

**MINUTES**

of an **Ordinary Council Meeting** held in the Council Chambers, Municipal Head Office Building, Swakopmund on **Thursday, 27 March 2014** at **19:00**.

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**PRESENT:**

Councillor J Kambueshe	:	Mayor (Chairperson of Council)
Councillor A N Bessinger	:	Deputy Mayor
Alderwoman R //Hoabes	:	Chairperson of Management Committee
Councillor R N Andreas-Noabes	:	Alternate Chairperson of MC
Councillor L M Tlhabanello-Madi	:	Member of Management Committee
Councillor N N Salomon	:	Member of Management Committee
Councillor F Hamukwaya	:	Additional Member of MC
Councillor U Kaapehi	:	Member of Council
Councillor P V Steinkopff	:	Member of Council
Alderman E //Khoaseb	:	Member of Council

**OFFICIALS:**

Mr M P C Swarts	:	Acting Chief Executive Officer
Mr M N Ipinge	:	GM: Community Development Services
Mr H !Naruseb	:	GM: Finance
Mr C Lawrence	:	GM: Health Services
Mr A Plaatjie	:	Acting GM: Corporate Services and Human Resources
Mr M Cloete	:	Manager: Traffic Services
Ms A Gebhardt	:	Corporate Officer: Marketing and Communication
Ms I Ortner	:	PA to the Mayor
Mr U Tjiurutue	:	Corporate Officer: Administration

**ALSO PRESENT:**

1 (one) representative from The Namibian attended the meeting. Also in attendance were thirty one (31) members of the public and two (2) staff member received Long Service Awards.

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1. **OPENING**

Pastor Gardener opened the meeting with scripture reading and a prayer.

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2. **APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATION OF INTEREST**

2.1 Application for leave of absence

Chief Executive Officer - Approved.

2.2 Declaration of interest

None.

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3. **CONFIRMATION OF MINUTES**  
(C/M 2014/03/27 - A 2/3/5)

3.1 **MINUTES OF AN ORDINARY COUNCIL MEETING HELD ON 27 FEBRUARY 2014**

On proposal of Councillor N N Salomon seconded by Councillor F Hamukwaya it was:-

**RESOLVED:**

**That the minutes of the Ordinary Council Meeting held on 27 February 2014, be confirmed.**

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4. **INTERVIEWS WITH DEPUTATIONS OR PERSONS SUMMONED OR REQUESTED TO ATTEND THE MEETING**

None.

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5. **OFFICIAL ANNOUNCEMENTS, STATEMENTS AND COMMUNICATIONS**

5.1 **ANNOUNCEMENTS BY HIS WORSHIP THE MAYOR AND CHAIRPERSON OF COUNCIL**

(C/M 2014/03/27 - A 2/3/5)

His Worship the Mayor welcomed everybody to the meeting and delivered his monthly announcements.

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5.2 **LONG SERVICE AWARDS**

(C/M 2014/03/27 - B 1/8)

His Worship, the Mayor, also announced as follows:

**QUOTED**

**Long Service Awards:**

Mr Petrus Tjipute	-	15 years
Ms Toini Stefanus	-	10 years
Mr Matias Hamunyela	-	20 years

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6. **PETITIONS**

None.

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7. **MOTIONS OF MEMBERS**

None.

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8. **ANSWERS TO QUESTIONS FROM MEMBERS OF WHICH NOTICE HAS BEEN GIVEN**

None.

9. **FEEDBACK REPORT ON THE EXECUTION OF RESOLUTIONS TAKEN BY COUNCIL IN FEBRUARY 2014**

9.1 The feedback on the resolutions taken by Council on 27 February 2014 was noted.

10. **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY MANAGEMENT COMMITTEE DURING MARCH 2014**

10.1 **MINUTES OF MANAGEMENT COMMITTEE MEETING HELD DURING MARCH 2014**

(C/M 2014/03/27 - A 2/3/5)

**RESOLVED:**

That the resolutions taken at an Ordinary Management Committee Meeting held on 13 March 2014 be noted.

11. **RECOMMENDATIONS BY THE MANAGEMENT COMMITTEE**

11.1 **MANAGEMENT COMMITTEE MEETING AND ORDINARY MANAGEMENT COMMITTEE MEETING HELD ON 13 MARCH 2014**

11.1.1 **RENTAL OF ERF 4884, SWAKOPMUND TO MESSRS NAMIBIA CONSTRUCTION (PTY) LTD**

(C/M 2014/03/27 - E 4884)

