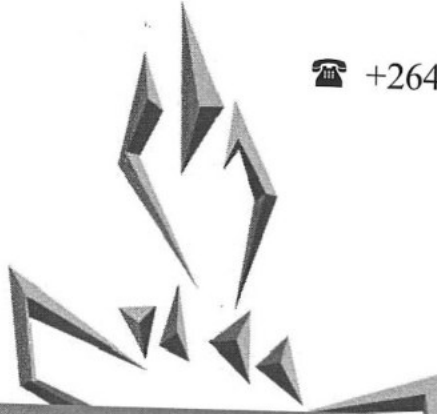


DOCUMENT 1

CITY OF WINDHOEK

✉ 59, Windhoek

☎ +264 61 2902911

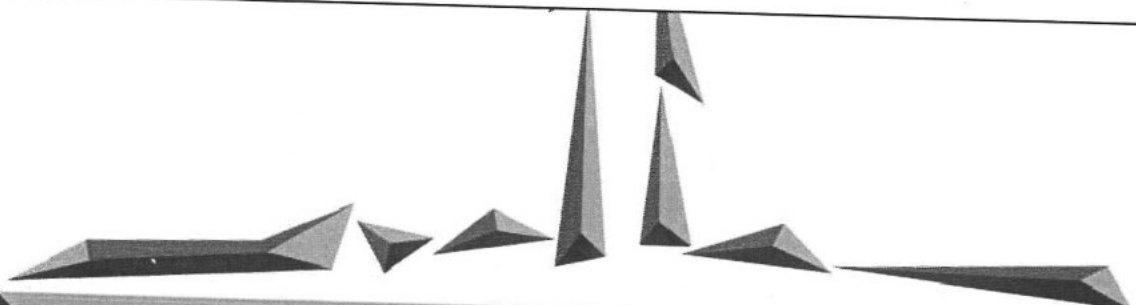


NOTICE is hereby given of the monthly meeting of the

MUNICIPAL COUNCIL OF WINDHOEK

to be held on **Thursday, 31 March 2022 at 17:30**, in the new Council Chambers, Windhoek.

.....
ACTING CHIEF EXECUTIVE OFFICER



ENQUIRIES: Ms M Garises/pek
Ms T Edward

REF: 31-03-2022.ca

TELEPHONE: 2902557/2902597

DATE: 2022-03-23

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[Municipal Council Agenda: 2022-03-31]

1 OPENING BY PRAYER
(3/2/1)

=====

[Municipal Council Agenda: 2022-03-31]

**2 OFFICIAL ANNOUNCEMENTS, STATEMENTS
AND COMMUNICATIONS BY THE DEPUTY MAYOR -
COUNCILLOR JOSEPH UAPINGENE**
(3/1/6/8)

=====

3 CONFIRMATION OF MINUTES

[Municipal Council Agenda: 2022-03-31]

**3.1 MUNICIPAL COUNCIL MEETING
HELD ON 24 FEBRUARY 2022**
(3/2/1)

The minutes of the monthly meeting of the Municipal Council of Windhoek held on 24 February 2022 are submitted for confirmation.

[Municipal Council Agenda: 2022-03-31]

**3.2 SPECIAL MUNICIPAL COUNCIL
MEETING HELD ON 2 MARCH 2022**
(3/2/1)

The minutes of the special meeting of the Municipal Council of Windhoek held on 2 March 2022 are submitted for confirmation.

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[Municipal Council Agenda: 2022-03-31]

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

=====

[Municipal Council Agenda: 2022-03-31]

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

=====

[Municipal Council Agenda: 2022-03-31]

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

=====

[Municipal Council Agenda: 2022-03-31]

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

=====

[Municipal Council Agenda: 2022-03-31]

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

=====

9 **REPORTS OF MANAGEMENT COMMITTEE**

[Municipal Council Agenda: 2022-03-31]

9.1 **APPROVAL OF REPORT NO. MC 04/2022**

The report of the Management Committee meeting (MC 04/2022) held on 1 March 2022 was approved by the said Committee on 14(15) March 2022 and is submitted for notice with the exception of Items FNS.1 and FNS 3, which follow immediately hereunder for consideration.

It is

RECOMMENDED

That the report of the Management Committee meeting (MC 04/2022) held on 1 March 2022, be noted with the exception of Items FNS.1 and FNS.3.

[Municipal Council Agenda: 2022-03-31]

9.1.1

FNS.1 [HPH] APPLICATION TO PURCHASE A PORTION OF THE REMAINDER OF ERF 1052, DORADO PARK EXTENSION 1 FOR CONSOLIDATION WITH ERF 1014 (A PORTION OF ERF 313), DORADO PARK EXTENSION 1 (L/1052/DP)

Introduction

The purpose of this item is to submit an application from the owner of Erf 1014, Dorado Park for the acquisition of a portion of the Remainder of Erf 1052, Dorado Park for consolidation purposes.

Application

An application dated 4 October 2015, **attached as page 1 to the agenda**, was received from the owner Ms Elfriede /Gôagoses of Erf 1014, Dorado Park, for the acquisition of a 10 metre portion of the Remainder of Erf 1052, Dorado Park for consolidation purposes. The applicant wishes to enlarge her property for future development.

The application is in line with Council Resolution 251/07/2001, **attached as pages 2 - 5 to the agenda**, and involves the following:

- Subdivision of the Remainder of Erf 1052, Dorado Park Extension 1 into Portion A ($\pm 140 \text{ m}^2$ in extent) and the Remainder;
- Closure of Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 as public open space in terms of section 50(1)(c) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended);
- Consolidation of Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 with Erf 1014, (a portion of Erf 313) Dorado Park Extension 1; and
- Sale of Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 to the owner of Erf 1014, (a portion of Erf 313) Dorado Park Extension 1.

Ownership of Erf 1014 (a portion of Erf 313), Dorado Park Extension 1

Erf 1014 (a portion of Erf 313), Dorado Park Extension 1 is owned by Ms Elfried /Gôagoses as per Deed of Transfer No. T718/1999, endorsement as per Final Order of Divorce filed with T3630/2009 (page 5).

The following documents are **attached as pages 6 - 10 and 11 respectively to the agenda**:

- Deed of Transfer No. T718/1999 as proof of ownership; and
- Identity document of Ms /Gôagoses.

