

MINUTES

of an **Ordinary Council Meeting** held in the Council Chambers, Municipal Office Building, Swakopmund on **Thursday, 30 May 2013 at 19:08.**

PRESENT:

Councillor J Kambueshe	:	Mayor (Chairperson of Council)
Councillor L M Tlhabanello-Madi	:	Deputy Mayor (Vice-Chairperson of Council)
Councillor R N Andreas-Noabes	:	Alternate Chairperson of MC
Councillor N N Salomon	:	Member of Management Committee
Alderman E //Khaoseb	:	Member of Council
Councillor P V Steinkopff	:	Member of Council

OFFICIALS:

Mr M N Ipinge	:	Acting Chief Executive Officer
Mr M P C Swarts	:	GM: Corporate Services & Human Resources
Mr D Duvenhage	:	GM: Engineering Services
Mr H !Naruseb	:	GM: Finance
Mr C Lawrence	:	GM: Health Services
Mr V S Kaulinge	:	Manager: Community Development Services
Mr M Cloete	:	Manager: Traffic Services
Mr A Plaatjie	:	Manager: Corporate Services
Mr M Amedick	:	Manager: Planning
Mr I !Gonteb	:	Manager: Finance
Ms S Bruwer	:	Corporate Officer: Properties
Mr U Tjiurutue	:	Corporate Officer: Administration

ALSO PRESENT:

1 (one) representative each from the Republikein, The Namibian and Namib Times. Also in attendance were 19 (Nineteen) members of the public and 3 (three) staff member received a Long Service Awards.

1. OPENING

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

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

2.1 Application for leave of absence

Alderwoman R //Hoabes	-	Approved
Councillor A N Bessinger	-	Approved
Councillor U Kaapehi	-	Approved
Councillor F Hamukwaya	-	Approved

2.2 Declaration of interest - None

3. **CONFIRMATION OF MINUTES**
(C/M 2013/05/30 - A 2/3/5)

3.1 **MINUTES OF AN ORDINARY COUNCIL MEETING HELD ON 25 APRIL 2013**

On proposal of Councillor R N Andreas-Noabes seconded by Alderman E //Khaoseb it was:-

RESOLVED:

That the minutes of the Ordinary Council Meeting held on 25 April 2013, 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 2013/05/30 - A 2/3/5)

None.

5.2 **LONG SERVICE AWARDS**
(C/M 2013/05/30 - B 1/8)

His Worship, the Mayor, also announced as follows:

QUOTED

Long Service Awards:

The following staff members received Long Service Awards:

- Mr W Willibard
- Mr F Shindongo
- Mr J Ya Kamati

6. **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 APRIL 2013**

- 9.1 The feedback on the resolutions taken by Council on 25 April 2013 was noted.
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10. **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY MANAGEMENT COMMITTEE DURING APRIL 2013**

10.1 **MINUTES OF MANAGEMENT COMMITTEE MEETING HELD DURING MAY 2013**

(C/M 2013/05/30 - A 2/3/5)

RESOLVED:

That the resolutions taken at an Ordinary Management Committee Meeting held on 16 May 2013 be noted.

11. **RECOMMENDATIONS BY THE MANAGEMENT COMMITTEE**

11.1 **ORDINARY MANAGEMENT COMMITTEE MEETING HELD ON 16 MAY 2013**

11.1.1 **MOTION ON THE IMPLEMENTATION OF A SAVING SCHEME FOR DRC RESIDENTS; LAND SAVING SCHEME FRAMEWORK AND LAND SAVING SCHEME POLICY**

(C/M 2013/05/30 - I 1/1/4, H 5/4, G 4/1, G 4/1/1, H 5)

RESOLVED:

That the following be accepted and implemented:

- *Saving Scheme for DRC Residents*
 - *Land Saving Scheme Framework*
 - *Land Saving Scheme Policy*
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11.1.2 **PROPOSAL: COMMUNITY CULTURAL AND TOURISM CENTRE**

(C/M 2013/05/30 - M 4354)

RESOLVED:

- (a) That permission be granted to Messrs Hafeni Cultural Tours to operate the various aspects of the center and take responsibility for the payment of rental fees for the cultural huts.
 - (b) That separate water and electricity meters be installed for the Cultural Centre and that Messrs Hafeni Cultural Tours be responsible for the payment of the electricity as well as water services for the Cultural and Tourism Centre.
 - (c) That Council enters into an agreement with Messrs Hafeni Cultural Tours for a period of 3 (three) years for the management of the Cultural Centre.
 - (d) That a rental fee of N\$100.00 per month be paid by Messrs Hafeni Cultural Tours for each of the cultural huts.
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11.1.3 **APPLICATION BY MR L SHIGWEDHA TO PURCHASE THE REMAINDER OF ERF 3211, MONDESA**