**RESOLVED:**

- (a) That the lease of Erf 4884, Swakopmund to Messrs Namibia Construction (Pty) Ltd at a rental amount of N\$27 500.00 (15% VAT excluded) per month be approved.
- (b) That Council gives consent to Messrs Namibia Construction (Pty) Ltd in terms of the Town Planning Amendment Scheme 12 to operate a brick making facility (*Noxious Industry*) on Erf 4884, Swakopmund zoned '*Light Industrial*'.
- (c) That the lease agreement term be set for 12 months and new lease agreements on the same terms and conditions be concluded thereafter on a year to year basis.
- (d) That should a new lease agreement be concluded for any consecutive 12 month cycle as per (c), the rental be advertised in terms of the Local Authorities Act as amended (Act 23 of 1992) at the cost of the lessee.
- (e) That any new lease agreements in (d) be subject to a 10% escalation of the previous rental amount.
- (f) That either party can give 3 calendar months' written notice of the cancellation of the agreement allowing Council to remove the lessee from the property prior to its sale.
- (g) That Council's standard conditions of lease be made applicable to the agreement.

11.1.2 **INVITATION FOR BUSINESS PROPOSALS TO LEASE AND MANAGE THE TAXI RANK ON ERF 4353, MONDESA**  
(C/M 2014/03/27 - M 4353)

**RESOLVED:**

- (a) That the management of the Taxi Rank on Erf 4353, Mondesa be awarded to Messrs Namibia Public Passenger Transport Association which presented a sound business and management plan, at the offered price of N1 000.00 per month (*as indicated in their business plan*).
- (b) That the lease agreement be for the period of three (3) years, whereby the Lessee is responsible for the following:
  - (i) *The upkeep including cleaning and maintenance of the area concerned (loading zones and car wash).*
  - (ii) *Providing security to ensure an orderly and safe site for the parking of taxis and buses embarking and disembarking of passengers as well as the loading and offloading of goods.*
  - (iii) *Providing ancillary services to passengers as required and ensures the proper running and management of the taxi rank.*
  - (iv) *Providing clear sets of rules, guidelines and a pricelist for the use of the property by taxis or buses operators.*
  - (v) *Ensuring that the users, viz. taxi drivers/owners, passengers, employees and members of the public adhere to the rules and regulations for the use of the property (loading zone and car wash).*

11.1.3 **APPROVAL OF NEW STREET NAMES FOR VARIOUS EXTENSIONS**  
(C/M 2014/03/27 - N 8/1/2)

**RESOLVED:**

- (a) That the minutes of the Naming Advisory Committee of Swakopmund held on 20 February 2014 be noted.
- (b) That the name “*DRC Clinic*” be accepted as the name for the clinic in DRC.
- (c) That the following street names for Extension 15 from recognized indigenous and international flora, fauna or natural features relevant to Namibia be accepted:
  - *Camelthorn Street*
  - *Kiaat Street*
  - *Baobab Avenue*
  - *Quiver Street*
  - *Marula Street*
  - *Manketti Close*
  - *Bird Plum Close*
  - *Leadwood Street*
  - *Bottle Tree Street*
  - *Wild Olive Street*
  - *Omuparara Street*
  - *Omusati Street*
  - *Omuve Street*
  - *Omulunga Street*
  - *Omumborombonga Street*
  - *Moringa Street*
  - *Soetdoring Street*

**(d) That the following street names for Extension 18 from recognized river names be accepted:**

- *Auob Street*
- *Kunene Street*
- *Kavango Street*
- *Orange Street*
- *Zambezi Street*
- *Kuiseb Street*
- *Omaruru Street*
- *Kwando Street*
- *Hoanib Street*
- *Okatana Street*
- *Chobe Street*
- *Ekuma Street*
- *Tsauchab Street*
- *Nossob Street*
- *Omuramba Street*

**(e) That the following street names for Extension 19 for fish caught in Namibia waters be accepted:**

- *Kabeljou Street*
- *Galjoen Street*
- *Kolstert Street*
- *Steenbras Street*
- *Leervis Street*
- *Stingray Close*
- *Hake Street*
- *Ehundju Street*
- *Katfisch Street*
- *Kashushu Street*

**(f) That the following street names for Extension 20 for crustaceans / shellfish be accepted:**

- *Crab Street*
- *Shrimp Street*
- *Prawn Street*
- *Clam Street*
- *Mussel Street*
- *Oyster Street*

**(g) That the following street names for Extension 16 for ships which stranded on the Namibian Coast be accepted:**

- *Bom Jesus Street*
- *Eagle Street*
- *Henrik Ibsen Street*
- *Recovery Street*
- *Eduard Bohlen Street*
- *Nautilus Street*
- *Mossamedes Street*
- *Cawdor Castle Street*
- *Bradford City Street*
- *Dunedin Star Street*
- *Sir Charles Elliot Street*
- *City of Baroda Street*
- *Natal Coast Street*
- *Vipava Street*
- *Zeila Street*
- *Annabelle Street*

- *Monte Carlo Street*
- *Atlantic Pride Street*
- *Karimona Street*
- *Benguela Eagle Street*
- *Mermaid Street*
- *Stormkus Street*
- *Orca Street*
- *Ocean Queen Street*
- *Lebanon Street*
- *Gethen Street*
- *Stork Street*
- *Taurus Street*
- *Winston Street*
- *Suiderkus Street*

- (h) That the Engineering Services Department immediately attends to the placement of the approved names.
- (i) That the Naming Advisory Committee of Swakopmund attends to all outstanding street names for various extensions and that the Extensions which are inhabited be prioritized.