Property description and location

Erf 1014 (a portion of Erf 313), Dorado Park Extension 1 is zoned 'residential', is $\pm 392 \text{ m}^2$ in extent, with a density of 1:250 m^2 and is situated along Virgo Street.

The Remainder of Erf 1052, Dorado Park Extension 1 is zoned 'public open space', is $\pm 7\,617 \text{ m}^2$ in extent and situated along Virgo Street.

The location of the properties is depicted on Subdivision Plan 1014-1, **attached as page 12 to the agenda.**

Technical comments

The following comments were received:

Comments from the Strategic Executive: Electricity

- Technical Support

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

- That should any municipal electrical infrastructure on the sidewalk or portion applied for need to be relocated to accommodate a new access to the erf, all cost related thereto be for the applicant's account.
- That only one (1) service connection from the municipal electrical network be allowed per erf, and further distribution be from the main LV kiosk/board of each erf.
- That only one (1) additional meter point will be allowed for an approved flat on erven that is zoned 'single residential', and 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 contact the Strategic Executive: Electricity, well in advance, during the planning stage, before any building plans have been approved to determine whether the existing electrical network can handle the additional loading or whether a substation building or site is to be provided by the applicant at his/her own cost to incorporate an additional substation.

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

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

- Engineering Services (Water and Sewer)

There is no objection to the application: Provided:

- That any additional requirements with regard to water or sewer services be for the applicant's account, subject to approval by the Strategic Executive: Infrastructure, Water and Technical Services.

Comments from the Strategic Executive: Urban and Transport Planning

- Urban Policy

The Remainder of Erf 1052, Dorado Park Extension 1 is zoned 'public open space'.

Erf 1014 (a portion of Erf 313), Dorado Park Extension 1 is zoned 'residential' with a density of 1:250 m² and is ± 392 m² in extent.

The proposed Portion A is 140 m² in extent and should be subdivided from the Remainder of Erf 1052, Dorado Park Extension 1 and be consolidated with Erf 1014 (a portion of Erf 313), Dorado Park Extension 1. The cost of the town planning procedures should be for the account of the applicant. In terms of clause 5(3) of the Windhoek Town Planning Scheme, the subdivided portion will assume the same zoning of Erf 1014 (a portion of Erf 313), Dorado Park Extension 1 upon consolidation.

The newly consolidated erf will result in a residential erf of ± 532 m², which at the current density will allow two (2) residential dwelling units on the consolidated erf.

The Urban Policy Division has no objection to the subdivision of a portion of the Remainder of Erf 1052, Dorado Park Extension 1 for consolidation purposes with Erf 1014, (a portion of Erf 313) Dorado Park Extension 1: Provided:

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

- That the Remainder of Erf 1052, Dorado Park Extension 1 be subdivided into proposed Portion A ($\pm 140 \text{ m}^2$ in extent) and the Remainder as indicated on Subdivision Plan 1014-1, and the same plan be submitted to the Ministry of Urban and Rural Development.
- That the proposed Portion A of the Remainder of Erf 1052, Dorado Park Extension 1 be closed as public open space in line with section 50(1)(c) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- That the City prepare the closure notices for the applicant.
- That the applicant advertise the intended closure as per section 50(3) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- That the applicant be responsible for the cadastral and town planning applications to the Ministry of Urban and Rural Development.
- That the applicant submit copies of the approved erf diagrams to the Strategic Executive: Housing, Property Management and Human Settlement upon approval of the subdivision and consolidation.
- That the current conditions registered against Portion A of the Remainder of Erf 1052, Dorado Park be replaced with the usual short standard conditions of the Municipality, including a minimum building value equal to four (4) times the municipal valuation of the erf.

- **Stormwater**

There is no objection to the proposed sale of Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 for consolidation with Erf 1014 (a portion of Erf 313), Dorado Park Extension 1: Provided:

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

- **Traffic flow**

There is no objection to the subdivision of the Remainder of Erf 1052, Dorado Park Extension 1 into Portion A ($\pm 140 \text{ m}^2$ in extent) and the Remainder and consolidation of Portion A with Erf 1014 (a portion of Erf 313), Dorado Park: Provided:

- That an amount of N\$27 935.70 be contributed to the Urban Arterial Account (UAA).

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

- **Environmental Management**

There is no objection to the purchase of a 10 metre portion as per Policy. The applicant should obtain an Environmental Management Clearance Certificate in terms of the Environmental Management Act, 7 (Act 7 of 2007) from the Environmental Management Division of the City once the application has been approved by Council.

- **Parks**

There is no objection to the application, subject to conserving any protected species on-site.

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

- **Valuations**

Portion A of the Remainder of Erf 1052, Dorado Park Extension 1, is ($\pm 140 \text{ m}^2$ in extent) and after consolidation with Erf 1014 (a portion of Erf 313), Dorado Park Extension 1, and the size of the newly consolidated erf will be $\pm 532 \text{ m}^2$ in extent. The development potential is enhanced in terms of the density being $1:250 \text{ m}^2$ in extent. Hence, the value payable is N\$1 339.00/ m^2 or N\$188 000.00 in total (rounded off) as per Council Resolution 276/08/2004, **attached as page 13 to the agenda.**

Should the owner of Erf 1014 (a portion of Erf 313), Dorado Park Extension 1 wish to take occupation of Portion A prior to the conclusion of the sale, it could be leased to the applicant once the preliminary diagrams are available, pending the finalising of the sale, at a monthly rental of N\$1 566.67. The rental was calculated at 10 % of the purchase price divided by twelve (12), and should be further subject to the annual escalation in line with the Namibia Inflation Rate. The Valuation Certificate dated 29 November 2021 is **attached as page 14 to the agenda.**

All funds generated from the sale of resulting from the subdivision of public open spaces are to be used exclusively (unless with consent of Council), for the development of public open spaces into attractive public spaces, e.g., family parks, walking trails, etc.

- **Property Management**

The required Portion A of Erf 1052, Dorado Park Extension 1 has no access other than through Erf 1014 (a portion of Erf 313), Dorado Park Extension 1. The size of the portion is too small to constitute a single residential erf. Having perused the comments of the technical departments, the Strategic Executive: Housing, Property Management and Human Settlement supports the alienation of Portion A of the

Remainder of Erf 1052, Dorado Park Extension 1 for consolidation purposes.

Neighbours' consent

*** Erf 1014, Dorado Park is adjacent to Erven 1013 and 1015, Dorado Park. The favourable neighbours' consent is **attached as page 15 to the agenda**.