(C/M 2013/05/30 - M 2081, M 2082, M 3211)

RESOLVED:

That Council's resolution of 27 March 2013 under item 11.1.10 be repealed and replaced with the following:

- (a) That the house on the Re, Erf 3211, Mondesa be sold to Mr L Shigwedha at a purchase price of N\$ 43 593.24 subject to Council's standard conditions for the sale of an erf; which includes the advertising of Council's intention to sell as required in terms of the Local Authorities Act, Act 23 of 1992, as amended, at the cost of the purchaser.
- (b) That Mr L Shigwedha be informed to provide a letter from Messrs Cheetah Capital Community Resettlement Project (CCCP) stating that they will finance him to purchase the Re, Erf 3211, Mondesa in the amount of N\$43 593.24.
- (c) That Mr L Shigwedha be given 90 days from date of the Council resolution to purchase or vacate the property, failure, which the transaction be cancelled without the item being resubmitted to Management Committee.

11.1.4 **SALE OF ERF 955 (A PORTION OF ERF 2747), SWAKOPMUND TO THE UNIVERSITY OF NAMIBIA**

(C/M 2013/05/30 - E 955)

RESOLVED:

That the contract for the sale of Erf 955 (a portion of Erf 2747) to the University of Namibia with special provisions limiting the use of the property by the purchaser or its successor-in-title to institutional purposes be approved.

11.1.5 **TERMINATION OF LEASE AGREEMENT FOR WALL SPACE AT FRONT OFFICE OF MUNICIPAL BUNGALOWS FOR TOURISM RELATED ADVERTISING PURPOSES AND PROPOSAL TO PURCHASE ADVERTISING FRAMES FROM CURRENT LESSEE**

(C/M 2013/05/30 - N 7/3/1/2)

RESOLVED:

- (a) That Messrs Projects & Promotions be informed that Council takes note of the termination of the lease agreement with effect from 01 June 2013.
- (b) That Council purchases the advertising frames from Messrs Projects & Promotions at the amount of N\$5 000.00, on condition that a viable lease proposal is received.
- (c) That the same process be followed as previously, to invite proposals from interested advertisers, subject to a minimum rental amount of N\$2 000.00 per month + 15% VAT and subject to an annual escalation of 10% on 01 July.
- (d) That the lease period be for 5 years, subject to the same lease conditions as contained in the existing lease agreement.

11.1.6 **SWAKOPMUND WATERFRONT: AESTHETICS APPROVAL**
(C/M 2013/05/30 - G 4/1/1 (10))

RESOLVED:

- (a) That the Swakopmund Waterfront's aesthetics approval by Council's Aesthetics Committee be noted.
- (b) That the Developer of Swakopmund Waterfront submits proof of compliance with all legal requirements to Council before approval is granted for their official building plans.

11.1.7 **AESTHETICS COMMITTEE AND ADDITION TO THE GUIDELINES FOR AESTHETICS APPROVALS**
(C/M 2013/05/30 - J 8)

RESOLVED:

- (a) That the *Guidelines* (on file) for the Aesthetics Recommendations to Council with the changes be approved and implemented accordingly.
- (b) That according to the Guidelines the appointment of members of the Aesthetics Committee be determined by Council and that Council appoints the following two (2) Registered Local Architects and two (2) Community Representatives:

<i>Two (2) registered local architects</i>	<i>1. Ms K Miller 2. Mr K Mackintosh</i>
<i>A registered urban planner if available</i>	<i>Mr A van der Westhuizen</i>
<i>Two (2) community representatives</i>	<i>1. Mr F Risuro 2. Mr I Petrus</i>
<i>A Town Councillor and the Chief Executive Officer</i>	<i>Councillor A Bessinger Councillor P V Steinkopff (Secundi) Chief Executive Officer</i>

- (c) That the Local Architects and Community Representatives of the Aesthetics Committee be appointed every 3 (three) years by Council in order to ensure that a rotation of membership takes place.
- (d) That the Namibian Council of Architects be informed accordingly to inform their members of the latest amendments and requirements with regard to aesthetics in Swakopmund.
- (e) That the Aesthetics Committee members be informed that they will not be remunerated for their services.