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11.1.4 **ALLOCATION OF BLOCK ERVEN AT THE PDA TO THE SHACK DWELLERS FEDERATION OF NAMIBIA**  
(C/M 2014/03/27 - H 5, H 5/7)

**RESOLVED:**

- (a) That the list of beneficiaries submitted by the Shack Dwellers Federation in respect of Erven 3594 and 3598, Mondesa be noted.
  - (b) That Council enters into contracts with individual beneficiaries and not the Shack Dwellers Federation of Namibia once the layout plans in respect of Erven 3594 and 3598 have been approved by the Townships Board.
  - (c) That the *principle* applied for the Benguella Low Cost Housing Project be applicable to these beneficiaries.
  - (d) That the General Manager: Community Development Services discusses the *modus operandi* of this project with individual beneficiaries.
  - (e) That the Council resolution of 30 May 2013 be amended to read that Council sells the erven to the individuals and not the Shack Dwellers Federation of Namibia.
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### 11.1.5 **AUTHORISATION LEVELS FOR PROCUREMENT OF GOODS AND SERVICES**

C/M 2014/03/27 - A 2/3/6)

#### **RESOLVED:**

- (a) That the delegated powers for acquisition of goods and services be increased as follows:

<i>Authorisation Level</i>	<i>Current (N\$)</i>	<i>Proposed (N\$)</i>
<i>Petty Cash kept (Finance)</i>	<i>500.00</i>	<i>500.00</i>
<i>Petty Cash issued to department per day</i>	<i>100.00</i>	<i>100.00</i>
<i>Invitation - formal quotation</i>	<i>5 000.00</i>	<i>10 000.00</i>
<i>Approval of Expenditure by the General Managers/Managers</i>	<i>15 000.00</i>	<i>30 000.00</i>
<i>Approval of Expenditure by the CEO</i>	<i>50 000.00</i>	<i>200 000.00</i>

- (b) That this item be submitted to the Tender Board for approval.

### 11.1.6 **FEEDBACK REPORT: LEASING OF THE LIGHT INDUSTRIAL INCUBATION SITE TO SMALL AND MEDIUM ENTERPRISES**

(C/M 2014/03/27 - H 5)

#### **RESOLVED:**

- (a) That the lease agreements entered into by Council and the following lessees be cancelled by giving three (3) months' notice as their business have not been in operation for longer than six months; since commencement of the lease period:
- *Mr J D Mouton* - *Area "B"*
  - *Mr Kari-Hab* - *Area "C"*
  - *Mr G Guidoa-Oab* - *Area "D"*
  - *Messrs Namib Desert Industries CC* - *Area "I"*
  - *Mr P Victor* - *Area "J"*
- (b) That these sites be allocated for brick making activities to the applicants on file who applied first and should the first applicants decline the site be offered to the next applicant listed.
- (c) That ministerial approval be applied for the lease of areas in terms of Section 31 (1) (t) of the Local Authorities Act, Act 23 of 1992, as amended, as the proposed lease areas are undivided Townlands.
- (d) That the lease conditions for the new applicants be the same as the existing lease agreements.
- (e) That the lessees who built shacks for residential occupation be informed to remove their shacks immediately.
- (f) That applicants on file for land at the Light Industrial Incubation Area be informed that Council will only allocate sites to the applicant on file who applied first and only once the current lease agreements are terminated.

- 11.1.7 **(05) 2008 TO DATE: LAND APPLICATIONS (x 2) - PORTION 5 OF SWAKOPMUND TOWN AND TOWNLANDS NO. 41**  
(C/M 2014/03/27 - H 5/8)

