Regional Planning Board for the subdivision of Farm 1008 into Portion A and the Remainder, simultaneously with the need and desirability to establish a township on proposed Portion A, as well as the approval of the township layout.

Following approval by the board a Land Surveyor will be appointed to survey the township and prepare a General Plan that will be submitted to the Surveyor General's Office for examination and approval. Thereafter, a township register for the development will be opened in the Deeds Office. The Registrar of Deeds will, as required by law, notify the Minister of Urban and Rural Development that a township register is open, and that proclamation can take effect. Using the notice as the basis, the Minister of Urban and Rural Development shall initiate proclamation procedures that will culminate in the proclamation of Goreangab 10 as a township in the Government Gazette.

### Conditions to be registered

- \*\*\* The Municipal Council of Windhoek's standard conditions **attached as pages 1152 - 1153 to the agenda**, will apply to the erven in the proposed township. The conditions in reference are included below:

The following condition shall be registered in favour of the local authority against the Title Deeds:

- The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);
- The minimum building value of any erf zoned 'institutional' shall equal the current municipal value of the land comprising that erf;

- The minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf;
- Erven 228 and 234 be reserved as 'public open spaces'; and
- The Remainder of Farm 1008 and Portion 128 be reserved as 'street'.

### **Conclusion**

This submission motivated the need and desirability and layout approval for the establishment on the proposed-on Remainder Farm 1008 to be known as Goreangab Extension 10. The proposed township establishment will enable Council to formalise the informal settlement currently located on this farm. It is concluded that, the development is needed and desirable.

Management Committee

### **RECOMMENDED**

- 1 That the need and desirability to establish a township on the Remainder of Farm 1008 comprising of two hundred and thirty four (234) portions and the Remainder 'street,' be supported.
- 2 That the proposed township to be established on the proposed Remainder of Farm 1008 be known as Goreangab Extension 10.
- \*\*\* 3 That the layout for the proposed township on the Remainder of Farm 1008 **attached as pages 1111 - 1115 to the agenda**, be approved as the settlement pattern.

### **Standard conditions**

- \*\*\* 4 That standard conditions in favour of the Municipal Council of Windhoek be registered against all newly created erven, except for erven zoned 'public open space' and 'street' against which no conditions shall be registered. [The conditions are included below and **attached as pages 1152 - 1153 to the agenda**:
- 4.1 That the erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 4.2 That the minimum building value of any erf zoned 'institutional' shall equal the current municipal value of the land comprising that erf.
- 4.3 That the minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf;
- 4.4 That Erven 228 to 234 be reserved as 'public open spaces'; and

- 4.5 That the Remainder of Farm 1008 and Portion 128 be reserved as 'street'.

**Land use, town planning scheme and minor cadastral adjustments**

- 5 That Portions 2 to 125, 130 to 139 and 145 to 222 be zoned 'residential' with a density of 1:150 m<sup>2</sup>.
- 6 That Portions 126, 127, 140 and 141 be zoned 'general residential' with a density of 1:150 m<sup>2</sup>.
- 7 That Portions 1, 143 and 144 be zoned 'institutional'.
- 8 That Portions 142, 223 to 227 be zoned 'municipal'.
- 9 That Portion 129 be zoned 'undetermined'.
- 10 That Portions 228 to 234 be reserved for 'public open spaces'.
- 11 That the Remainder of Farm 1008 and Portion 128 be reserved as 'street';
- \*\*\* 12 That the layout for the proposed Goreangab Extension 10 on the Remainder of Farm 1008 **attached as pages 1111 - 1115 to the agenda**, be included in the next Amendment Scheme.
- 13 That the proposed Goreangab Extension 10 be added to the list of townships with a minimum building value of two (2) times the 'residential' land value in line with clause 39(9) of the Town Planning Scheme.
- 14 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Human Settlement) follow all the required steps to obtain the necessary approvals from the Urban and Regional Planning Board.
- 15 That the Chief Executive Officer (Strategic Executive: Housing, Property Management and Human Settlement) apply to the Minister of Urban and Rural Development to establish a township comprising of 'residential' erven measuring less than ± 300 m<sup>2</sup> in extent, in accordance with the provision of the National Housing Policy.
- 16 That the Strategic Executive: Housing, Property Management and Human Settlement be authorised to make minor changes to the layout to facilitate proclamation and accommodate the provision of services.

**Water, sewer and electricity**

- 17 That the consideration be made to construct the Augeigas Reservoir to allow for the supply of water to the proposed development;
- 18 That consideration be made for the construction of the new waste water treatment plant to cater for the sewerage connection of the development.

- 19 That the Strategic Executive: Infrastructure, Water and Technical Services facilitate the construction of the Augeigas Reservoir and the new waste water treatment plant.
- 20 That a 11 kV overhead line from Dam Wall Load Center following the Ongos 66kV Powerline Servitude be constructed to cater for the electrical supply to the development.
- 21 That the Strategic Executive: Electricity facilitate the construction of the 11 kV overhead line.
- 22 That a registered professional Engineer be appointed to do the water, sewer and electrical infrastructure designs for this township.

#### **Stormwater and flood studies**

- 23 That, the standard stormwater conditions as set out in the Windhoek Town Planning Scheme apply to the development.
- 24 That, the following Portions: 1, 5, 6, 7, 8, 29, 51, 110, 123, 124, 126, 138, 139, 140, 141, 144, 156, 157, 195, 164, 166, 167, 178, 182, 183, 184, 185, 186, 195, 201, 202 and 203 be sold with the following stormwater condition that building plans be accompanied with engineering drawings which indicates how stormwater will be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning.
- 25 That, the Strategic Executive: Urban and Transport Planning (Chief Engineer: Planning, Design and Traffic Flow) undertake the necessary procedures to obtain a detailed 50-year flood report of the river and stormwater courses in Farm 1008.

#### **Environmental clearance**

- 26 That the Strategic Executive: Economic Development and Community Services (Manager: Health and Environment) undertake the necessary procedures to obtain Environmental Clearance as prescribed by the law.

#### **Street naming**

- \*\*\* 27 That the nine (9) newly created streets be named: Hoodia, Welwitschia, Commiphora, Oninga, Gerania, Epando, Salvadoria, Omuhoho and Maerua as per Council Resolution 207/07/2003, **attached as pages 1118 - 1123 to the agenda.**
- 28 That the two (2) newly proposed street names, Namib and Waterberg, be referred to the Street and Place Naming Committee, for consideration
- \*\*\* 29 That Portion 128 which is reserved as a 'street' be named Jonker Afrikaner Road as per Council Resolution 114/05/2023 **attached as page 1124 to the agenda.**

**Pre- allocation**

- \*\*\* 30 That in line with Council Resolution 31/02/2021 **attached as pages 1154 - 1155 to the agenda**, the Remainder of Farm 1008 be added to the areas to be considered for pre-allocation.
- 31 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Property Management) facilitate the signing of lease with an option to buy agreements, pending the finalisation of installation of full services and erf sales conditions.
- \*\*\* 32 That beneficiaries who were relocated from Otjomuise due to the 2025 floods and the existing informal structures that are part of the existing Hadino Hishongwa C, as shown in the list **attached as pages 1103 - 1108 to the agenda**, be used in the consideration of the lease with an option to buy agreements.
- 33 That the lease with an option to buy only be entered into with the beneficiaries who do not own a residential property in Windhoek, or did not enter into a Lease Agreement in the informal settlement areas that underwent or undergoing formalisation of land tenure or upgrading of municipal services.
- 34 That the resolution be implemented prior to confirmation of the minutes.

**Financial implications for the statutory town planning procedure**

Activity	Funds required (NS)	Funds available (Item)
Township establishment on Remainder Farm 1008 comprising of two hundred and thirty four (234) erven and the Remainder 'street'	5 180.00	4000/15/1/10/0025

[Municipal Council Agenda: 2026-05-07(04-30)]

**10.3.16**

**FNS.10 [HPH] SUBDIVISION OF FARM 1008 (A PORTION OF THE REMAINDER OF FARM 508) INTO PORTION A AND THE REMAINDER, LAYOUT APPROVAL; AND NEED AND DESIRABILITY FOR TOWNSHIP ESTABLISHMENT ON PROPOSED PORTION A (L/PTN A/FARM/1008)**

**Introduction**

The purpose of this item is to motivate the subdivision of Farm 1008 (a portion of the Remainder of Farm 508) into Portion A and the Remainder, the layout approval and need and desirability for the township establishment on proposed Portion A.

## Background

\*\*\* Farm 1008 accommodates households relocated from Otjomuise due to the flash flood that occurred in January 2025. The flood assessment report as well as the digitized map illustrating the affected structures in Otjomuise is **attached as pages 1086 - 1100 to the agenda**. Farm 1008 was already home to part of the existing Hadino Hishongwa C informal settlement and the digitized map illustrating these existing structures is **attached as pages 1101 - 1102 to the agenda**. The proposed subdivision and subsequent statutory procedures as outlined above will allow the Municipal Council of Windhoek to formalise the existing informal settlement in order to improve the living conditions and providing the beneficiaries as seen in the list **attached as pages 1156 - 1161 to the agenda** access to security of tenure and municipal services.

## The site

\*\*\* Farm 1008 is located on the north western corner of the Remainder of Farm 508 and shares western boundary with the Remainder of Consolidated Farm Augeigas No. 34 (Daan Viljoen Game Reserve). Farm 1008 measures ± 63.11 hectares in extent. The locality plan of Farm 1008 is **attached as pages 1109 - 1110 to the agenda**.

## Need and Desirability

### - Need

Namibia is currently experiencing urbanisation and will continue to do so in the foreseeable future as long as urban areas are seen as a symbol of hope from abject poverty. Through Vision 2030, the country setup a goal to become a developed country by the year 2030 and further, to have about 70 % of its population urbanised. In 1991 a meagre 28 % of the country's population was urbanised. The figure improved to 33 % in 2001, 42.1 % in 2011 and crossed the 50 % mark in 2023. Generally, the trend is positive and if maintained it will reach about 65 % in 2030.

Positive shifts in the country's urbanisation landscape have coincided with rapid growth of Windhoek's population and has led to an increase in informal settlements. The 2023 National Housing and Population Census conducted by the Namibia Statistics Agency confirmed Windhoek to be the largest urban locality in the country with four hundred and eighty six thousand, one hundred and eighty six (486 186) inhabitants which represented a share of 33 % of the country's urban population. According to the population census of 2023 the average household in Windhoek is 3.3 persons per household.

Since March 2020, the Municipal Council of Windhoek has been numbering and mapping informal structures in all the informal settlements within Windhoek municipal boundary. By March 2025 a total fifty five thousand, two hundred and seventy one (55 271) informal structures were numbered. The structures are distributed as follows:

- Khomasdal Constituency: Three thousand, four hundred and eighty six (3 486);
- Moses //Garoëb Constituency: Sixteen thousand, five hundred and seventy two (16 572);

- Samora Machel Constituency: Twenty three thousand, five hundred and seventy two (23 572);
- Tobias Hainyeko Constituency: Ten thousand, one hundred and seventy five (10 175); and
- Windhoek Rural: One thousand, four hundred and sixty six (1 466) structures.

The number of structures for Windhoek Rural Constituency is limited to Mix Settlement and as such excludes Groot Aub. The 2023, National Housing and Population Census recorded the number of people living in informal settlements of Windhoek at two hundred and twenty four thousand, one hundred and forty nine (224 149) inhabitants up from ninety four thousand, eight hundred and eighty five, sixty three (94 885.63) in 2011. Given the above, it is without a shadow of a doubt that the proposed development is highly needed to address informality and guarantee the project beneficiaries security of tenure and access to basic services.

#### - **Desirability**

The site is ideally located and suitable for the intended development. The desirability is confirmed through the layout design approach, which took into consideration site development opportunities and constraints strengthened through comments received from various specialist divisions dealing with roads; stormwater; water and sewer; electricity, environment; and urban policy within the Municipal Council of Windhoek. The desirability is further demonstrated by the fact that the site has been inhabited by the informal settlers for a number of years.

#### **Proposed development**

The proposed development if approved will enable the Municipal Council of Windhoek to formalise the existing Hadino Hishongwa C informal settlement and the households relocated from Otjomuise. The formalisation will ensure the provision of security of tenure and access to basic services. The predominant land use as shown on the attached layout plan is 'residential' supported by other complimentary land uses such as, 'public open space', 'business' (local supermarket or shop), 'municipal', 'institutional' and 'general residential'.

\*\*\*

To achieve the intended development, it is proposed that, Farm 1008 be subdivided into Portion A and Remainder Farm 1008 as shown on Table 1 and further that, a township be established on proposed Portion A comprising of two hundred and thirty (230) erven and the Remainder as shown on Table 2 below. The subdivision of Farm 1008 and the layout for the township proposed on Portion A is **attached as pages 1162 - 1163 and 1164 - 1168 respectively to the agenda:**

**Table 1: Proposed subdivision of Farm 1008**

Original portion	Resulting portions	Size (hectare)
Farm 1008		63.1
	Proposed Portion A	18.5
	Remainder of Farm 1008	44.6

**Table 2: Township establishment on Portion A comprising of two hundred and thirty (230) erven**

Land use	Total number of erven	Potential number of dwelling units	Estimated population at an average household size of 3.3 (2023)
'Residential' at 1:150 m <sup>2</sup>	214	214	706
'General residential' at 1:150 m <sup>2</sup>	2	110	363
'Business' at bulk of 0.4	2		
'Undetermined'	1		
'Public open space'	6		
'Institutional'	1		
'Municipal'	4		
<b>Total</b>	<b>230(erven)</b>	<b>324(dwelling units)</b>	<b>1069(people)</b>

Using the 2023 population census average household size of 3.3 persons per households it is estimated that the development will accommodate one thousand and sixty nine (1 069) people with 66 % of the population living on 'single residential' erven whilst the remaining 34 % in high density development.

#### **'Single residential' land use**

The proposed layout is predominantly 'residential'. A total of two hundred and fourteen (214) 'single residential' erven are provided in the layout which vary in size from  $\pm 201 \text{ m}^2$  to  $\pm 760 \text{ m}^2$  in extent. It is proposed that, all 'single residential' erven be zoned 'residential' with a density of one dwelling unit per  $150 \text{ m}^2$  (1:150 m<sup>2</sup>). In line with the Development and Upgrading Policy the erven are less than  $\pm 300 \text{ m}^2$  in extent in order to accommodate more people since the area is already inhabited. It is important to mention that upon council's approval, an application will be made to the Minister of Urban and Rural Development for the approval to establish a township with residential erven measuring less than  $\pm 300 \text{ m}^2$  in extent.

In keeping with the comments received from roads and stormwater Engineers, the following portions will be affected by stormwater courses: 43, 46, 48, 49, 94, 95, 120, 121, 200, 202, 203, 205, 206 and 210. As a precautionary measure it is recommended that these erven be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

#### **'General residential' land use**

The layout provides for two (2) 'general residential' erven (Portions 209 and 220) that will, as alluded to on Table 2, accommodate 34 % of the population. In order to maximise convenience and widen scope for choice, the 'general residential' zoned erven are strategically located closer to the 'business' erven and major movement networks. The close proximity to major movement networks allows for easy traffic flow considering the number of people that will be accommodated on the 'general residential' erven. These two (2) 'general residential' erven are equally located in close proximity to the 'public open space'. Given the compact nature of high-density housing, 'public open spaces' are natural expansions for leisure activities that cannot be provided for on-site.

In keeping with the comments received from roads and stormwater Engineers, Portions 209 and 220 may potential be affected by stormwater courses. As a precautionary measure it is recommended that these erven be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Transport and Urban Planning.

#### **'Business' land use**

It has been noted that there are various business activities currently taking place in the area under discussion. It is against this background that the layout makes provision for two (2) business erven (Portions 207 to 208) which will cater for the business needs of the community. These 'business' erven are located along the major movement network to ease traffic flow. It is proposed that the 'business' zoned erven carry a bulk factor of 0.4, on-site parking should be provided as stipulated in the Windhoek Town Planning Scheme.

#### **'Institutional'**

The survey and numbering of structures in Hadino Hishongwa C have identified that there is a structure which currently is used for church purposes and needs to be accommodated as part of the upgrading of the settlement. It is against this background that the proposed layout makes provision for an institutional erf (Portion 158) which should accommodate the church and has the potential to accommodate any other institutional uses such as a pre-primary/kindergarten.

#### **'Municipal'**

The Department of Electricity confirmed that there is a proposed electrical route that will pass through Farm 1008 on the way to Ongos, it is against this background that Portions 221 zoned 'municipal' have been created to accommodate this electrical line. Furthermore, in keeping with the comments received from the same department that, several electrical substations will be required within the development to accommodate Miniature Substations. Therefore, site measuring 18 m<sup>2</sup> (3 m x 6 m) to be subdivided and allocated for the electricity substation. No electrical substations shall be installed on the sidewalk, three (3) Portions (222, 223 and 224) have been created and zoned 'municipal' to accommodate the miniature substations.

#### **'Undetermined' erven**

Portion 204 is located on a steep slope with watercourses passing through which maybe expensive to develop at this stage considering the target market. However, in future the Municipal Council of Windhoek may find a Developer that may present a creative proposal on how to utilise the land under discussion, of which appropriate zoning can then be assigned in line with the propose use. It should however be noted that the proposed powerline also runs through Portion 204 and future changes should ensure that the route is accommodated as indicated in the attached layout plans.

In keeping with the comments received from roads and stormwater engineers, Portion 204 may potential be affected by stormwater courses. As a precautionary measure it is recommended that these erven be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

#### **'Public open space'**

The layout provides for six (6) 'public open space' portions (225 to 230) of which majority of these will accommodate a number of watercourses that traverse Portion A. In addition to the primary function, the erven that accommodate the watercourse can be developed into creative public spaces (walking or jogging trails etc.). The layout further makes provision for one (1) 'public open space' (Portions 225) that can be developed into a neighbourhood park.

#### **Proposed 'street' layout**

The development proposed on Portion A will be accessed through two (2) major access point. One (1) of access points will be through a 18 metres wide collector road that connects to a 25 metres wide collector which further connects to the proposed extension of the major arterial which is Matshitshi road. The second access will be through a 18 metres wide local collector that connects to a 45 metres wide local distributor that further connects to Peter Nanyemba Road. The internal street network is designed with streets varying in width from 15 metres and 13 metres.

#### **Street names**

\*\*\*

The proposed layout comprises of eight (8) new streets which needs to be named as per the Street and Place Naming Policy of the Municipal Council of Windhoek. Council through Resolution 207/07/2003 **attached as pages 1118 - 1123 to the agenda** approved the following themes and street names:

#### **Theme: Flora of the Namib**

- !Naras;
- Hoodia;
- Stapeila;
- Anmtree; and
- Welwitschia.

#### **Theme: Waterberg Flora**

- Omupanda;
- Omuhama;

- Aru.

Considering the close proximity of this proposed development to Daan Viljoen Game Reserve, a natural sanctuary, it is befitting to name the streets in this proposed development after the Namib and Waterberg Flora. It is therefore proposed that the above listed street names be implemented for the eight (8) new streets in the proposed development.

\*\*\* A layout of the proposed development with street names as proposed above is **attached as pages 1169 - 1170 to the agenda.**

### **Infrastructure**

- **Water**

The Department of Infrastructure, Water and Technical Services confirmed that the development falls within the future Augeigas Reservoir pressure zone” and servicing it from the Katlo reservoir is not feasible due to the area’s topography, which would result in excessively high pressures within the new water network. The department therefore recommends that the water supply will only be possible once the new Augeigas Reservoir is constructed.

- **Sewer**

The Department of Infrastructure, Water and Technical Service confirmed the proposed development cannot be connected to the existing sewer system, as it drains away from the current infrastructure. Sewer services will only become available once a waste water treatment plant is constructed downstream of this development.

- **Electricity**

The Department of Electricity confirmed that the department will construct a 11 kV overhead line from Dam Wall Load Center following the Ongos 66 kV Powerline Servitude to supply Farm 1008 with electricity.

### **Public Participation Report**

\*\*\* In line with section 107 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) notice of Councils’ intention to undertake the statutory procedures as discussed above was given to the general public and letters were send to the affected/direct neighbour as prescribed. The general public notices were placed as follows and proof thereof is **attached as pages 1127 - 1137 to the agenda:**

\*\*\* - Notices were advertised in The Namibian and New Era newspaper on the 26 June and 3 July 2025, **attached as pages 1128 - 1131 to the agenda;**

\*\*\* - Notices were placed in the Government Gazette of 1 July 2025, **attached as pages 1132 - 1135 to the agenda;**

- \*\*\* - Notices were placed on the Municipal Council of Windhoek's Customer are Centre (CCC) as well as on the site 26 June 2025, **attached as page 1136 to the agenda.**
- \*\*\* - Letter to the neighbouring property (Remainder Consolidated Farm Augeigas No. 34) was hand delivered on the 30 June 2025, **attached as page 1137 to the agenda.** The Municipal Council of Windhoek is the registered owner the other neighbouring properties namely Farms 1009,1010,1011 and 1007.

The due date for objection or comments was set for fourteen (14) days after the last publication as prescribed by the Local Authorities Act, 1992 (Act 23 of 1992) and no objections were received as of the set due date.

### **Natural environment**

#### **- Topography**

The site is made up of uneven terrain which is characterised by both gentle and steep slopes with several watercourses flowing in both northeast and east to a northwest direction. In order to protect the environment and the natural watercourses have been reserved as 'public open space' and can equally be used for the common good of residents. Furthermore, the 'residential', 'general residential', 'businesses' and 'institutional' erven have been designed and located on the fairly gentle slopes to ensure functionality.

#### **- Environmental protection**

The Municipal Council of Windhoek conducted a comprehensive environmental study covering all environmental facets within the old municipal boundary. The study culminated into a report known as the Strategic Environmental Assessment (SEA) for Windhoek published in 2012. In Accordance with Strategic Environmental Assessment (SEA), the proposed development (Portion A of Farm 1008) falls predominantly within the medium (zone 3, 5 and 6) environmental control zones. In the medium zone land uses such as 'residential' and 'commercial' is permissible with no to limited assessment. It is therefore on record that environmental protection was considered in designing the layout for the proposed development, as it comprises predominantly 'residential' with few 'commercial' and 'public open spaces'. To ensure compliance with the Environmental Management Act, 2007 (Act 7 of 2007), an environmental study needs to be conducted to obtain clearance before submission of this application to the Urban and Regional Planning Board.

### **Technical comments**

- \*\*\* The application was circulated for comments and comments from various technical divisions and departments within the Municipal Council of Windhoek are **attached as pages 1138 - 1145 to the agenda.**

### Statutory information and required planning procedure

#### - Title Deeds

\*\*\*

The Municipal Council of Windhoek is the owner of Farm 1008. Farm 1008 was subdivided from the Remainder of Farm 508. The Certificate of Consolidated Title No. T2008/2005 confirming ownership of the Remainder of Farm 508 is **attached as pages 1146 - 1151 to the agenda.**

#### - Required planning procedure

After Council's support of this submission, an application will be made to the Office of the Environmental Commissioner to obtain Environmental Clearance as required by the Environmental Management Act, 2007 (Act 7 of 2007). Thereafter, an application will be made to the Urban and Regional Planning Board for the subdivision of Farm 1008 into Portion A and the Remainder, simultaneously with the need and desirability to establish a township on proposed Portion A as well as the approval of the township layout.

Following approval by the board a Land surveyor will be appointed to survey the township and prepare a General Plan that will be submitted to the Surveyor General's Office for examination and approval. Thereafter, a township register for the development will be opened in the Deeds Office. The Registrar of Deeds will, as required by law, notify the Minister of Urban and Rural Development that a township register is open, and that proclamation can take effect. Using the notice as the basis, the Minister of Urban and Rural Development shall initiate proclamation procedures that will culminate in the proclamation of Goreangab Extension 11 as a township in the Government Gazette.

### Conditions to be registered

\*\*\*

The Municipal Council of Windhoek's standard conditions **attached as pages 1171 - 1172 to the agenda** will apply to the erven in the proposed township. The conditions in reference are included below:

The following condition shall be registered in favour of the local authority against the Title Deeds:

- The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);
- The minimum building value of any erf zoned 'business' shall equal four (4) times the current municipal value of the land comprising that erf;
- The minimum building value of any erf zoned 'institutional' shall equal the current municipal value of the land comprising that erf;

- The minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf;
- Erven 225 to 230 be reserved as 'public open spaces'; and
- The Remainder of Portion A of Farm 1008 be reserved as 'street'.

### **Conclusion**

This submission motivated the subdivision of Farm 1008 into Portion A and the Remainder, subsequently the need and desirability for establishment on the proposed Portion A of Farm 1008 to be known as Goreangab Extension 11. The subdivision and subsequent statutory planning procedures will enable Council to formalise the informal settlement currently located on this site. It is concluded that the development is needed and desirable.

Management Committee

### **RECOMMENDED**

- 1 That Farm 1008 (a portion of the Remainder of Farm 508) be subdivided into Portion A and the Remainder Farm 1008.
- 2 That the need and desirability to establish a township on proposed Portion A comprising of two hundred and thirty (230) portions and the Remainder 'street,' be supported.
- 3 That the proposed township to be established on proposed Portion A, be known as Goreangab Extension 11.
- \*\*\* 4 That the layout for the proposed township on Portion A **attached as pages 1164 - 1168 to the agenda**, be approved as the settlement pattern.

### **Standard conditions**

- 5 That standard conditions in favour of the Municipal Council of Windhoek be registered against all newly created erven, except for erven zoned 'public open space' and 'street' against which no conditions shall be registered. [The conditions are included below and **attached as pages 1171 - 1172 to the agenda**]:
  - 5.1 That the erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
  - 5.2 That the minimum building value of any erf zoned 'business' shall equal four (4) times the current municipal value of the land comprising that erf.
  - 5.3 That the minimum building value of any erf zoned 'institutional' shall equal the current municipal value of the land comprising that erf.

- 5.4 That the minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf.
- 5.5 That Erven 225 to 230 be reserved as 'public open spaces'.
- 5.6 That the Remainder of Portion A of Farm 1008 be reserved as 'street'.

#### **Land use, town planning scheme and minor cadastral adjustments**

- 6 That Portions 1 to 157, 159 to 203, 205 to 206, 210 to 219 be zoned 'residential' with a density of 1:150 m<sup>2</sup>.
- 7 That Portions 209 and 220 be zoned 'general residential' with a density of 1:150 m<sup>2</sup>.
- 8 That Portions 207 to 208 be zoned 'business' with a bulk factor of 0.4.
- 9 That Portion 158 be zoned 'institutional'.
- 10 That Portion 204 be zoned 'undetermined'.
- 11 That Portions 221 to 224 be zoned 'municipal'.
- 12 That Portions 225 to 230 be reserved for 'public open spaces'.
- 13 That the Remainder of Portion A of Farm 1008 be reserved as 'street'.
- \*\*\* 14 That the layout for the proposed Goreangab Extension 11 on Portion A **attached as pages 1164 - 1168 to the agenda**, be included in the next Amendment Scheme.
- 15 That the proposed Goreangab Extension 11 be added to the list of townships with a minimum building value of two (2) times the 'residential' land value in line with clause 39(9) of the Town Planning Scheme.
- 16 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Human Settlement) follow all the required steps to obtain the necessary approvals from the Urban and Regional Planning Board.
- 17 That the Chief Executive Officer (Strategic Executive: Housing, Property Management and Human Settlement) apply to the Minister of Urban and Rural Development to establish a township comprising of residential erven measuring less ± 300 m<sup>2</sup> in extent, in accordance with the provision of the National Housing Policy.
- 18 That the Strategic Executive: Housing, Property Management and Human Settlement be authorised to make minor changes to the layout to facilitate proclamation and accommodate the provision of services.

#### **Water, sewer and electricity**

- 19 That the consideration be made to construct the Augeigas Reservoir to allow for the supply of water to the proposed development.

- 20 That consideration be made for the construction of the new waste water treatment plant to cater for the sewerage connection of the development.
- 21 That the Strategic Executive: Infrastructure, Water and Technical Services facilitate the construction of the Augeigas Reservoir and the new waste water treatment plant.
- 22 That a 11 kV overhead line from Dam Wall Load Center following the Ongos 66 kV Powerline Servitude be constructed to cater for the electrical supply to the development.
- 23 That the Strategic Executive: Electricity facilitate the construction of the 11 kV overhead line.
- 24 That a registered professional Engineer be appointed to do the water, sewer and electrical infrastructure designs for this township.

#### **Stormwater and flood studies**

- 25 That, the standard stormwater conditions as set out in the Windhoek Town Planning Scheme apply to the development.
- 26 That, the following Portions: 43, 46, 48, 49, 94, 95, 120, 121, 200, 202, 203, 204, 205, 206, 209, 210, and 220 be sold with the following stormwater condition, that building plans be accompanied with engineering drawings which indicates how stormwater will be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning.
- 27 That, the Strategic Executive: Urban and Transport Planning (Manager: Planning, Design and Traffic Flow) undertake the necessary procedures to obtain a detailed 50-year flood report of the river and stormwater courses in Farm 1008.

#### **Environmental clearance**

- 28 That the Strategic Executive: Economic Development and Community Services (Manager: Health and Environment) undertake the necessary procedures to obtain Environmental Clearance as prescribed by the law.

#### **Street naming**

- \*\*\* 29 That the eight (8) newly created streets be named: Hoodia, !Naras, Omuhama, Setapeila, Welwitschia, Aru, Anaree and Omupanda as per Council Resolution 207/07/2003, **attached as pages 1118 - 1123 to the agenda.**
- 30 That the names be referred to the Street and Place Naming Committee, for implementation.

#### **Pre- allocation**

- \*\*\* 31 That in line with Council Resolution 31/02/2021 **attached as pages 1154 - 1155 to the agenda**, Portion A of Farm 1008 be added to the areas to be considered for pre-allocation.

- 32 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Property Management) facilitate the signing of lease with an option to buy agreements, pending the finalisation of installation of full services.
- \*\*\*
- 33 That beneficiaries who were relocated from Otjomuise due to the 2025 floods and the existing informal structures that are part of existing Hadino Hishongwa C as shown in the list **attached as pages 1156 - 1161 to the agenda**, be used in the consideration of lease with an option to buy agreements.
- 34 That the lease with an option to buy only be entered into with the beneficiaries who do not own a 'residential' property in Windhoek, or did not enter into a Lease Agreement in the informal settlement areas that underwent or undergoing formalisation of land tenure or upgrading of municipal services.
- 35 That the resolution be implemented prior to confirmation of the minutes.

#### **Financial implications for the statutory town planning procedure**

<b>Activity</b>	<b>Funds required (N\$)</b>	<b>Funds available (Item)</b>
Subdivision of Farm 1008 into Portion A and the Remainder	520.00	4000/15/1/10/0025
Township establishment on Portion A comprising of two hundred and thirty (230) and the Remainder 'street'	5 100.00	4000/15/1/10/0025

[Municipal Council Agenda: 2026-05-07(04-30)]

#### **10.3.17 FNS.11 [HPH] NEED AND DESIRABILITY AND LAYOUT APPROVAL FOR THE TOWNSHIP ESTABLISHMENT ON THE REMAINDER OF FARM 1007 (L/RE/FARM/1007)**

##### **Introduction**

The purpose of this item is to motivate the need and desirability, as well as the layout approval for the township establishment on the Remainder of Farm 1007.

##### **Background**

\*\*\* Farm 1007 accommodates part of the existing Hadino Hishongwa C, D and E informal settlements. As illustrated on the digitized map **attached as pages 1173 - 1175 to the agenda** the farm accommodates eight hundred and fifty three (853) informal structures. The list indicating the structure numbers as well as the names of the owners that have been surveyed to date is **attached as pages 1176 - 1198 to the agenda**. The proposed subdivision and subsequent statutory procedures as outlined in the subject line above will enable the Municipal Council of Windhoek to formalise the existing informal settlements in order to improve the living conditions of the inhabitants.

### The site

\*\*\*

Farm 1007 is located in the north western corner of the Remainder of Farm 508. The farm shares western boundary with the Remainder of Consolidated Farm Augeigas No. 34, northern boundary with Farm 1008 and southern boundary with Farm 1006. Remainder Farm 1007 measures  $\pm$  18.37 hectares in extent. The locality plan is **attached as pages 1199 - 1200 to the agenda.**

### Need and Desirability

#### - Need

Namibia is currently experiencing urbanisation and will continue to do so in the foreseeable future as long as urban areas are seen as a symbol of hope from abject poverty. Through Vision 2030, the country set for itself a goal to become a developed country by the year 2030 and further, to have about 70 % of its population urbanised. In 1991 a meagre 28 % of the country's population was urbanised. The figure improved to 33 % in 2001, 42.1 % in 2011 and crossed the 50 % mark in 2017. Generally, the trend is positive and if maintained it will reach about 65 % in 2030.

Positive shifts in the country's urbanisation landscape have coincided with rapid growth of Windhoek's population and has led to an increase in informal settlements. The 2023 National Housing and Population Census conducted by the Namibia Statistics Agency confirmed Windhoek to be the largest urban locality in the country with four hundred and eighty six thousand, one hundred and eighty six (486 186) inhabitants which represented a share of 33 % of the country's urban population. According to the population census of 2023 the average household in Windhoek is 3.3 persons per household.

Since March 2020, the Municipal Council of Windhoek has been numbering and mapping informal structures in all the informal settlements within Windhoek municipal boundary. By March 2025 a total fifty five thousand, two hundred and seventy one (55 271) informal structures were numbered. The structures are distributed as follows:

- Khomasdal Constituency: Three thousand, four hundred and eighty six (3 486);
- Moses //Garoëb Constituency: Sixteen thousand, five hundred and seventy two (16 572);
- Samora Machel Constituency: Twenty three thousand, five hundred and seventy two (23 572);
- Tobias Hainyeko Constituency: Ten thousand, one hundred and seventy five (10 175); and
- Windhoek Rural: One thousand, four hundred and sixty six (1 466) structures.