11.1.8 **SINGLE QUARTER UNIT ERF 1797, MONDESA, SWAKOPMUND**
(C/M 2013/05/30 - M 1797)

RESOLVED:

- (a) That the Completion Certificate provided by Messrs Prima Butchery be noted.
- (b) That permission be granted to Messrs Prima Butchery to sell Erf 1797, Mondesa to Ms A K Uushona.

11.1.9 **ALLOCATION OF BLOCK ERVEN AT THE PDA TO THE SHACK DWELLERS FEDERATION OF NAMIBIA**
(C/M 2013/05/30 - H 5, H 5/7)

RESOLVED:

That Council Resolution 11.1.4 of 27 March 2013 be repealed and replaced with the following:

- (a) That the layout plans submitted by the Shack Dwellers Federation of Namibia in respect of erven 3594 and 3598, Mondesa be approved.
 - (b) That erven 3594 and 3598, Mondesa be sold to the Shack Dwellers Federation of Namibia at 12% of the development cost, of $\text{N\$}61.35/\text{m}^2 - 12\% = \text{N\$}7.36/\text{m}^2$, in order to make the erven more affordable (the 2 blocks will therefore cost $\text{N\$}7.36 \times 5684\text{m}^2 = \text{N\$}41\,845.61$ and $\text{N\$}7.36 \times 5631\text{m}^2 = \text{N\$}41\,444.16$ respectively).
 - (c) That the undertaking by the Shack Dwellers Federation of Namibia to provide additional major services (water and sewer) to the northern side of Erf 3594 be noted.
 - (d) That the Shack Dwellers Federation of Namibia ensures that each and every individual erf to be created, be provided with a separate water and electricity meter and be transferred into the name of the owner.
 - (e) That the remaining Blocks be subdivided, serviced and that allocation be considered at a later stage.
 - (f) That the Shack Dwellers Federation of Namibia provides Council with a list of beneficiaries.
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11.1.10 **APPLICATION TO SUBDIVIDE THE REMAINDER OF BLOCK 1 FOR THE PURPOSE OF PROVIDING THE MUSEUM WITH ITS OWN ERF AND FUTURE EXTENSION**

(C/M 2013/05/30 - E 1/5)

RESOLVED:

- (a) That the subdivision of the Remainder of Block 1 into Portion "A" and remainder as per the plan (on file) be approved.
 - (b) That the subdivision of Block 1 into Portion "A" and remainder as per the plan (on file) be approved.
 - (c) That proposed Portion "A" of the Remainder of Block 1 be closed as a "*Public Open Space*" in terms of the Local Authorities Act.
 - (d) That proposed Portion "A" of Block 1 be closed as a *Public Open Place* in terms of the Local Authorities Act.
 - (e) That proposed Portion "A" of the Remainder of Block 1 be rezoned from "*Public Open Space*" to "*Institutional*".
 - (f) That proposed Portion "A" of Block 1 be rezoned from "*Beach Area*" to "*Institutional*".
 - (g) That application be made to the Environmental Commissioner for clearance to close proposed Portion A of the Remainder of Block 1 as a "*Public Open Space*" and to rezone proposed Portion "A" to "*Institutional*".
 - (h) That the consolidation of Portion "A" of Block 1 and Portion "A" of the Remainder of Block 1 into consolidated Erf "X" be approved.
 - (i) That an Environmental Consultant be appointed to obtain Environmental Clearance for the closure of proposed Portion "A" of the Remainder of Block 1 as a "*Public Open Space*".
 - (j) That a Town Planning consultant be appointed to facilitate the subdivision and consolidation processes involved in the proposed applications.
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11.1.11 **CANCELLATION OF SALE FOR SINGLE RESIDENTIAL ERVEN:
PUBLIC AUCTION OF 3 AUGUST 2012**

(C/M 2013/05/30 - G 3/3/2/15, G 3/9/7)

RESOLVED:

- (a) That the sale of erven to purchasers who failed to pay or secure the purchase price on or before the 30 March 2013 be cancelled.
- (b) That the General Manager: Corporate Services and Human Resources advertise the sale of the 57 (fifty seven) "*Single Residential*" erven in the local newspapers (Namibian and Namib Times) as soon as possible and that the action be condoned.
- (c) That the cancelled erven be offered to the public to make offers to purchase and that the General Manager: Corporate Services and Human Resources provide feedback to Management Committee.
- (d) That interest be levied on the full purchase price of Erf 5317, Swakopmund i.e. on the N\$117 000.00 until 30 March 2013 and on the outstanding N\$19 500.00 also until the date of payment, and on N\$318 500.00 which is secured by bank guarantee until the date of transfer.
- (e) That the content of the letter received from Ms L E Nujoma, the purchaser of Erf 5235, Swakopmund be noted.
- (f) That the bank guarantee issued after the final due date of 30 March 2013 with regards to the transaction of Mr S Nekwaya, purchaser of Erf 5346, Swakopmund be accepted.