**RESOLVED:**

- (a) That Council attends to the lay-out and servicing of the Remainder of Portion 5 of the Swakopmund Town and Townlands No 41.
- (b) That the following applicants and future applicants be informed that Council will decide on the future development and sale of the subdivided Remainder of Portion 5 of Swakopmund Town and Town Lands No. 41; whereafter Council will advertise its intention in two newspapers circulating locally as required in terms of the Local Authorities Act, Act 23 of 1992, as amended, thereby affording the general public transparent, fair and equal opportunity to participate by either submitting a development proposal or closed bids *(as will be decided by Council at the time)*:
  - 1. *Messrs Elize Investment and Partners dated 28 May 2010*
  - 2. *Ms Helvi Mupupa dated 22 January 2014*
- (c) That subject to point (a) above, the Engineering Services Department co-ordinates the progress on the lay-out and servicing of the Remainder of Portion 5 of Swakopmund Town and Town Lands No. 41 with the Corporate Services and Human Resources Department in order to submit these to Council to decide on the method of alienation in line with the respective uses.
- (d) That once point (c) above is finalized, Council decides whether to service and sell the erven to be created to the public or invite proposals from developers to sell the townships for development.
- (e) That the brick makers on site be given notice prior to area being serviced.

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- 11.1.8 **REZONING OF ERF 172, SWAKOPMUND, FROM “SINGLE RESIDENTIAL” WITH A DENSITY OF 1:900 TO “GENERAL BUSINESS” WITH A BULK OF 2.0**  
(C/M 2014/03/27 - E 172)

**RESOLVED:**

- (a) That the rezoning of Erf 172 Swakopmund from “*Single Residential*” with a density of 1:900 to “*General Business*” with a bulk of 2.0 be approved.
  - (b) That the approved rezoning of Erf 172, Swakopmund, be included in the next Amendment Scheme for final approval by the Ministry of Regional and Local Government, Housing and Rural Development.
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- 11.1.9 **SALE OF ERF 5159, SWAKOPMUND TO MESSRS ELI INVESTMENTS  
TEN CC - CLOSED BID OF 21 JUNE 2013**  
(C/M 2014/03/27 - E 5159)

**RESOLVED:**

- (a) That Council condones the decision not to invoke its right to cancel the sale of Erf 5159, Swakopmund to Messrs Eli Investment Ten CC in terms of clause 11.1 of the Deed of Sale.
- (b) That an extension for the due date for securing the purchase price of N\$7 662 375.00 for the purchase of Erf 5159, Swakopmund be extended to 31 March 2014 failing which the contract will be automatically cancelled without Council having to inform the purchaser thereof.
- (c) That an addendum to the agreement be drafted and signed to reflect the conditions in (a) and (b).

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- 11.1.10 **CONDONATION OF THE BTS SITE EAST OF BLOCK 55,  
KRAMERSDORF**  
(C/M 2014/03/27 - G 4/2/2/2)

**RESOLVED:**

That this item be referred back pending approval by the Communication Regulatory Authority of Namibia (CRAN).

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- 11.1.11 **INTERNAL AUDIT FOLLOW-UP AUDIT REPORT**  
(C/M 2014/03/27 - D 10/1)

**RESOLVED:**

- (a) That the summary of the combined Internal Audit Follow-up and Tracking Report by the Chief Executive Officer and Messrs Ernst & Young, be noted.
- (b) That the updated findings of the 9% partially implemented corrective actions as well as the 2% actions not yet been implemented on findings, be noted and that the Chief Executive Officer and Messrs Ernst & Young continue to ensure that full implementation takes place.

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- 11.1.12 **REQUEST FOR FINANCIAL ASSISTANCE BY ROMAN CATHOLIC  
CHURCH**  
(C/M 2014/03/27 - A 2/3/2/1/3)

**RESOLVED:**

- (a) That the action taken by the Mayoral Development Fund to donate an amount of N\$15 950.91 to the Marienheim Roman Catholic Hostel for the purchasing of items for 43 learners affected by fire on 19 January 2014 be condoned.
  - (b) That the amount of N\$15 950.91 be defrayed from the Mayoral Development Fund, Vote 960120408709 where N\$334 540.77 is available.
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11.1.13 **OWNERSHIP OF ERVEN 101, 102 AND 103 MILE 4**  
(C/M 2014/03/27 - N 7/3/2/2; M4 - 101, 102, 103)

**RESOLVED:**

- (a) That the information regarding the ownership of Erven 101, 102 and 103, Mile 4 be noted.
- (b) That the General Manager: Corporate Services and Human Resources compiles a letter in reply to the Namibian Defence Force reflecting the facts of the ownership of Erven 101, 102 and 103, being the property of the Swakopmund Municipal Council.

11.1.14 **APPLICATION TO RENT A PORTION OF ERF 2827, SWAKOPMUND TO DISPLAY AND SELL VEHICLES**  
(C/M 2014/03/27 - E 2827)

**RESOLVED:**

That the application of Mr John Kapepu to rent a portion of Erf 2827, Swakopmund to display and sell vehicles be turned down as such a facility is already provided by Council and the zoning of the property applied for does not support business activities.