The number of structures for Windhoek Rural Constituency is limited to Mix Settlement and as such excludes Groot Aub. The 2023 National Housing and Population Census recorded the number of people living in informal settlements of Windhoek at two hundred and twenty four thousand, one hundred and forty nine (224 149) inhabitants up from ninety four thousand, eight hundred and eighty five, sixty three (94 885.63) in 2011. Given the above, it is without shadow of a doubt that the proposed development is highly needed to address informality and guarantee the project beneficiaries security of tenure and access to basic services.

### **Desirability**

The site is ideally located and suitable for the intended development. The desirability is confirmed through the layout design approach which took into consideration site development opportunities and constraints strengthened through comments received from various specialist divisions dealing with roads, stormwater, water and sewer, electricity, environment, and urban policy within the Municipal Council of Windhoek. The desirability is further demonstrated by the fact that the site has been inhabited by the informal settlers for a number of years.

### **Proposed development**

The proposed development if approved will enable the Municipal Council of Windhoek to formalise the existing Hadino Hishongwa C, D and E informal settlements. Considering the existing informal land uses currently occurring on the site, residential erven have been designed as the predominate land use with other complimentary land uses such as, 'public open space', 'municipal' and 'general residential'.

\*\*\*

To achieve the intended development, it is proposed that a township be established on Remainder Farm 1007 comprising of two hundred and seventy five (275) erven and the Remainder as shown on Table 1 and on the layout, plan attached as pages 1201 - 1208 to the agenda:

**Table 1: Township establishment on the Remainder of Farm 1007 comprising of two hundred and seventy five (275) erven**

Land use	Total number of erven	Potential number of dwelling units	Estimated population at an average household size of 3.3 (2023)
'Residential' at 1:250 m <sup>2</sup>	256	256	845
'General residential' at 1:150 m <sup>2</sup>	4	91	273
'Undetermined'	2		
'Public Open Space'	10		
'Institutional'	0		
'Municipal'	2		
'Street'	1		
<b>Total</b>	<b>275</b> (erven)	<b>347</b> (dwelling units)	<b>1 118</b> (people)

Using the 2023 population census average household size of 3.3 persons per households it is estimated that the development will accommodate one thousand, one hundred and eighteen (1 118) people with 77.6 % of the population living on 'single residential' erven, whilst the remaining 22.4 % in high density development.

### **'Single residential' land use**

The proposed layout is predominantly 'residential'. A total of two hundred and fifty six (256) 'single residential' erven are provided in the layout which vary in size from  $\pm 204 \text{ m}^2$  to  $\pm 542 \text{ m}^2$  in extent. It is proposed that, all 'single residential' erven be zoned 'residential' with a density of one dwelling unit per  $150 \text{ m}^2$  (1:150  $\text{m}^2$ ).

In line with the Development and Upgrading Policy the erven are less than  $\pm 300 \text{ m}^2$  in extent, in order to accommodate more people since the area is already inhabited. It is important to mention that upon Council's approval, an application will be made to the Minister of Urban and Rural Development for the approval to establish a township with residential erven measuring less than  $\pm 300 \text{ m}^2$  in extent.

In keeping with the comments received from roads and stormwater Engineers, the following Portions 1, 21, 22, 23, 32, 40, 41, 42, 43, 64, 70, 71, 75, 76, 97, 136, 137, 142, 166, 205, 206, 215, 217, 249, 250 and 251, will be affected by stormwater courses. As a precautionary measure it is recommended that these portions be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

### **'General residential' land use**

In order to widen the scope of choice the layout provides four (4) 'general residential' Portions (66, 125, 127 and 128) that will, as alluded to on Table 1, accommodate 22.4 % of the population. The 'general residential' zoned erven are strategically located along major movement networks to ensure easy traffic flow considering the number of people that will be accommodated on these erven. Furthermore, the erven are located in close proximity to the 'public open space' which can act as a natural expansion for leisure activities that cannot be provide for on-site.

In keeping with the comments received from roads and stormwater Engineers, Portions 66 and 127 may potential be affected by stormwater courses. As a precautionary measure it is recommended that these portions be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

### **'Municipal'**

Two (2) proposed Portions (264 and 265) zoned 'municipal' are reserved to accommodate the miniature substations in line with the comments received from the Department of Electricity that several electrical substations will be required within the development to accommodate Miniature Substations. Therefore, site measuring  $18 \text{ m}^2$  (3 m x 6 m) to be subdivided and allocated for the electricity substation. no electrical substations shall be installed on the sidewalk.

### **‘Undetermined’ erven**

Portion 229 is zoned ‘undetermined’, the portion is characterised by steep slopes which maybe expensive to develop at this stage considering the target market. Portion 126 with the proposed zone ‘undetermined’ is characterised by major river thus creating access will be expensive, cost-effective access will be provided through Farm 1006.

### **‘Public open space’**

The layout provides for ten (10) ‘public open space’ Portions (266 to 275) of which majority of these portions are designed to accommodate a number of watercourses that traverse the Remainder of Farm 1007. In addition to the primary function, the erven that accommodate the watercourse can be developed into creative public spaces (walking or jogging trails etc.). Furthermore Portions 269 and 271 have be designed to accommodate functional ‘public open space’ such as neighbourhood parks.

### **Proposed street layout**

\*\*\* The proposed major arterial which will be known as Jonker Afrikaner Road Council Resolution 114/05/2023 (**attached as page 1124 to the agenda**), that will intersect with existing Matshitshi Road will provide access to this proposed development. Throughout the proposed development 25 metre and 20 metres wide streets have been designed to act as distributors. Internal accesses are provided through 13 metres and 15 metres wide street network.

### **Street names**

\*\*\* The proposed layout comprises of thirteen (13) new streets which needs to be named as per the Street and Place Naming Policy of the Municipal Council of Windhoek. Council through Resolution 207/07/2003 **attached as pages 1118 - 1123 to the agenda**, approved the following themes and street names to be used in new townships:

#### **Theme: Small Mammals**

- Otter;
- Hedgehog;
- Squirrel; and
- Fox

#### **Theme: Names of Rivers and Lakes**

- Limpopo;
- Lualaba;
- Cuvelai;
- Congo;
- Lake Bangweulu;

- Sankuru;
- Rusoma;
- Lake Nyasa (Lake Malawi); and
- Shebelle.

\*\*\* Considering the close proximity of this proposed development to Daan Viljoen Game Reserve which is of natural importance and the major Otjiseru River, it is befitting to name the streets in this proposed development after small mammals and African rivers and lakes. It is therefore, proposed that the above listed street names be implemented in line with Council Resolution 207/07/2003 **attached as pages 1118 - 1123 to the agenda**, for the thirteen (13) new streets in the proposed development.

\*\*\* Furthermore, Portion 235 which is reserved as a 'street' should be named Jonker Afrikaner Road in line with Council Resolution 114/05/2023. A layout of the proposed development with street names as proposed above and Council Resolution 207/07/2003 is **attached as pages 1118 - 1123 to the agenda**

### **Infrastructure**

#### **- Water**

The Department of Infrastructure, Water and Technical Services confirmed that the development falls within the future Augeigas Reservoir pressure zone and servicing it from the Katlo reservoir is not feasible due to the area's topography, which would result in excessively high pressures within the new water network. The department therefore recommends that the water supply will only be possible once the new Augeigas Reservoir is constructed.

#### **- Sewer**

The Department of Infrastructure, Water and Technical Service confirmed the proposed development cannot be connected to the existing sewer system, as it drains away from the current infrastructure. Sewer services will only become available once a waste water treatment plant is constructed downstream of this development.

#### **- Electricity**

The Department of Electricity confirmed that the department will construct a 11 kV overhead line from Dam Wall Load Center following the Ongos 66 kV Powerline Servitude to supply Farm 1007 with electricity.

### **Public Participation Report**

\*\*\* In line with section 107 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) notice of Councils' intention to undertake the statutory procedures as discussed above was given to the general public and letters were send to the affected/direct neighbour as prescribed. The general public notices were placed as follows and proof thereof is **attached as pages 1127 - 1137 to the agenda**:

- \*\*\* - Notices were advertised in The Namibian and New Era newspaper on the 26 June and 3 July 2025, **attached as pages 1128 - 1131 to the agenda;**
- \*\*\* - Notices were placed in the Government Gazette of 1 July 2025, **attached as pages 1132 - 1135 to the agenda;**
- \*\*\* - Notices were placed on the Municipal Council of Windhoek's Customer are Centre (CCC) as well as on the site 26 June 2025, **attached as page 1209 to the agenda.**
- \*\*\* - Letter to the neighbouring property (Remainder Consolidated Farm Augeigas No. 34) was hand delivered on the 30 June 2025, **attached as page 1137 to the agenda.** The Municipal Council of Windhoek is the registered owner the other neighbouring properties namely Farms 1006,1008,1010 and 1011.

The due date for objection or comments was set for fourteen (14) days after the last publication as prescribed by the Local Authorities Act, 1992 (Act 23 of 1992) and no objections were received as of the set due date.

#### **Natural environment**

##### **- Topography**

The site is made up of uneven terrain which is characterised by both gentle and steep slopes with several watercourses flowing in both east and southeast to a northwestern direction. In order to protect the environment, the natural watercourses have been reserved as 'public open space' and can equally be used for the common good of residents. Furthermore, the 'residential' and 'general residential' erven have been designed and located on the fairly gentle slopes to ensure functionality.

##### **- Environmental protection**

The Municipal Council of Windhoek conducted a comprehensive environmental study covering all environmental facets within the old municipal boundary. The study culminated into a report known as the Strategic Environmental Assessment (SEA) for Windhoek published in 2012. In accordance with Strategic Environmental Assessment (SEA), the proposed development (the Remainder of Farm 1007) falls predominantly within the medium (Zone 3, 5 and 6) environmental control zones. In the medium zone land uses such as 'residential' and 'commercial' is permissible with no, to limited assessment. It is therefore on record that environmental protection was considered in designing the layout for the proposed development, as it comprises predominantly 'residential' with few 'commercial' and 'public open spaces'. To ensure compliance with the Environmental Management Act, 2007 (Act 7 of 2007), an environmental study needs to be conducted to obtain Environmental Clearance before submission of this application to the Urban and Regional Planning Board.

### Technical comments

- \*\*\* The application was circulated for comments and comments from various technical divisions and departments within the Municipal Council of Windhoek are attached as pages 1210 - 1215 to the agenda.

### Statutory information and required planning procedure

#### - Title Deeds

- \*\*\* The Municipal Council of Windhoek is the owner of Farm 1007. Farm 1007 was subdivided from the Remainder of Farm 508. The Certificate of Consolidated Title No. T2008/2005 confirming ownership of the Remainder of Farm 508 is attached as pages 1146 - 1151 to the agenda.

#### - Required planning procedure

After Council's support of this submission, an application will be made to the Office of the Environmental Commissioner to obtain Environmental Clearance as required by the Environmental Management Act, 2007 (Act 7 of 2007). Thereafter, an application will be made to the Urban and Regional Planning Board for the need and desirability, as well as the layout approval to establish a township on Remainder Farm 1007.

Following approval by the board a Land Surveyor will be appointed to survey the township and prepare a General Plan that will be submitted to the Surveyor General's Office for examination and approval. Thereafter, a township register for the development will be opened in the Deeds Office. The Registrar of Deeds will, as required by law, notify the Minister of Urban and Rural Development that a township register is open, and that proclamation can take effect. Using the notice as the basis, the Minister of Urban and Rural Development shall initiate proclamation procedures that will culminate in the proclamation of Goreangab Extension 8 as a township in the Government Gazette.

### Conditions to be registered

- \*\*\* The Municipal Council of Windhoek's standard conditions attached as pages 1216 - 1217 to the agenda will apply to the erven in the proposed township. The conditions in reference are included below:

The following condition shall be registered in favour of the local authority against the Title Deeds:

- The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);
- The minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf;
- Erven 266 to 275 be reserved as 'public open spaces'; and

- The Remainder of Farm 1007 and Portion 235 be reserved as 'street'.

### **Conclusion**

This submission motivated the need and desirability, as well as layout approval for establishment of a township on the Remainder of Farm 1007 to be known as Goreangab Extension 8. The proposed township establishment will enable the Municipal Council of Windhoek to formalise Hadino Hishongwa C, D and E informal settlements currently located on this site. It is concluded that, the development is needed and desirable.

Management Committee

### **RECOMMENDED**

- 1 That the need and desirability to establish a township on the Remainder of Farm 1007 comprising of two hundred and seventy five (275) portions and the Remainder, be supported.
- 2 That the proposed township to be established on the Remainder of Farm 1007, be known as Goreangab Extension 8.
- \*\*\* 3 That the layout for the proposed township on the Remainder of Farm 1007 **attached as pages 1201 - 1208 to the agenda**, be approved as the settlement pattern.

### **Standard conditions**

- \*\*\* 4 That standard conditions in favour of the Municipal Council of Windhoek be registered against all newly created erven, except for erven zoned 'public open space', 'municipal' and 'street' against which no conditions shall be registered. [The conditions are included below and **attached as page 1216 - 1217 to the agenda**]:
  - 4.1 That the erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
  - 4.2 That the minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf.
  - 4.3 That Erven 266 to 275 be reserved as 'public open spaces'.
  - 4.4 That the Remainder of Farm 1007 and Portion 235 be reserved as 'street'.

### **Land use, town planning scheme and minor cadastral adjustments**

- 5 That Portions 1 to 65, 67 to 124, 129 to 228, 230 to 234 and 236 to 263 be zoned 'residential' with a density of 1:150 m<sup>2</sup>.

- 6 That Portions 66, 125, 127 and 128 be zoned 'general residential' with a density of 1:150 m<sup>2</sup>.
- 7 That Portions 264 and 265 be zoned 'municipal'.
- 8 That Portions 126 and 229 be zoned 'undetermined'.
- 9 That Portions 228 to 234 be reserved for 'public open space'.
- 10 That the Remainder of Farm 1007 and Portion 235 be reserved as 'street'.
- \*\*\*
- 11 That the layout for the proposed Goreangab Extension 8 on the Remainder of Farm 1007 **attached as pages 1201 - 1208 to the agenda**, be included in the next Amendment Scheme.
- 12 That the proposed Goreangab Extension 8 be added to the list of townships with a minimum building value of two (2) times the 'residential' land value in line with clause 39(9) of the Town Planning Scheme.
- 13 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Human Settlement) follow all the required steps to obtain the necessary approvals from the Urban and Regional Planning Board.
- 14 That the Chief Executive Officer (Strategic Executive: Housing, Property Management and Human Settlement) apply to the Minister of Urban and Rural Development to establish a township comprising of residential erven measuring less the ± 300 m<sup>2</sup> in extent, in accordance with the provision of the National Housing Policy.
- 15 That the Strategic Executive: Housing, Property Management and Human Settlement be authorised to make minor changes to the layout to facilitate proclamation and accommodate the provision of services.

#### **Water, sewer and electricity**

- 16 That the consideration be made to construct the Augeigas Reservoir to allow for the supply of water to the proposed development.
- 17 That consideration be made for the construction of the new waste water treatment plant to cater for the sewerage connection of the development.
- 18 That the Strategic Executive: Infrastructure, Water and Technical Services facilitate the construction of the Augeigas Reservoir and the new waste water treatment plant.
- 19 That a 11 kV overhead line from Dam Wall Load Center following the Ongos 66 kV Powerline Servitude be constructed to cater for the electrical supply to the development.
- 20 That the Strategic Executive: Electricity facilitate the construction of the 11 kV overhead line.

- 21 That a registered professional Engineer be appointed to do the water, sewer and electrical infrastructure designs for this township.

#### **Stormwater and flood studies**

- 22 That, the standard stormwater conditions as set out in the Windhoek Town Planning Scheme applies to the development.
- 23 That, the following Portions: 1, 21, 22, 23, 32, 40, 41, 42, 43, 64, 66, 70, 71, 75, 76, 97, 127 136, 137, 142, 166, 205, 206, 215, 217, 249, 250 and 251 be sold with the following stormwater condition that: "building plans be accompanied with engineering drawings which indicates how stormwater will be accommodated to the satisfaction of the Strategic Executive: Urban and Transport Planning.
- 24 That, the Strategic Executive: Urban and Transport Planning (Chief Engineer: Planning, Design and Traffic Flow) undertake the necessary procedures to obtain a detailed 50-year flood report of the river and stormwater courses in Farm 1007.

#### **Environmental clearance**

- 25 That the Strategic Executive: Economic Development and Community Services (Manager: Health and Environment) undertake the necessary procedures to obtain Environmental Clearance as prescribed by the law.

#### **Street naming**

- \*\*\* 26 That the thirteen (13) newly created streets be named: Otter, Hedgehog, Squirrel, Fox, Limpopo, Lualaba, Cuvelai, Congo, Lake Bangweulu, Sankuru, Rusoma, Lake Nyasa (Lake Malawi) and Shebelle as per Council Resolution 207/07/2003 **attached as pages 1118 - 1123 to the agenda.**
- \*\*\* 27 That Portion 235 which is reserved as a 'street' be named Jonker Afrikaner Road as per Council Resolution 114/05/2023 **attached as page 1124 to the agenda.**

#### **Rearrangement and pre- allocation**

- 28 That in line with Council Resolution 31/02/2021, the Remainder of Farm 1007 be added to the areas to be considered for pre-allocation.
- \*\*\* 29 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Human Settlement) undertake the necessary procedures as outlined in the Development and Upgrading Policy to rearrange the existing informal structures as illustrated, **attached as pages 1173 - 1175 and 1176 - 1198 respectively to the agenda** with the proposed layout.
- 30 That once the rearrangement has been concluded, the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Property Management) facilitate the signing of lease with an option to buy agreements, pending the finalisation of installation of full services.

- 31 That the lease with an option to buy only be entered into with the beneficiaries who do not own a 'residential' property in Windhoek, or did not enter into a Lease Agreement in the informal settlement areas that underwent or undergoing formalisation of land tenure or upgrading of municipal services.
- 32 That the resolution be implemented prior to confirmation of the minutes.

### Financial implications for the statutory town planning procedure

Activity	Funds required (N\$)	Funds available
Township establishment on the Remainder of Farm 1007 comprising of two hundred and seventy five (275) erven and the Remainder 'street'	6000.00	4000151100025

[Municipal Council Agenda: 2026-05-07(04-30)]

#### 10.3.18

### **FNS.12 [HPH] SUBDIVISION OF FARM 1007 (A PORTION OF THE REMAINDER OF FARM 508) INTO PORTION A AND THE REMAINDER; AND THE NEED AND DESIRABILITY AND LAYOUT APPROVAL FOR TOWNSHIP ESTABLISHMENT ON PORTION A (L/PTN A/FARM/1007)**

#### **Introduction**

The purpose of this item is to motivate the subdivision of Farm 1007 (a portion of the Remainder of Farm 508) into Portion A and the Remainder, as well as the need and desirability and layout approval for the township establishment on proposed Portion A.

#### **Background**

\*\*\* Farm 1007 accommodates part of the existing Hadino Hishongwa C, D and E informal settlements. As illustrated on the digitized map **attached as pages 1218 - 1220 to the agenda** the farm accommodates eight hundred and fifty three (853) informal structures. The list indicating the structure numbers, as well as the names of the owners that have been surveyed to date is **attached as pages 1221 - 1243 to the agenda**. The proposed subdivision and subsequent statutory procedures as outlined in the subject line above will enable the Municipal Council of Windhoek to formalise the existing informal settlements in order to improve the living conditions of the inhabitants.

#### **The site**

\*\*\* Farm 1007 is located in the north western corner of the Remainder of Farm 508. The farm shares western boundary with the Remainder of Consolidated Farm Augeigas No. 34, northern boundary with Farm 1008 and southern boundary with Farm 1006. Farm 1007 measures ± 53.57 hectares in extent. The locality plan is **attached as pages 1244 - 1245 to the agenda**.

## Need and Desirability

### Need

Namibia is currently experiencing urbanisation and will continue to do so in the foreseeable future as long as urban areas are seen as a symbol of hope from abject poverty. Through Vision 2030, the country set for itself a goal to become a developed country by the year 2030 and further, to have about 70 % of its population urbanised. In 1991 a meagre 28 % of the country's population was urbanised. The figure improved to 33 % in 2001, 42.1 % in 2011 and crossed the 50 % mark in 2017. Generally, the trend is positive and if maintained it will reach about 65 % in 2030.

Positive shifts in the country's urbanisation landscape have coincided with rapid growth of Windhoek's population and has led to an increase in informal settlements. The 2023 National Housing and Population Census conducted by the Namibia Statistics Agency confirmed Windhoek to be the largest urban locality in the country with four hundred and eighty six thousand, one hundred and eighty six (486 186) inhabitants which represented a share of 33 % of the country's urban population. According to the population census of 2023 the average household in Windhoek is 3.3 persons per household.

Since March 2020, the Municipal Council of Windhoek has been numbering and mapping informal structures in all the informal settlements within Windhoek municipal boundary. By March 2025 a total fifty five thousand, two hundred and seventy one (55 271) informal structures were numbered. The structures are distributed as follows:

- Khomasdal Constituency: Three thousand, four hundred and eighty six (3 486);
- Moses //Garoëb Constituency: Sixteen thousand, five hundred and seventy two (16 572);
- Samora Machel Constituency: Twenty three thousand, five hundred and seventy two (23 572);
- Tobias Hainyeko Constituency: Ten thousand, one hundred and seventy five (10 175); and
- Windhoek Rural: One thousand, four hundred and sixty six (1 466) structures.

The number of structures for Windhoek Rural Constituency is limited to Mix Settlement and as such excludes Groot Aub. The 2023 National Housing and Population Census recorded the number of people living in informal settlements of Windhoek at two hundred and twenty four thousand, one hundred and forty nine (224 149) inhabitants up from ninety four thousand, eight hundred and eighty five, sixty three (94 885.63) in 2011. Given the above, it is without a shadow of a doubt that the proposed development is highly needed to address informality and guarantee the project beneficiaries security of tenure and access to basic services.

### - Desirability

The site is ideally located and suitable for the intended development. The desirability is confirmed through the layout design approach which took into consideration site development opportunities and constraints strengthened through comments received from various specialist divisions dealing with roads, stormwater, water and sewer, electricity, environment, and urban policy within the Municipal Council of Windhoek. The desirability is further demonstrated by the fact that the site has been inhabited by the informal settlers for a number of years.

### Proposed development

The proposed development if approved will enable the Municipal Council of Windhoek to formalise the existing Hadino Hishongwa C, D and E informal settlements. Considering the existing informal land uses currently occurring on the site, 'residential' erven have been designed as the predominate land use with other complimentary land uses such as, 'public open space', 'business' (local supermarket or shop), 'municipal', 'institutional' and 'general residential'.

\*\*\*

To achieve the intended development, it is proposed that Farm 1007 be subdivided into Portion A and the Remainder as shown on Table 1, and subsequently a township be established on proposed Portion A comprising of three hundred and thirty three (333) erven and the Remainder as shown on Table 2 below. The subdivision of Farm 1007 is illustrated on a plan **attached as pages 1246 - 1247 to the agenda**. While the township layout proposed on Portion A is **attached as pages 1248 - 1253 to the agenda**.

**Table 1: Proposed subdivision of Farm 1007**

Original portion	Resulting portions	Size (hectares)
Farm 1007		53.57
	Proposed Portion A	35.2
	The Remainder of Farm 1007	18.37

Using the 2023 population census average household size of 3.3 persons per households it is estimated that the development will accommodate one thousand, five hundred and eight (1 508) people with 66.5 % of the population living on 'single residential' erven, whilst the remaining 33.5 % in high density development.

**Table 2: Township establishment on Portion A comprising of three hundred and thirty three (333) erven**

Land use	Total number of erven	Potential number of dwelling units	Estimated population at an average household size of 3.3 (2023)
'Residential' at 1:150 m <sup>2</sup>	304	304	1003
'General residential' at 1:150 m <sup>2</sup>	6	153	505
'Business' at bulk of 0.4	3		
'Public open space'	10		
'Institutional'	3		
'Municipal'	7		
<b>Total</b>	<b>333 (erven)</b>	<b>457(dwelling units)</b>	<b>1508(people)</b>

### **'Single residential' land use**

The proposed layout is predominantly 'residential'. A total of three hundred and four (304) 'single residential' erven are provided in the layout which vary in size from  $\pm 200 \text{ m}^2$  to  $\pm 839 \text{ m}^2$ . It is proposed that, all 'single residential' erven be zoned 'residential' with a density of one dwelling unit per  $150 \text{ m}^2$  (1:150  $\text{m}^2$ ).

In line with the Development and Upgrading Policy the erven are less than  $\pm 300 \text{ m}^2$  in extent, in order to accommodate more people since the area is already inhabited. It is important to mention that upon Council's approval, an application will be made to the Minister of Urban and Rural Development for the approval to establish a township with 'residential' erven measuring less than  $\pm 300 \text{ m}^2$  in extent.

In keeping with the comments received from roads and stormwater Engineers, the following residential portions will be affected by stormwater courses: 18, 19, 32, 33, 37, 38, 39, 75, 76, 77, 78, 79, 80, 109, 110, 121, 149, 151, 153, 210, 239, 246, 253, 254, 255, 256, 261, 273, 274, 286, 294, 295 and 297. As a precautionary measure it is recommended that these erven be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

### **'General residential' land use**

In order to widen the scope of choice the layout provides six (6) 'general residential' Portions 3, 4, 184, 216, 277 and 278, that will, as alluded to on Table 2, accommodate 33.5 % of the population. The 'general residential' zoned erven are strategically located along major movement networks to ensure easy traffic flow considering the number of people that will be accommodated on these erven. A density of one dwelling unit per  $150 \text{ m}^2$  (1:150  $\text{m}^2$ ) is proposed for all these 'general residential' zoned erven.

### **'Business' land use**

Farm 1007 is located in an area that lack shopping centres to cater for the daily basic needs of the community resulting in the need to travel distances to access these facilities. Equally it has been noted that there are various business activities currently taking place in the area. It is against this background that the layout makes provision for three (3) 'business' Portions 250, 251 and 252. Portion 250 can be developed to accommodate a shopping centre, while Portions 251 and 252 can accommodate other 'business' uses that will address community business needs. These 'business' erven are located along the major movement network to ease traffic flow. A bulk of 0.4 is proposed for these 'business' zoned erven and on-site parking should be provided for in accordance to the Windhoek Town Planning Scheme.

Furthermore, in keeping with the comments received from roads and stormwater Engineers, the following business portions will be affected by stormwater courses Portions 250, 251 and 252. As a precautionary measure it is recommended that these erven be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

### **'Institutional'**

\*\*\*

The proposed layout makes provision for three (3) 'institutional' Portions 2, 123 and 124. Portion 2 has been created to accommodate a school in line with Council Resolution 221/07/2023 **attached as pages 1116 - 1117 to the agenda**. Portion 123 is created to accommodate the church which is currently being operated informally on the site, while Portion 124 can be used for other 'institutional' uses such as a kindergarten.

In keeping with the comments received from roads and stormwater Engineers, Portions 2 and 124 are affected by stormwater courses. As a precautionary measure it is recommended that these erven be sold with relevant stormwater condition which will require the submission of engineering drawings simultaneously with the building plan that indicates how stormwater is to be accommodated which should be at the satisfaction of the Strategic Executive: Urban and Transport Planning.

### **'Municipal'**

The Department of Electricity confirmed that there is a proposed electrical route that will pass through Farm 1007 to supply electricity to the developments at Farm Ongos. In order to accommodate the proposed route, Portions 1, 215, 279 and 320 to 323 zoned 'municipal' have been created.

Furthermore, the same department indicated that, several electrical substations will be required within the development to accommodate miniature substations. Therefore, site measuring  $\pm 18 \text{ m}^2$  in extent (3 m x 6 m) to be subdivided and allocated for the electricity substation. No electrical substations shall be installed on the sidewalk. In line with this comment three (3) Portions 321, 322 and 323 zoned 'municipal' have been created to accommodate the future miniature substations.

### **'Public open space'**

Ten (10) 'public open space' Portions 324 to 333 have been provided for in the layout of which the majority of these portions are designed to accommodate the watercourses that traverse the proposed development. However, it should be noted that these portions should not be left as dead space, but rather be developed into creative public spaces that can allow residents to walk or jog etc.). Portions 329 and 331 on the other hand can be used to accommodate neighbourhood parks.

### **Proposed street layout**

\*\*\*

The proposed major arterial which will be known as Jonker Afrikaner Road as per Council Resolution 114/05/2023 (**attached as page 1124 to the agenda**), that will intersect with existing Matshitshi Road will provide access to this proposed development. Throughout the proposed development 25 metres and 20 metres wide streets have been designed to act as distributors. Internal accesses are provided through 13 metres wide street network.

### Street names

\*\*\* The proposed layout comprises of nine (9) new streets which needs to be named as per the Street and Place Naming Policy of the Municipal Council of Windhoek. Council through Resolution 207/07/2003 **attached as pages 1118 - 1123 to the agenda** and (437/7/88) approved the following Themes and street names:

#### Theme: Small Mammals

- Anteater;
- Badger;
- Caracal;
- Civet;
- Fox;
- Lynx; and
- Mongoose.

#### Theme: Names of African Rivers and Lakes

- Lake Tanganyika

#### Theme: Flora of the Namib

- Namib Street

\*\*\* Considering the close proximity of this proposed development to Daan Viljoen Game Reserve which is of natural importance and the major Otjiseru River, it is befitting to name the streets in this proposed development after African Rivers and Lakes, Small Mammals and Flora of the Namib. It is therefore, proposed that the above listed street names be implemented in line with Council Resolution 207/07/2003 **attached as pages 1118 - 1123 to the agenda** for the nine (9) new streets in the proposed development.

\*\*\* A layout of the proposed development with street names as proposed above and Council Resolution 207/07/2003 are **attached as pages 1118 - 1123 and 1254 - 1255 respectively to the agenda**.

### Infrastructure

- **Water**

The Department of Infrastructure, Water and Technical Services confirmed that the development falls within the future Aueigas Reservoir pressure zone and servicing it from the Katlo reservoir is not feasible due to the area's topography, which would result in excessively high pressures within the new water network. The department therefore recommends that the water supply will only be possible once the new Aueigas Reservoir is constructed.

- **Sewer**

The Department of Infrastructure, Water and Technical Service confirmed the proposed to development cannot be connected to the existing sewer system, as it drains away from the current infrastructure. Sewer services will only become available once a waste water treatment plant is constructed downstream of this development.

- **Electricity**

The Department of Electricity confirmed that the department will construct a 11 kV overhead line from Dam Wall Load Center following the Ongos 66 kV Powerline Servitude to supply Farm 1007 with electricity.

### Public Participation Report

\*\*\* In line with section 107 of the Urban and Regional Planning Act, 2018 (Act 5 of 2018) notice of Councils' intention to undertake the statutory procedures as discussed above was given to the general public and letters were sent to the affected/direct neighbour as prescribed. The general public notices were placed as follows and proof thereof is **attached as pages 1127 - 1137 to the agenda:**

\*\*\* - Notices were advertised in The Namibian and New Era newspaper on the 26 June and 3 July 2025, **attached as pages 1128 - 1131 to the agenda;**

\*\*\* - Notices were placed in the Government Gazette of 1 July 2025, **attached as pages 1132 - 1135 to the agenda;**

\*\*\* - Notices were placed on the Municipal Council of Windhoek's Customer are Centre (CCC) as well as on the site 26 June 2025, **attached as page 1209 to the agenda.**

\*\*\* - Letter to the neighbouring property (Remainder Consolidated Farm Augeigas No. 34) was hand delivered on the 30 June 2025, **attached as page 1137 to the agenda.** The Municipal Council of Windhoek is the registered owner the other neighbouring properties namely Farms 1006,1008,1010 and 1011.

The due date for objection or comments was set for fourteen (14) days after the last publication as prescribed by the Local Authorities Act, 1992 (Act 23 of 1992) (as amended) and no objections were received as of the set due date.

### Natural environment

- **Topography**

The site is made up of uneven terrain which is characterised by both gentle and steep slopes with several watercourses flowing in both east and southeast to a northwestern direction. In order to protect the environment, the natural watercourses have been reserved as 'Public open space' and can equally be used for the common good of residents. Furthermore, the 'residential', 'general residential', 'businesses' and 'institutional' erven have been designed and located on the fairly gentle slopes to ensure functionality.

- **Environmental protection**

The Municipal Council of Windhoek conducted a comprehensive environmental study covering all environmental facets within the old municipal boundary. The study culminated into a report known as the Strategic Environmental Assessment (SEA) for Windhoek published in 2012. In accordance with Strategic Environmental Assessment (SEA) the proposed development (Portion A of Farm 1007) falls predominantly within the medium (Zone 3, 5 and 6) environmental control zones. In the medium zone, land uses such as 'residential' and 'commercial' is permissible with no, to limited assessment. It is therefore, on record that environmental protection was considered in designing the layout for the proposed development, as it comprises predominantly 'residential' with few 'commercial' and 'public open spaces'. To ensure compliance with the Environmental Management Act, 2007 (Act 7 of 2007), an environmental study needs to be conducted to obtain a Environment Clearance Certificate (ECC) before submission of this application to the Urban and Regional Planning Board.

**Technical comments**

\*\*\* The application was circulated for comments and comments from various technical divisions and departments within the Municipal Council of Windhoek are attached as pages 1256 - 1261 to the to the agenda.

**Statutory information and required planning procedure**

- **Title Deeds**

\*\*\* The Municipal Council of Windhoek is the owner of Farm 1007. Farm 1007 was subdivided from the Remainder of Farm 508. The Certificate of Consolidated Title No. T2008/2005 confirming ownership of the Remainder of Farm 508 is attached as pages 1146 - 1151 to the agenda.