Site visit

*** Site visits were conducted on 18 January 2019 and on 8 November 2021 and no encroachment or illegal activities were detected. Photographs of the site inspection are **attached as page 16 to the agenda**.

Conclusion

Having presented the above comments, the Strategic Executive: Housing, Property Management and Human Settlement presents the application for Council's deliberation.

Management Committee, having considered the application

RECOMMENDED

- ***
- 1 That the Remainder of Erf 1052, Dorado Park Extension 1, be subdivided into Portion A ($\pm 140 \text{ m}^2$ in extent) and the Remainder, as indicated on Subdivision Plan 1014-1, **attached as page 12 to the agenda**.
 - 2 That Portion A of the Remainder of Erf 1052, Dorado Park Extension 1, be closed as 'public open space' in terms of section 50(1)(c) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
 - 2.1 That the City prepare the closure notice and that the owner of Erf 1014 (a portion of Erf 313), Dorado Park Extension 1 be responsible for inserting the notice in the media, placing a copy on-site and for distribution to affected neighbours, and that proof of successful advertising be provided to the Strategic Executive: Housing, Property Management and Human Settlement before a Sales Agreement is signed.
 - 3 That Portion A of the Remainder of Erf 1052, Dorado Park Extension 1 assume the same zoning as the abutting erf, being 'residential' with a density of $1:250 \text{ m}^2$ in terms of clause 5(3) of the Windhoek Town Planning Scheme.
 - 4 That the applicant be responsible for the town planning and cadastral procedures, i.e. subdivision into Portion A, consolidation of Portion A with Erf 1014 (a portion of Erf 313), Dorado Park Extension 1, survey and registration of the newly consolidated erf and the costs involved.

- 5 That subject to the successful closure and implementation of all town planning and cadastral procedures and obtaining of an Environmental Clearance Certificate, Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 be sold to the owner of Erf 1014 (Erf 313), Dorado Park Extension 1 at an upset price of N\$1 339.00/m² or N\$188 000.00 (rounded off) in total, as determined by the Strategic Executive: Housing, Property Management and Human Settlement per Valuation Certificate dated 29 November 2021, **attached as page 14 to the agenda**, of which N\$27 935.70 be transferred to the Urban Arterial Account (UAA).
- 5.1 That should the applicant wish to take occupation of Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 prior to the sale, same be leased to the applicant once the preliminary diagrams are available, pending the sale, at a monthly rental of N\$1 566.67, further subject to annual escalation in line with the Namibia Inflation Rate.
- 5.2 That in terms of Council Resolutions 183/08/2021 and 184/08/2021, all funds generated from the sale resulting from the subdivision of public open spaces are to be used exclusively (unless with consent of Council), for the development of public open spaces into attractive public spaces, e.g., family parks, walking trails, etc.
- 6 That the sale of Portion A of the Remainder of Erf 1052, Dorado Park Extension 1 be subject to the following conditions:
 - 6.1 That Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 be consolidated with Erf 1014 (a portion of Erf 313), Dorado Park, Extension 1 simultaneously with transfer.
 - 6.2 That the existing conditions registered against Portion A of the Remainder of Erf 1052, Dorado Park Extension 1 be replaced by the standard conditions of the title including a minimum building value equal to four (4) times the municipal valuation be registered against the consolidated erven.
 - 6.3 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme, stating:
 - 6.3.1 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.

- 6.3.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 7 That the following be noted:
 - 7.1 That only one (1) electrical service connection will be allowed from the municipal network to the consolidated erf.
 - 7.2 That one (1) additional electrical meter can be applied for an approved flat, should it be required.
 - 7.3 That should an upgrade of the electricity supply point be required, the applicant and/or his representative contact the Strategic Executive: Electricity, well in advance, to determine whether the existing network can handle the additional loading and to determine the size and cost for the upgraded supply point.
- 8 That the applicant:
 - 8.1 Submit proof to the Strategic Executive: Housing, Property Management and Human Settlement not later than six (6) months from the date this Council Resolution is adopted, that the proposed closure, subdivision and consolidation have been submitted to the Townships Board for consideration.
 - 8.2 Submit proof to the Strategic Executive: Housing, Property Management and Human Settlement within sixty (60) days after the issuing of the Subdivision and Consolidation Certificate that a Surveyor has been appointed.
 - 8.3 Submit draft erf diagrams to the Strategic Executive: Housing, Property Management and Human Settlement within three (3) months after appointment of the Surveyor, indicating that the survey has been completed and that the diagrams have been submitted to the Surveyor General for approval.
 - 8.4 Sign the Deed of Sale not later than sixty (60) days after having been requested to do so by the Strategic Executive: Housing, Property Management and Human Settlement and pay the purchase price.
- 9 That should the applicant fail to comply with any of the conditions stipulated in this Council Resolution, or fail to finalise the sale within eighteen (18) months from the date of this Council Resolution, that the allocation of Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 to the owner of Erf 1014 (a portion of Erf 313), Dorado Park Extension 1 beyond the eighteen (18) months, be subject to the price escalation to be determined by the Strategic Executive: Housing, Property Management and Human Settlement.
- 10 That the sale and lease of Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 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 intended sale and lease of Portion A ($\pm 140 \text{ m}^2$ in extent) of the Remainder of Erf 1052, Dorado Park Extension 1 be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 12 That the Acting Chief Executive Officer (Corporate Legal Adviser) draft the Deed of Sale.
- 13 That the resolution be implemented prior to confirmation of the minutes.

Financial implications

Service rendered	Funds required (N\$)	Funds available
Advertisement cost	4 000.00	Item 4000/20/1/10/0025
Urban Arterial Account (UAA)	27 935.70	Item 5010/05/2/05/1032

[Municipal Council Agenda: 2022-03-31]

9.1.2

FNS.3 [HPH] APPLICATION TO LEASE PORTIONS OF ERVEN 5378, WINDHOEK (MUNICIPAL COUNCIL OF WINDHOEK HEAD OFFICE) AND 4840, KHOMASDAL TO ERECT BASE TRANSCEIVER STATIONS (BTS) (L/5378/W) (L/4840/Khd)

Application

An application dated 11 May 2017, **attached as pages 17 - 28 to the agenda**, was received from Mobile Telecommunication Limited (MTC) to lease portions of Council land to erect Base Transceiver Stations (BTS). Mr Ludwig Heinrich Tjitandi, ID No. 810808 0003 4 has been nominated/appointed to act and sign documents on behalf of the company.