11.1.15 **APPLICATION TO LEASE BTS SITE ON ERF 507, TAMARISKIA BY MESSRS INTERNET TECHNOLOGIES NAMIBIA**  
(C/M 2014/03/27 - G 4/2/2/2)

**RESOLVED:**

- (a) That the erf be subdivided and rezoned to an appropriate zoning to ensure the usage of the property hosting the BTS site is supported by the Town Planning Amendment Scheme.
- (b) That subject to the completion of (a), Council enters into a lease agreement with Messrs Internet Technologies Namibia for the BTS site indicated on of Erf 507, Tamariskia.
- (c) That the Engineering Services Department be responsible to have the boundaries of the relevant site indicated to the applicant.
- (d) That the lease be subject to the lessee obtaining an Environmental Impact certificate.
- (e) That a rental fee of N\$20.92/m<sup>2</sup> (15% VAT excluded) per month with an escalation of 10% per annum on 1 July every year be applicable; and further be subject to the following conditions:
  - (i) *That the lease be for a period of 5 years.*
  - (ii) *That the lease be advertised in terms of the Local Authorities Act 23 of 1992 as amended.*
  - (iii) *That all costs related to this transaction (advertising- and any legal costs, etc. that may arise from this transaction) be borne by the lessee.*
  - (iv) *That building plans of all proposed buildings must be submitted to the Engineering Services Department;*
  - (v) *That the lessee indemnifies Council against any public claims/liability related to the use of the above area.*
  - (vi) *That Messrs Internet Technologies Namibia installs their own electrical meter so that any expense and cost generated be allocated to them.*
  - (vii) *That the maximum height of the tower be restricted to 40m.*
  - (viii) *That the applicant obtains approval from the Communication Regulatory Authority of Namibia and submits same to Council for confirmation.*

11.1.16 **APPLICATIONS TO LEASE PORTIONS OF LAND AT THE WASTE WATER TREATMENT WORKS FOR:**

**① LAWN FARMING (Messrs Disa Landscaping) AND**

**② COMPOST PLANT (Messrs Palms for Africa)**

(C/M 2014/03/27 - N 7/3/4, N 6/1/3)

**RESOLVED:**

- (a) That it be noted that Messrs Palms for Africa is no longer interested to lease a portion of land at the Waste Water Treatment Plant for a compost plant and related activities.
- (b) That Council approves the lease of a portion of land (2 ha in size) located in the buffer zone surrounding the new Waste Water Treatment Works to Messrs Disa Landscaping for the purpose of establishing a lawn farm.
- (c) That a lease period of 1 year with an option to renew be approved at a monthly rental tariff of N\$0.089c, subject to an annual escalation of 10% effective July 2014; i.e.:

*20 000m<sup>2</sup> = N\$0.089c / m<sup>2</sup> i.e. N\$ 1 780.00 + 15% VAT (N\$ 267.00)*

*30 000m<sup>2</sup> = N\$0.089c / m<sup>2</sup> i.e. N\$ 2 670.00 + 15% VAT (N\$ 400.50)*

*40 000m<sup>2</sup> = N\$0.089c / m<sup>2</sup> i.e. N\$ 3 560.00 + 15% VAT (N\$ 534.00)*

*50 000m<sup>2</sup> = N\$0.089c / m<sup>2</sup> i.e. N\$ 4 450.00 + 15% VAT (N\$ 667.50)*

- (d) That Messrs Disa Landscaping indicates the size required taking into consideration the per square metre rental per month.
- (e) That the lease period commences on the second month following approval being granted by the Ministry of Regional and Local Government, Housing and Rural Development for the lease of the undivided Townlands.
- (f) That Council's standard lease conditions be applicable as per the approved Property Policy, i.e.:
  - 1. *That all costs for the lease transaction be for the lessee's account, inclusive of, but not limited to the cost of compiling a lease agreement*
  - 2. *As the area is located on undivided Townlands, an application for the lease must be submitted to the Ministry of Regional and Local Government, Housing and Rural Development for permission to lease as required in terms of section 30 (1) (t) of the Local Authorities Act, Act 23 of 1992, as amended*
  - 3. *The area shall be identified and the applicant shall have the area surveyed, alternatively such will be done at the applicant's cost.*
  - 4. *1 month's rental amount be levied as a refundable deposit (exclusive of 15% VAT), of which costs such as rental in arrears at the expiry of the lease period be recovered, the balance be refunded to the lessee*
  - 5. *Council to be indemnified against any possible claims*
  - 6. *3 months' termination period for both parties as a standard condition*
  - 7. *No construction of permanent structures will be permitted*
  - 8. *Suitable site facilities shall be made available to labour on site – potable water, hand wash basin, eating place, ablution.*