- **Required planning procedure**

After Council supports of this submission, an application will be made to the Office of the Environmental Commissioner to obtain Environmental Clearance as required by the Environmental Management Act, 2007 (Act 7 of 2007). Thereafter, an application will be made to the Urban and Regional Planning Board for the subdivision of Farm 1007 into Portion A and the Remainder, simultaneously with the need and desirability, as well as layout approval to establish a township on proposed Portion A.

Following approval by the board a Land Surveyor will be appointed to survey the township and prepare a General Plan that will be submitted to the Surveyor General's Office for examination and approval. Thereafter, a township register for the development will be opened in the Deeds Office. The Registrar of Deeds will, as required by law, notify the Minister of Urban and Rural Development that a township register is open, and that proclamation can take effect. Using the notice as the basis, the Minister of Urban and Rural Development shall initiate proclamation procedures that will culminate in the proclamation of Goreangab Extension 9 as a township in the Government Gazette.

### Conditions to be registered

\*\*\*

The Municipal Council of Windhoek's standard conditions **attached as pages 1262 - 1263 to the agenda** will apply to the erven in the proposed township. The conditions in reference are included below:

The following condition shall be registered in favour of the local authority against the Title Deeds:

- The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018);
- The minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf;
- The minimum building value of any erf zoned 'business' shall equal four (4) times the current municipal value of the land comprising that erf;
- The minimum building value of any erf zoned 'institutional' shall equal the current municipal value of the land comprising that erf;
- Erven 324 to 333 be reserved as 'public open spaces'; and
- Remainder Portion A of Farm 1007 be reserved as 'street'.

### Conclusion

This submission motivated the subdivision of Farm 1007 into Portion A and the Remainder, subsequently the need and desirability, as well as layout approval for establishment of a township on the proposed Portion A of Farm 1007 to be known as Goreangab Extension 9. The subdivision and subsequent statutory planning procedures will enable the Municipal Council of Windhoek to formalise Hadino Hishongwa C, D and E informal settlements currently located on this site. It is concluded that, the development is needed and desirable.

Management Committee

### RECOMMENDED

- 1 That Farm 1007 (a portion of the Remainder of Farm 508) be subdivided into Portion A and the Remainder of Farm 1007.
  - 2 That the need and desirability to establish a township on proposed Portion A comprising of three hundred and thirty three (333) portions and the Remainder 'street' be supported.
  - 3 That the proposed township to be established on proposed Portion A be known as Goreangab Extension 9.
- \*\*\*
- 4 That the layout for the proposed township on Portion A **attached as pages 1248 - 1253 to the agenda**, be approved as the settlement pattern.

**Standard conditions**

- \*\*\*
- 5 That standard conditions in favour of the Municipal Council of Windhoek be registered against all newly created erven, except for erven zoned 'public open space', 'municipal' and 'street' against which no conditions shall be registered. [The conditions are included below and **attached as page 1262 - 1263 to the agenda**]:
- 5.1 That erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to the provisions of the Windhoek Town Planning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act 5 of 2018).
- 5.2 That the minimum building value of any erf zoned 'residential', or 'general residential' shall equal two (2) times the current municipal value of the land comprising that erf.
- 5.3 That the minimum building value of any erf zoned 'business' shall equal four (4) times the current municipal value of the land comprising that erf.
- 5.4 That the minimum building value of any erf zoned 'institutional' shall equal the current municipal value of the land comprising that erf.
- 5.5 That Erven 324 to 333 be reserved as 'public open spaces'.
- 5.6 That the Remainder Portion A of Farm 1007, be reserved as streets.

**Land use, town planning scheme and minor cadastral adjustments**

- 6 That Portions 5 to 122, 125 to 183, 185 to 214, 217 to 249, 253 to 276 and 280 to 319 be zoned 'residential' with a density of 1:150 m<sup>2</sup>.
- 7 That Portions 3, 4, 184, 216, 277 and 278 be zoned 'general residential' with a density of 1:150 m<sup>2</sup>.
- 8 That Portions 250 to 252 be zoned 'business' with a bulk factor of 0.4.
- 9 That Portions 1, 215, 279 and 320 to 323 be zoned 'municipal'.
- 10 That Portions 2, 123 and 124 be zoned 'institutional'.
- 11 That Portions 324 to 333 be reserved for 'public open spaces'.
- 12 That the Remainder Portion A of Farm 1007 be reserved as 'street'.
- \*\*\*
- 13 That the layout for the proposed Goreangab Extension 9 on Portion A **attached as pages 1248 - 1253 to the agenda**, be included in the next Amendment Scheme.
- 14 That the proposed Goreangab Extension 9 be added to the list of townships with a minimum building value of two (2) times the 'residential' land value in line with clause 39(9) of the Town Planning Scheme.

- 15 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Human Settlement) follow all the required steps to obtain the necessary approvals from the Urban and Regional Planning Board.
- 16 That the Chief Executive Officer (Strategic Executive: Housing, Property Management and Human Settlement) apply to the Minister of Urban and Rural Development to establish a township comprising of 'residential' erven measuring less than  $\pm 300 \text{ m}^2$  in extent, in accordance with the provision of the National Housing Policy.
- 17 That the Strategic Executive: Housing, Property Management and Human Settlement be authorised to make minor changes to the layout to facilitate proclamation and accommodate the provision of services.

#### **Water, sewer and electricity**

- 18 That the consideration be made to construct the Augeigas Reservoir to allow for the supply of water to the proposed development.
- 19 That consideration be made for the construction of the new waste water treatment plant to cater for the sewerage connection of the development.
- 20 That the Strategic Executive: Infrastructure, Water and Technical Services facilitate the construction of the Augeigas Reservoir and the new waste water treatment plant.
- 21 That a 11 kV Overhead Line from Dam Wall Load Center following the Ongos 66 kV Powerline Servitude be constructed to cater for the electrical supply to the development.
- 22 That the Strategic Executive: Electricity facilitate the construction of the 11 kV overhead line.
- 23 That a registered professional Engineer be appointed to do the water, sewer and electrical infrastructure designs for this township.

#### **Stormwater and flood studies**

- 24 That, the standard stormwater conditions as set out in the Windhoek Town Planning Scheme applies to the development.
- 25 That, the following Portions: be sold with the following stormwater condition that: 2, 3, 4, 18, 19, 32, 33, 37, 38, 39, 75, 76, 77, 78, 79, 80, 109, 110, 121, 124, 149, 151, 153, 184, 210, 216, 239, 246, 250, 251, 252, 253, 254, 255, 256, 261, 273, 274, 277, 278, 286, 294, 295 and 297 building plans be accompanied with engineering drawings which indicates how stormwater will be accommodated to the satisfaction of the Strategic Executive: Urban and Transport.
- 26 That, the Strategic Executive: Urban and Transport Planning (Chief Engineer: Planning, Design and Traffic Flow) undertake the necessary procedures to obtain a detailed 50-year flood report of the river and stormwater courses in Farm 1007.

**Environmental clearance**

- 27 That the Strategic Executive: Economic Development and Community Services (Manager: Health and Environment) undertake the necessary procedures to obtain Environmental Clearance as prescribed by the law.

**Street naming**

- \*\*\* 28 That the nine (9) newly created streets be named: Anteater, Badger, Caracal, Civet, Fox, Lynx, Mongoose, Lake Tanganyika and Namib as per Council Resolution 207/07/2003 **attached as pages 1118 - 1123 to the agenda.**
- 29 That the names be referred to the Street and Place Naming Committee for implementation.

**Rearrangement and Pre- allocation**

- \*\*\* 30 That in line with Council Resolution 31/02/2021 **attached as pages 1154 - 1155 to the agenda**, Portion A of Farm 1007 be added to the areas to be considered for pre-allocation.
- \*\*\* 31 That the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Human Settlement) undertake the necessary procedures as outlined in the Development and Upgrading Policy to rearrange informal structures as shown in **attached as pages 1218 - 1220 and 1221 - 1243 respectively to the agenda** in accordance with the proposed layout.
- 32 That once rearrangement is concluded, the Strategic Executive: Housing, Property Management and Human Settlement (Manager: Property Management) facilitate the signing of lease with an option to buy agreements, pending the finalisation of installation of full services.
- 33 That the lease with an option to buy only be entered into with the beneficiaries who do not own a residential property in Windhoek, or did not enter into a lease agreement in the informal settlement areas that underwent or undergoing formalisation of land tenure or upgrading of municipal services.
- 34 That the resolution be implemented prior to confirmation of the minutes.

**Financial implications for the statutory town planning procedure**

Activity	Funds required (N\$)	Funds available (Item)
Subdivision of Farm 1007 into Portion A and Remainder	520.00	4000/15/1/10/0025
Township establishment on Portion A comprising of 333 and reminder street	7 160.00	4000/15/1/10/0025

=====

**MEMORANDUM OF UNDERSTANDING**

**ENTERED INTO AND BETWEEN**



**KHOMAS REGIONAL COUNCIL**

Duly established in terms of the Regional Councils Act 22 of 1992  
Herein represented by Mr Clement Mwafla in his capacity as *Chief Regional Officer* and Mr  
Stefanus Ndengu in his capacity as *Chairperson of the Management Committee*  
and whose business address is:

6688 Pullmann Street  
Po Box 3379  
Windhoek  
NAMIBIA  
Telephone: +264 61 292 444  
Fax: +264 61 220 317

(Hereinafter referred to as “KRC” and jointly referred to as the “Parties”)

AND



*The Gateway to Endless Opportunities*

**MUNICIPAL COUNCIL OF WINDHOEK**

Duly established in terms of the Local Authorities Act, Act No 23 of 1992  
Herein represented by **Mr. Moses Matyayi**, in his capacity as *Chief Executive Officer*  
and duly authorised thereto and whose business address is:

80 Independence Avenue  
P O Box 59  
Windhoek, NAMIBIA  
Telephone: +264 61 290 2615  
Fax: +264 61 290 2344

(Hereinafter referred to as “CoW”)

(Hereafter referred to jointly as the “Parties”)

## PREAMBLE

**WHEREAS** the **Parties** are united by common interests and objectives in academic, scientific and public affairs;

**WHEREAS** these **Parties** are the ones which, by reason of their objectives are called upon to establish channels of communication that will facilitate intellectual interaction; and

**NOW THEREFORE** because of mutual benefits to the Institutions in the advancement of research, public engagement and education through the scholarly contributions of each, it is appropriate and advantageous to the **Parties** to enter into this Memorandum of Understanding (MoU).

**TO THIS END THE PARTIES HERETO AGREE AS FOLLOWS:**

### 1 OBJECTIVE

The objective of this Memorandum of Understanding is to structure the relationship between **KRC** and **CoW** collaboratively engaging in creating quality of life for the Citizens.

### 2 COMMENCEMENT AND DURATION

2.1 This Memorandum of Understanding shall come into force on the date of signature by both Parties and shall remain in force indefinitely until either of the Parties gives the other a six-month notice of the intention to terminate the Memorandum of Understanding.

### 3 AREAS OF COOPERATION

The **Parties** agree to collaborate on matters related to:

- Service Delivery;
- Funding from Central government;
- Strategic Funding;
- Land Delivery; and
- Public Meetings.

As part of this MOU an Action Plan addendum will be developed by the **Parties** which shall cover, but will not be limited to, deliverables, timeframes, responsibilities and financial implications in relation to the following aspects:

### 4 FUNDING AND PROCUREMENT

4.1 The **Parties** further agree to jointly explore funding possibilities for the activities under the auspices of this MOU, including, but not limited to:

- In-kind contributions (pro-bono) by **Parties**;
- Co-funding by **Parties**;
- Commissioned research and development conducted by **KRC** and funded by **CoW**;
- Third-party funding opportunities.

4.2 All services will be procured in terms of the provisions of the Public Procurement Act No 15 of 2015.

## 5 STATUS OF THE PARTIES

- 5.1 No party may incur any financial expenditure or obligations not stated herein. Any financial obligations that may arise as a result of any obligations in terms of this Agreement shall be agreed between the **parties** in writing.
- 5.2 Staff members, in pursuance of obligations in terms of this Agreement, remain subject to the rules and regulations of their own institutions in all matters of employment, benefits, medical and life insurance, employee rights, etcetera.

## 6 CONTRACT MANAGEMENT

- 6.1 Oversight of the operational procedures to give effect to the provisions of this Agreement will be vested with the programme coordinator nominated from each Party who will each utilize the involvement of such senior management of both **Parties** as they may deem fit.
- 6.2 Both Parties will meet as required to discuss matters arising from the provisions of this Agreement and to make such recommendations to their respective bodies as required.
- 6.3 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 come into operation, with a view to modify provisions to ensure that they meet the current needs of both **Parties**. Subsequent reviews will take place at one-yearly intervals or earlier as required and agreed between the **Parties**.
- 6.4 Each of the **Parties** acknowledge and agree that for the purpose of fulfilling their respective obligations pursuant to this Agreement, information shall be shared between the respective Institutions. The **Parties** mutually covenant and agree that they will treat any such information in strict compliance with their respective rules as if it were the personal information of their own Institutions.

## 7 INTELLECTUAL PROPERTY RIGHTS AND NON-DISCLOSURE

- 7.1 Intellectual property rights shall vest in the **Parties**. All documentation, information, data obtained and / or exchanged between the **Parties** and any other information that come to the knowledge of the other Party through the implementation of this MoU will be treated as confidential and may only be divulged to third Parties with the written consent of the other Party.
- 7.2 Where new knowledge is produced jointly the intellectual property rights shall be shared by the **Parties** in equal shares.

## 8 DISPUTE RESOLUTION

- 8.1 The dispute resolution procedure contained in this Clause 8 (“**Dispute Resolution Procedure**”) shall apply to any dispute, claim or difference between the **Parties** arising out of or relating to this Agreement (“**a dispute**”).
- 8.2 A dispute will not be deemed to be a dispute until one of the **Parties** has provided a written notice conveying the nature and scope of the dispute to the other Party.
- 8.3 All disputes shall first be referred to a mediation committee consisting of the Contract Managers of the **Parties** (“**Mediation Committee**”) for resolution. An agreement reached by the Mediation Committee shall be reduced to writing.
- 8.4 If the **Parties** have been unable to resolve any dispute within ten (10) working days of referral to the Mediation Committee, either Party may refer the matter to arbitration.
- 8.5 The arbitration shall be conducted in accordance with the provisions of the Arbitration Act, 1965 (Act No 42 of 1965, as amended from time to time), provided that:
- 8.6 a single arbitrator shall be appointed; and
- 8.7 the arbitrator shall be a practicing counsel or attorney of not less than ten (10) years standing agreed upon by the **Parties** within ten (10) days after the date on which the arbitration is called for.
- 8.8 If the **Parties** fail to reach an agreement within ten (10) days after arbitration has been called for on the arbitrator to be appointed, such arbitrator shall be appointed by the President for the time-being of the **Law Society of Namibia**.
- 8.9 The arbitration proceedings shall take place in **Windhoek** at a venue and time to be determined by the arbitrator.
- 8.10 The arbitration proceedings shall be held informally and in a summary manner, and all procedural requirements and formalities shall be determined by the arbitrator. In determining such formalities and procedure, the arbitrator does not need to observe the normal strict rules of evidence or usual formalities of procedure.
- 8.11 The decision of the arbitrator shall be final and binding on the **Parties**.
- 8.12 The cost of the arbitration proceedings shall be borne by the **Parties** as decided by the arbitrator.
- 8.13 Notwithstanding the provisions of this Clause 8, any Party shall be entitled to approach a competent court of law having jurisdiction to obtain any urgent relief which may be required by such Party.

## 9 SEVERABILITY

Each of the provisions of this MoU shall be regarded as distinct and severable from the other provisions thereof, and shall be given effect to as such, notwithstanding the manner in which it has been linked grammatically to any other provisions of this MoU. If any or more such provisions are found to be invalid or unlawful or unenforceable for whatever reason whatsoever, such findings shall in no way affect any other provision which shall continue to be of full force and effect.

## 10 NOTICES

10.1 All notices and any other communications whatsoever (including, without limitation, any approval, consent, demand, query or request) by either Party in terms of this MoU or relating to it shall be given in writing and sent by registered post, or delivered by hand, or transmitted by facsimile or electronic mail to the recipient Party at its relevant address set out below:

### 10.1.1 FOR Khomas Regional Council

6688 Pullman Street, WINDHOEK  
 P O Box 3379  
 Windhoek  
 Telephone: (061) 292 4400

Marked for the attention of: **Chief Regional Officer**

### 10.1.2 FOR City of Windhoek

80 Independence Avenue  
 Po Box 59  
 Windhoek, NAMIBIA  
 Telephone: +264 61 290 2615  
 Fax: +264 61 290 2344  
 Email: [CEO@windhoekcc.org.na](mailto:CEO@windhoekcc.org.na)

Marked for the attention of: **Chief Executive Officer**

10.2 Either Party may, by written notice to the other Party, change any of the addresses at which, or the designated person for whose attention those notices or other communications are to be given.

10.3 Any notice or other communication given by any Party to the other Party which –

10.4 is sent by registered post to the addressee at its specified address shall be presumed to have been received by the addressee on the seventh (7th) day after the date of posting; or

10.5 is delivered by hand during the normal business hours of the addressee at its specified address shall be presumed to have been received by the addressee at the time of delivery; or

- 10.6 is transmitted by facsimile copier to the addressee at the addressee's specified facsimile number shall be presumed to have been received by the addressee on the date of transmission as indicated on the sender's facsimile transmission report; or
- 10.7 is transmitted by electronic mail to the addressee at the addressee's specified electronic mail address shall be presumed to have been received by the addressee on the date of transmission as reflected on the sender's electronic mail records.
- 10.8 The **Parties** choose their respective physical addresses in Clause 10.1 as their respective *domicilia citandi et executandi* at which all documents relating to any legal proceedings to which they are a party may be served. If that address is changed to another address which is not a physical address within the Republic of Namibia and / or anywhere else, then the original address shall remain the *domicilium citandi et executandi* of the relevant Party until it nominates a new physical address within the Republic of Namibia and / or anywhere else in writing, to be its new *domicilium citandi et executandi*.

## 11 CONFIDENTIALITY

- 11.1 During the course of this MoU, one Party may provide the other Party with proprietary information which it wishes to be kept confidential.
- 11.2 Information disclosed by one Party ("the **Disclosing Party**") to the other Party ("the **Receiving Party**") and designated as confidential ("**Confidential Information**"), shall be treated as confidential by the Receiving Party and shall not be disclosed, in whole or in part, to any third Party, unless prior written approval has been obtained from the Disclosing Party.
- 11.3 The **Parties** agree that this MoU is not intended to restrict the use or disclosure of any portion of such information which:
- 11.4 is made known to the public through no default by the **Receiving Party** of its obligations under this MoU;
- 11.5 is rightfully received by the **Receiving Party** from a third party having no obligation of confidentiality to the **Disclosing Party**;
- 11.6 is independently developed by the **Receiving Party** by persons who did not have access to Confidential Information of the **Disclosing Party**; or
- 11.7 is disclosed by the **Receiving Party** after receipt of written permission from the **Disclosing Party**.
- 11.8 information which is required to be disclosed in response to a valid order of court or other governmental agency or if disclosure is otherwise required by law, and a Party will provide the other Party with prompt written notice if such disclosure is required, and shall limit the disclosure to the minimum necessary to comply with the law.
- 11.9 This Clause is severable from the rest of this Agreement and shall remain valid and binding on the **Parties** for a period of three (3) years after termination of this Agreement.

## 12 CANCELLATION

- 12.1 A Party (hereinafter referred to as the “**Aggrieved Party**”) may cancel the whole or any part of the MoU in writing if another Party (hereinafter referred to as the “**Defaulting Party**”) is in breach of this MoU.
- 12.2 If the **Defaulting Party** fails to remedy a breach within seven (7) working days after having been requested by the **Aggrieved Party** in writing, the **Aggrieved Party** shall be entitled, but not obliged, to cancel this MoU without prejudice, and claim any damages suffered as a result of such breach.
- 12.3 Termination of this MoU will not terminate any active executed Schedule and the terms of this MoU shall remain in force for the duration of such active executed Schedule, unless otherwise agreed by the **Parties**.
- 12.4 Termination of any executed Schedule will not terminate this MoU unless otherwise agreed by the **Parties**.

## 13 ENTIRE AGREEMENT

- 13.1 The **Parties** record that this MoU and its addenda constitute the whole agreement between the **Parties** as to the subject matter hereof and no agreements, representations or warranties between the **Parties** other than those set out herein are binding on the **Parties**.
- 13.2 Any amendment, extension, limitation, improvement or variation of this MoU in whole or in part shall not be binding on the **Parties**, unless it is reduced to writing and agreed upon and signed by the **Parties**.
- 13.3 At termination, the provisions of this Memorandum of Understanding shall continue to govern any unexpired programmes or activities commenced pursuant to the Memorandum of Understanding.

## 14 GOVERNING LAW

All programmes and activities undertaken pursuant to this MoU shall be governed by the laws of the Republic of Namibia.

**15 SIGNATURES**

The **Parties** hereto have executed this MoU in two (2) original copies by their duly authorised representatives on the day and at the place referred herein, each Party receiving one (1) original copy hereof.

KHOMAS REGIONAL COUNCIL

MUNICIPAL COUNCIL OF WINDHOEK

\_\_\_\_\_  
Place

\_\_\_\_\_  
Place

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stefanus Ndengu  
**Chairperson of the Management Committee**

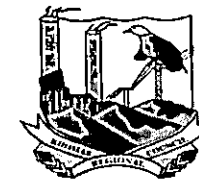
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Austin Kwenani  
**Chairperson of the Management Committee**

\_\_\_\_\_  
Clement Mwafila  
**Chief Regional Officer**

\_\_\_\_\_  
Moses Matyayi  
**Chief Executive Officer**

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
Benedictus Ngairorue  
**Corporate Legal Advisor**



**ACTION PLAN ON THE  
MEMORANDUM OF AGREEMENT  
ENTERED INTO AND BETWEEN**

**THE CITY OF WINDHOEK**

**AND**

**KHOMAS REGIONAL COUNCIL**

Ms. Monika Sheefeni

Coordinator: Intergovernmental Relations

[Monika.Sheefeni@windhoekcc.org.na](mailto:Monika.Sheefeni@windhoekcc.org.na)

**Khomas Regional Council:**

Mr. Apollos Hamulungu

Chief Development Planner

[ahamulungu@khomasrc.gov.na](mailto:ahamulungu@khomasrc.gov.na)

Area	Service Delivery					
Main Goal	Service delivery aligned to the national development goals as per Vision 2030, NDP 5 and the Harambee Prosperity Plan II					
Sub Goals	Project Team	Timeframe	Activity	Achievement	Challenges	Way forward
Provision of basic services in the Informal Settlement - Water - Sanitation, - Roads, - Electricity - Public Transport	<b>CoW:</b> Mr. D. Adams <u><a href="mailto:David.Adams@windhoekcc.org.na">David.Adams@windhoekcc.org.na</a></u> 061 290 2407 Ms. A. Chipeio <u><a href="mailto:Analdinah.Chipeio@windhoekcc.org.na">Analdinah.Chipeio@windhoekcc.org.na</a></u> 061 290 3202 Mr. V. Namgongo <u><a href="mailto:Victor.Namgongo@windhoekcc.org.na">Victor.Namgongo@windhoekcc.org.na</a></u> 061 290 2473 Mr. E. Kamundu <u><a href="mailto:Erwin.Kamundu@windhoekcc.org.na">Erwin.Kamundu@windhoekcc.org.na</a></u> 061 290 3670 <b>KRC:</b> Mr. A. Hamulungu <u><a href="mailto:ahamulungu@khomasrc.gov.na">ahamulungu@khomasrc.gov.na</a></u> 081 124 5526 Mr. D. Andreas <u><a href="mailto:dandreas@khomasrc.gov.na">dandreas@khomasrc.gov.na</a></u> 081 148 4474	Annual	<ul style="list-style-type: none"> <li>Provision of standpipes in the Informal Settlements.</li> <li>Expansion of bulk sewer networks to unserved areas.</li> <li>Provision of communal toilets.</li> <li>Provision of access to roads</li> <li>Electrification in Havana, Otjomuise, Babylon, Okahandja Park and Ongulumbashe and installing high mast lights.</li> <li>Expansion of bulk sewer network to unserved areas</li> <li>Provision of taxi stops, and installation of taxi stop signs.</li> </ul>	Proposal for the electrification of an informal settlement in the City of Windhoek Over 3800 houses electrified Implementation of the 5-year Electrification Plan Installation of High Mast Lights in the Samora Machel and Tobias Hainyeko Constituencies	<ul style="list-style-type: none"> <li>Discrepancies in financial calendars affect the implementation of projects</li> <li>The infrequency of joint working group meetings.</li> <li>Challenges with the procurement process and appointment of the unit contractors. Electricity asserts in the extended boundaries still under Manpower</li> <li>Delayed in the approval of the Master by urban planning</li> <li>Need for Taxi ranks and Bus Stop.</li> </ul>	<ul style="list-style-type: none"> <li>The Infrastructure Department to share statistics of water points installed</li> <li>The Action Plan must be shared with the Public Transport Division for inputs</li> </ul>
Sub Goals	Project Team	Timeframe	Activity	Achievement	Challenges	Way forward
Collaboration on the provision of Library Services in the Informal Settlements	<b>CoW:</b> Mr. B. Karipi <u><a href="mailto:Bertold.Karipi@windhoekcc.org.na">Bertold.Karipi@windhoekcc.org.na</a></u>	Annual	<ul style="list-style-type: none"> <li>Develop and execute in collaboration with the MoEAC operational guidelines and programs at the</li> </ul>	Donation of books and computers from Vivo Energy and Namcor to the	<ul style="list-style-type: none"> <li>Lack of internet or slow internet speed at community libraries</li> </ul>	<ul style="list-style-type: none"> <li>Explore the possibility of collaboration between the City of Windhoek and the</li> </ul>

<p>between the CoW and the MEAC</p>	<p>061 290 2973</p> <p><b>KRC:</b></p> <p>Mr. H. Hashoongo</p> <p><a href="mailto:hhashoongo@gmail.com">hhashoongo@gmail.com</a></p> <p>081 272 8884</p>		<p>libraries to promote community literary skills and awareness</p> <ul style="list-style-type: none"> <li>• Provision of ICT infrastructure at the libraries</li> <li>• Strengthen efforts to provide an internet connection to libraries</li> <li>• Purchase in collaboration with the MoEAC relevant up to date subject related materials for the libraries</li> <li>• Provision of cleaning and maintenance services at the libraries</li> <li>• In partnership with the MoEAC, provide mobile library services in the Informal Settlements.</li> <li>• In collaboration with the MoEAC provide the libraries with the necessary funds for operational costs.</li> </ul>	<p>Nathnael Maxuilili Community Library</p> <p>Donation of 14 Computers to Greewell Matongo by Khomas Regional Council</p>	<p>• Security services at libraries</p> <p>Donated computers to Greenwell are not connected due to CoW's limited connectivity</p>	<p>Ministry of Education to provide access to efficient internet including dual WiFi services from the MoE and CoW at the libraries</p> <p>-Explore possible collaboration with the Ministry of Education on the connection of unused computers</p> <p>-Potential Expansion of libraries to remote areas</p> <p>-Arrange a meeting with the ICT Department on the possible connection of libraries to the City's fibre network</p> <p>And exploring possible options to accommodate library users access to external devices on the computers</p>
<p><b>Area</b>      <b>Funding from the Central Government</b></p>						

<b>Main Goal</b>	<b>Seek external development funding for improvement of the living conditions in the Informal Settlements</b>					
<b>Sub Goals</b>	<b>Project Team</b>	<b>Timeframe</b>	<b>Activity</b>	<b>Achievement</b>	<b>Challenges</b>	<b>Way forward</b>
1. Lobby for Government funding for capital projects 2. Capital expenditure (CAPEX), City Police, Strategic Land Acquisition	CoW: Mr. S. Mutonga <a href="mailto:Samuel.Mutonga@windhoekcc.org.na">Samuel.Mutonga@windhoekcc.org.na</a> 061 290 2008 Ms. A. Iiyambo <a href="mailto:Anna.Iiyambo@windhoekcc.org.na">Anna.Iiyambo@windhoekcc.org.na</a> 061 290 2480 KRC: Mr. F. Chilinda <a href="mailto:fchilinda@khomasrc.gov.na">fchilinda@khomasrc.gov.na</a> 081 129 7472	Annual	<ul style="list-style-type: none"> <li>Consulting and submitting to Government on Capital Projects e.g Fire brigade</li> <li>Sensitizing the community at the public meetings to pay their accounts.</li> <li>Provide joint funding for projects aimed at electrification of informal settlements.</li> </ul>	1. Pensioner debt-write-off 2. Donation and installation of CCTV cameras to the City Police by KRC 3. Partnership on the procurement of firefighting trucks Launch of Youth Development in Mix Settlements	- Lack of coordination between the two institutions - Overlapping responsibilities - Groot Aub brought new challenges to policy institution	- Promote community-KRC-CoW coordination Consultative meeting with the Government on funding
<b>Area</b>	<b>Strategic Funding</b>					
<b>Main Goal</b>	<b>Seek external development funding for the improvement of the living conditions in the Informal Settlements</b>					
<b>Sub Goals</b>	<b>Project Team</b>	<b>Timeframe</b>	<b>Activity</b>	<b>Achievement</b>	<b>Challenges</b>	<b>Way forward</b>
1. Capital expenditure (a) Water, Waste Management and Sanitation 2. Youth empowerment	CoW: Mr. S. Mutonga <a href="mailto:Samuel.Mutonga@windhoekcc.org.na">Samuel.Mutonga@windhoekcc.org.na</a> 061 290 2008 Mr. C. Eita <a href="mailto:Christopher.Eita@windhoekcc.org.na">Christopher.Eita@windhoekcc.org.na</a> 061 290 2285 Ms A. Iiyambo <a href="mailto:Anna.Iiyambo@windhoekcc.org.na">Anna.Iiyambo@windhoekcc.org.na</a> 061 290 2480 KRC: Mr. F. Chilinda <a href="mailto:fchilinda@khomasrc.gov.na">fchilinda@khomasrc.gov.na</a> 081 129 7472	Annual	<ul style="list-style-type: none"> <li>Engage local and international development partners.</li> </ul>	1. Donation of toilets by Nampower and Maurel and Prom		1. Identification of new areas for the construction of toilets donated by Maurel and Prom

<b>Area</b>	<b>Land Delivery and Affordable Housing</b>					
<b>Main Goal</b>	<b>Securing serviced land delivery and affordable housing.</b>					
<b>Sub Goals</b>	<b>Project Team</b>	<b>Timeframe</b>	<b>Activity</b>	<b>Achievement</b>	<b>Challenges</b>	<b>Way forward</b>
Mass Housing Projects 1. Windhoek Housing Schemes 2. Build Together Scheme.	<b>CoW:</b> Mr. T. Heunis <a href="mailto:Theunis.Heunis@windhoekcc.org.na">Theunis.Heunis@windhoekcc.org.na</a> 061 290 3195 Ms. A Chipeio <a href="mailto:Analdinah.Chipeio@windhoekcc.org.na">Analdinah.Chipeio@windhoekcc.org.na</a> 061 290 3202 <b>KRC:</b> Mr F. Chilinda <a href="mailto:fchilinda@khomasrc.gov.na">fchilinda@khomasrc.gov.na</a> 081 129 7472	Annual	<ul style="list-style-type: none"> <li>Collaborate on delivering affordable housing between the Ministry of Urban and Rural Development, the Khomas Regional Council, the City of Windhoek and Namibia Housing Enterprises.</li> <li>Provision of Certificates of Acknowledgment of land occupation</li> </ul>	- Construction of 647 houses under the first Informal Settlement Upgrading Project (ISUP). KRC and MURD are the funders and CoW and NHE are the implementers	- CoW run out of beneficiaries. - No approval layout - Layout was updated in 2010	1. Involvement of the Town Planning Division in the ISUP 2. City of Windhoek to arrange an internal multilateral meeting on the Build Together Project
<b>Area</b>	<b>Public Participation</b>					
<b>Main Goal</b>	<b>Coordinate public meetings in all constituencies in Khomas Region</b>					
<b>Sub Goals</b>	<b>Project Team</b>	<b>Timeframe</b>	<b>Activity</b>	<b>Achievement</b>	<b>Challenges</b>	<b>Way forward</b>
1. Collaboration on community engagement 2. Joint Public meetings in Windhoek	<b>CoW:</b> Ms. Fenny.Iyambo <a href="mailto:Fenny.Iyambo@windhoekcc.org.na">Fenny.Iyambo@windhoekcc.org.na</a> 061 -290 <b>KRC:</b> Ms H. Katjivena <a href="mailto:hkatjivena@khomasrc.gov.na">hkatjivena@khomasrc.gov.na</a> 091 160 8882	Bi-annually	<ul style="list-style-type: none"> <li>Conduct the joint public meeting in all constituencies.</li> <li>Joint community engagement during the City's development initiative.</li> <li>Joint National Events Commemoration</li> </ul>	1. Approval of the joint public meetings scheduled		1. KRC to mobilise the public

## ATTENDANCE REGISTER: COUNCIL MEMBERS

Workshop/Presentation/Meeting Title: Workshop on the Disaster Risk Reduction Strategy

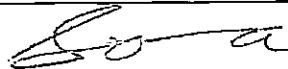
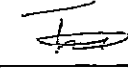
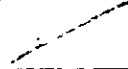
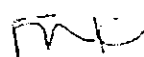
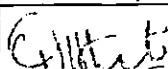
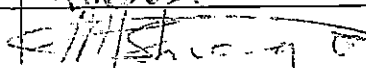


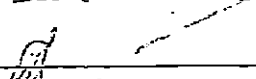
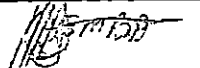

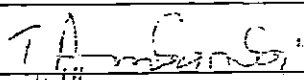

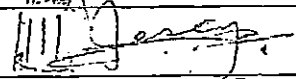
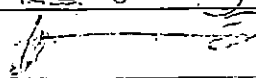
Venue: Council Chambers