The applicant initially intended to erect antennas at three (3) different places. However, the applicant withdrew the application for lease of a portion of Erf 1293, Windhoek (Murtala Ramat Park) as per e-mail dated 18 January 2022, **attached as pages 29 - 30 to the agenda**. The applicant motivated that Mobile Telecommunication Limited (MTC) has experienced weak signal quality and congestion on their network, thus they are formally applying to address the affected three (3) areas. (Previous e-mail correspondences dated 28 May 2018 is **attached as pages 31 - 32 to the agenda**).

Erf 5378, Windhoek (Municipal Council of Windhoek Head Office)

A rooftop site which will consist of three (3) antennas, mounted each on a 3 metre pole, and Base Transceiver Station (BTS) equipment, that consist of two (2) cabinets installed on the concrete slab of the roof. The applicant indicated that no tower or container will be installed.

Portion of Erf 4840, corner of Kroon and Mahatma Gandhi Streets, Khomasdal

The site will be built with temporary structure (mobile tower) for the duration of one (1) year due to the urgency, and at the same time follow the process for a permanent tower.

Site inspection

Site inspections were conducted on the subject sites on 21 September 2021, and it revealed that the particular sites are free from any occupation, hence there are no objections to the proposed sites.

Property description

The applicant applied for three (3) areas of which the plans indicating the required portions are **attached as pages 33 - 34 to the agenda**:

- Erf 5378, Windhoek (Municipal Council of Windhoek Head Office building) is zoned 'municipal' and the required size is $\pm 4 \text{ m}^2$ in extent; and
- Portion of Erf 4840, Khomasdal (Khomasdal Sports Ground) is zoned 'private open space' and the required size is $\pm 81 \text{ m}^2$ in extent. The property is located at the corner of Kroon and Mahatma Gandhi Streets.

Technical comments

The technical comments were requested on 24 May 2017. Following such request through circulation, several reminders were sent to the technical departments to expedite the incorporation of technical comments. The correspondences are **attached as pages 35 - 43 to the agenda**.

Comments from the Strategic Executive: Electricity

- Technical Support

There is in principle no objection to the application for the lease of the three (3) identified areas to erect Base Transceiver Stations (BTS). The necessary power is available at the three (3) identified areas: Provided:

- That should any municipal electrical infrastructure need to be relocated, dismantled or replaced as per request received from the applicant, all cost related thereto be for the applicant's account.
- That only one (1) service connection from the municipal electrical network be allowed per erf.
- That only one (1) additional meter point be allowed for an approved flat on erven that are zoned 'single residential', and for more meter points, the erf be rezoned to 'general residential'.

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

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

- Bulk Water and Waste Water

There is no water services affected for Erven 5378, Windhoek and 4840, Khomasdal. Any further water requirements shall be for the applicant's account.

- Engineering Services

There is no sewer services affected for Erven 5378, Windhoek and 4840, Khomasdal. Any further sewer requirements shall be for the applicant's account.

Comments from the Strategic Executive: Urban and Transport Planning

- Urban Planning

There is no objection to lease portions of the areas applied for as indicated on the attached plans: Provided:

- That all municipal policies and regulations be adhered to.

- Sustainable Development

There is no objection to all the proposed lease portions applied for: Provided:

- That the applicant meet all Council requirements.
- That Mobile Telecommunication Limited (MTC) submit a copy of an Environmental Impact Assessment (EIA) Report comprising of a radiation assessment, to the Municipal Council of Windhoek for review, prior to the commencement of the project.
- That the applicant employ precautionary measures by demarcating a safe buffer zone between the tower and residential areas to avoid possible health hazards.

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

There is no objection to the proposed sites: Provided:

- That the towers not impede pedestrian movement.

- **Roads and Stormwater**

A stormwater investigation was done and the following is reported:

Portion of Erf 5378, Windhoek

- Erf 5378, Windhoek being the Municipal Council of Windhoek Head Office, has a general downward slope from the east towards the west;
- The proposed portion of Erf 5378, Windhoek is located on the roof of the Municipal Council of Windhoek's Head Office; and
- The erf has a stormwater drainage system.

Portion of Erf 4840, Khomasdal

- The proposed portion of Erf 4840, Khomasdal has a general downward slope from the north west towards the south east;
- There is no stormwater system crossing the proposed portion of Erf 4840, Khomasdal except for surface stormwater run-off; and
- It must be noted that Erf 4840, Khomasdal is a private open space containing the Khomasdal sports grounds and facilities.

There is further no objection to the proposed lease of portions of Erven 5378, Windhoek and 4840, Khomasdal: Provided:

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

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

- **Economic Development**

There is no objection to the lease subject to the completion of an Environmental Impact Assessment (EIA). The application makes no reference to any outdoor advertising, however the applicant should note the following:

- That under section 94(1) (ae) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), the promulgated Outdoor Advertising Regulations by Government Notice No. 245 of 7 August 2008 *inter alia* states that no person shall erect or

display an advertisement on Council property, a street or a public place situated in the municipal area, unless he or she has been given written authority to do so by Council.

- That the structure fall under class 29 of the Outdoor Advertising Policy, 2007 and that the applicant must apply to Council before displaying any advertising in the area to be leased from Council.

- **Health and Environmental Management**

There is no objection to the three (3) sites. It should however be noted that the erection of Base Transceiver Stations (BTS) is a listed activity in the Environmental Management Act, 2007 (Act 7 of 2007) and the applicant should therefore obtain Environmental Management Clearance Certificate before the project commences.

- **Parks**

There is no objection to the proposed sites and the area should be fenced off.

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

- **Valuations**

The Rental Valuation Certificate for a portions of Erven 5378, Windhoek and 4840, Khomasdal is **attached as pages 44 and 45 respectively 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**

There is no objection to the proposed leases subject to the technical comments.