9. *Layout plans of any structures to be submitted to the Engineering Services Department for approval and be to the satisfaction of both the Engineering Services and Health Services Departments.*
10. *The lessee has no option to purchase the lease area*
11. *No subletting is allowed*
12. *The lease agreement is not transferable and will not form part of an estate*
13. *In cases where the lessee is a legal entity, Council be informed of any change in membership or shareholding*

**(g) That the following special conditions also be noted:**

1. *Potable water and purified effluent connections are possible and shall be done at applicant's cost*
2. *Purified effluent flow may be intermittent only and pressure may not be constant. Applicant shall make provision for suitable flow / pressure alteration to suit irrigation system requirements*
3. *Waste water shall be suitably disposed - connection to sewer system not available*
4. *Access road shall be provided at own cost and similarly maintained at own cost*
5. *Area need not be fenced, yet fencing is recommended to prevent unwanted vehicular access*
6. *No claims shall be entertained on any "Nuisances" (e.g. odors, insects, pests, spills, flooding, dust etc.) originating from the works. Operating within the 500 m buffer strip shall be totally at the risk of the applicant / operator*
7. *A 3 m clean space around the plant adjacent to the boundary walls so that municipal staff can drive around if needed and to prevent the applicant from spraying effluent water against the boundary wall.*
8. *That the facility not be used for accommodation purposes and no one my overnight.*

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11.1.17 **APPLICATION FOR CONSENT TO CONSTRUCT RESIDENTIAL DWELLINGS ON THE GROUND FLOOR OF ERF 3398, MONDESA, SWAKOPMUND**

(C/M 2014/03/27 - M 3398)

**RESOLVED:**

- (a) That the erection of residential units on the ground floor on Erf 3398, Mondesa, Swakopmund be approved as per the drawing (on file).
  - (b) That the applicant be advised to strictly abide to the provision of the Swakopmund Town Planning Scheme in terms of bulk, coverage, etc.
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11.1.18 **APPLICATION FOR PERMISSION TO OPERATE A HOUSE OF SAFETY**  
(C/M 2014/03/27 - M 3703)

**RESOLVED:**

- (a) That the Engineering Services Department proceeds with the rezoning of Erf 3703 from “*Single Residential*” to “*Institutional*”.
- (b) That the application from Messrs Tears of Hope for consent to operate a House of Safety from Erf 3703, Mondesa be condoned while the rezoning is in process.
- (c) That Messrs Tears of Hope register with the Health Services Department and that the standard Health Regulations will apply.
- (d) That the consent use be subject to the following:
  - *That Council reserves the right, to cancel a consent use should there be valid complaints.*
  - *That the institution must operate within the Town Planning Scheme regulations.*
  - *That the consent is not transferable.*
  - *That sufficient parking be provided on the premises.*
  - *That no on-street parking will be tolerated.*

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11.1.19 **APPLICATION FOR PERMISSION TO OPERATE A PLACE OF INSTRUCTION (DAY CARE)**  
(C/M 2014/03/27 - M 368)

**RESOLVED:**

- (a) That the following application for permission to operate place of instruction - Day Care be approved:
    - *Erf 368, Mondesa - Ms I H Itewa t/a Ndatitangi Day Care (Notice No 3/2014-02-25)*
  - (b) That Messrs Ndatitangi Day Care registers with the Health Services Department and that the standard Health Regulations will apply.
  - (c) That the consent use be subject to the following:
    - *That Council reserves the right, to cancel a consent use should there be valid complaints.*
    - *That the applicant must operate within the Town Planning Scheme regulations.*
    - *That the consent is not transferable.*
    - *That sufficient parking will be provided on the premises.*
    - *That no on street parking will be tolerated.*
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11.1.20 **APPLICATION FOR PERMISSION TO OPERATE A PLACE OF INSTRUCTION**

(C/M 2014/03/27 - G 2)

**RESOLVED:**

- (a) That the application of Mr D Albat of Messrs Namibian Woodcraft Institute for consent to operate a “*Place of Instruction*” from Plot 67, Nonidas be approved.
- (b) That Messrs Namibian Woodcraft Institute register with the Health Services Department and that the standard Health Regulations will apply.
- (c) That the consent use be subject to the following:
  - *That Council reserves the right, to cancel a consent use should there be valid complaints.*
  - *That the institution must operate within the Town Planning Scheme regulations.*
  - *That the consent is not transferable.*
  - *That no goods be sold from the premises.*

11.1.21 **APPLICATION FOR PERMISSION TO OPERATE RESIDENT OCCUPATIONS (ADMINISTRATIVE OFFICES)**

(C/M 2014/03/27 - T 1026, E 1284, E 2347, M 2215, M 2401)