Date of Workshop/Presentation/Meeting: Wednesday, 18 February 2026

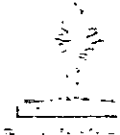
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Closing: 17:30

Date Submitted: \_\_\_\_\_

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Council Member Nangula A Amutenya Deputy Mayor	
Council Member Austin Kwenani Kwenani Chairperson of Management Committee	
Alderswoman Fransina N Kahungu Member of Management Committee	
Council Member Queen O Kamati Member of Management Committee	
Council Member Matheus A Shoongo Member of Management Committee	
Council Member Demetreo R Beukes Member of Management Committee	
Council Member Ndesihafela Larandja Ordinary Councillor	
Council Member Ivan Skrywer Ordinary Councillor	
Council Member Ignatius Semba Ordinary Councillor	
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Council Member Ricardo I Garoeb Ordinary Councillor	
Council Member Jesaya Ikali Ordinary Councillor	
Council Member Werner-Meck H Tjihuike Ordinary Councillor	

## ATTENDANCE REGISTER: OFFICIALS



**Workshop/Presentation/Meeting Title:** Workshop on the Disaster Risk Reduction Strategy

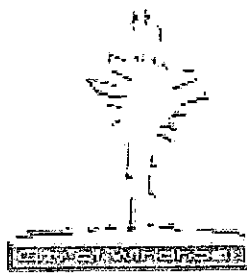
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**Starting time:** ~~16:30~~ 17:00  
**Closing time:**  
**Date Submitted:** 17/3

NAME	DESIGNATION	PAY NUMBER	SIGNATURE	DEPARTMENT (please circle)
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Mr Archie Nikanor	Strategic Executive: Human Capital and Corporate Services		/	OCEO/CIT/EDC/ELE/FCS/ HCC/HPH/ICT/INF/UTP
Mr Pierre van Rensburg	Strategic Executive: Urban and Transport Planning		/	OCEO/CIT/EDC/ELE/FCS/ HCC/HPH/ICT/INF/UTP
Obrien Hekandjo	Strategic Executive: Electricity		/	OCEO/CIT/EDC/ELE/FCS/ HCC/HPH/ICT/INF/UTP
Mr Faniel Maanda	Strategic Executive: Housing, Property Management and Human Settlements		/	OCEO/CIT/EDC/ELE/FCS/ HCC/HPH/ICT/INF/UTP
Ms Jennifer Comalie	Strategic Executive: Finance and Customer Services		/	OCEO/CIT/EDC/ELE/FCS/ HCC/HPH/ICT/INF/UTP
Ms Zurilea Steenkamp	Strategic Executive: Economic Development and Community Services	14295		OCEO/CIT/EDC/ELE/FCS/ HCC/HPH/ICT/INF/UTP
Mr Fillemon Neputa	Strategic Executive: Information and Communication Technology		/	OCEO/CIT/EDC/ELE/FCS/ HCC/HPH/ICT/INF/UTP

Department	Abbreviation	Department	Abbreviation	Department	Abbreviation
Office of the Chief Executive Officer			OCEO		
City Police	CIT	Economic Development and Community Services	EPC	Electricity	ELE
Finance and Customer Services	FCS	Housing, Property Management and Human Settlements	HPH	Human Capital and Corporate Services	HCC
Information and Communication Technology	ICT	Infrastructure, Water and Technical Services	INF	Urban and Transport Planning	UTP

NAME	DESIGNATION	PAY NUMBER	SIGNATURE	DEPARTMENT (please circle)
Mr Rowan Adams	Strategic Executive: Infrastructure, Water and Technical Services		/	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
Chief Leevi Ileeka	Head : City Police		/	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
Paxal Muniwai	DRM Officer	16412	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
Nathan Cross	DRM Officer	16677	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
P. Ngolombi	DRM SH	16146	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
A. Hamutonga	DRM section Head	15052	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
K. L'agubusa	DRM Chief	5776	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
R. Kapia	Chief: ENRM	5617	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
E. Nambhanda	DRM officer	16678	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
Winnie Munjaya	Coordinator - Complaints Affairs	16682	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
Anita-Maria	DRM Section	16125	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
M. Heumika	Coordinator MCA Affairs	15562	[Signature]	OCEO/CIT/EDC/ELE/FCS HCC/HPH/ICT/NF/UTP
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Department	Abbreviation	Department	Abbreviation	Department	Abbreviation
Office of the Chief Executive Officer			OCEO		
City Police	CIT	Economic Development and Community Services	EDC	Economy	ELE
Finance - Economic Services	FCS	Housing, Property Management and Human Resources	HPH	Human Capital and Corporate Services	HCC
Information and Communication Technology	ICT	Infrastructure, Water and Technical Services	INF	Urban and Transport Planning	UTP



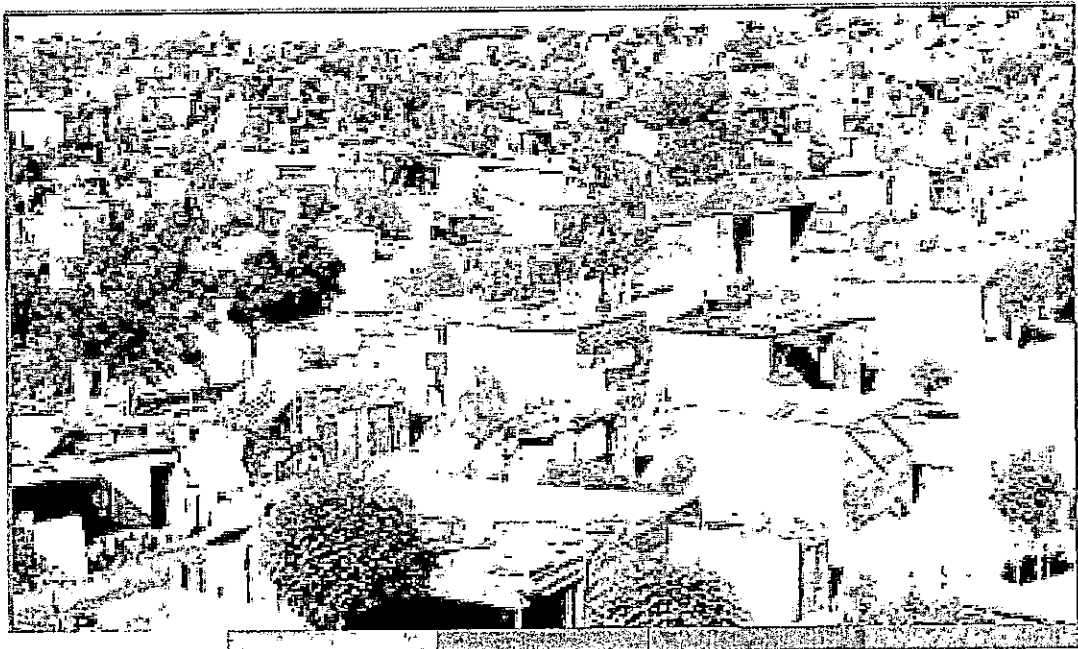
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City of Windhoek

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# Disaster Risk Reduction Strategy and Action plan 2026-2030

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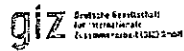


Department of Economic Development and Community Services  
**Disaster Risk Management**

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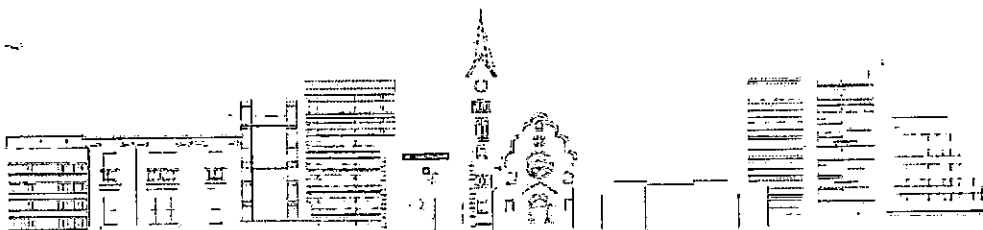
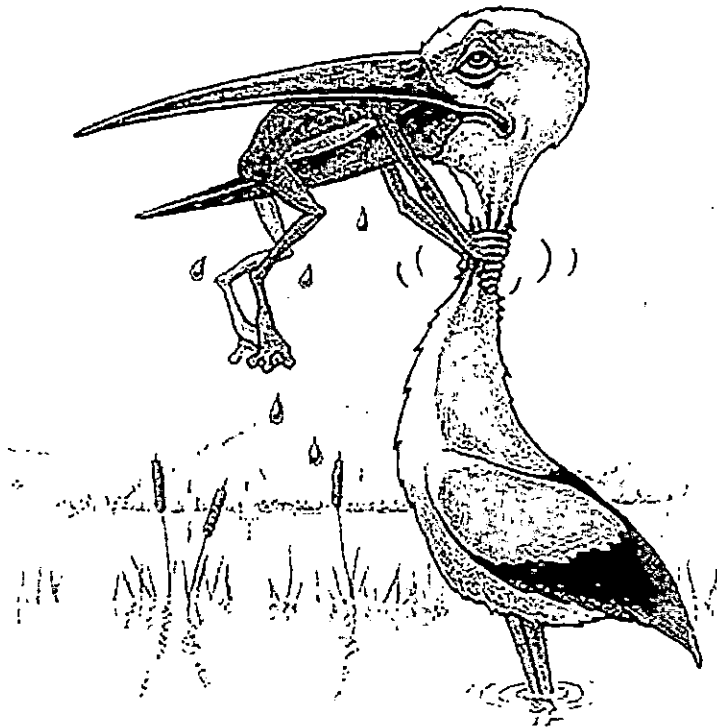


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## MAYORAL FOREWORD

Disasters are increasing worldwide, bringing about catastrophic impacts that make it difficult for cities globally to achieve their development goals while safeguarding the well-being of their residents and meeting their obligations in delivering basic needs to residents. These complex disasters, which result from various risk drivers, sometimes occur simultaneously, and with increased frequency and severity more than ever. The City of Windhoek (CoW) is facing various risks, especially those related to climate change and (climate) variability such as flash floods, extreme weather and droughts. These events are occurring more frequently, leading to loss of life, property and ultimately, costs the CoW thousands of Namibian dollars each year. These risks have a significant adverse impact on the economy and the people, making Disaster Risk Reduction (DRR) a top priority for the CoW.



In May 2023, the CoW became the first local authority in Namibia to join the Making Cities Resilient 2030 campaign as a Stage B City. The CoW received valuable support from the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) through the Resilience Initiative Africa (RIA), in partnership with the United Nations Office for Disaster Risk Reduction (UNDRR) Regional Office for Africa. This support enabled the CoW to successfully develop a Disaster Risk Reduction Strategy and Action Plan for the years 2026-2030. The DRR Strategy and Action Plan activities are aligned to the CoW's Strategic Plan (2022-2027), by contributing to the reduction of disaster risks and their adverse impacts, while also contributing to sustainable development and poverty alleviation by integrating DRR into urban development plans. Integrating DRR strategies into urban development plans presents specific challenges but also introduces opportunities for sustainable development. The CoW's Disaster Risk Reduction Strategy serves as a framework and guide for strengthening the city's resilience to disaster risks in line with the Sendai Framework and the Paris Agreement under the United Nations Framework Convention on Climate Change (UNFCCC).

## EXECUTIVE SUMMARY

Urban areas across Southern Africa are increasingly vulnerable to the escalating frequency and severity of natural and anthropogenic shocks, which threaten livelihoods and strain the capacity of cities to deliver essential socio-economic services. The City of Windhoek (CoW) has recognized the limitations of reactive crisis response and is adopting a proactive, risk-informed approach to urban resilience and disaster risk reduction.

A key challenge lies in the rapid expansion of informal settlements, often in unregulated and hazard-prone areas. These settlements heighten exposure to localized flooding, disease outbreaks, and infrastructure stress, further weakening the city's ability to respond effectively to shocks.

To address these vulnerabilities, policy interventions must focus on integrated land use planning, upgrading of informal settlements, institutional capacity-building, and the implementation of multi-hazard early warning systems. Embedding disaster risk reduction into urban development planning is essential to enhance resilience, protect vulnerable communities, and ensure sustainable urban growth.

Post-independence Namibia reformed its disaster risk governance by transitioning from colonial-era civil defence laws to a modern, proactive disaster risk management (DRM) system. Key milestones include the establishment of the National Emergency Management System (1994) and the adoption of critical legal and policy frameworks such as the National DRM Policy (2009), DRM Plan (2011), DRM Act (2012), and implementing regulations (2013). These reforms institutionalize a coordinated, risk-informed approach to disaster preparedness, response, and resilience-building across all levels of government.

As climate change intensifies, cities are expected to face more frequent and severe natural and human-induced shocks. In this context, the development of inclusive, context-specific disaster risk reduction (DRR) strategies is essential. The City of Windhoek's (CoW) DRR strategy process served as a critical opportunity to assess localized hazards, gender and social dynamics, settlement patterns, livelihoods, and institutional capacities.

Key to the strategy's effectiveness is the integration of gender perspectives, the inclusion of persons with disabilities, and the consideration of both formal and informal settlements. These elements ensure that interventions are equitable and responsive to the city's diverse needs.

The process underscores the importance of multi-sectoral collaboration, institutionalized disaster risk governance, investment in risk reduction, and the promotion of innovation and knowledge management. These pillars are vital to strengthening CoW's resilience and preparedness for future shocks.

The City of Windhoek proudly presents its Disaster Risk Reduction Strategy and Action Plan 2026–2030, a plan tailored to the city's unique challenges while aligned with key national and international frameworks, including the Disaster Risk Management Act (2012), the Sendai Framework (2015–2030), and the Sustainable Development Goals (2015–2030).

Central to the strategy is the promotion of risk-informed development, ensuring that growth initiatives avoid creating new vulnerabilities. The plan advocates for coordinated, inclusive stakeholder collaboration to reduce loss of life, protect assets, and sustain livelihoods. By embedding disaster risk reduction into urban development, the City of Windhoek aims to enhance resilience and proactively address both current and future risks.

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## LIST OF ACRONYMS

CEO	Chief Executive Officer
CoW	City of Windhoek
CRA	Community Risk Assessment
DRM	Disaster Risk Management
DRR	Disaster Risk Reduction
EDCS	Economic Development & Community Services Department
EDRM	Emergency and Disaster Risk Management
FCS	Finance & Customer Services Department
FGDs	Focused Group Discussions
GSN	Geological Survey of Namibia
HCCS	Human Capital & Corporate Services
HPMHS	Housing, Property Management & Human Settlement
ICT	Information & Communication Technology
IWTS	Infrastructure, Water and Technical Services
MCR2030	Making Cities Resilient 2030
NEMS	National Emergency Management System
NGO	Non-Governmental Organization
PwD	Persons with Disabilities
QRE Tool	Quick Risk Estimation Tool
RIA	Resilience Initiative Africa
SADC	Southern African Development Community
SDGs	Sustainable Development Goals
SFDRR	Sendai Framework for Disaster Risk Reduction
UNDRR	United Nations Office for Disaster Risk Reduction (formerly UNISDR)
UNFCCC	United Nations Framework Convention on Climate Change
UTP	Urban and Transport Planning

## GLOSSARY OF TERMS

**Acceptable risk** - The level of potential losses that a society or community considers acceptable given existing social, economic, political, cultural, technical and environmental conditions.

**Adaptation** - The process of adjustment to actual or expected climate and its effects. In human systems, adaptation seeks to moderate or exploit beneficial opportunities. In some natural systems, human intervention may facilitate adjustment to expected climate.

**Affected** - People who are affected by a hazardous event.

**Capacity** - The combination of all the strengths, attributes and resources available within a community, society or organization to manage and reduce the risks and strengthen resilience.

**Capacity development** - The process by which people, organizations and society systematically stimulate and develop their capacities over time to achieve social and economic goals, including through improvement of knowledge, skills, systems, and institutions.

**Climate change** - a change in the state of the climate that can be identified (e.g., by using statistical tests) by changes in the mean and/or the variability of its properties, and that persists for an extended period, typically decades or longer. Climate change may be due to natural internal processes or external forcing, or to persistent anthropogenic changes in the composition of the atmosphere or in land use.

**Contingency planning**- A management process that analyses specific potential events or emerging situations that might threaten the society or the environment and establishes arrangements in advance to enable timely, effective and appropriate responses to such events and situations.

**Coping capacity** - The ability of people, organizations and systems, using available skills and resources, to manage adverse conditions, risk or disasters.

**Critical infrastructure**- The physical structures, facilities, networks and other assets that provide services that are essential to the social and economic functioning of a community or society.

**Disability**- Disability means physical, psycho-social or sensory impairment that alone or in combination with social and environmental barriers, affects the ability of a person concerned to take part in education, vocational or recreational activities.

**Disaster-** A serious disruption of the functioning of a community or a society involving widespread human, material, economic or environmental losses and impacts, which exceeds the ability of the affected community or society to cope using its own resources.

**Disaster risk-** Is “the potential (not actual and realized) loss of life, injury, or destroyed or damaged assets, which could occur to a system, society or a community in a specific period, determined probabilistically as a function of hazard, exposure, vulnerability and capacity.

**Disaster risk management-** The systematic process of using administrative directives, organizations, and operational skills and capacities to implement strategies, policies and improved coping capacities to lessen the adverse impacts of hazards and the possibility of disaster.

**Disaster risk reduction-** The concept and practice of reducing disaster risks through systematic efforts to analyze and manage the causal factors of disasters, including through reduced exposure to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness for adverse events. *NB: Disaster risk reduction is therefore part of disaster risk management but does not focus primarily on (although it does link with) disaster response and recovery.*

**Disaster risk reduction plan-** A document prepared by an authority, sector, organization or enterprise that sets out goals and specific objectives for reducing disaster risks together with related actions to accomplish these objectives.

**Disaster risk reduction strategies and policies-** define goals and objectives across different timescales and with concrete targets, indicators and time frames. In line with the Sendai Framework for Disaster Risk Reduction 2015-2030, these should be aimed at preventing the creation of disaster risk, the reduction of existing risk and the strengthening of economic, social, health and environmental resilience

**Early warning system-** The set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened by a hazard to prepare and act appropriately in sufficient time to reduce the possibility of harm or loss.

**Emergency management-** The organization and management of resources and responsibilities for addressing all aspects of emergencies, in particular preparedness, response and initial recovery steps.

**Exposure-** People, property, systems, or other elements present in hazard zones that are thereby subject to potential losses.

**Extensive risk-** The risk of low-severity, high-frequency disasters, mainly but not exclusively associated with highly localized hazards.

**Hazard-** A dangerous phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage.

**Hazardous event-** The manifestation of a hazard in a particular place during a particular period.

**Mitigation-** The lessening or minimizing of the adverse impacts of a hazardous event.

**Natural hazard -** Natural process or phenomenon that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage.

**Preparedness -** The knowledge and capacities developed by governments, professional response and recovery organizations, communities and individuals to effectively anticipate, respond to, and recover from the impacts of likely, imminent or current hazard events or conditions.

**Prevention -** Activities to provide outright avoidance of the adverse impact of hazards and means to minimize related environmental, technological, and biological disasters. Depending on social and technical feasibility and cost/benefit considerations, investing in preventive measures is justified in areas frequently affected by disasters. In the context of public awareness and education, changing attitudes and behavior related to disaster risk reduction contribute to promoting a "culture of prevention."

**Public awareness -** The extent of common knowledge about disaster risks, the factors that lead to disasters, and the actions that can be taken individually and collectively to reduce exposure and vulnerability to hazards.

**Reconstruction** - The medium and longer-term repair and sustainable restoration of critical infrastructures, services, housing, facilities, and livelihoods required for the full functioning of a community, or a society affected by a disaster.

**Recovery** - The restoring or improving livelihoods and health, as well as economic, physical, social, cultural, and environmental assets, systems, and activities, of a disaster-affected community or society, aligning with the principles of sustainable development and "build back better", to avoid or reduce future disaster risk.

**Rehabilitation** - The rapid and basic restoration of services and facilities for functioning a community or society affected by a disaster.

**Resilience** - The ability of a system, community, or society exposed to hazards to resist, absorb, accommodate to, and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions.

**Response** - Actions taken during or immediately after a disaster to save lives, reduce health impacts, ensure public safety and meet the basic subsistence needs of the people affected.

**Risk** - Is "a combination of the probability of an event and its negative consequences.

**Risk management** - The systematic approach and practice of managing uncertainty to minimize potential harm and loss.

**Risk transfer** - The process of formally or informally shifting the financial consequences of risks from one party to another whereby a household, community, enterprise or state authority will obtain resources from the other party after a disaster occurs, in exchange for ongoing or compensatory social or financial benefits provided to that other party.

**Sustainable development** - Development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

**Urbanization** - Is defined by demographers as the increasing share of population living in urban areas.

**Urban resilience** - A resilient city is one that can absorb, adapt, and recover from the shocks and stresses that are likely to happen. Urban resilience is the measurable ability of any urban system, with its inhabitants, to maintain continuity through all shocks and stresses, while positively adapting and transforming towards sustainability.

**Underlying disaster risk drivers** - Processes or conditions, often development-related, that influence the level of disaster risk by increasing levels of exposure and vulnerability or reducing capacity.

**Vulnerability** - The characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard.

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## 1.0 INTRODUCTION AND BACKGROUND

The City of Windhoek, like any other city in Africa, comprises formal and informal settlements which exacerbate the challenge of rapid and often unplanned expansion, where citizens settle in undesignated and often fragile locations. This practice exerts pressure on existing infrastructure and expose citizens to the risk of disasters and such conditions erode the ability to anticipate, cope with and respond to shocks. The influx of people in the city, which over the years has seen a continuous increase in population and the demand for services, puts a strain on the city's resources and exposes citizens to risks. According to the Quick Risk Estimation (QRE) tool, Windhoek experiences fifteen hazards of different magnitudes with citizens exposed to wildland/vegetation fires, chemical spills and cold waves<sup>1</sup>. The QRE tool utilizes the United Nations office for Disaster Risk Reduction's hazards classification guideline.

The spread of climate risks, weak economies, outdated, or absence of risk reduction strategies compounds the vulnerability of City of Windhoek and exposes it to shocks. Climate variation has contributed to CoW experiencing extreme heat, droughts and the lowly ranked earthquakes. The terms geological and geophysical hazards are used interchangeably in this document to indicate potential threats associated with ground movement particularly earthquakes, tremors, dolomitic sinkholes. Despite being deemed less significant, cracks developing on structures in towns reduce the market value of such infrastructure, creating a need for further analysis of the impacts of earthquakes in towns and cities to verify the notion that buildings crack because of construction on clay soils. Earthquakes that occur throughout Namibia and Windhoek are monitored and recorded by the Geological Survey of Namibia (GSN) branch (CoW, 2024). Figure 1 shows formal and informal settlement of the CoW.

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<sup>1</sup> UNDRR. 2024. Quick Risk Estimation Tool-Making Cities Resilient, Windhoek, Namibia

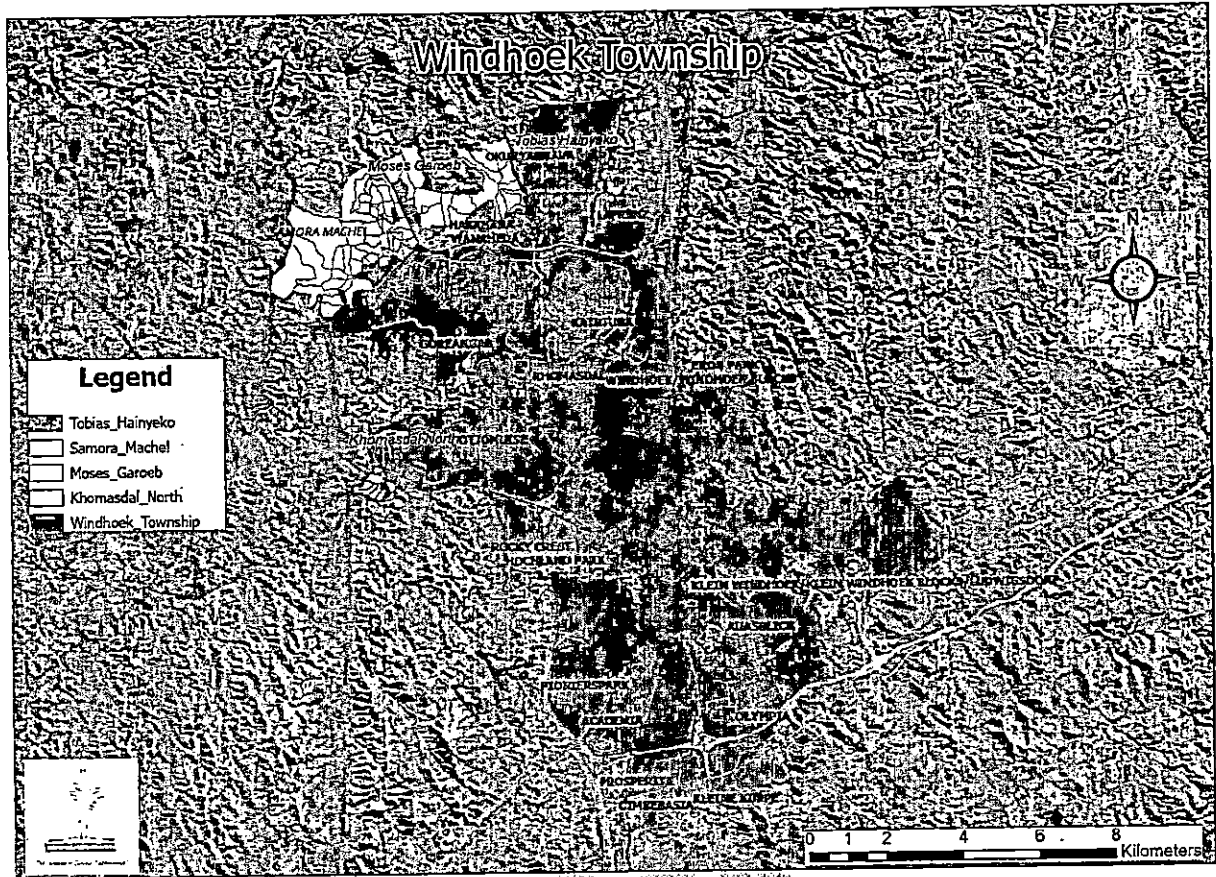


Figure 1: Map designed by GIS Team of CoW

There is a dearth in literature on historical disaster trends that span the Windhoek boundaries in both formal and informal surroundings. This reflects the significance of developing a DRR strategy as it offers more benefits coupled with its propensity to guide the City of Windhoek and its partners on data gathering and management to influence future programming. According to the Community Risk Assessment (CRA) report (2019), the top three disasters experienced by households were river/flash floods, landslides/debris and exposure to extreme cold with river/flash floods occurring every year. The most affected areas by flash and river floods are the informal settlements due to the occupation of undesignated areas and the construction of fragile infrastructure which compounds fatalities (CoW, 2024). As is documented in the appended risk matrix, City of Windhoek is vulnerable to technological hazards such as chemical spills and motor vehicle accidents, which are classified as catastrophic to infrastructure, the productive sector, essential services, and social aspects. In informal settlements, the most common hazard is structural fire, followed by floods. Hazards such as pandemics, extreme heat, extreme wind, and indiscriminate refuse dumping are moderate with sewage overflow and mudslides considered threats of low concern in these settings.

A notable gap exists in the literature regarding historical disaster trends across both formal and informal areas of Windhoek underscoring the importance of a deliberate Disaster Risk Reduction (DRR) strategy. Such a strategy not only enhances data collection and management but also informs future programming and guides the City of Windhoek and its partners.

According to the 2019 Community Risk Assessment (CRA), households reported that the most frequent disasters were river and flash floods, landslides or debris flows, and extreme cold, with river/flash floods occurring annually. Informal settlements are particularly vulnerable to these events, largely due to their location in undesignated areas and reliance on weak infrastructure, which intensifies risk and increases fatalities (CoW, 2024).

The city's risk matrix further identifies technological hazards such as chemical spills and motor vehicle accidents as catastrophic threats to infrastructure, the productive sector, essential services, and social wellbeing. Among informal settlements, structural fires are the most common hazard, followed by flooding. Moderate-level threats include pandemics, extreme heat, high winds, and indiscriminate refuse dumping, while sewage overflows and mudslides are classified as lower-concern hazards.

The most vulnerable groups in informal settlements include children, women, people living with disabilities and the elderly. Regarding hazard profile for all informal settlement, refer to annex 2.

The City of Windhoek is committed to strengthening its disaster risk reduction (DRR), preparedness, response, and recovery capacities through enhanced legislation and policy. Accordingly, the Department of Economic Development and Community Services was tasked with developing the Windhoek Disaster Risk Reduction Strategy and Action Plan. This initiative aims to establish a cohesive framework for addressing both current and emerging disaster risks. The primary goal of the DRR Strategy and Action Plan is to enhance public awareness of hazard preparedness and to build community resilience protecting people, infrastructure, and livelihoods. Initiated in 2023, the strategy development process spanned a year of interactive stakeholder consultations, grounded in local realities and guided by global best practices

The formulation of the DRR Strategy and Action Plan incorporated an inclusive, multi-stakeholder methodology grounded in workshops, consultations, and key informant interviews. The consultative process deliberately addressed gender equity, settlement inequities, and the needs of persons with disabilities (PwDs). According to the 2019 Community Risk Assessment, the prevalence of persons with disabilities was significantly higher in urban areas (96.7%) compared to rural areas (3.3%) highlighting the need for differentiated approaches across settlement types. The Strategy draws on several guiding frameworks:

- **National & Regional DRR Instruments:** Namibia Disaster Risk Management Plan (2011); SADC Disaster Risk Management Strategy & Action Plan (2022–2030).
- **International Policy Instruments:** Sendai Framework for DRR (2015–2030); United Nations 2030 Agenda for Sustainable Development.

Designed as a living document, the Strategy and Action Plan will be periodically reviewed and updated in response to evolving risk environments.

## 2.0 LEGAL AND INSTITUTIONAL FRAMEWORK

Since independence, Namibia has developed legislation and policies anchored on the country's constitution to establish and govern the National Disaster Risk Management System. In response to increased disasters, Namibia inherited and built its legislation based on the South African colonial administration, such as the Civil Defence Act No. 39 of 1966, the Civil Defence Proclamation AG 54 of 1978, and the Civil Defence Ordinances No. 3 of 1979. Following the enactment of the 1990 Constitution, the National Emergency Management System (NEMS) was established in 1994. Subsequently, various legislation, policies, and strategies were enacted and developed to operationalize and improve the implementation of the National DRM System. The legislation informed the design of the DRR strategy, and these include:

- National Disaster Risk Management Policy of 2009
- National Disaster Risk Management Plan of 2011
- Disaster Risk Management Act of 2012 (Act No. 10 of 2012)
- Disaster Risk Management Regulations of 2013

In addition to these key instruments, several other legal tools and policies inform the implementation of the Disaster Risk Management System. These include, but are not limited to:

- City of Windhoek Disaster Risk Management Plan (2022)
- Namibia Red Cross Act (No. 16 of 1991)
- Regional Council Act (No. 22 of 1992)
- Local Authority Act (No. 23 of 1992)
- National Agricultural Policy 1995
- National Drought Policy and Strategy of 1997
- Defence Act (No. 1 of 2002)
- Trust Fund for Regional Development and Equity Provisions Act (No. 22 of 2000)
- National Poverty Reduction Action Programme (NPRAP) (2000)
- Vision 2030 (launched in 2004)
- Local Authorities Fire Brigade Services Act (No. 5 of 2006)
- Environmental Management Act No.27 of 2007
- Namibia Climate Change Policy, 2010
- Flood Risk Management Plan 2011
- Water Resources Management Act (No. 11 of 2013)
- City of Windhoek Integrated Climate Change Strategy and Action Plan (2023-20230)
- National Climate Change Adaptation Strategy and Action Plan (2013-2020)
- National Strategy for Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development Planning in Namibia 2017-2021

The implementation of disaster risk management in Namibia is not premised on the national legislation only, it leverages regional and international frameworks to achieve global targets as espoused in the Sendai Framework for Disaster Risk Reduction 2015-2030; Sustainable Development Goals (SDGs) 2015-2030; and the United Nations Framework Convention on Climate Change (UNFCCC), 2020.

It is important to understand national legislation and policies especially how they contribute to reducing disaster risks and improve community resilience. These laws and policies support the implementation of the Disaster Risk Management Act and other related frameworks. The global frameworks encourage inclusivity by integrating gender considerations, addressing both formal and informal settlements, and pay attention to special groups such as People Living with

Disabilities. Additionally, the CoW strategy is risk informed as it aligns with local and global frameworks, including the SADC DRR strategy, Sendai Framework and Agenda 2030.

## 2.1 Sendai Framework for Disaster Risk Reduction (2015-2030)

The Sendai Framework for Disaster Risk Reduction (SFDRR) 2015-2030 which is the successor to the Hyogo Framework of Action, was adopted at the Third United Nations World Conference in Sendai, Japan, in March 2015 (UNDRR, 2019; UNDRR, 2015). It introduced several new ideas, such as measures to reduce disaster risk as an expected outcome, focused on preventing new risk; reducing existing risk and strengthening resilience. Regrettably, the progress towards the implementation of the Sendai Framework for Disaster Risk Reduction by other member states in the SADC region has not been established (SADC, 2021).