Council per Resolution 26/02/2016 (paragraph 1), **attached as page 46 to the agenda**, resolved that the Lease Agreements of Base Transceiver Stations (BTS) be for a period of three (3) years to be in line with the validity period of the Environment Management Clearance Certificate. Analysing on the resolved three (3) year lease period for the lease of Base Transceiver Stations (BTS) versus the administrative aspects has the following bearing:

- This creates a short interval administrative burden to the backlog already experienced in the division. It is rather proposed that the lease of Base Transceiver Stations (BTS) be on a long term basis, of which a nine (9) years lease period should be recommended. Base Transceiver Station (BTS) towers are there to provide network service over long periods and would not be advisable to give such a short term lease period of three (3) years. It is on this basis that the applicant should rather be compelled (as a condition

of lease) to satisfy the requirements of submitting an Environment Management Clearance Certificate from the Ministry of Environment and Tourism. Failure to submit the periodically renewed certificate will result in cancellation of the Lease Agreement. Such a cancellation notice should be three (3) months, which would give the client ample time to remedy the situation or dismantle the infrastructure and restore the site to its original state.

Should the lease be terminated for whatever reason that the City not compensate for the improvements. The applicant should be given seven (7) days to accept the Council Resolution.

Conclusion

Based on the comments received from the respective technical departments the lease is supported. The Environmental Management Clearance Certificates on the three (3) sites have been received and are valid for a period of three (3) years and thus the responsibility to periodically (three (3) year interval) submit renewed certificates rest with the applicant 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. The lease period be extended to nine (9) years to lessen the administrative burden.

Management Committee, having considered the application

RECOMMENDED

- 1 That the roof top portion of Erf 5378, Windhoek ($\pm 4 \text{ m}^2$ in extent) be leased to Mobile Telecommunication Limited (MTC) at a monthly rental of N\$872.00, as per the Valuation Certificate, **attached as page 44 to the agenda**, for a period of nine (9) years, subject thereto that the rental escalate annually in line with Namibia Inflation Rate, but not exceeding 10 %.

- 2 That the portion of Erf 4840, Khomasdal ($\pm 8 \text{ m}^2$ in extent) be leased to Mobile Telecommunication Limited (MTC) at a monthly rental of N\$16 362.00 as per the Valuation Certificate, **attached as page 45 to the agenda**, for a period of one (1) year.
- 3 That the installation on the roof top portion of Erf 5378, Windhoek comprise of three (3) antennas, to each be mounted on a 3 metre pole, and Base Transceiver Station (BTS) equipment, which consist of two (2) cabinets installed on the concrete slab of the roof (tower and container shall be installed).
- 4 That the portion of Erf 4840, Khomasdal be built with a temporary structure (mobile tower) for the duration of one (1) year, due to the urgency.
- 5 That in the event the applicant fail to conclude the Lease Agreements within the given time, the rental amount be revised prior to concluding the Lease Agreements.

- 6 That the lease portions only be used for the erection and operation of Base Transceiver Stations (BTS).
- 7 That the Environmental Impact Assessment (EIA) be to the satisfaction of the Acting Strategic Executive: Economic Development and Community Services.
- 7.1 That the applicant comply with the relevant requirements of the Environmental Management Act, 2007 (Act 7 of 2007) for the Base Transceiver Stations (BTS).
- 7.2 That the applicant effectively implement the conditions as set out in the Environmental Management Plan (EMP) for the proposed construction of a Base Transceiver Station (BTS) during and after the construction of the facilities.
- 7.3 That all residents within a 300 metre radius of the Base Transceiver Station (BTS) receivers be consulted as per Council requirements, and that all other conditions as set out in Council Resolution 281/09/2010, be complied with.
- 7.4 That the applicant ensure the submission of a valid Environmental Management Clearance Certificate for the duration of the lease period.
- 7.5 That should the applicant fail to secure and submit a valid Environmental Management Clearance Certificate during the lease period that the lease be forthwith cancelled with a three (3) month cancellation notice period.
- 8 That the applicant note the following:
 - 8.1 That under section 94(1) (ae) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended), the promulgated Outdoor Advertising Regulations by Government Notice No. 245 of 7 August 2008 *inter alia* states *that no person shall erect or display an advertisement on Council property, a street or a public place situated in the municipal area, unless he or she has been given written authority to do so by Council.*
 - 8.2 That the structure fall under class 29 of the Outdoor Advertising Policy, 2007 and that the applicant must apply to Council before displaying any advertising in the area to be leased from Council.
- 9 That should any municipal electrical infrastructure need to be relocated, dismantled or replaced, all cost related thereto be for the applicant's account.
- 10 That only one (1) service connection from the municipal electrical network be allowed per erf.

- 11 That the 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.
- 12 That the applicant employ precautionary measures by demarcating a safe buffer zone between the tower and residential areas to avoid possible health hazards.
- 13 That surface stormwater run-off be accommodated according to clause 35 of the Windhoek Town Planning Scheme, stating:
 - 13.1 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.
 - 13.2 That the maintenance of such stormwater pipe, channel or work be the responsibility of the owner of the concerned property.
- 13 That the applicant submit the respective lease diagrams before signing the Lease Agreements.
- 14 That each proposed lease portion be entered into a separate Lease Agreement.
- 15 That the lease be advertised in terms of section 63(2) of the Local Authorities Act, 1992 (Act 23 of 1992) (as amended).
- 16 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).
- 17 That the Acting Chief Executive Officer (Corporate Legal Adviser) draft the Lease Agreements.
- 18 That the resolution be implemented prior to confirmation of the minutes.

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[Municipal Council Agenda: 2022-03-31]

9.2 APPROVAL OF REPORT NO. MC 05/2022

The report of the Management Committee meeting (MC 05/2022) held on 14(15) March 2022 is submitted to Management Committee members for approval.

[Municipal Council Agenda: 2022-03-31]

9.3 REPORT NO. MC 05/2022

The report of the Management Committee meeting (MC 05/2022) held on 14(15) March 2022 as approved by its members at this Council meeting, is submitted for notice with the exception of Items GOV.2, GOV.3, GOV.5 and FNS.1, which follow immediately hereunder for consideration.
It is

RECOMMENDED

That the report of the Management Committee meeting (MC 05/2022) held on 14 March 2022, be noted with the exception of Items GOV.2, GOV.3, GOV.5 and FNS.1.

[Municipal Council Agenda: 2022-03-31]

**9.3.1 GOV.2 [CEO] NOTICE TO THE RENEWAL AND ESTABLISHMENT OF THE NEW CO-OPERATION AGREEMENTS BETWEEN THE MUNICIPAL COUNCIL OF WINDHOEK AND OTHER SISTER LOCAL AUTHORITIES
(3/1/6/9/2)**

Introduction

The submission on the notice to the signing of Co-operation Agreements and familiarisation visits to sister local authorities was supposed to serve at the Management Committee meeting held on 19 November 2021, but due to failure to meet the seventy two (72) hour notice, the meeting did not take place.

