

MINUTES

of an **Ordinary Council Meeting** held in the Council Chambers, Municipal Head Office, Swakopmund on **Thursday, 26 March 2015** at **19:00**.

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	:	Member of Management Committee
Alderman E //Khoaseb	:	Member of Council
Councillor U Kaapehi	:	Member of Council
Councillor P V Steinkopff	:	Member of Council

OFFICIALS:

Mr E U W Demasius	:	Chief Executive Officer
Mr M P C Swarts	:	GM: Corporate Services & HR
Mr D Duvenhage	:	GM: Engineering Services
Mr C Lawrence	:	GM: Health Services
Mr H Naruseb	:	GM: Finance
Mr M Cloete	:	Acting GM: Community Development Services
Mr A Plaatjie	:	Manager: Corporate Services
Ms M Bahr	:	Manager: Human Resources Services
Mr M Amedick	:	Manager: Design & Building Control
Ms A Gebhardt	:	Corporate Officer: Marketing & Communication
Mr U Tjiurutue	:	Corporate Officer: Administration
Ms B Ramos Viegas	:	Acting Corporate Officer: Properties
Ms I Ortner	:	PA to the Mayor

ALSO PRESENT:

Ten (10) members of the public and 1 (one) representatives each from the Namibian and Republikein attended the meeting. Also present were 1 (one) staff member receiving retirement award.

1. OPENING

Pastor Jaco Van Rooyen opened the meeting with a prayer and scripture reading.

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

- 2.1 Application for leave of absence
- | | | |
|------------------------|---|----------|
| Councillor F Hamukwaya | - | Approved |
| Councillor N N Salomon | - | Approved |
- 2.1 Declaration of interest - None
-

3. **CONFIRMATION OF MINUTES**

(C/M 2015/03/26 - A 2/3/5)

3.1 **MINUTES OF AN ORDINARY COUNCIL MEETING HELD ON 26 FEBRUARY 2015**

On proposal of Councillor R N Andreas-Noabes seconded by Councillor A N Bessinger it was:-

RESOLVED:

That the minutes of the Ordinary Council Meeting held on 26 February 2015, be confirmed as correct.

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

None.

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

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

(C/M 2015/03/26 - A 2/3/5)

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

5.2 **LONG SERVICE AWARDS**

(C/M 2015/03/26 - B 1/8)

<i>Josofat N Angula</i>	-	<i>35 Years and 4 Months</i>
-------------------------	---	------------------------------

PETITIONS

None.

7. **MOTIONS OF MEMBERS**

None.

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 2015**

- 9.1 The feedback on the resolutions taken by Council on 26 February 2015 was noted.
-

10. **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY
MANAGEMENT COMMITTEE DURING MARCH 2015**

10.1 **MINUTES OF MANAGEMENT COMMITTEE MEETINGS HELD
DURING MARCH 2015**

(C/M 2015/02/26 - A 2/3/5)

RESOLVED:

That the resolutions taken at an Ordinary Management Committee Meeting held on 12 March 2015 be noted.

11. **RECOMMENDATIONS BY THE MANAGEMENT COMMITTEE**

11.1 **ORDINARY MANAGEMENT COMMITTEE MEETING HELD ON
12 MARCH 2015**

11.1.1 **CRACKED HOUSES**

(C/M 2015/03/26 - M 362, M 363, M 364, M 365)

RESOLVED:

- (a) That Council proceeds with the auctioning of the transit houses on Erven 3252, 3254, 3260, 3318 at Extension 7, Mondesa.
 - (b) That the upset price of N\$350 000.00 be approved to enable Council to recover enough money to construct new houses for the owners.
 - (c) That once the “*temporary*” houses have been auctioned; the funds be used to replace all four “*Cracked Houses*” (M 362, M 363, M 364, M 365) including illegal extension.
 - (d) That the construction of new houses on Erven M 362, M 363, M 364, M 365, Mondesa be temporarily funded from the Property Development Fund until the money from the sale of the replacement houses have been recovered.
-

11.1.2 **PROGRESS REPORT - MANAGEMENT OF THE TAXI RANK ON ERF 4353, MONDESA**

(C/M 2015/03/26 - M 4353)

RESOLVED:

- (a) That NABTA rectifies the situation within 30 days from the date of notification, by attending to the following matters, failing which the contract will be terminated:
 - (i) *Mobilize all stakeholders (in particular bus and taxi owners, operators and community at large to have a buy-in) for the smooth operation of the facility.*
 - (ii) *Provide security to ensure an orderly and safe operation.*
 - (iii) *Provide auxiliary services to passengers and ensure effective management of taxi rank.*
 - (iv) *Ensure that the set rules, guidelines and price list provided is shared and discussed with the relevant stakeholders.*
 - (v) *Ensure that users, viz. taxi drivers/owners, passengers, employees and member of the public adhere to the rules and regulations for the use of the property.*
- (b) That in the event that the contract is cancelled, the local taxis and bus owners/ operators be invited to submit their management plan for the running of the taxi rank.