The SFDRR (2015-2030) highlights the importance of including all aspects of disaster risks, such as vulnerability, hazard characteristics, exposure of individuals and assets, the environment, and capacity, in DRM policies and programs. It emphasizes the need for adopting risk-informed approaches to prevent the creation of new risks during the development processes. To enhance pre-disaster assessment, prevention, mitigation, preparedness, and response, Section (I) of the SFDRR (2015-2030) encourages nations and cities to integrate disaster risk knowledge, including preparedness, prevention, mitigation, response, recovery, and rehabilitation, into government institutions. The SFDRR (2015-2030) has four priorities for action all of which informed the development of the CoW DRR strategy, and they are as follows:

- Priority 1: understanding disaster risk
- Priority 2: strengthening disaster risk governance to manage disaster risk
- Priority 3: investing in disaster risk reduction for resilience
- Priority 4: enhancing disaster preparedness for effective response and to 'Build Back Better' in recovery, rehabilitation and reconstruction.

**The Sendai Framework priority areas further articulate the following:**

- the need for improved understanding of disaster risk in all its dimensions of exposure, vulnerability and hazard characteristics.

- the strengthening of disaster risk governance, including national platforms; accountability for disaster risk management; preparedness to “Build Back Better”.
- recognition of stakeholders and their roles.
- mobilization of risk-sensitive investment to avoid the creation of new risk.
- resilience of health infrastructure, cultural heritage and workplaces.
- Strengthening of international cooperation and global partnership, and risk-informed donor policies and programs, including financial support and loans from international financial institutions.

## **2.2 The United Nations 2030 Agenda for Sustainable Development**

The United Nations 2030 Agenda for Sustainable Development was unanimously adopted by 193 UN member states in September 2015. The agenda consists of 17 sustainable development goals, 169 targets, and over 230 indicators (SDG, 2019). These are prioritized for the 2015-2030 period and are underpinned by the principles of integration, universality, inclusiveness, and leaving no one behind. What makes this agenda stand out is the participation of both developed and developing countries, as each country faces unique challenges and requires specific progress to achieve sustainable development. The vulnerability of countries to both natural and man-made hazards deepen our understanding of urban vulnerabilities and coping capacity, making Disaster Risk Reduction (DRR) strategies relevant to the attainment of Sustainable Development Goals (SDGs) and related targets by 2030.

## **2.3 Namibia’s National Disaster Risk Management Policy of 2009**

At the time of promulgating the National Disaster Risk Management Policy of 2009, Namibia did not have a Disaster Risk Management Act in place. Instead, the Civil Defense Act and Civil Defense Ordinances were used as disaster risk management tools. The Civil Defense Act and Civil Defense Ordinances could no longer address the Disaster Risk Reduction expectations hence a National Disaster Risk Management policy was developed and adopted. The National Disaster Risk Management Policy offers an alternative to disaster management that seeks to address the root causes of disasters by reducing the exposure and vulnerability of people and their assets as well as strengthen capacities to absorb shocks.

The primary responsibility for disaster risk management in Namibia rests with the government and its citizens. The first Principle of State Policy, Article 95 of the Constitution of the Republic of

Namibia, requires the state to actively promote the welfare of its people. In terms of sub-article 1 of Article 26 of Chapter 4 of the constitution; "At a time of national disaster or during a state of national defense or public emergency, threatening the life of the nation or the constitutional order, the President may by Proclamation in the Gazette declare that a state of emergency exists in Namibia or part thereof." Sub article 5 (a) states that "during a state of emergency in terms of this Article or when a state of national defense prevails, the President shall have the power by Proclamation to make such regulations as in his or her opinion are necessary for the protection of national security, public safety and the maintenance of law and order." The National Disaster Risk Management Policy pursues the above-mentioned constitutional obligations.

The policy aims to establish a clear, transparent, and inclusive disaster risk management policy suitable for the Government of the Republic of Namibia. It emphasizes addressing disasters of varying kinds, severity, and magnitude that occur in Namibia. The policy upholds various rights outlined in the International Fundamental Human Rights and Freedoms, including the right to life, equality, human dignity, a safe environment, protection of property, healthcare, food, water, social security, and safety nets. The National Disaster Risk Management Policy aims to:

- minimize the loss of human life, property and damage to the environment from hazards of natural, technological and ecological origin,
- advocate an approach to disaster risk management that focuses on reducing risks especially to those sections of the population who are most vulnerable due to poverty and a general lack of resources,
- advocate for a shared awareness and responsibility to reduce disaster risk in homes, communities, places of work and in society generally,
- give effect to the application of co-operative governance on issues concerning disasters and disaster risk management among the levels of government and allocate responsibilities in this regard to the relevant stakeholders,
- facilitate the involvement of the private sector, non-governmental organizations, communities and volunteers in disaster risk management; and
- facilitate partnerships in this regard between organs of state and the private sector, non-governmental organizations and communities.

## 2.4 Namibia Institutional Disaster Risk Management Structure

The Namibia Disaster Risk Management System (NDRMS) was established in 1994 to coordinate disaster preparedness and response actions. Further, NDRMS exist to promote alignment and integration of roles and responsibilities for disaster risk management by government and development partners from national to subnational levels. The President has the prerogative to declare a state emergency with Cabinet charged with the responsibility of mobilizing resources to support disaster risk reduction activities. The Office of the Prime Minister (OPM) coordinates disaster risk management activities with the National Disaster Risk Management Committee (NDRMC) providing a platform to stakeholders nationally to engage DRM issues. The organogram shows all levels from national to Settlement Disaster Risk Management Committee which participates in integration of DRM at community level. These structures as indicated in figure 1 show national layers responsible for DRM and this is crucial in understanding the chain of command and disaster management linkages between government and local authorities.

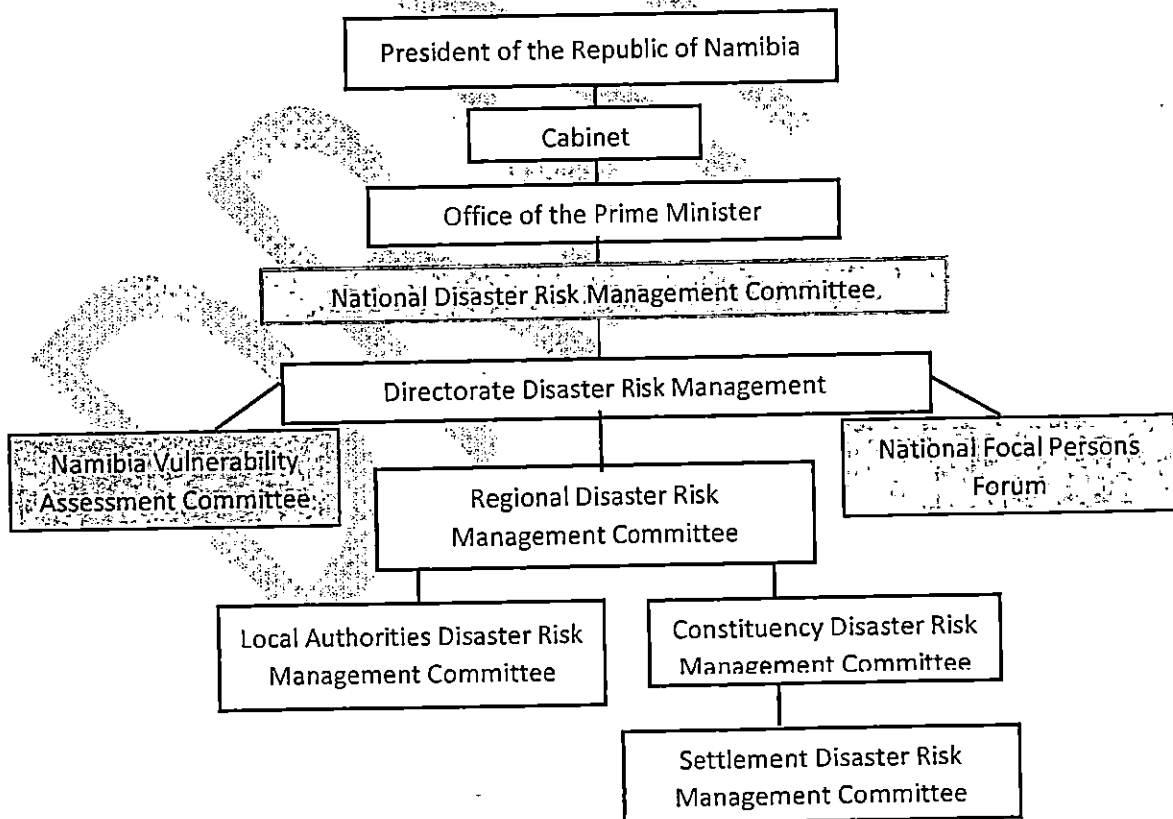


Figure 2: National Disaster Risk Management structure

The City of Windhoek Disaster Risk Management Committee was set up to promote integration and a coordinated approach to disaster risk management in the Municipal area. Section 17 (1) of the Namibia Disaster Risk Management Act 10.2012 provides that each local authority must, subject to the Local Authorities Act, 1992 (Act No. 23 of 1992) and any law regulating or governing the provision of emergency services in local authority areas, establish within its area of jurisdiction, a local authority disaster risk management committee. The DRM Act of 2012 permits Cities to set up DRM committees to serve for a 3-year period. The committee is made up of policymakers from the City of Windhoek, as well as the secretariat and external stakeholders, including the ministries of Information and Communication Technology, Defence and Veterans Affairs, Safety and security, emergency response agencies such as the Red Cross Society, and academia (see annex 2 for more details). This resonates with the City of Windhoek's vision to provide a conducive atmosphere for the operationalization of disaster preparedness and response plans as well as the provision of a platform for local stakeholders to share DRM experiences. The Mayor of the City is the chairperson of the committee and is a member of the DRM Regional committee.

The committee's mandate is to promote integrated and coordinated approaches to disaster management in their areas, with a special focus on prevention, preparedness, and mitigation. In addition, the committee is expected to prepare and update the local authority's response and recovery plans, coordinate disaster risk management activities, mobilise resources for disaster risk management and facilitate the implementation of public information and public awareness programmes related to DRR. Most importantly for the committee is the alignment of early warning systems with those of the region and nation to facilitate and contribute to relevant disaster risk information databases.

## **2.6 Municipal Institutional Arrangements**

The City of Windhoek refers to the municipality of Windhoek established under the Local Authority Act, 23 of 1992 (as amended) to provide basic services to inhabitants and is structured as follows:

- i) City of Windhoek is led by 15 councilors from multiple political parties. The council meets monthly to review matters recommended by the Management Committee. Further, the council is obliged to meet at any time to consider special and or urgent matters.
- ii) The Chief Executive Officer is responsible for overseeing the administration of the municipality, which comprises the mayor's office

- III) Seven departmental heads (Strategic Executive), plus the City Police Chief assist the Mayor and Chief Executive Officer in making crucial decisions.

Under the Local Authority Act, 23 of 1992, the Mayor of City of Windhoek serves as the political leader of the Council and Chairperson. The powers and functions of the mayor are outlined in the same local government Act. According to current legislation, the mayor's role mainly involves representing City of Windhoek at ceremonial functions, while also taking on political responsibility for the city on a part-time basis

### **2.6.1 The Mayor**

Council members nominate each other for the position of Mayor for a one-year term. Is addressed as Her or His Worship. In the same vein, council members nominate the Deputy Mayor and five members of the Management Committee.

### **2.6.2 The Chief Executive Officer**

The day-to-day administration of the Mayor's office is handled by the Chief Executive Officer's Office. As a result, the administrative personnel in the Mayor's Office reports directly to the CEO. The joint office ensures the alignment of policy development, implementation, monitoring, and evaluation, as well as programmes alignment and initiative with the political agenda.

### **2.6.3 City of Windhoek Departments**

The functions of the City of Windhoek departments are summarized in Table 1.

Table 1: CoW departments and functions

Department	Departmental functions
City Police (operational and administrative)	<ul style="list-style-type: none"> <li>• Prevent crime, enforce by-laws and protect property and assets</li> <li>• Control and manage traffic to ensure road safety</li> <li>• Provide and maintain road furnishing</li> </ul>
Department of Economic Development and Community Services	<ul style="list-style-type: none"> <li>• Promotion of sound environmental management practices</li> <li>• Provision of efficient Solid Waste Management services</li> <li>• Provision of effective and efficient Public Health services</li> <li>• Facilitation of conducive environment for investment and local economic development</li> <li>• Establishment of parks and recreational facilities, development and management of cemeteries</li> <li>• Democratic and integrated community through community development initiatives of the city</li> <li>• Provide and maintain safe, reliable, efficient, and effective public transport</li> </ul>

- Orderly and sustainable settlement and growth
  - Provision and management of 24 our emergency services such as firefighting, ambulance assistance and rescue
  - Manage and coordinate the disaster management program of the city and ensure enhanced disaster preparedness
- Department of Electricity**
- Optimize electricity generated venue
  - Monitor compliance for electricity usage
  - Development and maintenance of electricity infrastructure
  - Provision of continued and reliable electricity supply to all consumers in the Windhoek area
- Department of Finance and Customer Services**
- Provide accurate and timely financial information
  - Provide procurement services
  - Control the budget of CoW
  - Reduce outstanding debts levels
  - Ensure revenue growth
- Department of Housing, Property Management and Human Settlement**
- Delivering serviced land and housing to the residents of Windhoek in all land use categories
  - Renders the acquisition, management and alienation of land and properties in Windhoek
  - Real estate valuations for all purposes in Windhoek
  - Provision of land surveying and mapping services for the Municipal Council of Windhoek
  - Peri-urban and informal settlement planning and development
- Department of Information and Communication Technology**
- Improve systems and operations
  - Enhance customer relations and services
  - Establish revenue enhancement service centres
  - Provide innovation solutions for business excellence, through provision and application of value-added information and communication technology
  - Management of information
- Department of Human Capital and Corporate Services**
- Facilitation of the overall strategic planning, performance management and the compilation of the City Five Year Business Plan
- Department of Urban and Transport Planning**
- To answer the challenges of strategic sustainable urban design
  - To ensure compliance of building works to standards of safety in public and amenity in public interest
  - To actively guide and promote development
  - Safe and efficient urban transport systems

### 3.0 CITY OF WINDHOEK RISK PROFILE

The City of Windhoek is the heart of the Republic of Namibia given its administrative influence and political capital. According to the Namibia 2023 Population and Housing Census Main Report, the city's population had 486,186, with a 3.3% annual population growth rate.

The city is in the Khomas Highland plateau area at around 1,700 meters above sea level. Windhoek is situated in a semi-arid region characterized by low and highly variable rainfall. The findings of the QRE tool indicates that the city is highly vulnerable to flood (70 out 100 rating)

followed by chemical spills, industrial disasters while droughts and earthquakes recorded 50<sup>2</sup>. In addition, the tool suggests that the City of Windhoek has reasonable capacities to respond to shocks.

### 3.1 Natural hazards

Climate change exacerbates water scarcity and threatens agricultural productivity through prolonged dry periods which have significant implications for urban water supply systems, which are already under strain due to limited local water sources. The city also experiences localized flooding during intense rainfall events, and this is pronounced in informal settlements where there is insufficient drainage infrastructure. These conditions highlight the dual challenges of water scarcity and flood risk management which reflects a poorly prepared city to climate related disasters. It is crucial to note that the city is not only vulnerable to climate associated risk but other anthropogenic hazards such as road accidents, chemical spills and wildfires. The profiling of the major hazards bewildering the area considered seasonality, frequency, and severity to effectively anchor the development of preparedness and response interventions across the city. Against this background, the costs of disasters cannot be ignored as suggested by the Office of the Prime Minister (2020) that the combined national effects of the 2013/14 and the 2018/19 drought was approximately N\$ 1 billion with Windhoek included. Compounding vulnerability of the city are institutional weaknesses as evidenced by the flood frequency<sup>3</sup> and impact punctuated by failed evacuations and losses often credited to poor communication and coordination (Schwitter, 2022).

### 3.2 Urbanization and Informal Settlements

Challenging for the City of Windhoek is the rapid urbanization, leading to the proliferation of informal settlements. Approximately one-third of the city's population resides in informal housing, often in areas prone to flooding or lacking access to basic services such as water, sanitation, and electricity. The spatial expansion of these settlements increases vulnerability to disasters, particularly for marginalized groups such as women, children, and persons with disabilities. Informal settlements are hotspots for public health risks, including the spread of communicable diseases during extreme weather events. Compounding the city's challenges is the dearth of information on informal settlement profiles making the development of a DRR strategy significant

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<sup>2</sup> UNDRR. 2024. Quick Risk Estimation Tool-Making Cities Resilient, Windhoek, Namibia

<sup>3</sup> National Planning Commission, 2019, *Annual report*, Government of the Republic of Namibia, Windhoek.

in prioritizing among other things data collection in both formal and informal settings. Of significance is that in informal settlements, structural fires are common with hazards such as pandemics, extreme heat, extreme wind, and refuse dumping moderately affecting citizens.

### 3.3 Socio-economic Challenges

The city grapples with high levels of inequality and unemployment, which exacerbate vulnerability to disasters. Namibia's Gini coefficient, one of the highest in the world, reflects significant income disparities coupled with severe food insecurity are mirrored in urban areas such as Windhoek<sup>4</sup>. The limited financial capacity of many households constrains their ability to invest in disaster preparedness and recovery. Moreover, rising living costs in urban centres push vulnerable populations to settle in high-risk areas. The increase in informal settlements in the CoW is rising at an exponential rate and this constrains the city's infrastructure and ability to provide services thereby deepening food insecurity which is exacerbated high levels of unemployment. The population expansion of the city cannot be ignored as communities migrate to urban spaces for improved livelihood opportunities. Most urban migrants have limited access to basic services as they settle in high-risk areas exposing them to socioeconomic shocks that threaten their well-being (CAR, 2019). In most cases, the most vulnerable community members are women, children, people living with disabilities and the elderly.

### 3.4 Climate Change Impacts

City of Windhoek is highly susceptible to the impacts of climate change, including increased temperatures, shifts in rainfall patterns, and more frequent extreme weather events. Climate projections for Namibia suggest that temperatures will rise by 2–6°C by 2100, with significant reductions in annual rainfall. These changes pose severe risks to urban infrastructure, public health, and ecosystems including the prediction that urban spaces will experience water insufficiency by 2025<sup>5</sup>. Additionally, the city's reliance on energy-intensive cooling systems is likely to increase, further straining its energy resources. The climate situation challenges urban cities such as Windhoek to prioritise issues of adaptation to climate change making them an

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<sup>4</sup> [https://foodfoundation.org.uk/sites/default/files/2022-04/FOOD%20CITIES%202022\\_%20Windhoek.pdf](https://foodfoundation.org.uk/sites/default/files/2022-04/FOOD%20CITIES%202022_%20Windhoek.pdf)

<sup>5</sup> Mandiopera, W.D., Ndlovu, T. and Kai, G., 2023. Indigenous knowledge systems and drought preparedness in rural Umzingwane in Zimbabwe. *International Journal of Disaster Risk Reduction*, 99, p.104128.

integral part of the vulnerability capacity assessment process. Furthermore, the integration of DRR will aid the CoW to reduce climate risks and improve livelihoods of the City's residents.

### 3.5 Emerging Risks

- **Flash flooding:** Despite its arid environment, seasonal rainfall has often contributed to flash floods, particularly in areas with inadequate drainage infrastructure. These normally occur within six hours of the beginning of heavy rainfall, usually associated with severe thunderstorms and poor drainage.
- **Currency fluctuation:** The interdependencies between Windhoek economic activities with other cities in the region such as those in South Africa exposes the city to threats that arise from exchange rates fluctuations against major currencies. The global economic linkages especially the close links between the Namibia dollar and the South African rand, imports risks should South Africa's credit rating be downgraded. The intricate link between the Namibian dollar and the South African economy imports risk and make the city vulnerable to economic risks hence strategies to hedge against such are necessary.
- **Degradation of natural ecosystems:** Urban expansion has contributed to the loss of green spaces and increased the risk of soil erosion and desertification. The destruction of the natural ecosystem interferes with carbon sequestration by robbing the city of the much-needed carbon sinks and this deepens climate risks experienced.

Urbanization and global interconnectedness contribute to the surge in emerging risks, such as technological hazards (cybersecurity threats to critical infrastructure) and public health emergencies. The COVID-19 pandemic highlighted the vulnerabilities of urban centers, including strained healthcare systems and economic disruptions, which are applicable to Windhoek's context. During the COVID-19 induced lockdown, movement was restricted, and this affected livelihoods especially those with limited technologies to ensure continuity of their business operations. The COVID-19 scenario calls for proactive planning to ensure institutional capacities are strengthened to respond to similar cases hence a strategy becomes relevant.

### 3.6 Baseline Risk Assessment

Risk Assessment is an important process that integrates the design of context specific risk reduction interventions. Through risk assessments, risks associated with identified hazards are understood including the severity of the damage and the likelihood of occurring. The CoW conducted a Community Risk Assessment to discern the trend of swelling under-development and the absence of essential fragmented communities, unemployment rates, exposure to hazards, rapid and unplanned urbanization. This follows the realization that households living standards were deteriorating and largely deplorable as the majority survived on low or no income. Such a situation erodes the ability of citizens to anticipate, prepare and respond to hazards. Interestingly, the CRA revealed that despite the frequency of hazards experienced by citizens, households including those in informal settlements, exhibit improved social capital evidenced by the ability to render assistance to each other when they are faced with changes in conditions.. Deepening the vulnerability of citizens is poor information dissemination of early warning and response actions. In addition to the CAR, the QRE tool facilitated hazard profiling, development of risk matrix and hazard data entry and vulnerability report.

The DRR strategy data gathering process was participatory for inclusivity hence a stakeholder workshop was held to assess the level of resilience of City of Windhoek. Furthermore, Focused Group Discussions (FGDs) and Key informant interviews targeting residents and relevant institutions representatives were conducted. The approach involved all local stakeholders, particularly marginalized groups, in risk knowledge generation as well as the government institutions and representatives of various disaster management committees. The mobilization of participants for focus group discussions was deliberate in ensuring that youth, elderly, women, people with disabilities influenced the City of Windhoek DRR strategy. The involvement of locals was to embrace their cultural beliefs and aspirations. The formulation of the DRR strategy leveraged on national, regional and global frameworks in understanding governance of disaster risk as well as the emphasis on the understanding of the multiplicity of disaster risks in terms of exposure, coping capacity and vulnerability.

#### 4.0 METHODOLOGY

A qualitative approach informed the development of the City of Windhoek DRR strategy. The approach involved the review of relevant literature, FGDs as well as in-depth interviews. The qualitative approach was conveniently placed to facilitate unpacking the City of Windhoek situational analysis in terms of hazard and risk profiling, emergency response and preparedness activities. The understanding of the City of Windhoek context informed practices used by different stakeholders to support the design and rollout of the DRR strategy. The review of literature was necessary to unpack funding the city's DRR funding models including ways of strengthening resilience of the city.

**Desk or literature review:** considered relevant documents among others the Community Risk Assessment Report, Quick Risk Estimation tool, Risk Profile of Natural Hazards in Namibia, SADC Disaster Risk Management Strategy and Action Plan, Hazard Report for DRR strategy including, Namibia's National Disaster Risk Management Policy of 2009 to mention a few. Multi-hazard Early Warning for Early Action, (AU, 2022), Sendai Framework for Disaster Risk Reduction 2015-2030 were reviewed as well. These documents provided insights into the DRR strategy design, key considerations to when formulating a DRR strategy.

**Key informant interview guides:** These were administered face to face to gather views from across institutions relevant in early warning systems, disaster preparedness and response in the City of Windhoek. The interview guide was administered to enhance validity of the findings. Institutions engaged include representatives of policymakers from the City of Windhoek, secretariat and external stakeholders from the ministries of Information and Communication Technology, Defence and Veterans Affairs, Safety and security, emergency response agencies such as the Red Cross Society, and academia.

**Focus group discussions:** Focus group discussions were held with women, men, and youth in the sampled areas. The discussions guided by the FGD guide facilitated capturing of primary data and lived realities of these population groups concerning risks they experience in the city. FGDs were held in Moses Garoeb, Khomasdal, Samora Mashell, Tobias Hainyeko and Windhoek rural. During FGDs, existing and potential capacities in different areas of the city were assessed.

## 5.0 STRATEGY AND ACTION PLAN

### 5.1 Rationale for the DRR strategy

Disasters impact communities and compromise their ability to invest in disaster risk reduction. The increase in disasters has doubled the average annual direct economic losses in the past three decades. The increase in frequency and magnitude of disasters in the CoW triggered the need for a disaster risk reduction strategy thereby entrenching a culture of prevention, preparedness and effective response to varied risk. With indications that cities will experience increased natural and man-made shocks in future due to climate change effects, the design of inclusive DRR strategies becomes unavoidable. Against this background, gender mainstreaming, integration of the needs of persons with disability and consideration of formal and informal settlements in strategy formulation became necessary to promote context specific actions.

The CoW disaster risk reduction strategy will contribute to the lessening of vulnerability in the city and improve capacities of the City of Windhoek and its stakeholders to anticipate, prepare, respond and recover from shocks. Further, the strategy is anticipated to facilitate the integration of disaster risk reduction into development planning by the CoW, government, private sector and its partners as well as strengthen risk-reduction-related decision-making. DRR needs to be planned and implemented in a systematic manner and act as a guide for disaster preparedness and response for the City of Windhoek. Against this background, the strategy is expected to foster DRR governance, legal and related institutional frameworks; improve monitoring through setting up of early warning systems across sectors; promote collection, processing and sharing of relevant data; integration of preparedness and response initiatives across all sectors in the city and trigger setting up of a DRR fund.

### 5.2 Orientation of Strategy

The formulation of the City of Windhoek strategy integrated the risk informed development thinking to mitigate risk through focusing on:

- Knowledge generation to unpack trends, risks and opportunities resulting from effective monitoring and learning from past experiences. Promotion of evidence-based DRM initiatives that respond to the context through investing in research, technological transfer

particularly in early warning and recovery processes. Evidence based interventions in City of Windhoek will be informed by a clear understanding of local risks and hazards to promote sustainable governance which resonates with the risk informed development agenda.

- Develop a culture of transparency and accountability through promoting monitoring performance necessary for effective deployment of resources.
- The City of Windhoek is expected to inculcate continuous learning and reflection to learn from past disaster response and recovery practices to strengthen future actions. Such a culture will assist the City of Windhoek to embrace gender, persons with disability and those in informal settlements to avoid generating vulnerability and exposure from weak preparedness, response and recovery efforts.

## 6.0 STRATEGIC FRAMING

The City of Windhoek strategic vision anchored on the nation's Disaster Risk Management Act 10.2012 is envisaged to offer guidance to stakeholders towards the attainment of priority areas. The strategy will contribute towards resilience building of the city through promoting risk informed development (principles, actions, decision making, governance), mitigate disaster impacts and above all avoid risk creation by adopting principles that promote inclusivity, financial sustainability, training and research. Through the strategy, consideration on gender equality, urban resilience, environmental management, climate change adaptation are embraced to build capacities in formal and informal settings. The principles that follow highlight key considerations of the strategy.

### 6.1 Guiding Principles

The guiding principles provide a foundation for effective and inclusive disaster risk reduction, ensuring the protection of lives, livelihoods, and assets while promoting sustainable development and fostering resilience. The general guiding principles that informed the formulation of the DRR strategy include multi-hazard approach, inclusivity, financial sustainability, transversally and social inclusion, multi stakeholder involvement and observance of global partnerships:

- Disaster risk reduction requires a multi-hazard approach and inclusive risk-informed decision-making based on the open exchange and dissemination of disaggregated data, including by sex, age, and disability. This entails accessible, up-to-date, comprehensible,

science-based, non-sensitive-risk-information- complemented by traditional knowledge. The strategy emphasizes the importance of addressing underlying risk factors through pre-disaster investments and "Building Back Better" in the post-disaster recovery phase.

- It focuses on the development, strengthening, and implementation of relevant policies, plans, practices, and mechanisms needed to promote coherence across health and safety, climate change and variability, environmental management, and disaster risk reduction agendas.
- Shared responsibilities among central governments and stakeholders, considering their specific circumstances and governance systems towards protecting people, property, livelihoods, and cultural and environmental assets while promoting human rights and development.
- Financial sustainability efforts to establish disaster risk management funds should be prioritized. This entails adopting a funding model that promotes having multiple sources of income streams to support integrated responses to emergencies by the City of Windhoek. To attain sustainability, all departments within the local authority must create budgets to support preparedness, response and recovery efforts.
- Inclusivity emphasizes the importance of inclusive participation, empowering local communities, and engaging all relevant institutions, including public, private, and academic sectors to leverage skills and financial resources. Integration of gender perspectives in needs and rapid assessments, response planning, resource allocation, monitoring, and evaluation processes for improved gender responsive interventions.
- Transversally and social inclusion to ensure that all gender orientations are respected in carrying out disaster risk management services while also ensuring that all social groups are accommodated, and their views and circumstances are respected in the process.
- Recognition of global partnerships and cooperation, especially for capacity building and financial benefit.
- Multiple stakeholders' involvement in decision making processes to ensure that the most marginalised people or critical ecosystems on which livelihoods depend are adequately represented.

## 6.2 Vision

To be a Sustainable, Caring and a Disaster Resilient Hub by 2030.

### 6.3 Mission

To lead coordinated and inclusive disaster risk reduction efforts that protect lives, assets, and livelihoods, while strengthening resilience and supporting sustainable urban development.

### 6.4 Objectives of this Strategy

The strategic objective is to enhance multi-sectoral disaster risk management in support of City of Windhoek's resilience by:

- (i) Improving the understanding of disaster risks.
- (ii) Strengthening institutionalization of disaster risk management governance.
- (iii) Investing in disaster risk reduction and management for community resilience.
- (iv) Disaster risk innovation and knowledge management.
- (v) Enhance resilience to disaster risks and build back better.

### 6.5 Targets

Through the implementation of this Strategy and Action Plan, City of Windhoek aims to contribute to the achievement of the following strategic targets aligned with the SFDRR:

- (i) Reduced average disaster mortality rate by 2030.
- (ii) Reduce the number of people affected by disasters by 2030.
- (iii) Reduce direct economic losses to GDP in the Member States on a year-to-year basis.
- (iv) Substantially increase the availability of and access to multi-hazard early warning information and systems (including traditional early warning systems) and disaster risk information and assessments to the people by 2030.

### 6.6 Gender mainstreaming

The City of Windhoek is empowered to embrace gender issues to draw from the experiences, knowledge, and interests of both women and men when designing and implementing the DRR strategy. Through gender mainstreaming, the city's development agenda will be set in a manner that both women and men have equal opportunities to influence, participate in, and benefit from the DRR initiatives. Mainstreaming gender by the City of Windhoek in DRR is envisaged to foster awareness about gender equity and equality, to integrate gender analysis in disaster

management to decrease vulnerability. The DRR strategy is expected to mainstream gender through the following ways depending on the context:

- develop appropriate accountability mechanisms for monitoring progress in gender mainstreaming.
- Avoid making assumptions that exposure and vulnerability matters are neutral from a gender-equality perspective.
- Have a clear political will to allocate resources for mainstreaming gender to translate theory into practice.
- Promote interventions that widen women's equitable participation at all levels of decision-making within the CoW.

## 7.0. STRATEGIC PRIORITIES

The City of Windhoek's Disaster Risk Reduction Strategic priorities are aligned with the five strategic priorities of the Southern African Development Community drawn from the four Priorities for Action of the Sendai Framework and provides intrinsic linkages between local and national Disaster Risk Management efforts. The five strategic priorities are herewith illustrated, and they seek to enhance multi-sectoral disaster risk management in support of City of Windhoek's resilience by:

- (i) Improving the understanding of disaster risks.
- (ii) Strengthening disaster risk governance to manage disaster risk.
- (iii) Investing in disaster risk reduction and management for community resilience.
- (iv) Disaster Risk Innovation and Knowledge Management.
- (v) Enhance resilience to disaster risks and build back better.

### 7.1 City of Windhoek's Disaster Risk Reduction Strategic Priorities Action Plan 2026-2030

This section discusses five priorities guiding the design and implementation of activities by City of Windhoek and its stakeholders. The success of the priorities hinge on the City's governance architecture and capacity to roll out multi-hazard risk profiling and devise early warning for effective preparedness, response and recovery. The strategic activities align with the priorities of the Sendai Framework for Disaster Risk Reduction (SFDRR) 2015-2030. Significantly, the Sendai Framework plainly indicates that to lessen the frequency and impact of disasters, the

understanding of disaster risk is requisite in strengthening risk governance and minimization of the creation of new risks. This is an expectation that requires the setting up of robust data collection mechanisms that ensures improved gathering of disaggregated data and access to contextually analyze risk and for forecasting. To achieve this, political will and actions are necessary in ensuring that risk-informed development is integrated in all future investments. In addition, investment in participatory approaches becomes unavoidable in laying a foundation for engaging relevant stakeholders and promotion of inclusivity in the design and implementation of disaster risk monitoring plans. The City of Windhoek has identified the following strategic priorities towards reducing risk and making its community resilient.

#### **Priority 1: Understanding disaster risk**

- Strengthen disaster risk assessments and develop risk profiles for early warnings, preparedness, and recovery planning to build resilience.
- Identify, understand, and utilize current and future risk scenarios. Maintain up-to-date data on hazards and vulnerabilities.
- Prepare risk assessments based on participatory processes and use these as the foundation for the city's urban development and long-term goals.
- Implement risk-informed urban planning and development based on risk assessments, with a particular focus on vulnerable populations.
- Safeguard natural buffers to enhance the protective functions provided by natural ecosystems. Identify, protect, and monitor natural ecosystems within and outside the city's geography, and improve their utilization for risk reduction.

#### **Priority 2: Strengthening disaster risk governance to manage disaster risk**

- Embrace national policies across City of Windhoek processes, including development, disaster risk reduction, climate change adaptation, health, agriculture, urbanization, conservation, and biodiversity.
- Enhancing coordination for disaster risk reduction (DRR) and incorporating risk-informed development into municipal council policies in Windhoek.
- Encourage and support local partnerships, and centres of excellence.
- Implement a voluntary DRR peer review mechanism for the municipal council of Windhoek.