The matter was again discussed at the Councillors Advisory Committee on External Relations, Mayoral Affairs and Co-operation at its meeting held on 14 February 2022, which amongst others *inter alia* directed as follows:

- *That the visits to local authorities that was scheduled to take place in November 2021, be resuscitated.*
- *That the Division of External Relations and Networking resubmit to Council by March 2022.*

Background

The Municipal Council of Windhoek, being both the political capital and economic hub of the Republic of Namibia, has a leading role to play not only in support but also in learning from other towns and villages across the country. At the same time, the City has an obligation to contribute to nation-building and economic development across the broader spectrum of the local authority sector and enhance inter-municipal relations.

Equally, maintaining local contacts and aiding other local authorities enhances local government capacities necessary to tackle development challenges in the context of Namibia's Policy on decentralisation. It is in this context that the Municipal Council of Windhoek has, over the years, established relations with other local authorities across the country.

It has been an adopted practice that the signed agreements run for a period of five (5) years, after which the parties may renew the same. Some of these agreements have now expired. To this end, Councillors Advisory Committee on External Relations, Mayoral Affairs and Co-operation at its meeting held on 2 November 2021, amongst others *inter alia* directed as follows:

- *That the Office of the Chief Executive Officer make logistical and travel arrangements to sign agreements and familiarisation visits to all the listed sister local authorities.*
- *That all Councillors are expected to participate in the planned exercise, as may be individually deployed by the Chairperson.*

The purpose of the planned mission was two-fold; one (1) signing of the Co-operation Agreements; and two (2) familiarising ourselves with onsite situations to devise approaches on how together we can improve inter-municipal relations.

Renewal of the Co-operation Agreements

As per the list **attached as page 47 to the agenda**, the Municipal Council of Windhoek signed five (5) year Co-operation Agreements with the indicated individual sister local authorities, which have now expired. During the period of these agreements, the Municipal Council of Windhoek rendered support to the sister local authorities in various aspects and learned a great deal from them. Notices for renewal have already been sent out last year and there have been exchanges between the counterparts. Both parties have also expressed the desire to renew the respective agreements.

New agreements

Requests and proposals for the establishment of new Co-operation Agreements were received from Berseba, Bukalo, Khorixas and Okongo Village Councils. The requests are **attached as pages 48, 49 - 50, 51 - 54 and 55 - 56 respectively to the agenda**. The draft Memorandums of Agreement (MoAs) are **attached as pages 57 - 60, 61 - 64, 65 - 68 and 69 - 72 respectively to the agenda**.

It is proposed that in the interest of nation-building and to reduce costs and logistical requirements, all agreements with other national, local authorities not be subject to any time limit and could be modified or nullified by the parties, as situations may demand.

Draft Renewal Memorandums of Agreement (MoAs) of all the other sister local authorities are **attached as pages 73 - 76, 77 - 80, 81 - 84, 85 - 88, 89 - 92, 93 - 96, 97 - 100, 101 - 104, 105 - 108, 109 - 112, 113 - 116 and 117 - 120 respectively to the agenda.**

Logistical arrangements

For ease of co-ordination and logistical purposes we advise that a joint signing ceremony for renewed and new agreements be held in Windhoek. This will give an opportunity to our sister local authorities to attend departmental presentations and site visits.

Purpose

The purpose of this submission is to seek Council approval on the renewal and establishment of the new Co-operation Agreements between the Municipal Council of Windhoek and other local authorities.

Management Committee

RECOMMENDED

- 1 That the renewal and establishment of the new Memorandums of Agreement (MoAs) between the Municipal Council of Windhoek and other Sister Local Authorities, **attached as pages 73 - 76, 77 - 80, 81 - 84, 85 - 88, 89 - 92, 93 - 96, 97 - 100, 101 - 104, 105 - 108, 109 - 112, 113 - 116 and 117 - 120 respectively to the agenda,** be noted and be approved.

- 2 That the proposed new agreements between the Municipal Council of Windhoek and Berseba, Bukalo, Khorixas and Okongo Village Councils, **attached as pages 57 - 60, 61 - 64, 65 - 68 and 69 - 72 respectively to the agenda,** be approved.
 - 3 That the Chairperson of the Councillors Advisory Committee on External Relations, in consultation with the Acting Chief Executive Officer (Manager: External Relations and Networking) co-ordinate the signing ceremony on the dates and venues to be mutually agreed upon between the parties.
 - 4 That the resolution be implemented prior to confirmation of the minutes.
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[Municipal Council Agenda: 2022-03-31]

9.3.2

GOV.3 [ELE] REVISION OF FIVE (5) YEAR ELECTRIFICATION PLAN (16/2/3/1)

Council Approved the five (5) year Electrification Plan in 2017 and revised the Electrification Plan through Council Resolutions 159/07/2019, 128/06/2021, 251/07/2020 and 156/08/2021, the five (5) year Electrification Plan and Council Resolutions 159/07/2019, 128/06/2021, 251/07/2020 and 156/08/2021 are **attached as pages 121 - 138 and 139 - 143 respectively to the agenda.**

The Department of Electricity has successfully provided individual electricity connections to more than 3 350 households since the start of the implementation of the five (5) Year Electrification Plan in 2018.

The following areas were initially recommended for electrification during the 2021/2022 Financial Year and approved by Council through Council Resolution 156/08/2021:

Informal settlement	Constituency	Location/Erf numbers	Number of households to be electrified
Havana Extensions 6 and 7	Samora Machel	Erven 1121, 1122, 1123, 1137, 1138 and 1118	162
Kilimanjaro	Tobias Hainyeko	Erf 3315	152
Okahandja Park B and C	Tobias Hainyeko	Okahandja Park B and C	118
Havana Extension 1	Moses Garoëb	Erven 411, 412, 413, 301 to 317, 318, 319 and 321	250
Otjomuise Extension 8	Khomasdal	Erven 3374, 3375, 3376 and 3377	115
Okuryangava Extension 8	Tobias Hainyeko	Erf 3908, Portions A, B and C	42
Otjomuise	Khomasdal	Lushoto and Cassamba Streets	40
Total			879

The Department of Housing, Property Management and Human Settlement advised the Department of Electricity late in 2021 (December) to withdraw the following informal areas due the fact that the residents in those areas are not settled as per the approved township layouts:

Informal settlement	Constituency	Location/Erf numbers	Number of households to be electrified
Otjomuise Extension 8	Khomasdal	Erven 3374, 3375, 3376 and 3377	115
Okuryangava Extension 8	Tobias Hainyeko	Erf 3908, Portions A, B and C	42
Total			157

Alternative Informal Areas to be considered for electrification during the 2021/2022 Financial Year were provided by the Department of Housing, Property Management and Human Settlement.