11.1.3 **CANCELLATION: SALE OF ERF 989, SWAKOPMUND BY CLOSED BID SALE TO MESSRS SERVE INVESTMENTS THREE FOUR (PROPRIETARY) LIMITED**

(C/M 2015/03/26 - E 989)

RESOLVED:

- (a) That the cancellation of the sale of Erf 989, Swakopmund to Messrs Serve Investments Three Four (Proprietary) Limited be confirmed as the purchaser failed to perform in terms of Clause 2.6 of the Deed of Sale.
- (b) That the sale of Erf 989, Swakopmund be re-advertised at an upset price of N\$14 500 000.00 subject to the conditions approved by Council on 24 November 2011, 28 January 2014 and 26 June 2014.
- (c) That only bids for the sale of the property be considered and not proposals for exchanges of fixed properties.
- (d) That Messrs Serve Investments Three Four (Proprietary) Limited be informed to take part in the new closed bid invitation.

11.1.4 **REQUEST BY SALVATION MINISTRY TO PURCHASE ERF 1898, MONDESA**

(C/M 2015/03/26 - M 1898)

RESOLVED:

That this item be withdrawn from the agenda and be resubmitted to the next Management Committee Meeting.

11.1.5 **APPLICATION TO PURCHASE ERF 2364 & ERF 19, MONDESA**
C/M 2015/03/26 - M 2364 & M 19)

RESOLVED:

- (a) That the application by Messrs Nuuyoma Family Trust Fund to purchase Erf 2364, Mondesa not be approved.
- (b) That Council remains with its resolution passed on 30 October 2014 under item 11.1.10 and that Messrs Nuuyoma Family Trust Fund be advised to take part in the closed bid sale.

11.1.6 **REQUEST FOR RENTAL OF THE WATER TOWER INFRASTRUCTURE NEAR THE SWAKOPMUND AERODROME - POWERCOM (PTY) LTD**
(C/M 2015/03/26 - G 4/2/2/2)

RESOLVED:

- (a) That the Council resolution of 31 July 2014 under item 11.1.9 be amended to substitute the name 'Powercom (Pty) Ltd' for the name 'Telecom Namibia Mobile' throughout.
- (b) That all other conditions of the resolution remain the same.

11.1.7 **NORTH-SOUTH: MUNICIPAL PARTNERSHIP NAMIBIA (ALAN) - SWEDEN (SALAIDA): COOPERATION - NEW PROJECTS**
(C/M 2015/03/26 - A 2/3/1/7/1)

RESOLVED:

- (a) That the following members serve as project and steering committee members for the duration of the new project and as continuation of the relationship between Malmo City and the Municipality of Swakopmund:

Steering Committee Management Function for both projects):

- One Politician from Ruling Party : Councillor R N Andreas-Noabes
- One Politician from Opposition : Councillor U Kaapehi
- Chief Executive Officer
- General Manager: Health Services
- Deputy Director Education

Project Members ESD: Renewable Energy

- Project Manager: - Manager: Engineering Services (to be assigned)
- Project Technicians x 4 (to be assigned). Will co-ordinate venues, network with local operators, infrastructure and development of training materials and related training resources.

Project Members ESD: Marine Food

- Project Manager: - Manager: Corporate Services
- Project Technicians x 4 (to be assigned). Will co-ordinate venues, network with local operators, infrastructure and development of training materials and related training resources.

Project Members ET: Urban Farming/Food Production

- *Project Manager* - *Manager: Works*
- *Staff member (Municipal Nursery)* - *(to be assigned)*
- *Staff member (Youth Officer)*
- *Two High / Primary School Teachers* - *(to be assigned)*

- (b) That special leave be granted to the officials nominated by Council to participate in the activities prescribed as per the approved projects.
- (c) That traveling and subsistence allowance from the relevant votes be used for this purpose.
- (d) That the traveling and subsistence allowance be paid in accordance with Council Policy.
- (e) That the General Manager: Finance provides the delegation with a bridging fund for any unforeseen occurrences when traveling abroad in accordance with the requirements of the project implementation activities.

11.1.8 **EXCEPTION TO RESTRICTION OF TRANSFER OF OWNERSHIP OF PROPERTIES BOUGHT FROM COUNCIL**

(C/M 2015/03/26 - G 4/1)

RESOLVED:

- (a) That authority be delegated to the Chief Executive Officer in consultation with the Chairperson of the Management Committee to consider applications received for the waiving of the restriction of the transfer of ownership of properties acquired from Council in favour of banks should the registration of a mortgage bond over the property be required.
- (b) That the approval granted in terms of (a) above be submitted to the Management Committee for confirmation.