### **Priority 3: Investing in disaster risk management for community resilience**

- Effectively establish and operationalize the City of Windhoek disaster preparedness funds, ensuring sustainable funding is essential.
- Strengthen the capacity of stakeholders to contribute and access funds for disaster risk reduction, climate change adaptation, and resilience building in line with the SADC Action Agenda, which promotes adequate funding for sustainable development.
- Develop appropriate incentive frameworks to create an enabling environment that induces local (Windhoek) private investments for resilience.
- Improve allocation and use of multi sector domestic resources investment in DRR for Resilience building.
- Promote the adoption of risk transfer products and services (including the informal sector) for DRR.

### **Priority 4: Disaster risk innovation and knowledge management**

- Enhance the harmonization, adoption, and use of innovative technologies and solutions in disaster risk management.

### **Priority 5: Enhancing disaster preparedness for effective response, and to "build back better" in recovery, rehabilitation and reconstruction**

- Improve the city's ability to plan and manage recovery efforts.
- Collate disaster loss and damage data to monitor preparedness, response, and recovery actions, informing resilience building.
- Improve the City's early warning systems through investing and capacitating relevant institutions to predict, prepare and respond to shocks.
- Develop and enforce standards to promote building back better.
- Integrate the city's recovery efforts to minimize future risks.
- Establish integrated hazard monitoring systems.
- Develop standard operating procedures (SOPs) for multi-agency response.
- Define clear indicators for disaster risk reduction (DRR), response effectiveness, and recovery progress.

## 8.0 ENABLERS FOR STRATEGY IMPLEMENTATION

The dissemination and implementation of the DRR strategy by the City of Windhoek requires an enabling environment for stakeholders to engage and advance the city's agenda effectively. To this end, the City of Windhoek must ensure favorable conditions prevail to harness stakeholders' skills, resources and exploit existing and potential synergies. The existence of enabling conditions is one of the fundamentals that the City of Windhoek needs to prioritize to promote investment in disaster preparedness, response, recovery and rehabilitation. The success in information management, research and advocacy services, knowledge management and emphasis on locally driven initiatives have the propensity to promote DRR integration across sectors in the city.

### 8.1 Information management and communication

The establishment and maintenance of effective communication architecture on disaster risk reduction, preparedness, response and recovery activities to all city's stakeholders is important for information dissemination to at-risk communities on the significance of early warning, response and recovery efforts. The information and communication structure of the city should also relate to the media and other social media platforms to enhance participation by stakeholders in early warning, response and recovery efforts, and communities routinely affected by disasters. Through information and communication, vulnerable groups such as women, children, PwD and those living in fragile areas such as informal settlements need to be reached out by different players to enhance their alertness against local shocks.

The City of Windhoek is expected to ensure the setting up of an integrated information management and communication system that is dependable and compatible with emergency communication systems used nationally. This will facilitate effective communication between essential and emergency services for the purposes of incident command and the management of joint operations. The information and communication structure are anticipated to disseminate early warnings on a regular and consistent basis to conscientize vulnerable communities and ensure adoption of risk-avoidance measures prior and during disaster response.

## **8.2 Education, research & advocacy services**

The City of Windhoek must embrace and coordinate disaster risk management capacity strengthening, education, training, and research to promote risk-informed development across the city. Through training and research, context-specific interventions are designed to respond to the needs of various community groups such as women, children, PwDs including those in informal settlements. Further, investment in training and research is expected to influence curriculum development toward the incorporation of such programs into school curricula. Training and research entrench a culture of safety through risk avoidance among stakeholders in the City of Windhoek.

## **8.3 Knowledge management**

Finding what we need to complete a task, especially more complex ones, can be time-consuming and frustrating if we do not have access to a well-organized, readily available infrastructure that contains the type of information needed. There is need for the city to create linkages among all stakeholders in the disaster risk reduction space to share experiences on best practices and context specific coping and adaptation strategies. Creating a knowledge sharing platform brings stakeholders closer and enables them to capture, process, disseminate, learn from the experiences and encourage reuse of the knowledge generated in disaster management. The city is expected to explore various tools and platforms to connect Government institutions and people to enhance information flow for improved preparedness, response and recovery.

## **8.4 Disaster risk management services and legal compliance**

The formulation and enforcement of legislation provides the City of Windhoek with an opportunity to reduce risks and protect its citizens against disasters. This entails promoting adherence to local statutes regarding building codes, traffic safety, DRR committees and mobilization of funding to shape the disaster risk management agenda. The review of legislation and enforcement mechanisms becomes relevant in strengthening institutional abilities to adequately prepare and respond to disasters.

### 8.5 Locally driven initiatives

The community is at the center of DRM hence their participation is inescapable. It is imperative for the City of Windhoek to prioritize conditions necessary for community involvement in disaster preparedness, response and recovery affairs of the city. Such situations aid the city to mobilize disaster risk management funds and capacitate communities to absorb existing and future shocks. The involvement of vulnerable groups in the city including informal settlers facilitates the allocation of responsibilities based on needs and aspirations of communities. Further, the participation of vulnerable groups (women, children and the elderly) enhances the quality of the risk assessment findings and heightens chances of community ownership in any disaster risk reduction interventions that may follow.

### 9.0 CITY OF WINDHOEK'S DISASTER RISK REDUCTION MONITORING AND EVALUATION

The establishment of the monitoring and evaluation mechanisms strengthens disaster risk management initiatives through the provision of timeous feedback to effect strategic adjustments. In addition, the DRR strategy must be reviewed and updated regularly to keep pace with changing context and respond to contemporary expectations. Periodic progress reports will include insights, conclusions, recommendations and lessons learnt from the implementation of the City of Windhoek DRR Strategic Plan. The City of Windhoek needs to design and implement robust monitoring systems that ensure the submission of updates on progress towards the attainment of strategic targets. The monitoring mechanism will facilitate tracking of key performance indicators and ensure compliance of stakeholders in terms of obligations. The City of Windhoek should systematically evaluate and adopt a sustainable plan to adapt to changing circumstances, emerging threats, and exploit new opportunities for sustainability. Annual and mid-term review of the DRR strategy will be conducted to draw and share lessons as well as document good practice and lessons learnt to inform future programming. In addition, a terminal evaluation will be conducted at the end of the City of Windhoek DRR strategic lifespan and the expected impact measured. The priorities for monitoring are contained in annex 5 detailing indicators that will inform the monitoring process.

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**ANNEXES**

**Annex I: Hazard profiling**

Natural, Man-Made, & Technological Hazards Risk Matrix for City of Windhoek												
Probable damage level resulting from the event if it occurs	Flash Flood	Earthquake	Landslide	Extreme Temperature (Cold & Hot)	Drought	Wildfire	Motor Vehicle Accidents	Epidemic	River floods	House fire	Wash	Hazardous Chemical Spills and Exposure
	Possible	Less Probable	Probable	Possible	Imminent	Probable	Imminent	Probable	Imminent	Probable	Imminent	
Catastrophic	x				X	x	x			x		
Very Serious				X				X	x		x	
Serious												
Limited		x	x									
Unimportant												
Likelihood of event occurring in the jurisdiction area of City of Windhoek												



### Annex 3: Hazard profile for informal settlements

Mix informal settlement			
Hazards	Ratings	Most vulnerable groups	Constituency
Structural fire	Extreme	Elderly people, people with disabilities and children	Windhoek rural
Floods	Moderate		
Extreme Wind	Severe		
Pandemic	Moderate		
Landslides	Low		
Babylon Informal settlement			
Hazards	Ratings	Most vulnerable groups	Constituency
Structural fire	Extreme	Elderly people, people with disabilities and children	Tobias Haiyeko
Extreme wind	Low		
Floods	Severe		
Extreme heat	Moderate		
Mudslides	Low		
Goreangab informal settlement			
Hazards	Ratings	Most vulnerable groups	Constituency
Structural fire	Extreme	Elderly people, people with disabilities and children	Samora Mashell
Extreme wind	Low		
Floods	Severe		
Extreme heat	Moderate		
Mud slide	Low		
Otjomuise			
Hazards	Ratings	Most vulnerable groups	Constituency
Floods	Extreme	Elderly people, people with disabilities and children	Khomasdal
Structural fire	Extreme		
Refuse dumping	Moderate		
Extreme Heat	Moderate		
Moses Garoeb			
Hazards	Ratings	Most vulnerable groups	Constituency
Extreme wind	Moderate	Elderly people, people with disabilities and children	Moses Garoeb
Flood	Extreme		
Structural fire	Severe		
Sewerage overflow	Low		
Ombili informal settlement			
Hazard	Ratings	Most vulnerable groups	Constituency
Floods	Severe	Elderly people, people with disabilities and children	Moses Garoeb
Structural fires	Extreme		
Pandemic	Moderate		
Extreme heat/cold	Low		

## Annex 4: Hazards rating (5=high, 1=low)

HAZARD	RATING
Flash Floods	5
River floods	5
Drought	4
Wildfire	4
House fire	4
MVA	4
Extreme weather	4
Water, sanitation and hygiene	4
Earthquake	1
Landslide	3
Aviation Accidents	3
Oil Spill	3
Hazardous Chemical Spills and Exposure	3
Heat Waves	3
Landslide	3

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Annex 5: Action Plan

Strategic objective	Activities	Sub-activities	Indicators	Baseline	Target	Responsible	Time frame	Estimated Resources
<b>Priority 1: Understanding disaster risk</b>								
1. "Strengthen disaster risk assessments and develop risk profiles for early warnings, preparedness, and recovery planning to build resilience."	1. Conduct a comprehensive multi-hazard disaster risk assessment (DRA).	1. Establish a multi-stakeholder DRA Task Team including representatives of vulnerable groups (women, youth, people with disabilities), and develop Terms of Reference.	1. Task Team established with representation of vulnerable groups.  2. ToR Developed.	1.Existing CRA Report (2019)	1.Task Team operational by 2026	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1.Communities  2.Namibia Statistics Agency  3.Institutes of higher learning  4.Khomas Regional Council 5.OPM-DDRM  6.Disability Council  7.Namibia Red Cross Society  8. Ministry of Industry  9.Mines and Energy	2030	N\$8,000,000.00
		2. Conduct participatory community workshops, household surveys, and site visits ensuring active participation of vulnerable groups	1. # of participatory workshops conducted, each with vulnerable group participation		1.Participatory workshops conducted by 2027			
		3. Develop risk maps highlighting vulnerable populations, critical infrastructure, and informal settlements.	1. Risk maps developed showing location of vulnerable communities		City wide risk maps			
		4. Conduct inclusive risk analysis sessions with both community members and technical experts.	1. Risk analysis report produced with contributions from vulnerable group representatives.		Analysis report completed by 2028			
		5. Organize accessible validation	1. # of dissemination		Validation workshops			

		and dissemination workshops with translations, audio materials, and sign language interpretation where required.	workshops with representation of vulnerable groups.			10. Ministry of Urban and Rural Development		
		6. Integrate findings into City of Windhoek DRM and development plans, ensuring actions address the specific risks faced by vulnerable groups.	1. 100% of DRM and development plans incorporate DRA findings by 2030.		100% of plans updated by 2030	11. Ministry of Home Affairs Immigration Safety and Security		
						12. Ministry of Agriculture, Fisheries, Water and Land Reform		
						13. Ministry of Information and Communication Technology		
						14. Telecommunications Companies		
						15. Ministry of Works and Transport		
						16. Community Based Organizations		
						17. Ministry of Gender Equality and Child Welfare		
						18. Ministry of Environmental and Tourism		
	2. Establish accessible risk information systems	1. Design and develop an accessible, user friendly risk information system that caters to people with disabilities.	1. System developed with features for accessibility (e.g., text-to-speech, large print).		1. System developed by 2027	19. Ministry of Education, Innovation, Youth, Sport, Arts and Culture		
		2. Train stakeholders including women, youth, and disability	2. #Stakeholders trained.		Trained stakeholders by 2029	20. UN agencies		

		representatives on using the system.						
		3. Promote the risk information system through inclusive media (radio, braille, sign language, accessible online platforms).	3. Risk information promoted via inclusive channels by 2029.					
		4. Establish a feedback mechanism to continuously improve	4. Annual feedback report from vulnerable group users			Annual feedback reports		
	3. Maintain and update risk data regularly.	1. Develop standard operating procedures (SOPs) for annual risk data collection, with guidance for capturing data on vulnerable groups.	1. SOPs developed and in use by 2026.			1. SOPs in place by 2026		
		2. Conduct annual community data collection exercises in partnership with local leaders, schools, women's groups, and youth organizations.	1. Risk data collected from at least 10 communities annually			10 updates per year		
		3. Disseminate updated risk profiles annually in accessible formats (translated, audio, large print, braille, etc.).	1 updated, accessible risk profile distributed annually.			Annual updates from 2026		
		4. Organize annual data review workshops including participation of vulnerable groups for validation and	1. review workshop conducted per year			Annual workshops from 2026		

		continuous improvement						
2. Identify, understand, and utilize current and future risk scenarios. Maintain up-to-date data on hazards and vulnerabilities. Prepare risk assessments based on participatory processes and use these as the foundation for the city's urban development and long-term goals.	2. Integrate disaster risk reduction (DRR) into land use and strategic planning	1. Review existing land use plans, zoning schemes, and development policies to identify gaps in DRR integration.	1.# of existing planning documents reviewed	Town Planning Scheme	Review completed by 2026	<b>Lead Agency:</b> Urban and Transport Planning (UTP) Department  <b>Support Agencies:</b>  1. EDCS Department 2.MURD	2027	N\$1, 000 000.00
		2. Incorporate hazard maps, risk scenarios, and resilience principles into zoning, land use, and strategic urban development plans.	1. # of planning documents updated with DRR integration	Strategic Plan 2022–2027	100% of key planning documents revised by 2028.			
		3. Conduct training sessions and workshops for planners, engineers, and developers on risk-informed planning and climate resilience.	1. # of training sessions/workshops conducted	Limited training	Training sessions held by 2028			
		4. Ensure active participation of vulnerable groups (e.g. women, youth, disabled, elderly) in consultations for plan development and revision.	1. # of inclusive consultation meetings held with vulnerable group representation.	Fragmented participation	consultations conducted by 2028			
		5. Ensure DRR considerations appear in land use approvals and building permit processes.	1. Evidence of DRR references in development approvals and permits.		DRR reflected in 100% of permits by 2030			

3. Implement Resilient Urban Development and Risk-Informed Planning.	3.1 Integrate DRR into urban and land use planning frameworks	1. Develop risk-sensitive zoning regulations and land use guidelines that protect vulnerable communities from hazards, e.g., ensuring safe locations for informal settlements and access to essential services.	1. risk-sensitive zoning guideline developed, publicly validated, and formally adopted by Council, with provisions addressing the protection of vulnerable groups.		1. 100% incorporation of vulnerable group protections in zoning regulation	<b>Lead Agency:</b> Urban and Transport Planning (UTP) Department  <b>Support Agencies:</b> 1. Housing Property Management and Human Settlement Department (HPHS)  2. EDCS Department  3. Urban and Transport Planning Department  4. Finance and Customer Service (FCS) Department 5. Infrastructure Water and Technical Services (IWTS) Department  6. Local Higher Learning Institution  7. MURD	2030	N\$5,500,000.00
		2. Enforce building codes ensuring accessible and safe infrastructure for persons with disabilities, elderly, and other vulnerable groups	2. % of new buildings complying with accessibility and safety standards for vulnerable groups		90% compliance with accessibility and safety standards by Year 2030. FCS			
		3. Conduct inclusive DRR capacity building for planners and developers	1. Conduct 3 inclusive DRR workshops per year from 2026 to 2030, with at least 30% of participants drawn from organizations representing vulnerable groups. Pre/post tests must show at least 50% increase in DRR knowledge.					
	2. Apply and enforce risk-compliant building regulations.	1. Review and update current building codes used in Windhoek to incorporate DRR and universal accessibility standards.	1. # of updated building codes approved.	Updated building codes.				

		2. Train staff, builders, and developers on risk-compliant codes.	1.# of trainings held.		Trained staffs, builders and developers			
		3. Inspect new developments for DRR compliance	1. % new developments inspected.		% of inspections of new development.			
		4. Inspect informal settlements and social housing	1. # of vulnerable areas inspected.		# of areas inspected			
		5. Set up complaints system for reporting unsafe buildings	1. Complaints system functional.		System operational			
	3. Implement risk-informed urban development projects in high-risk zones.	1. Identify and prioritize vulnerable areas using updated hazard/risk maps.	.# of vulnerable settlements upgraded.					
		2. Relocate settlements and households at risk where feasible.	2.# of relocated households					
	4. Promote community led climate resilient infrastructure design	1. Identify priority communities exposed to climate risks (e.g. flooding, heat, drought)	1. # of communities identified.		1. Exposed communities identified.			
		2. Conduct participatory design workshops with vulnerable groups (women, youth, PWDs)	1. # of workshops held.					
		3. Develop community infrastructure proposals (e.g. green spaces, drainage, cooling spaces)	1. # of proposals completed			Number of project proposals developed		
		4. Pilot at least 1 community-designed	1. # of pilot projects built					

		climate-resilient infrastructure projects						
		5. Establish maintenance plans managed by local committees	1. # of local committees operational		Active Local committee established			
		6. Document lessons learned and replicate approach in other vulnerable communities	1. Report completed		Lesson learned documented and replicated in other vulnerable communities.			
4. Safeguard natural buffers to enhance the protective functions provided by natural ecosystems.	1. Identify, map, and assess critical natural buffer.	1. Conduct participatory field surveys with vulnerable groups.	1. ecosystem buffer map completed		Map	Lead Agency: Economic Development & Community Services (EDCS) Department  Support Agencies: 1.MET 2.MURD 3. Office of the Chief Executive Office Department 4. OPM 5.KRC	2028	N\$3,600,000.00
		2. Use GIS to produce map and risk profile						
	2. Develop and adopt local guidelines for protection and sustainable use of natural buffers	1. Draft local guidelines.	1. Guideline approved		City of Windhoek Guideline			
		2. Hold inclusive stakeholder consultations (incl. women, youth PWDs).						
		3. Approve and disseminate guidelines						
	3. Restore and maintain degraded natural buffers with community participation	1. Conduct awareness programs on ecosystem services	1. # of active community maintenance groups		Active Maintenance group established			
		2. Establish community maintenance groups						

Priority 2- Strengthening disaster risk governance to manage disaster risk									
1. Ensure policy coherence across global, continental, regional, and national processes, including development, disaster risk reduction, climate change adaptation, health, agriculture, urbanization, conservation, and biodiversity	1. Review and assess the Disaster Risk Management Plan (2022) for alignment with national, regional, and global DRR frameworks	1. Conduct participatory workshops including vulnerable groups.	1. Assessment report produced	1. CoW DRM Plan 2. National DRM Plan 3. DRM:ACT no.1	CoW DRM Plan Revised and aligned to global DRR framework and NDP6	Lead Agency: Economic Development & Community Services (EDCS) Department	2027	N\$ 70, 000.00	
		2. Compare DRM Plan with frameworks like Sendai Framework, AU Programme of Action, NDCRS, NDP6							Support Agencies: 1. Office of the CEO Department 2. National Planning Commission 3. Disability Council 4. OPM
	2. Integrate DRR into City of Windhoek sectoral policies and plans (urban planning, environment, health, infrastructure)	1. Revise selected key local sector plans to incorporate DRR priorities	1. # of Sector Plans revised			Sector Plans revised and integrate DRR			
		2. Ensure consultations with vulnerable groups (women, youth, elderly, PWDs)	# of vulnerable groups included		The National Disability Council Act, 2004 (Act No. 26 of 2004) The Prohibition of Racial Discrimination Act, 1991 (Act No 26 of 1991) and its 1998 amendment	Vulnerable groups to be included for DRR planning process			
	3. Establish a cross-sector DRR Policy Task Team for ongoing alignment and coherence	1. Formalize a multi-stakeholder working group	1. Task Team formed			Task Team established and operational	Lead Agency: Department of Economic Development & Community Services (EDCS)	2029	N\$200,000.00
			2. Conduct biannual meetings	2. # of meetings held.					

	4. Build the capacity of local policymakers, community representatives, and vulnerable groups on DRR policy integration	1. Conduct inclusive annual workshops and trainings	1. # of training sessions held		Capacitate local policy makers, community representatives and vulnerable groups	<b>Support Agencies:</b> 1. Ministry of Information Communication and Technology 2. Namibia Chambers of Commerce and Industry 3. Ministry of Trade and Industry 4. Ministry of Mines and Energy 5. Ministry of Education, Youth, Culture and Sports 6. Ministry of Gender		
		2. Produce and disseminate user-friendly DRR policy guidance materials	# of user friendly materials distributed		DRR policy guideline in Braille			
5. Establish and Operationalize a Disaster Information Management System (DIMS)	1. Design and develop the DIMS	1. Conduct studies on the best DIMS to be design and implement	1. needs assessment done	Ministry of ICT Namibia data sharing policy	Accessible digital platform for data sharing to all stakeholders	<b>Lead Agency:</b> Information & Communication Technology (ICT) Department  <b>Support Agencies:</b> 1. MICT 2. OPM 3. Namibia Statistic Agency	2028	N\$ 500,000.00
		2. Develop system blueprint and procurement plan	2. System designed					
	2. Train users and launch system	1. Conduct inclusive training for officials and community reps	1. # of training conducted					

		2. Produce easy-to-use manuals.	2. System launched					
	3. Maintain and review the system	1. Update data regularly	1. Annual reviews done		1. Conduct annual system reviews			
3. Raise knowledge and awareness for City of Windhoek Executives, Councilors, and departments	1. Conduct tailored DRR awareness sessions for Executives, Councilors, and Senior Management	1. Organize annual DRR briefing sessions linked to departmental priorities	1. # DRR session conducted		Executives, Councilors and Senior Management knowledgeable about DRR		2027	N\$50,000.000
		2. Develop briefing notes showing the link between development goals and DRR						
4. Encourage and support local partnerships, and centres of excellence	1. Establish formal partnerships with local academic institutions, NGOs, and community-based organizations (CBOs)	1. Identify and map local expertise on DRR and resilience	1. # of MoUs	1. Strengthen the existing MoUs	1. For the city to have quick access to all the required skills/experience and resources it would need to respond to identified disaster scenarios	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1. Office of the Chief Executive Officer Department  2. Business Community 3. Academic Institutions  4. Emergency Responders	2027	N\$ 50, 000.00
		2. Sign collaboration agreements		2. Resource pool develop				
	2. Promote joint DRR research and community-based projects	1. Facilitate participatory research on local risks, particularly in informal settlements	1. Research projects supported					
		2. Organize knowledge-sharing forums	2. Knowledge forums held	2. Knowledge and skills enrichment				

	3. Sensitize local schools and higher learning institutions on DRR	1. Conduct DRR awareness campaigns in schools	1. # of schools orientated	1. Existing DRR information shared	1. Inclusion of DRR content in life skill lessons	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1. Academic Institutions  2. MET  3. Ministry of Education, Arts and Culture 4. OPM  5. UN Agencies	2028	N\$ 30 000.00
		2. Sensitization of Education Sector to include DRR into the curriculum	2. # of education sector sensitize		Curriculum content with DRR			
	4. Partnership with key stakeholders to develop training materials and translate on DRR	1. Identify relevant stakeholders	1. # of languages covered by translated and inclusive of brailled and all other methods to be used by people with disabilities	1. Existing DRR Material	1. Local languages materials developed on DRR	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1. Human Capital & Corporate Services (HCCS) Department  2. Academic Institutions  3. Ministry Education, Arts and Culture	2028	N\$ 500 000.00
		2. Enter MoUs with key stakeholders to translate		2. Material developed and translated into local languages				
	5. Establish a voluntary DRR peer review	1. Review existing MoUs with sister cities to	1. # of sister cities consulted	Existing benchmarkin	1. To learn from at least 5	<b>Lead Agency:</b>	2028	350,000.00

mechanism for the municipal council of Windhoek	establish how to learn from them		2.% of implemented lessons	g exercises to cities with similar challenges	cities and implement lessons learnt	Economic Development & Community Services (EDCS) Department  Support Agencies: 1. Office of the CEO Department		
	2. Strengthen stakeholders' capacities and knowledge to better understand disaster risks through mutual sharing of information, mentorships, exchange of expertise and other learning interventions	2. Identify and engage Stakeholders	2.# of identified stakeholders	2.Existing benchmarking exercises to cities with similar challenges	2.To learn from other cities and implement lessons learnt	Lead Agencies: Economic Development & Community Services (EDCS) Department  Support Agencies: 1. Office of the CEO Department	2028	200,000.00
		3. Identify the mentorship programs	3.# of participants mentored					
		4. Identify relevant experts	4.Areas of expertise covered					
6. Reinforcement of standards and building regulations to promote building back better.	1. Promote residents and the business community to take insurance covers.	1. Develop and implement a recovery plan to guarantee the continuation of critical operations in the city during emergencies; and improve post-disaster needs and recovery assessments.		Recovery plan draft and send for approval	Approved recovery plan implemented			
		2. Sensitize Stakeholders on the Disaster Risk Management Continuum	# of stakeholders sensitize		Disaster Risk Management Continuum Establish			

**Priority 3.- Investing in disaster risk management for community resilience**

1.To effectively establish and operationalize the City of Windhoek Disaster Preparedness Funds, ensuring sustainable funding is essential.	1. Obtain Council Resolution for Fund Creation..	1. Draft a proposal for the Disaster Risk Reduction (DRR) Fund.	1. Proposal document completed and submitted.	1.Existing Mayoral Trust Fund, CoW Disaster Risk Management Division budget	1.Disaster Preparedness Fund established  2.Vote structure created	<b>Lead Agency:</b> 1.Finance & Customer Services (FCS) Department  <b>Support Agencies:</b> 1. Economic Development & Community Services (EDCS) Department  2.Office of the CEO Department  3.Office of the Mayor Department	2028	N\$ 1,000,000.00
		2. Conduct stakeholder consultation meetings.	2. Stakeholder meetings held with minutes and feedback reports.					
		3.Review and finalize the proposal based on feedback	3. Final proposal submitted to Council.					
		4. Table proposal at Council meeting for approval.	4. Proposal tabled.					
		5. Secure council resolution to establish DRR Fund.	5. Council resolution passed and recorded in official minutes.					
2. Opening of the Disaster Risk Reduction (DRR) Fund	1. Develop fund operational guidelines and procedures	1. Guidelines completed and approved.	1.Existing DRM budget	1.Bank account confirmation letter	<b>Lead Agency:</b> Finance & Customer Services (FCS) Department <b>Support of Agencies:</b> 1.Economic Development & Community	2028	1,000,000.00	
	2. Open dedicated bank account for the DRR Fund.	2. Fund account opened and active.						
	3. Allocate initial seed funding from municipal budget.	3. An amount transferred into DRR Fund.						

		4. Develop and launch communication strategy to announce fund opening.	4. Public awareness campaign conducted.			Services (EDCS) Department 2. Office of the CEO Department 3. Office of the Mayor 4. NCCI 5. OPM-DDRM 6. Ministry of Finance and Social Grants Management		
		5. Conduct launch event with stakeholders and media.	5. Launch event held with participation of stakeholders.					
3. Develop and implement a sustainable funding strategy for the disaster Preparedness fund		1. Conduct financial needs assessment for DRR activities.	1. Financial needs assessment report finalized	1. No funding strategy in place	1. Approved funding strategy	Lead Agency: Finance & Customer Services (FCS) Department  Support Agencies: 1. Economic Development & Community Services (EDCS) Department	2028	2,000,000.00
		2. Identify and assess potential funding sources (grants, levies, PPPs, donor agencies)	2. Viable funding sources identified.		2. Funding Agreement			
		3. Develop a multi-year sustainable funding strategy document.	3. Strategy document completed and endorsed by Council.		2. Proof of funds generated (Financial report)			
		4. Establish partnerships with external donors and private sector.	4. MOUs signed with partners					
		5. Implement resource mobilization initiatives (e.g., fundraising campaigns, donor	5. Funds raised annually from diversified sources.					

		engagement, DRR levy proposals).						
		6. Monitor and evaluate funding strategy effectiveness annually.	6. Annual review reports completed with recommendations for improvement					
2. Strengthen the capacity of stakeholders to contribute and access funds for disaster risk reduction, climate change adaptation, and resilience building in line with the SADC Action Agenda, which promotes adequate funding for sustainable development.	1. Conduct stakeholder capacity needs assessments	1. Develop a scope for the assessment and implementation of the assessment	1. Need Assessment scope	1. Stakeholders asset register Stakeholders	1. Final Assessment scope	<b>Lead Agency:</b> of Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1. Human Capital & Corporate Services (HCCS) Department  2. Finance & Customer Services (FCS) Department  3. Office of the CEO Department	2028	1,500,000.00
		2. Prepare capacity needs report.	2. # of capacity needs reports	2. Human resource organization structure, asset register Stakeholders	2. Finalized Capacity needs report			
		3. Conduct training to address the gaps identified.						
		4. Address gaps identified from need assessment						
3. Develop appropriate incentive frameworks to create an enabling environment that	1. Conduct workshop to discuss the significance of investing in disaster resilience with the	1. Develop concept note and agenda for the workshop.	1. Concept note and agenda approved.	1. Business community forum	1. Business community involvement in DRR investment	<b>Lead Agency:</b> Finance & Customer	2028	50,000.00

Induces local (Windhoek) private investments for resilience.	representative of the business community	2. Identify and invite key stakeholders from the business sector.	2. Workshop report compiled and shared with participants.	2. Existing incentive policy/guidelines (consult property section)	2. Sectorial Incentives Packages Finalized Sectoral guidelines	Services (FCS) Department  <b>Support Agencies:</b> 1. Economic Development & Community Services (EDCS)  2. NCCI  3. Farmers Union  4. NGOs  5. UN Agencies			
		3. Identify and invite key stakeholders from the business sector.	3. # of business community that partake						
		4. Host the workshop with expert speakers, case studies, and local context. 5. Facilitate dialogue on public-private partnerships in DRR	4. # of incentives packages offered.						
		6. Document outcomes and follow-up actions							
	2. Engage and benchmarking with the key decision makers to discuss the importance and benefits of incentives aimed at building resilience	1. Identify key national and local decision makers (government, finance, planning, NCCI)	1. Report on best practices from sister cities completed.						
		2. Conduct benchmarking study on incentive models from Sister cities.	2. Roundtable meetings held with key policy actors.						
		3. Organize roundtable discussions or bilateral meetings with decision	3. Briefing paper delivered and discussed during engagements						
		4. Prepare and present briefing paper	4. Draft policy recommendations						

		on proposed resilience incentives.	completed and submitted					
		5. Develop policy recommendations and incentive options based on feedback.						
4. Improve allocation and use of multi sector domestic resources investment in DRR for Resilience building.	1. Create an advance database of available resources	1. Conduct resource mapping (personnel, equipment, facilities, etc.)	1.Key resource categories are mapped and logged	1.Human capital, organization structure, asset register Stakeholders	1.Operational database	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1.Finance & Customer Services (FCS) Department 2.NCCI 3.Office of the CEO Department	2027	1,000,000.00
		2. Develop a digital database system.	2. Personnel trained on database use and maintenance.					
		3. Populate and validate database with collected data.	3. Database is accessible and updated quarterly by relevant department.					
		4. Train users in data entry, access, and updating.						
		5. Set up data security and maintenance protocols.						
	2. Review existing memorandum of understanding	1. Identify and compile all current MoUs relevant to disaster risk reduction (DRR).	1. Existing DRR-related MoUs reviewed.	1.Existing MoU with key external stakeholders	1.Updated MoU's	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department	2027	20,000.00

		2. Assess the relevance, scope, and effectiveness of existing MoUs.	2. MoUs revised and re-signed.			<b>Support Agencies:</b> 1. Office of the CEO Department		
		3. Engage stakeholders to review terms and responsibilities.	3. MoUs published and accessible to DRR partners					
		4. Update or draft revised MoUs to align with the DRR Strategy.						
		5. Secure endorsement and formal approval of updated MoUs.						
	3. Mapping of new key stakeholders and enter memorandums of understanding	1. Identifying key stakeholders	1. # of new MoUs signed	1. Existing MoU with key external stakeholders	1. Stakeholder map 2. Signed MoU's with new stakeholders	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1. Office of the CEO Department	2027	0.00
5. Promote the adoption of risk transfer products and services (including the informal sector) for DRR.	1. Shortlist Insurance companies to offer products that caters for all sectors	1. Identify Registered insurance companies and their products	1. # of registered insurances companies' engaged.	1. Existing CoW short- and long-term insurance	1. Insurance services and product that tailored for the informal community	<b>Lead Agency:</b> Finance & Customer Services (FCS) Department  <b>Support Agencies:</b> 1. Economic Development & Community Services (EDCS) Department	2027	0.00
		2. Engage the insurance companies and their products that suits the identified need						

**Priority 4 - Disaster Risk Innovation and Knowledge Management**

1. Enhance the harmonization, adoption, and use of innovative technologies and solutions in disaster risk management.	1. Create an integrated IMS platform for DRR	1. Conduct needs assessment with DRR stakeholders to define system requirements.	1. DRR IMS system requirements finalized and approved.	1. Existing ESS	1. Integrated IMS Platform	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1. Information & Communication Technology (ICT) Department  2. Academic Institutions	2027	600,000.00
		2. Develop system architecture and select platform (cloud-based, interoperable).	2. System developed and pilot-tested in departments					
		3. Procure and configure IMS hardware/software.	3. % of DRR partner institutions have user access and trained personnel					
		1. Conduct needs assessment with DRR stakeholders to define system requirements.						
		2. Develop system architecture and select platform (cloud-based, interoperable).						
		3. Procure and configure IMS hardware/software.						
		4. Integrate existing databases (resources, hazards, incidents, etc.)						
5. Train users and assign data								

		managers in each department.						
		6. Establish SOPs for data entry, access, and updates.						
		7. Co-ordinate with ICT for the standardized IMS platform for DRM lesson learned	1. Operational expanded IMS (ESS) Platform for DRR	1. Existing ESS	1. Intergraded IMS platform	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department <b>Support Agencies:</b> 1. Information & Communication Technology (ICT) Department  2. Academic Institutions		0.00
	2. Acquaint with the MoU's of sister cities to establish how to learn from them	1. Identify sister cities to learn from and benchmark on DRR initiatives.	1. Implementation of acquired skills from sisters' cities	1. Benchmark report submitted	1. Five cities	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1. Office of the CEO Department	2027	N\$300,000.00
		2. Familiarize, document and implement new innovations on DRR initiatives	1. Implementation of acquired skills from sisters' cities	Existing signed MoU's	1. Five Cities	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b>	2027	0.00