After thorough investigation by the Department of Electricity, it was determined that out of the areas provided for consideration to be electrified the following areas are recommended:

Informal settlement	Constituency	Number of households to be electrified
Havana Extension 1	Moses Garoëb	235
Okuryangava (block Erven 3216, 3192 and 3193)	Tobias Hainyeko	64
Total		299

As a result of the changes proposed by the Department of Housing, Property Management and Human Settlement, the informal settlement areas to be electrified during the current (2021/2022) Financial Year will be as follows:

Informal settlement	Constituency	Location/Erff numbers	Number of households to be electrified
Havana Extensions 6 and 7	Samora Machel	Erven 1121, 1122, 1123, 1137, 1138 and 1118	162
Kilimanjaro	Tobias Hainyeko	Erf 3315	152
Okahandja Park B and C	Tobias Hainyeko	Okahandja Park B and C	118
Havana Extension 1	Moses Garoëb	Erven 411, 412, 413, 301 to 317, 318, 319 and 321	250
Havana Extension 1	Moses Garoëb	Walvis Bay, Aranos, Arandis and Ondangwa Streets	235
Okuryangava (block Erven 3216, 3192 and 3193)	Tobias Hainyeko	Block Erven 3216, 3192 and 3193	64
Otjomuise	Khomasdal	Lushoto and Cassamba Streets	40
Total			1 021

The Department of Economic Development and Community Services has requested the Department of Electricity to electrify informal market places around Windhoek during the 2021/2022 Financial Year. The following is the list of market places to be electrified in the 2021/2022 Financial Year:

No.	Market/Location	Description of needs
1	Bonsmara Market, Erf 8219, Windhoek, Northern Industrial Area	Install pre-paid electricity meters in the eight (8) lockable stalls.
2	Windhoek Flea Market, Erf 6873, Mandume Ndemufayo Avenue	Install pre-paid meters in the seven (7) lockable stalls.
3	Herero Mall, Clemens Kapuuo Street	Provision for approximately seventy (70) traders and for external lighting.
4	Katutura Industrial Stalls, Erf 2127, Leonard Auala Street, Katutura	Fifty three (53) stalls need to be installed with pre-paid electricity meters and the conventional meters should be removed.
5	Otjomuise Market, Erf 153, Beijing Street, Otjomuise	Install pre-paid meters in the thirty one (31) lockable stalls.
6	Pionierspark Market, Portion of Erf R/1301, David Hosea Meroro Street, Pionierspark	Install pre-paid meters in the eight (8) lockable stalls.

Some market places which were initially provided to the Department of Electricity for consideration to be electrified but were removed from the above list as those markets do not have necessary infrastructures to safely house the required electrical infrastructures.

The provision of individual pre-payment meters to the traders at various informal market places as requested in the table above will help Council as follows:

- To make sure that the electricity provision to the traders is safe for the traders and customers alike;
- To reduce electricity theft as split pre-payment meters will be installed in the kiosks which cannot be easily tampered with compared to normal pre-payment meters;
- To improve revenue collection at the market places through prepayment electricity sales; and
- To stimulate economic activities of the traders at the market places.

The Department of Electricity will strive to ensure that the additional funds required as a result of the changes introduced are secured from the CAPEX Budget allocation of N\$39 million from the Ministry of Urban and Rural Development during the 2021/2022 Financial Year.

This item serves to seek approval of the implementation of the Five (5) Year Electrification Plan with amendments as proposed by the Department of Electricity in consultation with the Department of Housing, Property Management and Human Settlement.

Management Committee

RECOMMENDED

- 1 That the request from the Department of Housing, Property Management and Human Settlement to include informal areas that are planned as listed below, be noted:

Informal settlement	Constituency	Location/Erf number	Number of households to be electrified
Havana Extension 6 and 7	Samora Machel	1121, 1122, 1123, 1137, 1138 and 1118	162
Kilimanjaro	Tobias Hainyeko	3315	152
Okahandja Park B and C	Tobias Hainyeko	Okahandja Park B and C	118
Havana Extension 1	Moses Garoeb	411, 412, 413, 301-317, 318, 319 and 321	250
Havana Extension 1	Moses Garoeb	Walvis Bay, Aranos, Arandis and Ondangwa Streets	235
Okuryangava (Block erf 3216, 3192 and 3193)	Tobias Hainyeko	Block Erf 3216, 3192 and 3193	64
Otjomuise	Khomasdal	Lushoto and Cassamba Streets	40
Total			1 021

- 2 That the request to electrify and provide pre-payment meters to marketplaces from the Acting Strategic Executive: Economic Development and Community Services, be noted:

No.	Market/Location	Description of needs
1	Bonsmara Market Erf 8219, Windhoek Northern Industrial Area	Install pre-paid electricity meters in the eight (8) lockable stalls
2	Windhoek Flea Market, Erf 6873, Mandume Ndemufayo Avenue	Install pre-paid meters in the seven (7) lockable stalls.
3	Herero Mall Clemens Kapuuo Street	Provision for ± seventy (70) traders and for external lighting.
4	Katutura Industrial Stalls, Erf 2127, Leonard Auala Street Katutura	Fifty three (53) stalls need to be installed with pre-paid electricity meters and the conventional meters should be removed.
5	Otjomuise Market Erf 153, Beijing Street Otjomuise	Install pre-paid meters in the thirty one (31) lockable stalls.
6	Pionierspark Market Portion of Erf R/1301, David Hosea Meroro, Pionierspark	Install pre-paid meters in the eight (8) lockable stalls.