**RESOLVED:**

- (a) That the following applications for permission to operate administrative offices be approved:
  - *Erf 1026, Tamariskia - Mr E Kamesiepo t/a Golden Footsteps Investments cc - Administrative Office  
(Notice No. 3/2014-02-25)*
  - *Erf 1284, Flat 2 Kramersdorf (91 Anton Lubowski Avenue) - Mr H Kolb - Administrative Office  
(Notice No. 3/2014-02-25)*
  - *Erf 2347, Swakopmund (15 Aragonit Street) - Mr S van der Merwe & Mr E Klein t/a S & E Group - Administrative Office  
(Notice No. 3/2014-02-25)*
  - *Erf 2215, Mondesa (Kovambo Nuyoma Street) - Mr J Shiwalo t/a New Game Trading cc - Administrative Office  
(Notice No. 3/2014-02-25)*
  - *Erf 2401, Mondesa (Mandume Ya Ndemufayo Street) - Mr P N Shimhanda t/a Shimhanda Trading Enterprise - Administrative Office  
(Notice No. 3/2014-02-25)*
- (b) That the applicants register with the Health Services Department and that the standard Health Regulations will apply.
- (c) That the consent use be subject to the following:
  - *That Council reserves the right, to cancel a consent use should there be valid complaints.*
  - *That the applicants must operate within the Town Planning Scheme regulations.*
  - *That the consent is not transferable.*
  - *That sufficient parking will be provided on the premises.*
  - *That no on street parking will be tolerated.*
  - *That no sales of products are allowed to be done from the premises.*
  - *That no storage of equipment be done on the premises.*
  - *That only one third of the total floor area of all the buildings on the erf is allowed to be used for the resident occupation.*

11.1.22 **APPLICATION FOR PERMISSION TO OPERATE RESIDENT OCCUPATION (ADMINISTRATIVE OFFICE)**  
(C/M 2014/03/27 - E 3102)

**RESOLVED:**

- (a) That the following application for permission to operate an administrative office be approved:
- *Erf 3102, Swakopmund (3 Nelken Street) - Mr C Kostrzewa t/a K&K Solar cc - Administrative Office  
(Notice No. 3/2014-02-25)*
- (b) That the applicant registers with the Health Services Department and that the standard Health Regulations will apply.
- (c) That the consent use be subject to the following:
- *That Council reserves the right, to cancel a consent use should there be valid complaints.*
  - *That the applicant must operate within the Town Planning Scheme regulations.*
  - *That the consent is not transferable.*
  - *That sufficient parking will be provided on the premises.*
  - *That no on street parking will be tolerated.*
  - *That no sales of products are allowed to be done from the premises.*
  - *That no storage of equipment be done on the premises.*
  - *That only one third of the total floor area of all the buildings on the erf is allowed to be used for the resident occupation.*

11.1.23 **APPLICATION FOR PERMISSION TO OPERATE RESIDENTIAL GUESTHOUSES**  
(C/M 2014/03/27 - E 4176, E 4299)

**RESOLVED:**

That the applications of Mr W Camm and Mr & Mrs de Klerk to operate Residential Guesthouses from erven 4176, Emerald Street and 4299, 40 Delphinium Street Swakopmund be approved subject to the following:

- *That final approval only be granted once permission from the Namibian Tourism Board has been received.*
- *That the applicants register with the Health Services Department and that the standard Health Regulations will apply.*
- *That the applicants adhere to Council's Accommodation Establishment policy at all times.*
- *That Council reserves the right, to cancel a consent use should there be valid complaints.*
- *That a minimum of 2 plus 1.5 per room parking bays be provided on the premises.*
- *That the consent is not transferable.*
- *That the applicants must operate within the Town Planning Amendment Scheme Regulations.*
- *That no on street parking will be tolerated.*
- *That the floor area ratio of all buildings to be used for the accommodation establishment may not exceed 40% of the total floor area of the house.*

- 11.1.24 **APPLICATION FOR PERMISSION TO OPERATE A RESIDENT OCCUPATION (BARBER SHOP/GENTS HAIRDRESSER)**  
(C/M 2014/03/27 - M 675)

**RESOLVED:**

- (a) That the following application for permission to operate a barbershop / gents hairdresser be approved:
- *Erf 675, Mondesa (Rakotoka Street) - Mr I Gabohumise t/a Messrs C Breez Trading (Notice No. 3/2014-02-25)*
- (b) That Messrs C Breez Trading register with the Health Services Department and the standard Health Regulations will apply.
- (c) That the consent use be subject to the following:
- *That Council reserves the right, to cancel a consent use should there be valid complaints.*
  - *That the applicant must operate within the Town Planning Scheme regulations.*
  - *That the consent is not transferable.*
  - *That sufficient parking will be provided on the premises.*
  - *That no on street parking will be tolerated.*
  - *That only one third of the total floor area of all the buildings on the erf is allowed to be used for the resident occupation.*