11.1.12 **CANCELLATION OF SALE FOR A PORTION OF THE REMAINDER OF
ERF 2827, SWAKOPMUND TO MESSRS ROSSING URANIUM LIMITED**

(C/M 2013/05/30 - E 2827)

RESOLVED:

- (a) That the cancellation of the transaction of a portion of the Remainder of Erf 2827, Swakopmund to Messrs Rössing Uranium Limited be noted.
- (b) That the portion of the Remainder of Erf 2827, Swakopmund returned by Messrs Rössing Uranium Limited be reserved for future use by Council only.

11.1.13 **DETERMINATION OF THE PURCHASE PRICE FOR ERF 613,
TAMARISKIA**

(C/M 2013/05/30 - T 613)

RESOLVED:

- (a) That the upset price for Erf 613, Tamariskia be N\$230 000.00 plus N\$3 914.10 (cost for rezoning and transfer of the erf to Council).
 - (b) That Erf 613, Tamariskia be offered for sale to all applicants on file.
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11.1.14 **APPLICATION BY MESSRS NATIONAL HOUSING ENTERPRISE REQUESTING OFFICE SPACE AT THE MUNICIPAL HEAD OFFICE COMPLEX**

(C/M 2013/05/30 - H 5/5)

RESOLVED:

- (a) That two offices at the old Municipal Head Office building on Erf 989, Swakopmund be leased to Messrs National Housing Enterprises at a monthly rental amount of N\$41.00/m² subject to Council's standard lease conditions.
- (b) That the lease be valid until Erf 989, Swakopmund is sold and transferred in the name of the purchaser.
- (c) That Messrs National Housing Enterprises be advised to construct their office complex at Extension 10, Mondesa.

11.1.15 **WITHDRAWAL OF THE OFFER TO LEASE A PORTION OF ERF 266A, SWAKOPMUND TO MESSRS KAZAK AFRICAN EXPERIENCE CULTURAL TOURISM**

(C/M 2013/05/30 - E 266 ABC)

RESOLVED:

- (a) That Messrs Kazak African Experience Cultural Tourism be granted an extension of time until 31 May 2013 to return the signed lease agreement for a portion of Erf 266A, Swakopmund.
- (b) That if Messrs Kazak African Experience Cultural Tourism does not comply with the extended due date, Council considers the application of Ms H !Gontes to lease a portion of Erf 266, ABC, Swakopmund while the process of rezoning is dealt with by the Ministry.
- (c) That Messrs Kazak African Experience Cultural Tourism be advised to deliver the signed lease agreement for a portion of Erf 266A, Swakopmund at the Corporate Services and Human Resources Department.

11.1.16 **LEASING OF A SITE AT THE LIGHT INDUSTRIAL INCUBATION AREA**

(C/M 2013/05/30 - H 5, H5/7)

RESOLVED:

- (a) That the lease of the available site at the Light Industrial Incubation Area measuring 1 000m² x N\$0.26 m² = N\$260.00 per month plus 15% VAT to Messrs Rivatera Community Project for storage of equipment for catering, construction and cleaning services subject to the standard lease conditions be approved.
- (b) That Messrs Rivatera Community Project be informed to apply for permission to build a temporary structure made of wood to the satisfaction of Engineering Services Department for storage of equipment for catering, construction and cleaning services.
- (c) That in terms of Section 30 (1) (t) of the Local Authorities Act, Act 23 of 1992, as amended, Ministerial approval be obtain to lease a site at the Light Industrial Incubation Area to Messrs Rivatera Community Project for a period of 5 years.
- (d) That Messrs Rivatera Community Project be informed that no brick making activities or staying overnight is allowed on the leased site.
- (e) That the applications of Messrs NCRAC CC and Messrs Wanaiga Trading CC not be approved.