- 3 That approval be granted to the Strategic Executive: Electricity to start implementing the revised five (5) year Electrification Plan with amendments as proposed (by the Department of Electricity), in consultation with the Strategic Executive: Housing, Property Management and Human Settlement in the 2021/2022 Financial Year.
- 4 That the Strategic Executive: Electricity, in consultation with the Acting Chief Executive Officer (Acting Manager: Mayoral and Council Affairs), arrange groundbreaking ceremonies in the various locations before the execution of these projects in order for Councillors, to be kept abreast.
- 4.1 That during the abovementioned groundbreaking ceremonies, Councillors make use of the opportunity to engage and educate community members on all issues concerning challenges of electricity, i.e. bypasses and illegal activities, etc.,
- 5 That the resolution be implemented prior to confirmation of the minutes.
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[Municipal Council Agenda: 2022-03-31]

9.3.3

GOV.5 [CEO] APPROVAL FOR THE MEMORANDUM OF UNDERSTANDING (MoU) BETWEEN THE MUNICIPAL COUNCIL OF WINDHOEK AND THE UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP) NAMIBIA (2/4/3)

Introduction

Windhoek like any other city in the world, is affected by urban challenges such rural-urban migration resulting in population growth, unemployment, service delivery limitations, food and nutrition insecurity, increasing urban poverty, and other issues related to sustainable development and adverse impact of climate change. Recognising these hard realities, the Municipal Council of Windhoek as part of its Transformational Strategy (2017 to 2022) has been engaging and networking with development partners and stakeholders mobilising support and collaboration on key development projects.

In 2019 the Municipal Council of Windhoek through the Acting Chief Executive Officer (Manager: External Relations and Networking), supported by various technical departments; engaged the United Nations Development Programme (UNDP) in discussions for possible support and partnership, in areas of development needs. The discussions centered on digitalisation and smart cities, energy solutions, urban agriculture, and social economic development projects.

As a result of these engagements the Municipal Council of Windhoek per Council Resolution 139/06/2021, accepted a United Nations Development Programme (UNDP) grant funding towards its urban agriculture projects. Recognising the importance of this partnership. Further discussions were held with the aim to formalise the relationships through a Memorandum of Understanding (MoU), which would serve as a broader framework for future co-operation between the two (2) parties.

United Nations Development Programme (UNDP) in Namibia

The United Nations Development Programme (UNDP) works in one hundred and seventy (170) countries and territories, helping to eradicate poverty, reduce inequalities and exclusion and build resilience so countries can sustain progress.

As the United Nations (UNs) development agency, the United Nations Development Programme (UNDP) plays a critical role in helping countries achieve the United Nations Agenda 2030 - the Sustainable Development Goals (SDGs). The United Nations Development Programme (UNDP) has therefore been a trusted development partner of Namibia with helping to achieve the eradication of poverty, reduction of inequalities and exclusion in areas such governance, inclusive green growth, environment protection, climate change mitigation and adaptation. The United Nations Development Programme (UNDP) also provides relevant Policy advisory support, technical assistance, and knowledge to help Namibia achieve its global commitment to the Sustainable Development Goals (SDGs).

Following approval of the Windhoek Economic Recovery Initiative (WERI), the Economic Development Division approached the United Nations Development Programme (UNDP) Namibia's Living Lab project, which focuses on fusing issues central to climate change, environmental sustainability, and resilience.

Discussions also focused on the concept of accelerator labs, developed by the United Nations Development Programme (UNDP), which aims to help elevate grassroots solutions to respond rapidly and effectively to meet today's unprecedented pace of change.

Proposed Municipal Council of Windhoek - United Nations Development Programme (UNDP) Memorandum of Understanding (MoU)

The overall objective of the Memorandum of Understanding (MoU) is to enter into a long-term relationship that supports private and public sector by facilitating the provision of innovative, customer-centric solutions. The Memorandum of Understanding (MoU) also seeks to cement and formalise the co-operation and interaction between the two (2) parties. The partnership also further to jointly work towards attaining the United Nations Sustainable Development Goals (SDGs), contribute to the achievement of Namibia's Vision 2030, National Development Plans and indeed the Municipal Council of Windhoek's, Strategic Plans and objectives.

Areas of co-operation

In the proposed Memorandum of Understanding (MoU) the parties express desire to co-operate in the following areas:

- Collaboration on the Implementation of the United Nation Agenda 2030- United Nation's 17 Sustainable Development Goals (SDGs) and Namibia's Development Goals: Vision 2030 and National Development Plans;
- Urban Agriculture and other Local Social Progression Community Projects;
- Digitalisation and inclusive Citizen Centered Smart Cities Initiatives;
- Economic and Transformational Development Co-operation;
- Solid Waste and Environmental Management;
- Alternative Energy Solutions;
- Capacity Building, Lessons and Experience Sharing on Accelerator Lab initiatives; and
- Any other form of co-operation mutually agreed upon by the Parties.

Technical comments

The following comments were received:

Comments from the Acting Chief Executive Officer

- External Relations and Networking

For ease of co-ordination and implementation of the Memorandum of Understanding (MoU), it is important that an Action Plan outlining specific project activities within the identified broader areas of co-operation is developed. Equally, it is also important that a Joint Working Group or a Project Steering Committee comprising of technical experts in the areas of co-operation is established for the actual implementation of specific projects. The assigned persons to the Joint Working Group are encouraged to work directly with their United Nations Development Programme (UNDP) counterparts at project level, while the External Relations and Networking Division will provide co-ordination and liaison at organisational level.

Comments from the Head: City Police and Strategic Executives: Economic Development and Community Services; Electricity; Finance and Customer Services; Housing, Property Management and Human Settlement; Human Capital and Corporate Services; Information and Communication Technology; Infrastructure, Water and Technical Services; and Urban and Transport Planning

No input to make.

Purpose

The purpose of this submission is to seek Council approval for the Memorandum of Understanding (MoU) between the Municipal Council of Windhoek and the United Nations Development Programme Namibia (UNDP), **attached as pages 144 - 149 to the agenda.**

Management Committee

RECOMMENDED

- 1 That the Memorandum of Understanding (MoU) between the Municipal Council of Windhoek and the United Nations Development Programme (UNDP) Namibia, **attached as page 144 - 149 to the agenda**, be approved.
- 2 That the Manager: External Relations and Networking co-ordinate the signing ceremony on the date and at a venue to be mutually agreed upon between the Parties.
- 3 That for ease of co-ordination and implementation, an Action Plan outlining specific projects activities within the identified broader areas of co-operation, be developed.