- 11.1.25 **APPLICATION FOR SUBDIVISION OF ERF 356A SWAKOPMUND, INTO PORTION A AND REMAINDER AND THE SUBSEQUENT REZONING OF PROPOSED PORTION A (OF ERF 356A) FROM "INSTITUTIONAL" TO "GENERAL BUSINESS" WITH A BULK OF 1.0**  
(C/M 2014/03/27 - E 356A)

**RESOLVED:**

- (a) That Council approves the rezoning of proposed Portion A of subdivided Erf 356A from "*Institutional*" to "*General Business*" with a bulk of 1.0.
- (b) That the approved rezoning of Portion A of subdivided Erf 356A Swakopmund be included in the next Amendment Scheme for final approval by the Ministry of Regional and Local Government, Housing and Rural Development.

- 11.1.26 **REZONING OF ERF 1273, SWAKOPMUND, EXTENSION 6, FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1:900 TO "GENERAL RESIDENTIAL 2" WITH A DENSITY OF 1:300**  
(C/M 2014/03/27 - E 1273)

**RESOLVED:**

That that this item be referred back and be resubmitted to the next Management Committee meeting.



11.1.27 **OLD AND REDUNDANT ITEMS / EQUIPMENT: COMMUNITY DEVELOPMENT SERVICES, RESTCAMP**

(C/M 2014/03/27 - N 7/3/1/2, L 2)

**RESOLVED:**

- (a) The following old and redundant vehicles, equipment and material be written off and sold at the next public auction.

**Vehicles:**

<i>Fleet No.</i>	<i>Reg No</i>	<i>Make</i>	<i>Model</i>	<i>Reason</i>
111	N 11686 S	Toyota Panel Van	1998	Old and costly

**Here follows the list of items**

<i>Quantity</i>	<i>Description</i>
5	Single Mattresses
150	Pillows
150	Duvets inners
247	Fitted sheets
5	Television
1	Lawn mower
4	Blinds
1	Roll Wire
5	Rolls of diamond mesh
27	Fridges
1	Geyser
120	Carpets
1	Electrical water Pump
1	High Pressure machine
1	Big stove
64	Hot plates
140	Poles

- (b) That the Chief Executive Officer and the Chairperson of the Management Committee determine the upset prices for the above mentioned redundant vehicles, equipment and materials.
- (c) That the following items be reserved for fire victims:

<i>Quantity</i>	<i>Description</i>
5	Single Mattresses
150	Pillows
150	Duvets inners
247	Fitted sheets

11.1.28 **WRITING OFF: OLD AND REDUNDANT EQUIPMENT - OFFICE OF THE CHIEF EXECUTIVE OFFICER**

(C/M 2014/03/27 - L 2)

**RESOLVED:**

- (a) That the following old and redundant equipment in the Department of the Chief Executive Officer be written off and be sold at the next public auction:

<i>No</i>	<i>Description</i>	<i>Quantity</i>
1.	Deskjet 1220C Printer	1
2.	HP Scanner	1
3.	Minolco Fax Machine	1

4.	<i>Royal Twin : Kettle &amp; Percolator</i>	<i>1</i>
5.	<i>Defy Microwave</i>	<i>1</i>
6.	<i>Pineware Percolator</i>	<i>1</i>

- (b) That the Chairperson of Management Committee, Chief Executive Officer and the General Manager: Finance determines the upset prices for the above.

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11.1.29 **OLD AND REDUNDANT EQUIPMENT: ENGINEERING SERVICES DEPARTMENT - WORKS SECTION**  
(C/M 2014/03/27 - L 2)

**RESOLVED:**

- (a) The following old and redundant vehicles, equipment and material be written off and sold at the next auction.

**Vehicles and equipment:**

<i>Fleet No.</i>	<i>Reg. No</i>	<i>Make</i>	<i>MODEL</i>	<i>Reason</i>
<i>PG 0144</i>	<i>N 3728 S</i>	<i>Diahatsu 2ton Truck</i>	<i>2003</i>	<i>Spare parts not available</i>
<i>SI 0256</i>	<i>NONE</i>	<i>Hoffmann Plate Vibrator</i>	<i>-</i>	<i>Spare parts not available</i>

**Other used materials, including the following:**

<i>Quantity</i>	<i>Item</i>
<i>3 Bags</i>	<i>Used shade netting</i>
<i>1</i>	<i>Submersible flyght pump</i>

- (b) That the Chief Executive Officer and the Chairperson of the Management Committee determine the upset prices for the above mentioned redundant vehicles, equipment and material.

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The meeting adjourned 19:45.

Minutes confirmed on: 24 April 2014

**Councillor J Kambueshe**  
**CHAIRPERSON**

UT/-

**M P C Swarts**  
**Acting CHIEF EXECUTIVE OFFICER**