11.1.9 **REDUNDANT ITEMS: CORPORATE SERVICES AND HUMAN RESOURCES DEPARTMENT**

(C/M 2015/03/26 - L 2)

RESOLVED:

- (a) That the following redundant items from the Corporate Services and Human Resources Department be written off:

DESCRIPTION	REASON
Scanner - HP Scanjet 8270	Broken and not repairable
Wooden Cabinet (Production Room)	Broken
Steel Cabinet (Production Room)	Replaced with new one
Punch	Malfunctioning
Stapler	Malfunctioning
Black Chair	Damage Pedestal

- (b) That the Chairperson of the Management Committee and the Chief Executive Officer determine the upset price for the redundant items.

11.1.10 **INVITATION TO PARTICIPATE AND ATTEND THE OKAHANDJA TOURISM AND TRADE EXPO 2015**

(C/M 2015/03/26 - J 10/2)

RESOLVED:

- (a) That Council participates in the Okahandja Tourism and Trade Expo 2015 scheduled to take place from 6-9 May 2015 in Okahandja.
- (b) That the Chief Restcamp Officer, Local Economic Development Officer, Environmental Officer and the Corporate Officer: Marketing and Communication be granted permission to attend the Expo from 5-9 May 2015.
- (c) That 1 (one) stall at a cost of N\$2 500.00/9m² be leased for exhibiting and presenting of Council's SME strategies, distribution of brochures and information flyers of the Municipal Restcamp and services rendered by Council, Eco-mate brand and that promotional items be sold in order to promote Swakopmund Municipality and the town.
- (d) That the staff members be granted special leave during that period.
- (e) That the subsistence and travel allowance be defrayed from the relevant departmental votes.
- (f) That the Local Economic Development Officer be granted permission to identify 2 (two) local SME operators in the following sectors to accompany the delegation:
 - *Bed and Breakfast*
 - *Tour Guides*
 - *Tailoring*
- (g) That Council leases 2 (two) stalls at a cost of N\$2 500.00/9m² each for use of the SME operators and that they be responsible for all other related cost including travelling, accommodation and food.

11.1.11 **REQUEST FOR SPONSORSHIP: 10TH MATHEMATICS CONGRESS**

(C/M 2015/03/26 - D 5)

RESOLVED:

- (a) That Council contributes towards the 10th Mathematics Congress to benefit education in the Erongo Region.
- (b) That it be noted that Council Publicity Vote: 100510212700 is depleted.
- (c) That additional funds be transferred to the Publicity vote.

11.1.12 **MASTER WAITING LIST FOR THE MASS HOUSING DEVELOPMENT PROGRAMME**

(C/M 2015/03/26 - H 5/5)

RESOLVED:

That this item be withdrawn from the agenda and be resubmitted to the next Management Committee Meeting.

11.1.13 **TOWNSHIP ESTABLISHMENT ON PORTION 136 OF SWAKOPMUND TOWN AND TOWNLANDS NO. 41**

(C/M 2015/03/26 - G 3/3/2)

RESOLVED:

That the Council resolution of 29 January 2015 under Item 11.1.1 be amended as follows:

- (a) That the application for Township establishment on Portion 136 of Swakopmund Town and Townlands No. 41, be approved.
 - (b) That the layout submitted by Messrs Winplan Planning Consultants as per Drawing Nr: Sub Ptn 136 be approved.
 - (c) That Messrs Winplan Planning Consultants be informed to submit the application for Township Establishment to the Ministry of Urban and Rural Development once Council approval is obtained.
-

11.1.14 **IDENTIFICATION OF ERVEN PROPOSED TO BE UTILISED FOR MASS HOUSING INITIATIVE PROJECT - NHE**

(C/M 2015/03/26 - G 3/9/2)

RESOLVED:

That the layout of the temporary site adjacent to DRC proper be approved in order for the Engineering Services Department to start with the required services.

11.1.15 **REQUEST FOR TRANSFER OF FUNDS TO COUNCIL PUBLICITY AND CONFERENCE VOTES**

(C/M 2015/03/20- D 2/1)

RESOLVED:

- (a) That the amount of N\$60 000.00 be transferred from the Surplus Funds to the Council's Conference Vote: 100510206500 to cover the expenses until the end of the Financial Year ending 30 June 2015.
 - (b) That the amount of N\$40 000.00 be transferred from the Surplus Funds to the Council's Publicity Vote: 100510212700, to be able to pay for the following expenses:
 - N\$6 000.00 towards the 10th Mathematics Congress.
 - N\$15 000.00 towards the table for 10 people at the NAMAS Fundraising Dinner.
 - N\$2 000 towards the Crayfish Gala Dinner.
-

11.1.16 **INVITATION: LUDERITZ TOWN COUNCIL TO ATTEND CRAYFISH
FESTIVAL GALA DINNER**

(C/M 20/03/2015 - D 5)

RESOLVED:

- (a) That the amount of N\$2 000.00 pledged by the Mayor towards the Crayfish Gala Dinner be approved.
- (b) That the cost be defrayed from the Council's Publicity Vote: 100510212700 where sufficient funds are available.

The meeting adjourned **19:37**

Minutes confirmed on: **30 April 2015**

Juuso Kambueshe
CHAIRPERSON

E U W Demasius
CHIEF EXECUTIVE OFFICER

AK/-