						1.Office of the CEO Department		
<b>Priority 5: Enhancing disaster preparedness for effective response, and to "Build Back Better" in recovery, rehabilitation and reconstruction</b>								
1. "Improve the city's ability to plan and manage recovery efforts."	1. Develop a tailor-made capacity-building program on recovery planning and management.	1. Conduct a training needs assessment across key sectors and department.	1. A comprehensive recovery training curriculum is developed.	1. Integrated Communication on Education Risk Awareness Campaign (Programmes)	1. All identified relevant stakeholders capacitated.	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1. Office of the CEO Department 2. MOHS 3. WHO 4. UN AGENCIES 5. Academic institutions	2028	350,000.00
		2. Develop training curriculum and materials tailored to local recovery needs.	2. # of people trained.	2. CoW Disaster Risk Management Plan of 2022	2. Training program approved.			
		3. Identify and engage expert facilitators and training institutions.	3. Recovery planning modules are institutionalized in annual DRR training programs.	3. After-Action Review Report	3. Session on Capacity Building Programmes			
			4. Trained staff report.	4. Risk Communication and Community Engagement				
2. Collate disaster loss and damage data to monitor preparedness, response, and recovery actions, informing resilience building.	1. Establish a data management hub to manage all disaster loss and damage data for the City.	1. Define data standards, protocols, and indicators for disaster loss and damage.	1. Data management hub framework and tools developed.	1. EMS (Fire Brigade System)	1. Data hub establishment approved by DRM Committee.	Lead Agency: Economic Development & Community	2028	2,000,000.00

	2. Employ ITC system to monitor recovery and response workflows.	2. Develop and equip a centralized data hub (physical and digital infrastructure).	2. Departments and agencies linked to the system.		2.Subcommittee feasibility report submitted to DRM Committee	Services (EDCS) Department  <b>Support Agencies:</b> 1.NSA  2. Information & Communication Technology (ICT) Department  3.MURD  4.OPM		
		3.Train focal persons in departments and partners on data collection and reporting	3. % of reported disaster events logged in the hub.		3.Data Management Strategy and Monitoring and Evaluation Plan approved by DRM Committee			
		4. Integrate data sources from emergency services, health, infrastructure, and community reports.	4. Annual disaster loss and damage report published.		4. Data hub set up and operational.			
		5. Establish regular reporting, validation, and publication mechanisms.			5. Monitoring and Evaluation Plan approved by the DRM Committee.			
3. Enhance the City of Windhoek's capacity to anticipate, respond to, and reduce the impacts of hazards through an integrated early warning system (EWS) and actionable preparedness measures.	1. Develop an integrated city's early warning system and an Action Plan	1. Conduct a risk and needs assessment for early warning system components	1. Integrated EWS design and stakeholder SOPs approved.	1.DRM Plan	1.Approved Integrated Early Warning System for the City	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department  <b>Support Agencies:</b> 1.MAFWLR  2.MET  3.Human Capital & Corporate	2027	3,000,000.00
		2. Map existing EWS infrastructure, gaps, and communication channels.	2. City-wide EWS Action Plan validated and adopted.	2. Radio broadcast and SMS service.	2. Multi hazard forecasting & early warning system installed and operational.			
		3. Establish an EWS coordination framework and SOPs among city	3. Early warnings disseminated in under 15 minutes to all targeted					

		departments and partners.	communities during simulation drills.			Services (HCCS) Department		
		4. Develop and validate an EWS Action Plan with clearly defined roles and timelines.	4. % of residents in high-risk zones report receiving timely and understandable alerts.			4. Information & Communication Technology (ICT) Department		
		5. Pilot test the EWS and conduct public drills.				5. MICT		
		6. Roll out public awareness campaigns on how to interpret and respond to warnings.				6. OPM-DDRM 7. MET Office 8. Academic Institutions		
4. Improve disaster preparedness, coordination, and real-time response through the establishment of a dedicated Disaster Risk Management (DRM) Situation Room for the City of Windhoek.	1. Establish a National Situation Room in collaboration with MURD and OPM-DDRM (National DRM Centre)	1. Create a committee that will ensure the fast tracking of the establishment of the DRM center plan	1. Design and infrastructure plan finalized and approved.	1. Public Health Operation Centre at MOHSS	1. Approved DRM Centre plan	<b>Lead Agency:</b> Economic Development & Community Services (EDCS) Department	2027	N\$2000 000.00
		2. Conduct feasibility study and site selection for the DRM Centre				<b>Support agency:</b> Infrastructure, Water and Technical Services (IWTS) Department		
		3. Design the layout and operational workflow of the Situation Room						

## Annex 6: Priorities for monitoring

Activity	Indicators	Data collection methods	Responsible	Frequency of monitoring
<b>Priority 1: Understanding Disaster Risk</b>				
1. Conduct a risk assessment using the UNDRR Risk Estimator	1. Hazard assessment report available	Desk top review, Interviews and Observation	Economic Development & Community Services (EDCS) Department	Quarterly over a period of a year.
2. Produce risk maps	2. Availability of risk profile for CoW	Desk top review, interviews and observation	Economic Development & Community Services (EDCS) Department	Annually
3. Train community leaders and officials in hazard risk mapping and monitoring (consider persons with disabilities and gender issues)	3. # of community leaders and officials trained	Focus group discussions, workshops and transect walks	Information & Communication Technology (ICT) Department	Annually
4. Mainstream DRR assessment and mapping into development and implementation of land use policy, urban planning and management (disability and gender inclusion).	A DRR land use zoning developed and launched	Desk top review, Community consultation	Urban and Transport Planning (UTP) Department  Economic Development & Community Services (EDCS) Department	Every 5 years
1. Develop regulations and standards (disability and gender inclusion). 2. Prepare a submission to relevant ministries to motivate the need for local building regulations and standards	Building codes and standards developed and launched  Automated System in place	Interviews and Surveys and consultations  Desk top review and consultations.	Urban and Transport Planning (UTP) Department	Annually
3. Develop guidelines on green and blue infrastructures, integrate green and blue infrastructures into city policy and projects	1. Create awareness on the definition of green and blue infrastructures  2. Conduct a workshop to develop guidelines  3. Submit guidelines to Council for endorsement and approval	Workshops Consultations Interviews	Urban and Transport Planning (UTP) Department  Economic Development & Community Services (EDCS) Department	Annually
<b>Priority 2: Strengthening disaster risk governance to manage disaster risk</b>				
1. Achieve policy coherence with global, continental, regional and national processes and frameworks, in particular, development, disaster risk reduction, climate change adaptation, health, agriculture, urbanisation and conservation and biodiversity.	100% completed Disaster Resilience Strategy properly integrated with other city functions and portfolios	Desktop studies	Economic Development & Community Services (EDCS) Department	End of 2027

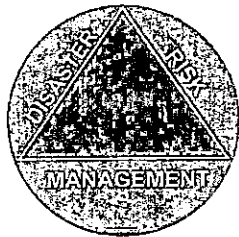
2.Enhance the coordination for DRR and risk informed development mainstreaming in development and sectoral policies in the jurisdiction of the municipal council of Windhoek	Number of Strategies reviewed	Desktop studies	Economic Development & Community Services (EDCS) Department	After strategy review Quarterly review for the DRM committee activities
3.Encourage and support local partnerships, and centres of excellence	Number of MoUs, Number of disaster scenarios and Simulations conducted	Simulations observations and recommendations	Economic Development & Community Services (EDCS) Department	Yearly for the MoUs signed Simulations reviewed immediately after every exercise
4Implement a voluntary DRR peer review mechanism for the municipal council of Windhoek	Number of sister cities consulted  % of implemented lessons	Sister cities available with the CoW surveyed	Economic Development & Community Services (EDCS) Department	Yearly
<b>Priority 3: Investing in disaster risk reduction for resilience</b>				
Develop a term of reference (ToR) containing fund conditions	One ToR developed	Review of TOR Document	Economic Development & Community Services (EDCS) Department  Finance & Customer Services (FCS) Department	Biannually
Prepare a submission to council for approval	Approved Resolution	Council Review of Council Resolution	Economic Development & Community Services (EDCS) Department  Finance & Customer Services (FCS) Department	Biannually
Opening of the fund	One funding account opened	Validation of Bank Confirmation Letter	Economic Development & Community Services (EDCS) Department  Finance & Customer Services (FCS) Department	Once off
Develop a sustainable funding strategy for disaster Preparedness fund	An updated sustainable funding for generating activities	Meeting	Economic Development & Community Services (EDCS) Department	Annually
Conduct stakeholder capacity needs assessments	Need Assessment scope	Reports	Human Capital & Corporate Services (HCCS) Department	Annually

			Economic Development & Community Services (EDCS) Department	
Engage and benchmarking with the key decision makers to discuss the importance and benefits of incentives aimed at building resilience	Number of Workshop conducted  Number of incentives packages offered	Administrative	Social Income Grants  Economic Development & Community Services (EDCS) Department  Regional Council  NGOs  Finance & Customer Services (FCS) Department	Biannually
Create an advance database of available resources (human, equipment's , funds)	Number of database created (human, equipment's, funds)	Routine inspection	All CoW Departments	Quarterly
Shortlist Insurance companies to offer products that caters for all sectors	Number of registered insurance companies' approach	Interviews	Economic Development & Community Services (EDCS) Department	Once off
<b>Priority 4: Disaster Risk Innovation and Knowledge Management</b>				
1.1 Raise Awareness on the importance of post-event assessments and lesson learned	• Number of hazard base awareness session held	Reviewing of meeting minutes, session reports, and surveys	Economic Development & Community Services (EDCS) Department  Office of the CEO Department	Quarterly
1.2 Create an integrated IMS platform for DRR	• Number of infrastructures rebuild complying to the applicable standard.  • Operational expanded IMS (ESS) Platform for DRR	Reviewing of meeting minutes, session reports, and surveys	Economic Development & Community Services (EDCS) Department  Office of the CEO Department	Quarterly
2.1 Sensitize City of Windhoek Executives, Councilors and departments on DRR	• A multi-agency/sectoral mechanism with appropriate authority and resources available  • Included DRR initiative KPIs in Executives	Reviewing of meeting minutes, session reports, and surveys	Economic Development & Community Services (EDCS) Department  Office of the CEO Department	Quarterly

	<ul style="list-style-type: none"> <li>Available data and information on the IMS (ESS) Platform for DRR</li> </ul>			
2.2 Study the MoU's of sister cities to establish how to learn from them	<ul style="list-style-type: none"> <li>Identify sister cities to learn from and benchmark on DRR initiatives.</li> <li>Familiarize, document and implement new innovations</li> </ul>	Reviewing of meeting minutes, session reports, and surveys	Economic Development & Community Services (EDCS) Department  Office of the CEO Department	Quarterly
3.1. Develop and implement a comprehensive emergency preparedness and response plans for each educational facility.	<ul style="list-style-type: none"> <li>Number of institutions with available emergency preparedness plans</li> <li>Number emergency evacuation drills conducted</li> </ul>	Reviewing of meeting minutes, session reports, and surveys	Economic Development & Community Services (EDCS) Department  Office of the CEO Department	Quarterly
3.2. Educate residents on benefits of having an insurance cover and engage insurance companies to offer products that caters for all residents	<ul style="list-style-type: none"> <li>Number of residents reached/Attendance register</li> <li>Number of information sharing platforms held</li> </ul>	Reviewing of meeting minutes, session reports, and surveys	Economic Development & Community Services (EDCS) Department  Office of the CEO Department	Quarterly
<b>Priority 5: Enhancing disaster preparedness for effective response, and to "Build Back Better" in recovery, rehabilitation and reconstruction</b>				
Develop and implement a tailor-made capacity-building program on recovery planning and management	Stakeholder database compiled	Questionnaires, interviews	Economic Development & Community Services (EDCS) Department	Biannual
Establish a data management hub to manage all disaster loss and damage for the City.	Training program drafted.	Electronic-Survey and meetings	Information & Communication Technology (ICT) Department  Economic Development & Community Services (EDCS) Department	Quarterly
Employ ITC system to monitor recovery and response workflows.	Data Management Strategy developed.	Business system requirement document	Information & Communication Technology (ICT) Department	Two meetings a year
Develop an integrated Early Warning System for the City.	Subcommittee instituted	Community meeting engagements, historical data	Economic Development & Community Services (EDCS) Department	Update and upgrade system as required.

				Human Capital & Corporate Services (HCCS) Department  Information & Communication Technology (ICT) Department  Ministry of Mines and Energy  MET office	
Develop and implement a tailor-made capacity-building program on recovery planning and management.	Stakeholder compiled	database	Questionnaires, Interviews	Economic Development & Community Services (EDCS) Department	Bi Annual

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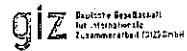


Department of Economic Development and Community Services  
**Disaster Risk Management**

In partnership with



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with project support from



**Sendai Framework  
for Disaster Risk Reduction  
2015 - 2030**



Sendai Framework  
for Disaster Risk Reduction  
**2015-2030**

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## Foreword

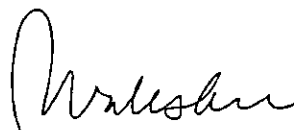
*The Sendai Framework for Disaster Risk Reduction 2015-2030* was adopted at the Third UN World Conference in Sendai, Japan, on March 18, 2015. It is the outcome of stakeholder consultations initiated in March 2012 and inter-governmental negotiations from July 2014 to March 2015, supported by the United Nations Office for Disaster Risk Reduction at the request of the UN General Assembly.

The Sendai Framework is the successor instrument to the Hyogo Framework for Action (HFA) 2005-2015: Building the Resilience of Nations and Communities to Disasters. The HFA was conceived to give further impetus to the global work under the International Framework for Action for the International Decade for Natural Disaster Reduction of 1989, and the Yokohama Strategy for a Safer World: Guidelines for Natural Disaster Prevention, Preparedness and Mitigation and its Plan of Action, adopted in 1994 and the International Strategy for Disaster Reduction of 1999.

The Sendai Framework is built on elements which ensure continuity with the work done by States and other stakeholders under the HFA and introduces a number of innovations as called for during the consultations and negotiations. Many commentators have identified the most significant shifts as a strong emphasis on disaster risk management as opposed to disaster management, the definition of seven global targets, the reduction of disaster risk as an expected outcome, a goal focused on preventing new risk, reducing existing risk and strengthening resilience, as well as a set of guiding principles, including primary responsibility of states to prevent and reduce disaster risk, all-of-society and all-of-State institutions engagement. In addition, the scope of disaster risk reduction has been broadened significantly to focus on both natural and man-made hazards and related environmental, technological and biological hazards and risks. Health resilience is strongly promoted throughout.

The Sendai Framework also articulates the following: the need for improved understanding of disaster risk in all its dimensions of exposure, vulnerability and hazard characteristics; the strengthening of disaster risk governance, including national platforms; accountability for disaster risk management; preparedness to "Build Back Better"; recognition of stakeholders and their roles; mobilization of risk-sensitive investment to avoid the creation of new risk; resilience of health infrastructure, cultural heritage and work-places; strengthening of international cooperation and global partnership, and risk-informed donor policies and programs, including financial support and loans from international financial institutions. There is also clear recognition of the Global Platform for Disaster Risk Reduction and the regional platforms for disaster risk reduction as mechanisms for coherence across agendas, monitoring and periodic reviews in support of UN Governance bodies.

UNISDR has been tasked to support the implementation, follow-up and review of the Sendai Framework.



Margareta Wahlström,  
United Nations Special Representative of  
the Secretary-General for Disaster Risk Reduction

# Sendai Framework for Disaster Risk Reduction 2015-2030

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## I. Preamble

1. The Sendai Framework for Disaster Risk Reduction 2015–2030 was adopted at the Third United Nations World Conference on Disaster Risk Reduction, held from 14 to 18 March 2015 in Sendai, Miyagi, Japan, which represented a unique opportunity for countries:

- (a) To adopt a concise, focused, forward-looking and action-oriented post 2015 framework for disaster risk reduction;
- (b) To complete the assessment and review of the implementation of the Hyogo Framework for Action 2005–2015: Building the Resilience of Nations and Communities to Disasters;<sup>1</sup>
- (c) To consider the experience gained through the regional and national strategies/ institutions and plans for disaster risk reduction and their recommendations, as well as relevant regional agreements for the implementation of the Hyogo Framework for Action;
- (d) To identify modalities of cooperation based on commitments to implement a post 2015 framework for disaster risk reduction;
- (e) To determine modalities for the periodic review of the implementation of a post 2015 framework for disaster risk reduction.

2. During the World Conference, States also reiterated their commitment to address disaster risk reduction and the building of resilience<sup>2</sup> to disasters with a renewed sense of urgency within the context of sustainable development and poverty eradication, and to integrate, as appropriate, both disaster risk reduction and the building of resilience into policies, plans, programmes and budgets at all levels and to consider both within relevant frameworks.

### Hyogo Framework for Action: lessons learned, gaps identified and future challenges

3. Since the adoption of the Hyogo Framework for Action in 2005, as documented in national and regional progress reports on its implementation as well as in other global reports, progress has been achieved in reducing disaster risk at local, national, regional and global levels by countries and other relevant stakeholders, leading to a decrease in mortality in the case of some hazards.<sup>3</sup> Reducing disaster risk is a cost-effective investment in preventing future losses. Effective disaster risk management contributes to sustainable development. Countries have enhanced their capacities in disaster risk management. International mechanisms for strategic advice, coordination and partnership development for disaster risk reduction, such as the Global Platform for Disaster Risk Reduction and the regional platforms for disaster risk reduction, as well as other relevant international and regional forums for cooperation, have been instrumental in the development of policies and strategies and the advancement of knowledge and mutual learning. Overall, the Hyogo Framework for Action has been an important instrument for raising public and institutional awareness, generating political commitment and focusing and catalysing actions by a wide range of stakeholders at all levels.

1. A/CONF.206/6 and Corr.1, chap. I, resolution 2.

2. Resilience is defined as: "The ability of a system, community or society exposed to hazards to resist, absorb, accommodate to and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions". United Nations Office for Disaster Risk Reduction (UNISDR), "2009 UNISDR Terminology on Disaster Risk Reduction", Geneva, May 2009 (<http://www.unisdr.org/we/inform/terminology>)

3. Hazard is defined in the Hyogo Framework for Action as: "A potentially damaging physical event, phenomenon or human activity that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation. Hazards can include latent conditions that may represent future threats and can have different origins: natural (geological, hydrometeorological and biological) or induced by human processes (environmental degradation and technological hazards)

4. Over the same 10 year time frame, however, disasters have continued to exact a heavy toll and, as a result, the well-being and safety of persons, communities and countries as a whole have been affected. Over 700 thousand people have lost their lives, over 1.4 million have been injured and approximately 23 million have been made homeless as a result of disasters. Overall, more than 1.5 billion people have been affected by disasters in various ways, with women, children and people in vulnerable situations disproportionately affected. The total economic loss was more than \$1.3 trillion. In addition, between 2008 and 2012, 144 million people were displaced by disasters. Disasters, many of which are exacerbated by climate change and which are increasing in frequency and intensity, significantly impede progress towards sustainable development. Evidence indicates that exposure of persons and assets in all countries has increased faster than vulnerability<sup>4</sup> has decreased, thus generating new risks and a steady rise in disaster-related losses, with a significant economic, social, health, cultural and environmental impact in the short, medium and long term, especially at the local and community levels. Recurring small-scale disasters and slow-onset disasters particularly affect communities, households and small and medium-sized enterprises, constituting a high percentage of all losses. All countries – especially developing countries, where the mortality and economic losses from disasters are disproportionately higher – are faced with increasing levels of possible hidden costs and challenges in order to meet financial and other obligations.

5. It is urgent and critical to anticipate, plan for and reduce disaster risk in order to more effectively protect persons, communities and countries, their livelihoods, health, cultural heritage, socioeconomic assets and ecosystems, and thus strengthen their resilience.

6. Enhanced work to reduce exposure and vulnerability, thus preventing the creation of new disaster risks, and accountability for disaster risk creation are needed at all levels. More dedicated action needs to be focused on tackling underlying disaster risk drivers, such as the consequences of poverty and inequality, climate change and variability, unplanned and rapid urbanization, poor land management and compounding factors such as demographic change, weak institutional arrangements, non-risk-informed policies, lack of regulation and incentives for private disaster risk reduction investment, complex supply chains, limited availability of technology, unsustainable uses of natural resources, declining ecosystems, pandemics and epidemics. Moreover, it is necessary to continue strengthening good governance in disaster risk reduction strategies at the national, regional and global levels and improving preparedness and national coordination for disaster response, rehabilitation and reconstruction, and to use post-disaster recovery and reconstruction to “Build Back Better”, supported by strengthened modalities of international cooperation.

7. There has to be a broader and a more people-centred preventive approach to disaster risk. Disaster risk reduction practices need to be multi-hazard and multisectoral, inclusive and accessible in order to be efficient and effective. While recognizing their leading, regulatory and coordination role, Governments should engage with relevant stakeholders, including women, children and youth, persons with disabilities, poor people, migrants, indigenous peoples, volunteers, the community of practitioners and older persons in the design and implementation of policies, plans and standards. There is a need for the public and private sectors and civil society organizations, as well as academia and scientific and research institutions, to work more closely together and to create opportunities for collaboration, and for businesses to integrate disaster risk into their management practices.

8. International, regional, subregional and transboundary cooperation remains pivotal in supporting the efforts of States, their national and local authorities, as well as communities and businesses, to reduce disaster risk. Existing mechanisms may require strengthening in order to provide effective support and achieve better implementation. Developing countries, in particular the least developed countries, small island developing States, landlocked developing countries and African countries, as well as middle-income countries facing specific challenges, need special attention and support to augment domestic resources and capabilities through bilateral and multilateral channels in order to ensure adequate, sustainable, and timely means of implementation in capacity-building, financial and technical assistance and technology transfer, in accordance with international commitments.

<sup>4</sup> Vulnerability is defined in the Hyogo Framework for Action as: ‘The conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards’

9. Overall, the Hyogo Framework for Action has provided critical guidance in efforts to reduce disaster risk and has contributed to the progress towards the achievement of the Millennium Development Goals. Its implementation has, however, highlighted a number of gaps in addressing the underlying disaster risk factors, in the formulation of goals and priorities for action,<sup>5</sup> in the need to foster disaster resilience at all levels and in ensuring adequate means of implementation. The gaps indicate a need to develop an action-oriented framework that Governments and relevant stakeholders can implement in a supportive and complementary manner, and which helps to identify disaster risks to be managed and guides investment to improve resilience.

10. Ten years after the adoption of the Hyogo Framework for Action, disasters continue to undermine efforts to achieve sustainable development.

11. The intergovernmental negotiations on the post 2015 development agenda, financing for development, climate change and disaster risk reduction provide the international community with a unique opportunity to enhance coherence across policies, institutions, goals, indicators and measurement systems for implementation, while respecting the respective mandates. Ensuring credible links, as appropriate, between these processes, will contribute to building resilience and achieving the global goal of eradicating poverty.

12. It is recalled that the outcome document of the United Nations Conference on Sustainable Development, held in 2012, entitled "The future we want",<sup>6</sup> called for disaster risk reduction and the building of resilience to disasters to be addressed with a renewed sense of urgency in the context of sustainable development and poverty eradication and, as appropriate, to be integrated at all levels. The Conference also reaffirmed all the principles of the Rio Declaration on Environment and Development.<sup>7</sup>

13. Addressing climate change as one of the drivers of disaster risk, while respecting the mandate of the United Nations Framework Convention on Climate Change,<sup>8</sup> represents an opportunity to reduce disaster risk in a meaningful and coherent manner throughout the interrelated intergovernmental processes.

14. Against this background, and in order to reduce disaster risk, there is a need to address existing challenges and prepare for future ones by focusing on monitoring, assessing and understanding disaster risk and sharing such information and on how it is created; strengthening disaster risk governance and coordination across relevant institutions and sectors and the full and meaningful participation of relevant stakeholders at appropriate levels; investing in the economic, social, health, cultural and educational resilience of persons, communities and countries and the environment, as well as through technology and research; and enhancing multi-hazard early warning systems, preparedness, response, recovery, rehabilitation and reconstruction. To complement national action and capacity, there is a need to enhance international cooperation between developed and developing countries and between States and international organizations.

15. The present Framework will apply to the risk of small-scale and large-scale, frequent and infrequent, sudden and slow-onset disasters caused by natural or man-made hazards, as well as related environmental, technological and biological hazards and risks. It aims to guide the multi-hazard management of disaster risk in development at all levels as well as within and across all sectors.

5. The Hyogo Framework priorities for action 2005-2015 are: (1) ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation; (2) identify, assess and monitor disaster risks and enhance early warning; (3) use knowledge, innovation and education to build a culture of safety and resilience at all levels; (4) reduce the underlying risk factors; and (5) strengthen disaster preparedness for effective response at all levels.

6. A/RES/66/282, annex.

7. Report of the United Nations Conference on Environment and Development, Rio de Janeiro, 3-14 June, 1992, vol. I, Resolutions Adopted by the Conference (United Nations publication, Sales No. E.93.I.8 and corrigendum), resolution 1 annex I.

8. The climate change issues mentioned in this Framework remain within the mandate of the United Nations Framework Convention on Climate Change under the competences of the Parties to the Convention.

## II. Expected outcome and goal

16. While some progress in building resilience and reducing losses and damages has been achieved, a substantial reduction of disaster risk requires perseverance and persistence, with a more explicit focus on people and their health and livelihoods, and regular follow-up. Building on the Hyogo Framework for Action, the present Framework aims to achieve the following outcome over the next 15 years:

The substantial reduction of disaster risk and losses in lives, livelihoods and health and in the economic, physical, social, cultural and environmental assets of persons, businesses, communities and countries.

The realization of this outcome requires the strong commitment and involvement of political leadership in every country at all levels in the implementation and follow-up of the present Framework and in the creation of the necessary conducive and enabling environment.

17. To attain the expected outcome, the following goal must be pursued:

Prevent new and reduce existing disaster risk through the implementation of integrated and inclusive economic, structural, legal, social, health, cultural, educational, environmental, technological, political and institutional measures that prevent and reduce hazard exposure and vulnerability to disaster, increase preparedness for response and recovery, and thus strengthen resilience.

The pursuance of this goal requires the enhancement of the implementation capacity and capability of developing countries, in particular the least developed countries, small island developing States, landlocked developing countries and African countries, as well as middle-income countries facing specific challenges, including the mobilization of support through international cooperation for the provision of means of implementation in accordance with their national priorities.

18. To support the assessment of global progress in achieving the outcome and goal of the present Framework, seven global targets have been agreed. These targets will be measured at the global level and will be complemented by work to develop appropriate indicators. National targets and indicators will contribute to the achievement of the outcome and goal of the present Framework. The seven global targets are:

- (a) Substantially reduce global disaster mortality by 2030, aiming to lower the average per 100,000 global mortality rate in the decade 2020–2030 compared to the period 2005–2015;
- (b) Substantially reduce the number of affected people globally by 2030, aiming to lower the average global figure per 100,000 in the decade 2020–2030 compared to the period 2005–2015;<sup>9</sup>
- (c) Reduce direct disaster economic loss in relation to global gross domestic product (GDP) by 2030;
- (d) Substantially reduce disaster damage to critical infrastructure and disruption of basic services, among them health and educational facilities, including through developing their resilience by 2030;
- (e) Substantially increase the number of countries with national and local disaster risk reduction strategies by 2020;
- (f) Substantially enhance international cooperation to developing countries through adequate and sustainable support to complement their national actions for implementation of the present Framework by 2030;
- (g) Substantially increase the availability of and access to multi-hazard early warning systems and disaster risk information and assessments to people by 2030.

<sup>9</sup> Categories of affected people will be elaborated in the process for post-Sendai work, decided by the Conference.

### III. Guiding principles

19. Drawing from the principles contained in the Yokohama Strategy for a Safer World: Guidelines for Natural Disaster Prevention, Preparedness and Mitigation and its Plan of Action<sup>10</sup> and the Hyogo Framework for Action, the implementation of the present Framework will be guided by the following principles, while taking into account national circumstances, and consistent with domestic laws as well as international obligations and commitments:

- (a) Each State has the primary responsibility to prevent and reduce disaster risk, including through international, regional, subregional, transboundary and bilateral cooperation. The reduction of disaster risk is a common concern for all States and the extent to which developing countries are able to effectively enhance and implement national disaster risk reduction policies and measures in the context of their respective circumstances and capabilities can be further enhanced through the provision of sustainable international cooperation;
- (b) Disaster risk reduction requires that responsibilities be shared by central Governments and relevant national authorities, sectors and stakeholders, as appropriate to their national circumstances and systems of governance;
- (c) Managing the risk of disasters is aimed at protecting persons and their property, health, livelihoods and productive assets, as well as cultural and environmental assets, while promoting and protecting all human rights, including the right to development;
- (d) Disaster risk reduction requires an all-of-society engagement and partnership. It also requires empowerment and inclusive, accessible and non discriminatory participation, paying special attention to people disproportionately affected by disasters, especially the poorest. A gender, age, disability and cultural perspective should be integrated in all policies and practices, and women and youth leadership should be promoted. In this context, special attention should be paid to the improvement of organized voluntary work of citizens;
- (e) Disaster risk reduction and management depends on coordination mechanisms within and across sectors and with relevant stakeholders at all levels, and it requires the full engagement of all State institutions of an executive and legislative nature at national and local levels and a clear articulation of responsibilities across public and private stakeholders, including business and academia, to ensure mutual outreach, partnership, complementarity in roles and accountability and follow-up;
- (f) While the enabling, guiding and coordinating role of national and federal State Governments remain essential, it is necessary to empower local authorities and local communities to reduce disaster risk, including through resources, incentives and decision-making responsibilities, as appropriate;
- (g) Disaster risk reduction requires a multi-hazard approach and inclusive risk-informed decision-making based on the open exchange and dissemination of disaggregated data, including by sex, age and disability, as well as on easily accessible, up-to-date, comprehensible, science-based, non-sensitive risk information, complemented by traditional knowledge;
- (h) The development, strengthening and implementation of relevant policies, plans, practices and mechanisms need to aim at coherence, as appropriate, across sustainable development and growth, food security, health and safety, climate change and variability, environmental management and disaster risk reduction agendas. Disaster risk reduction is essential to achieve sustainable development;
- (i) While the drivers of disaster risk may be local, national, regional or global in scope, disaster risks have local and specific characteristics that must be understood for the determination of measures to reduce disaster risk;
- (j) Addressing underlying disaster risk factors through disaster risk-informed public and private investments is more cost-effective than primary reliance on post-disaster response and recovery, and contributes to sustainable development;

<sup>10</sup> A/CONF.172/9, chap. I, resolution 1, annex I.

- (k) In the post-disaster recovery, rehabilitation and reconstruction phase, it is critical to prevent the creation of and to reduce disaster risk by "Building Back Better" and increasing public education and awareness of disaster risk;
- (l) An effective and meaningful global partnership and the further strengthening of international cooperation, including the fulfilment of respective commitments of official development assistance by developed countries, are essential for effective disaster risk management;
- (m) Developing countries, in particular the least developed countries, small island developing States, landlocked developing countries and African countries, as well as middle-income and other countries facing specific disaster risk challenges, need adequate, sustainable and timely provision of support, including through finance, technology transfer and capacity-building from developed countries and partners tailored to their needs and priorities, as identified by them.

#### IV. Priorities for action

20. Taking into account the experience gained through the implementation of the Hyogo Framework for Action, and in pursuance of the expected outcome and goal, there is a need for focused action within and across sectors by States at local, national, regional and global levels in the following four priority areas:

**Priority 1: Understanding disaster risk.**

**Priority 2: Strengthening disaster risk governance to manage disaster risk.**

**Priority 3: Investing in disaster risk reduction for resilience.**

**Priority 4: Enhancing disaster preparedness for effective response and to "Build Back Better" in recovery, rehabilitation and reconstruction.**

21. In their approach to disaster risk reduction, States, regional and international organizations and other relevant stakeholders should take into consideration the key activities listed under each of these four priorities and should implement them, as appropriate, taking into consideration respective capacities and capabilities, in line with national laws and regulations.

22. In the context of increasing global interdependence, concerted international cooperation, an enabling international environment and means of implementation are needed to stimulate and contribute to developing the knowledge, capacities and motivation for disaster risk reduction at all levels, in particular for developing countries.

##### **Priority 1: Understanding disaster risk**

23. Policies and practices for disaster risk management should be based on an understanding of disaster risk in all its dimensions of vulnerability, capacity, exposure of persons and assets, hazard characteristics and the environment. Such knowledge can be leveraged for the purpose of pre-disaster risk assessment, for prevention and mitigation and for the development and implementation of appropriate preparedness and effective response to disasters.

##### **National and local levels**

24. To achieve this, it is important:

- (a) To promote the collection, analysis, management and use of relevant data and practical information and ensure its dissemination, taking into account the needs of different categories of users, as appropriate;
- (b) To encourage the use of and strengthening of baselines and periodically assess disaster risks, vulnerability, capacity, exposure, hazard characteristics and their possible sequential effects at the relevant social and spatial scale on ecosystems, in line with national circumstances;

- (c) To develop, periodically update and disseminate, as appropriate, location-based disaster risk information, including risk maps, to decision makers, the general public and communities at risk of exposure to disaster in an appropriate format by using, as applicable, geospatial information technology;
- (d) To systematically evaluate, record, share and publicly account for disaster losses and understand the economic, social, health, education, environmental and cultural heritage impacts, as appropriate, in the context of event-specific hazard-exposure and vulnerability information;
- (e) To make non-sensitive hazard-exposure, vulnerability, risk, disaster and loss-disaggregated information freely available and accessible, as appropriate;
- (f) To promote real time access to reliable data, make use of space and in situ information, including geographic information systems (GIS), and use information and communications technology innovations to enhance measurement tools and the collection, analysis and dissemination of data;
- (g) To build the knowledge of government officials at all levels, civil society, communities and volunteers, as well as the private sector, through sharing experiences, lessons learned, good practices and training and education on disaster risk reduction, including the use of existing training and education mechanisms and peer learning;
- (h) To promote and improve dialogue and cooperation among scientific and technological communities, other relevant stakeholders and policymakers in order to facilitate a science-policy interface for effective decision-making in disaster risk management;
- (i) To ensure the use of traditional, indigenous and local knowledge and practices, as appropriate, to complement scientific knowledge in disaster risk assessment and the development and implementation of policies, strategies, plans and programmes of specific sectors, with a cross-sectoral approach, which should be tailored to localities and to the context;
- (j) To strengthen technical and scientific capacity to capitalize on and consolidate existing knowledge and to develop and apply methodologies and models to assess disaster risks, vulnerabilities and exposure to all hazards;
- (k) To promote investments in innovation and technology development in long-term, multi-hazard and solution-driven research in disaster risk management to address gaps, obstacles, interdependencies and social, economic, educational and environmental challenges and disaster risks;
- (l) To promote the incorporation of disaster risk knowledge, including disaster prevention, mitigation, preparedness, response, recovery and rehabilitation, in formal and non-formal education, as well as in civic education at all levels, as well as in professional education and training;
- (m) To promote national strategies to strengthen public education and awareness in disaster risk reduction, including disaster risk information and knowledge, through campaigns, social media and community mobilization, taking into account specific audiences and their needs;
- (n) To apply risk information in all its dimensions of vulnerability, capacity and exposure of persons, communities, countries and assets, as well as hazard characteristics, to develop and implement disaster risk reduction policies;
- (o) To enhance collaboration among people at the local level to disseminate disaster risk information through the involvement of community-based organizations and non-governmental organizations.

### Global and regional levels

25. To achieve this, it is important:

- (a) To enhance the development and dissemination of science-based methodologies and tools to record and share disaster losses and relevant disaggregated data and statistics, as well as to strengthen disaster risk modelling, assessment, mapping, monitoring and multi-hazard early warning systems;
- (b) To promote the conduct of comprehensive surveys on multi-hazard disaster risks and the development of regional disaster risk assessments and maps, including climate change scenarios;
- (c) To promote and enhance, through international cooperation, including technology transfer, access to and the sharing and use of non-sensitive data and information, as appropriate, communications and geospatial and space-based technologies and related services; maintain and strengthen in situ and remotely-sensed earth and climate observations; and strengthen the utilization of media, including social media, traditional media, big data and mobile phone networks, to support national measures for successful disaster risk communication, as appropriate and in accordance with national laws;
- (d) To promote common efforts in partnership with the scientific and technological community, academia and the private sector to establish, disseminate and share good practices internationally;
- (e) To support the development of local, national, regional and global user-friendly systems and services for the exchange of information on good practices, cost-effective and easy-to-use disaster risk reduction technologies and lessons learned on policies, plans and measures for disaster risk reduction;
- (f) To develop effective global and regional campaigns as instruments for public awareness and education, building on the existing ones (for example, the "One million safe schools and hospitals" initiative; the "Making Cities Resilient: My city is getting ready" campaign; the United Nations Sasakawa Award for Disaster Risk Reduction; and the annual United Nations International Day for Disaster Reduction), to promote a culture of disaster prevention, resilience and responsible citizenship, generate understanding of disaster risk, support mutual learning and share experiences; and encourage public and private stakeholders to actively engage in such initiatives and to develop new ones at the local, national, regional and global levels;
- (g) To enhance the scientific and technical work on disaster risk reduction and its mobilization through the coordination of existing networks and scientific research institutions at all levels and in all regions, with the support of the United Nations Office for Disaster Risk Reduction Scientific and Technical Advisory Group, in order to strengthen the evidence-base in support of the implementation of the present Framework; promote scientific research on disaster risk patterns, causes and effects; disseminate risk information with the best use of geospatial information technology; provide guidance on methodologies and standards for risk assessments, disaster risk modelling and the use of data; identify research and technology gaps and set recommendations for research priority areas in disaster risk reduction; promote and support the availability and application of science and technology to decision-making; contribute to the update of the publication entitled "2009 UNISDR Terminology on Disaster Risk Reduction"; use post-disaster reviews as opportunities to enhance learning and public policy; and disseminate studies;
- (h) To encourage the availability of copyrighted and patented materials, including through negotiated concessions, as appropriate;
- (i) To enhance access to and support for innovation and technology, as well as in long-term, multi-hazard and solution-driven research and development in the field of disaster risk management.

**Priority 2: Strengthening disaster risk governance to manage disaster risk**

26. Disaster risk governance at the national, regional and global levels is of great importance for an effective and efficient management of disaster risk. Clear vision, plans, competence, guidance and coordination within and across sectors, as well as participation of relevant stakeholders, are needed. Strengthening disaster risk governance for prevention, mitigation, preparedness, response, recovery and rehabilitation is therefore necessary and fosters collaboration and partnership across mechanisms and institutions for the implementation of instruments relevant to disaster risk reduction and sustainable development.

**National and local levels**

27. To achieve this, it is important:

- (a) To mainstream and integrate disaster risk reduction within and across all sectors and review and promote the coherence and further development, as appropriate, of national and local frameworks of laws, regulations and public policies, which, by defining roles and responsibilities, guide the public and private sectors in: (i) addressing disaster risk in publically owned, managed or regulated services and infrastructures; (ii) promoting and providing incentives, as relevant, for actions by persons, households, communities and businesses; (iii) enhancing relevant mechanisms and initiatives for disaster risk transparency, which may include financial incentives, public awareness-raising and training initiatives, reporting requirements and legal and administrative measures; and (iv) putting in place coordination and organizational structures;
- (b) To adopt and implement national and local disaster risk reduction strategies and plans, across different timescales, with targets, indicators and time frames, aimed at preventing the creation of risk, the reduction of existing risk and the strengthening of economic, social, health and environmental resilience;
- (c) To carry out an assessment of the technical, financial and administrative disaster risk management capacity to deal with the identified risks at the local and national levels;
- (d) To encourage the establishment of necessary mechanisms and incentives to ensure high levels of compliance with the existing safety-enhancing provisions of sectoral laws and regulations, including those addressing land use and urban planning, building codes, environmental and resource management and health and safety standards, and update them, where needed, to ensure an adequate focus on disaster risk management;
- (e) To develop and strengthen, as appropriate, mechanisms to follow up, periodically assess and publicly report on progress on national and local plans; and promote public scrutiny and encourage institutional debates, including by parliamentarians and other relevant officials, on progress reports of local and national plans for disaster risk reduction;
- (f) To assign, as appropriate, clear roles and tasks to community representatives within disaster risk management institutions and processes and decision-making through relevant legal frameworks, and undertake comprehensive public and community consultations during the development of such laws and regulations to support their implementation;
- (g) To establish and strengthen government coordination forums composed of relevant stakeholders at the national and local levels, such as national and local platforms for disaster risk reduction, and a designated national focal point for implementing the Sendai Framework for Disaster Risk Reduction 2015–2030. It is necessary for such mechanisms to have a strong foundation in national institutional frameworks with clearly assigned responsibilities and authority to, inter alia, identify sectoral and multisectoral disaster risk, build awareness and knowledge of disaster risk through sharing and dissemination of non-sensitive disaster risk information and data, contribute to and coordinate reports on local and national disaster risk, coordinate public awareness campaigns on disaster risk, facilitate and support local multisectoral cooperation (e.g. among local governments) and contribute to the determination of and reporting on national and local disaster risk management plans and all policies relevant for disaster risk management. These responsibilities should be established through laws, regulations, standards and procedures;

- (h) To empower local authorities, as appropriate, through regulatory and financial means to work and coordinate with civil society, communities and indigenous peoples and migrants in disaster risk management at the local level;
- (i) To encourage parliamentarians to support the implementation of disaster risk reduction by developing new or amending relevant legislation and setting budget allocations;
- (j) To promote the development of quality standards, such as certifications and awards for disaster risk management, with the participation of the private sector, civil society, professional associations, scientific organizations and the United Nations;
- (k) To formulate public policies, where applicable, aimed at addressing the issues of prevention or relocation, where possible, of human settlements in disaster risk-prone zones, subject to national law and legal systems.

#### Global and regional levels

28. To achieve this, it is important:

- (a) To guide action at the regional level through agreed regional and subregional strategies and mechanisms for cooperation for disaster risk reduction, as appropriate, in the light of the present Framework, in order to foster more efficient planning, create common information systems and exchange good practices and programmes for cooperation and capacity development, in particular to address common and transboundary disaster risks;
- (b) To foster collaboration across global and regional mechanisms and institutions for the implementation and coherence of instruments and tools relevant to disaster risk reduction, such as for climate change, biodiversity, sustainable development, poverty eradication, environment, agriculture, health, food and nutrition and others, as appropriate;
- (c) To actively engage in the Global Platform for Disaster Risk Reduction, the regional and subregional platforms for disaster risk reduction and the thematic platforms in order to forge partnerships, periodically assess progress on implementation and share practice and knowledge on disaster risk-informed policies, programmes and investments, including on development and climate issues, as appropriate, as well as to promote the integration of disaster risk management in other relevant sectors. Regional intergovernmental organizations should play an important role in the regional platforms for disaster risk reduction;
- (d) To promote transboundary cooperation to enable policy and planning for the implementation of ecosystem-based approaches with regard to shared resources, such as within river basins and along coastlines, to build resilience and reduce disaster risk, including epidemic and displacement risk;
- (e) To promote mutual learning and exchange of good practices and information through, inter alia, voluntary and self-initiated peer reviews among interested States;
- (f) To promote the strengthening of, as appropriate, international voluntary mechanisms for monitoring and assessment of disaster risks, including relevant data and information, benefiting from the experience of the Hyogo Framework for Action Monitor. Such mechanisms may promote the exchange of non-sensitive information on disaster risks to the relevant national Government bodies and stakeholders in the interest of sustainable social and economic development.

#### Priority 3: Investing in disaster risk reduction for resilience

29. Public and private investment in disaster risk prevention and reduction through structural and non-structural measures are essential to enhance the economic, social, health and cultural resilience of persons, communities, countries and their assets, as well as the environment. These can be drivers of innovation, growth and job creation. Such measures are cost-effective and instrumental to save lives, prevent and reduce losses and ensure effective recovery and rehabilitation.

### National and local levels

30. To achieve this, it is important:

- (a) To allocate the necessary resources, including finance and logistics, as appropriate, at all levels of administration for the development and the implementation of disaster risk reduction strategies, policies, plans, laws and regulations in all relevant sectors;
- (b) To promote mechanisms for disaster risk transfer and insurance, risk-sharing and retention and financial protection, as appropriate, for both public and private investment in order to reduce the financial impact of disasters on Governments and societies, in urban and rural areas;
- (c) To strengthen, as appropriate, disaster-resilient public and private investments, particularly through structural, non-structural and functional disaster risk prevention and reduction measures in critical facilities, in particular schools and hospitals and physical infrastructures; building better from the start to withstand hazards through proper design and construction, including the use of the principles of universal design and the standardization of building materials; retrofitting and rebuilding; nurturing a culture of maintenance; and taking into account economic, social, structural, technological and environmental impact assessments;
- (d) To protect or support the protection of cultural and collecting institutions and other sites of historical, cultural heritage and religious interest;
- (e) To promote the disaster risk resilience of workplaces through structural and non-structural measures;
- (f) To promote the mainstreaming of disaster risk assessments into land-use policy development and implementation, including urban planning, land degradation assessments and informal and non-permanent housing, and the use of guidelines and follow-up tools informed by anticipated demographic and environmental changes;
- (g) To promote the mainstreaming of disaster risk assessment, mapping and management into rural development planning and management of, inter alia, mountains, rivers, coastal flood plain areas, drylands, wetlands and all other areas prone to droughts and flooding, including through the identification of areas that are safe for human settlement, and at the same time preserving ecosystem functions that help to reduce risks;
- (h) To encourage the revision of existing or the development of new building codes and standards and rehabilitation and reconstruction practices at the national or local levels, as appropriate, with the aim of making them more applicable within the local context, particularly in informal and marginal human settlements, and reinforce the capacity to implement, survey and enforce such codes through an appropriate approach, with a view to fostering disaster-resistant structures;
- (i) To enhance the resilience of national health systems, including by integrating disaster risk management into primary, secondary and tertiary health care, especially at the local level; developing the capacity of health workers in understanding disaster risk and applying and implementing disaster risk reduction approaches in health work; promoting and enhancing the training capacities in the field of disaster medicine; and supporting and training community health groups in disaster risk reduction approaches in health programmes, in collaboration with other sectors, as well as in the implementation of the International Health Regulations (2005) of the World Health Organization;
- (j) To strengthen the design and implementation of inclusive policies and social safety-net mechanisms, including through community involvement, integrated with livelihood enhancement programmes, and access to basic health-care services, including maternal, newborn and child health, sexual and reproductive health, food security and nutrition, housing and education, towards the eradication of poverty, to find durable solutions in the post-disaster phase and to empower and assist people disproportionately affected by disasters;

- (k) People with life-threatening and chronic disease, due to their particular needs, should be included in the design of policies and plans to manage their risks before, during and after disasters, including having access to life-saving services;
- (l) To encourage the adoption of policies and programmes addressing disaster-induced human mobility to strengthen the resilience of affected people and that of host communities, in accordance with national laws and circumstances;
- (m) To promote, as appropriate, the integration of disaster risk reduction considerations and measures in financial and fiscal instruments;
- (n) To strengthen the sustainable use and management of ecosystems and implement integrated environmental and natural resource management approaches that incorporate disaster risk reduction;
- (o) To increase business resilience and protection of livelihoods and productive assets throughout the supply chains, ensure continuity of services and integrate disaster risk management into business models and practices;
- (p) To strengthen the protection of livelihoods and productive assets, including livestock, working animals, tools and seeds;
- (q) To promote and integrate disaster risk management approaches throughout the tourism industry, given the often heavy reliance on tourism as a key economic driver.

#### Global and regional levels

##### 31. To achieve this, it is important:

- (a) To promote coherence across systems, sectors and organizations related to sustainable development and to disaster risk reduction in their policies, plans, programmes and processes;
- (b) To promote the development and strengthening of disaster risk transfer and sharing mechanisms and instruments in close cooperation with partners in the international community, business, international financial institutions and other relevant stakeholders;
- (c) To promote cooperation between academic, scientific and research entities and networks and the private sector to develop new products and services to help to reduce disaster risk, in particular those that would assist developing countries and their specific challenges;
- (d) To encourage the coordination between global and regional financial institutions with a view to assessing and anticipating the potential economic and social impacts of disasters;
- (e) To enhance cooperation between health authorities and other relevant stakeholders to strengthen country capacity for disaster risk management for health, the implementation of the International Health Regulations (2005) and the building of resilient health systems;
- (f) To strengthen and promote collaboration and capacity-building for the protection of productive assets, including livestock, working animals, tools and seeds;
- (g) To promote and support the development of social safety nets as disaster risk reduction measures linked to and integrated with livelihood enhancement programmes in order to ensure resilience to shocks at the household and community levels;
- (h) To strengthen and broaden international efforts aimed at eradicating hunger and poverty through disaster risk reduction;
- (i) To promote and support collaboration among relevant public and private stakeholders to enhance the resilience of business to disasters.

**Priority 4: Enhancing disaster preparedness for effective response and to "Build Back Better" in recovery, rehabilitation and reconstruction**

32. The steady growth of disaster risk, including the increase of people and assets exposure, combined with the lessons learned from past disasters, indicates the need to further strengthen disaster preparedness for response, take action in anticipation of events, integrate disaster risk reduction in response preparedness and ensure that capacities are in place for effective response and recovery at all levels. Empowering women and persons with disabilities to publicly lead and promote gender equitable and universally accessible response, recovery, rehabilitation and reconstruction approaches is key. Disasters have demonstrated that the recovery, rehabilitation and reconstruction phase, which needs to be prepared ahead of a disaster, is a critical opportunity to "Build Back Better", including through integrating disaster risk reduction into development measures, making nations and communities resilient to disasters.

**National and local levels**

33. To achieve this, it is important:

- (a) To prepare or review and periodically update disaster preparedness and contingency policies, plans and programmes with the involvement of the relevant institutions, considering climate change scenarios and their impact on disaster risk, and facilitating, as appropriate, the participation of all sectors and relevant stakeholders;
- (b) To invest in, develop, maintain and strengthen people-centred multi-hazard, multisectoral forecasting and early warning systems, disaster risk and emergency communications mechanisms, social technologies and hazard-monitoring telecommunications systems; develop such systems through a participatory process; tailor them to the needs of users, including social and cultural requirements, in particular gender; promote the application of simple and low-cost early warning equipment and facilities; and broaden release channels for natural disaster early warning information;
- (c) To promote the resilience of new and existing critical infrastructure, including water, transportation and telecommunications infrastructure, educational facilities, hospitals and other health facilities, to ensure that they remain safe, effective and operational during and after disasters in order to provide life-saving and essential services;
- (d) To establish community centres for the promotion of public awareness and the stockpiling of necessary materials to implement rescue and relief activities;
- (e) To adopt public policies and actions that support the role of public service workers to establish or strengthen coordination and funding mechanisms and procedures for relief assistance and plan and prepare for post-disaster recovery and reconstruction;
- (f) To train the existing workforce and voluntary workers in disaster response and strengthen technical and logistical capacities to ensure better response in emergencies;
- (g) To ensure the continuity of operations and planning, including social and economic recovery, and the provision of basic services in the post-disaster phase;
- (h) To promote regular disaster preparedness, response and recovery exercises, including evacuation drills, training and the establishment of area-based support systems, with a view to ensuring rapid and effective response to disasters and related displacement, including access to safe shelter, essential food and non-food relief supplies, as appropriate to local needs;
- (i) To promote the cooperation of diverse institutions, multiple authorities and related stakeholders at all levels, including affected communities and business, in view of the complex and costly nature of post-disaster reconstruction, under the coordination of national authorities;
- (j) To promote the incorporation of disaster risk management into post-disaster recovery and rehabilitation processes, facilitate the link between relief, rehabilitation and development, use opportunities during the recovery phase to develop capacities that reduce disaster risk in the short, medium and long term, including through the development of measures

such as land-use planning, structural standards improvement and the sharing of expertise, knowledge, post-disaster reviews and lessons learned and integrate post-disaster reconstruction into the economic and social sustainable development of affected areas. This should also apply to temporary settlements for persons displaced by disasters;

- (k) To develop guidance for preparedness for disaster reconstruction, such as on land-use planning and structural standards improvement, including by learning from the recovery and reconstruction programmes over the decade since the adoption of the Hyogo Framework for Action, and exchanging experiences, knowledge and lessons learned;
- (l) To consider the relocation of public facilities and infrastructures to areas outside the risk range, wherever possible, in the post-disaster reconstruction process, in consultation with the people concerned, as appropriate;
- (m) To strengthen the capacity of local authorities to evacuate persons living in disaster-prone areas;
- (n) To establish a mechanism of case registry and a database of mortality caused by disaster in order to improve the prevention of morbidity and mortality;
- (o) To enhance recovery schemes to provide psychosocial support and mental health services for all people in need;
- (p) To review and strengthen, as appropriate, national laws and procedures on international cooperation, based on the Guidelines for the Domestic Facilitation and Regulation of International Disaster Relief and Initial Recovery Assistance.

#### Global and regional levels

34. To achieve this, it is important:

- (a) To develop and strengthen, as appropriate, coordinated regional approaches and operational mechanisms to prepare for and ensure rapid and effective disaster response in situations that exceed national coping capacities;
- (b) To promote the further development and dissemination of instruments, such as standards, codes, operational guides and other guidance instruments, to support coordinated action in disaster preparedness and response and facilitate information sharing on lessons learned and best practices for policy practice and post-disaster reconstruction programmes;
- (c) To promote the further development of and investment in effective, nationally compatible, regional multi-hazard early warning mechanisms, where relevant, in line with the Global Framework for Climate Services, and facilitate the sharing and exchange of information across all countries;
- (d) To enhance international mechanisms, such as the International Recovery Platform, for the sharing of experience and learning among countries and all relevant stakeholders;
- (e) To support, as appropriate, the efforts of relevant United Nations entities to strengthen and implement global mechanisms on hydrometeorological issues in order to raise awareness and improve understanding of water-related disaster risks and their impact on society, and advance strategies for disaster risk reduction upon the request of States;
- (f) To support regional cooperation to deal with disaster preparedness, including through common exercises and drills;
- (g) To promote regional protocols to facilitate the sharing of response capacities and resources during and after disasters;
- (h) To train the existing workforce and volunteers in disaster response.

## V. Role of stakeholders

35. While States have the overall responsibility for reducing disaster risk, it is a shared responsibility between Governments and relevant stakeholders. In particular, non-State stakeholders play an important role as enablers in providing support to States, in accordance with national policies, laws and regulations, in the implementation of the present Framework at local, national, regional and global levels. Their commitment, goodwill, knowledge, experience and resources will be required.

36. When determining specific roles and responsibilities for stakeholders, and at the same time building on existing relevant international instruments, States should encourage the following actions on the part of all public and private stakeholders:

- (a) Civil society, volunteers, organized voluntary work organizations and community-based organizations to participate, in collaboration with public institutions, to, inter alia, provide specific knowledge and pragmatic guidance in the context of the development and implementation of normative frameworks, standards and plans for disaster risk reduction; engage in the implementation of local, national, regional and global plans and strategies; contribute to and support public awareness, a culture of prevention and education on disaster risk; and advocate for resilient communities and an inclusive and all-of-society disaster risk management that strengthen synergies across groups, as appropriate. On this point, it should be noted that:
  - (i) Women and their participation are critical to effectively managing disaster risk and designing, resourcing and implementing gender-sensitive disaster risk reduction policies, plans and programmes; and adequate capacity building measures need to be taken to empower women for preparedness as well as to build their capacity to secure alternate means of livelihood in post-disaster situations;
  - (ii) Children and youth are agents of change and should be given the space and modalities to contribute to disaster risk reduction, in accordance with legislation, national practice and educational curricula;
  - (iii) Persons with disabilities and their organizations are critical in the assessment of disaster risk and in designing and implementing plans tailored to specific requirements, taking into consideration, inter alia, the principles of universal design;
  - (iv) Older persons have years of knowledge, skills and wisdom, which are invaluable assets to reduce disaster risk, and they should be included in the design of policies, plans and mechanisms, including for early warning;
  - (v) Indigenous peoples, through their experience and traditional knowledge, provide an important contribution to the development and implementation of plans and mechanisms, including for early warning;
  - (vi) Migrants contribute to the resilience of communities and societies, and their knowledge, skills and capacities can be useful in the design and implementation of disaster risk reduction;
- (b) Academia, scientific and research entities and networks to focus on the disaster risk factors and scenarios, including emerging disaster risks, in the medium and long term; increase research for regional, national and local application; support action by local communities and authorities; and support the interface between policy and science for decision-making;
- (c) Business, professional associations and private sector financial institutions, including financial regulators and accounting bodies, as well as philanthropic foundations, to integrate disaster risk management, including business continuity, into business models and practices through disaster-risk-informed investments, especially in micro, small and medium-sized enterprises; engage in awareness-raising and training for their employees and customers; engage in and support research and innovation, as well as technological development for disaster risk management; share and disseminate knowledge, practices and non sensitive data; and actively participate, as appropriate and under the guidance of the public sector, in the development of normative frameworks and technical standards that incorporate disaster risk management;

- (d) Media to take an active and inclusive role at the local, national, regional and global levels in contributing to the raising of public awareness and understanding and disseminate accurate and non-sensitive disaster risk, hazard and disaster information, including on small-scale disasters, in a simple, transparent, easy-to-understand and accessible manner, in close cooperation with national authorities; adopt specific disaster risk reduction communications policies; support, as appropriate, early warning systems and life-saving protective measures; and stimulate a culture of prevention and strong community involvement in sustained public education campaigns and public consultations at all levels of society, in accordance with national practices.

37. With reference to General Assembly resolution 68/211 of 20 December 2013, commitments by relevant stakeholders are important in order to identify modalities of cooperation and to implement the present Framework. Those commitments should be specific and time-bound in order to support the development of partnerships at local, national, regional and global levels and the implementation of local and national disaster risk reduction strategies and plans. All stakeholders are encouraged to publicize their commitments and their fulfilment in support of the implementation of the present Framework, or of the national and local disaster risk management plans, through the website of the United Nations Office for Disaster Risk Reduction.

## VI. International cooperation and global partnership

### General considerations

38. Given their different capacities, as well as the linkage between the level of support provided to them and the extent to which they will be able to implement the present Framework, developing countries require an enhanced provision of means of implementation, including adequate, sustainable and timely resources, through international cooperation and global partnerships for development, and continued international support, so as to strengthen their efforts to reduce disaster risk.

39. International cooperation for disaster risk reduction includes a variety of sources and is a critical element in supporting the efforts of developing countries to reduce disaster risk.

40. In addressing economic disparity and disparity in technological innovation and research capacity among countries, it is crucial to enhance technology transfer, involving a process of enabling and facilitating flows of skill, knowledge, ideas, know-how and technology from developed to developing countries in the implementation of the present Framework.

41. Disaster-prone developing countries, in particular the least developed countries, small island developing States, landlocked developing countries and African countries, as well as middle-income countries facing specific challenges, warrant particular attention in view of their higher vulnerability and risk levels, which often greatly exceed their capacity to respond to and recover from disasters. Such vulnerability requires the urgent strengthening of international cooperation and ensuring genuine and durable partnerships at the regional and international levels in order to support developing countries to implement the present Framework, in accordance with their national priorities and needs. Similar attention and appropriate assistance should also be extended to other disaster-prone countries with specific characteristics, such as archipelagic countries, as well as countries with extensive coastlines.

42. Disasters can disproportionately affect small island developing States, owing to their unique and particular vulnerabilities. The effects of disasters, some of which have increased in intensity and have been exacerbated by climate change, impede their progress towards sustainable development. Given the special case of small island developing States, there is a critical need to build resilience and to provide particular support through the implementation of the SIDS Accelerated Modalities of Action (SAMOA) Pathway<sup>11</sup> in the area of disaster risk reduction.

43. African countries continue to face challenges related to disasters and increasing risks, including those related to enhancing resilience of infrastructure, health and livelihoods. These challenges require increased international cooperation and the provision of adequate support to African countries to allow for the implementation of the present Framework.

<sup>11</sup> General Assembly resolution 69/15 annex

44. North-South cooperation, complemented by South-South and triangular cooperation, has proven to be key to reducing disaster risk and there is a need to further strengthen cooperation in both areas. Partnerships play an additional important role by harnessing the full potential of countries and supporting their national capacities in disaster risk management and in improving the social, health and economic well-being of individuals, communities and countries.

45. Efforts by developing countries offering South-South and triangular cooperation should not reduce North-South cooperation from developed countries as they complement North-South cooperation.

46. Financing from a variety of international sources, public and private transfer of reliable, affordable, appropriate and modern environmentally sound technology, on concessional and preferential terms, as mutually agreed, capacity-building assistance for developing countries and enabling institutional and policy environments at all levels are critically important means of reducing disaster risk.

#### **Means of implementation**

47. To achieve this, it is necessary:

- (a) To reaffirm that developing countries need enhanced provision of coordinated, sustained and adequate international support for disaster risk reduction, in particular for the least developed countries, small island developing States, landlocked developing countries and African countries, as well as middle-income countries facing specific challenges, through bilateral and multilateral channels, including through enhanced technical and financial support and technology transfer on concessional and preferential terms, as mutually agreed, for the development and strengthening of their capacities;
- (b) To enhance access of States, in particular developing countries, to finance, environmentally sound technology, science and inclusive innovation, as well as knowledge and information-sharing through existing mechanisms, namely bilateral, regional and multilateral collaborative arrangements, including the United Nations and other relevant bodies;
- (c) To promote the use and expansion of thematic platforms of cooperation, such as global technology pools and global systems to share know-how, innovation and research and ensure access to technology and information on disaster risk reduction;
- (d) To incorporate disaster risk reduction measures into multilateral and bilateral development assistance programmes within and across all sectors, as appropriate, related to poverty reduction, sustainable development, natural resource management, the environment, urban development and adaptation to climate change.

#### **Support from international organizations**

48. To support the implementation of the present Framework, the following is necessary:

- (a) The United Nations and other international and regional organizations, international and regional financial institutions and donor agencies engaged in disaster risk reduction are requested, as appropriate, to enhance the coordination of their strategies in this regard;
- (b) The entities of the United Nations system, including the funds and programmes and the specialized agencies, through the United Nations Plan of Action on Disaster Risk Reduction for Resilience, United Nations Development Assistance Frameworks and country programmes, to promote the optimum use of resources and to support developing countries, at their request, in the implementation of the present Framework, in coordination with other relevant frameworks, such as the International Health Regulations (2005), including through the development and the strengthening of capacities and clear and focused programmes that support the priorities of States in a balanced, well-coordinated and sustainable manner, within their respective mandates;
- (c) The United Nations Office for Disaster Risk Reduction, in particular, to support the implementation, follow-up and review of the present Framework by: preparing periodic reviews on progress, in particular for the Global Platform for Disaster Risk Reduction, and, as appropriate, in a timely manner, along with the follow-up process at the United Nations.

supporting the development of coherent global and regional follow-up and indicators, and in coordination, as appropriate, with other relevant mechanisms for sustainable development and climate change, and updating the existing web-based Hyogo Framework for Action Monitor accordingly; participating actively in the work of the Inter-Agency and Expert Group on Sustainable Development Goal Indicators; generating evidence-based and practical guidance for implementation in close collaboration with States and through the mobilization of experts; reinforcing a culture of prevention among relevant stakeholders through supporting development of standards by experts and technical organizations, advocacy initiatives and dissemination of disaster risk information, policies and practices, as well as by providing education and training on disaster risk reduction through affiliated organizations; supporting countries, including through national platforms or their equivalent, in their development of national plans and monitoring trends and patterns in disaster risk, loss and impacts; convening the Global Platform for Disaster Risk Reduction and supporting the organization of regional platforms for disaster risk reduction in cooperation with regional organizations; leading the revision of the United Nations Plan of Action on Disaster Risk Reduction for Resilience; facilitating the enhancement of, and continuing to service, the United Nations Office for Disaster Risk Reduction Scientific and Technical Advisory Group in mobilizing science and technical work on disaster risk reduction; leading, in close coordination with States, the update of the publication entitled "2009 UNISDR Terminology on Disaster Risk Reduction", in line with the terminology agreed upon by States; and maintaining the stakeholders' commitment registry;

- (d) International financial institutions, such as the World Bank and regional development banks, to consider the priorities of the present Framework for providing financial support and loans for integrated disaster risk reduction to developing countries;
- (e) Other international organizations and treaty bodies, including the Conference of the Parties to the United Nations Framework Convention on Climate Change, international financial institutions at the global and regional levels and the International Red Cross and Red Crescent Movement to support developing countries, at their request, in the implementation of the present Framework, in coordination with other relevant frameworks;
- (f) The United Nations Global Compact, as the main United Nations initiative for engagement with the private sector and business, to further engage with and promote the critical importance of disaster risk reduction for sustainable development and resilience;
- (g) The overall capacity of the United Nations system to assist developing countries in disaster risk reduction should be strengthened by providing adequate resources through various funding mechanisms, including increased, timely, stable and predictable contributions to the United Nations Trust Fund for Disaster Reduction and by enhancing the role of the Trust Fund in relation to the implementation of the present Framework;
- (h) The Inter-Parliamentary Union and other relevant regional bodies and mechanisms for parliamentarians, as appropriate, to continue supporting and advocating disaster risk reduction and the strengthening of national legal frameworks;
- (i) The United Cities and Local Government organization and other relevant bodies of local governments to continue supporting cooperation and mutual learning among local governments for disaster risk reduction and the implementation of the present Framework.

#### Follow-up actions

49. The Conference invites the General Assembly, at its seventieth session, to consider the possibility of including the review of the global progress in the implementation of the Sendai Framework for Disaster Risk Reduction 2015–2030 as part of its integrated and coordinated follow-up processes to United Nations conferences and summits, aligned with the Economic and Social Council, the High-level Political Forum for Sustainable Development and the quadrennial comprehensive policy review cycles, as appropriate, taking into account the contributions of the Global Platform for Disaster Risk Reduction and regional platforms for disaster risk reduction and the Hyogo Framework for Action Monitor system.

50. The Conference recommends to the General Assembly the establishment, at its sixty-ninth session, of an open-ended intergovernmental working group, comprising experts nominated by Member States, and supported by the United Nations Office for Disaster Risk Reduction, with involvement of relevant stakeholders, for the development of a set of possible indicators to measure global progress in the implementation of the present Framework in conjunction with the work of the Inter-Agency and Expert Group On Sustainable Development Goal Indicators. The Conference also recommends that the working group consider the recommendations of the United Nations Office for Disaster Risk Reduction Scientific and Technical Advisory Group on the update of the publication entitled "2009 UNISDR Terminology on Disaster Risk Reduction" by December 2016, and that the outcome of its work be submitted to the Assembly for its consideration and adoption.

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