11.1.17 **APPLICATION BY MR WALTER //HUSEB FOR EXTENSION OF THE LEASE PERIOD AT THE BRICK MAKING AREA**

(C/M 2013/05/30 - H 5)

RESOLVED:

- (a) That the lease agreement between Council and Mr W //Huseb for leasing a portion of land measuring 2000m² situated between Hadama //Hao Housing Project and railway that expires on 31 May 2013 not be renewed due to the accumulated arrears in the amount of N\$21 949.98.
- (b) That the action taken by the General Manager: Finance to hand over the account of Mr W //Huseb to Council's legal representative due to accumulated arrears be noted.
- (c) That the General Manager: Engineering Services investigates the future use of the portion of land currently leased to Mr W //Huseb in terms of the Planning Forum decision of 24 August 2010,i.e.:

- (a) *That the Engineering Services Department provides a lay-out of Portion 5 of Swakopmund Town and Townlands No 41, clearly indicating the lay-out of the services, location of the extension of the cemetery and the railway line for submission to the Planning Forum for discussion.*
- (b) *Subsequent to (a) above, a submission be tabled to the Management Committee for consideration of the application by Messrs Elize Investment CC.*

11.1.18 **CONDONATION: NAMSLAB - LEASE OF ERF 4884, SWAKOPMUND**

(C/M 2013/05/30 - E 4884)

RESOLVED:

That the action taken by the General Manager: Corporate Services and Human Resources whereby Council entered into a lease agreement with Messrs Namslab Precast Concrete Decking for the lease of Erf 4884, Swakopmund; for a two month period at a rental amount of N\$57 500.00 (inclusive of 15% VAT) be condoned.

11.1.19 **INFORMATION AND RECORDS MANAGEMENT FILING POLICY AND DISASTER MANAGEMENT PLAN**

(C/M 2013/05/30 - A 1/3/3)

RESOLVED:

That the Draft Information and Records Management Filing Policy and Disaster Management Plan be approved and that it be submitted to Messrs The Document Warehouse for finalization.

- 11.1.20 **MESSRS DISA LANDSCAPING: PROPOSAL TO PLANT GRASS AT THE VINETA CENTRAL SPORT FIELD**
(C/M 2013/05/30 - N 7/3/4)

RESOLVED:

- (a) That the proposal by Messrs Disa Landscaping CC to plant and maintain grass at the soccer pitch at Vineta Central Soccer field for a period of 3 (three) years be approved.
- (b) That the scope of work for Messrs Disa Landscaping CC should include the following:
 - (i) *Messrs Disa Landscaping CC to ensure that the earth work is done and that the grass is planted, by sowing kikuyu seeds, at their own cost.*
 - (ii) *Messrs Disa Landscaping CC to ensure that the irrigation system is kept in working order. Works section must, however, hand over a fully functional water/irrigation system to the contractor.*
 - (iii) *Messrs Disa Landscaping CC to provide labour, to water, mow and harvest the grass. Council must ensure that the pitch is not used until the grass is fully grown and ready for use. In addition, Council will take responsibility for the provision of security at the facility and water for irrigation.*
 - (iv) *In return, Messrs Disa Landscaping CC will harvest grass between November and January, in consultation with the Municipality depending on the number of bookings during that period. The grass, once harvested, will be sold to interested parties, including the Municipality, in order to ensure return on investment.*

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- 11.1.21 **APPLICATION TO USE THE BEACH FRONT AREA AT THE MOLE FOR SWAKOPMUND TREASURE HUNT ON 28 DECEMBER 2013**
(C/M 2013/05/30 - N 7/2/1)

RESOLVED:

- (a) That permission be granted to Messrs Swakopmund Treasure Hunt to lease the main beach area on 28 December 2013 at the cost of N\$115.00 (VAT Inclusive) plus a refundable deposit of N\$357.50.
 - (b) That Messrs Swakopmund Treasure Hunt be responsible for keeping the area clean at all times, during the preparation for their activities and while the activities are in progress.
 - (c) That Council be indemnified against any claims that may arise from using the area (indemnity form to be attached, signed and returned to the Municipality).
 - (d) That the area be restored to its original condition after the event and to the satisfaction of the Health Services Department.
 - (e) That sound must be restricted to the immediate surroundings. On receipt of any complaints due to noise or misbehaviour, the use of the area will be cancelled immediately.
 - (f) That the applicant be informed that public toilets are available on site, but should they require additional ablution facilities, they should contact a private supplier who can provide them with portable ablution facilities.
 - (g) That Messrs Swakopmund Treasure Hunt arrange for refuse bins and the removal thereof afterwards (the removal = N\$357.50 + 15% VAT + N\$15.00 + 15% VAT per bin).
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11.1.22 **PROPOSAL FOR JOINT VENTURE BETWEEN THE MUNICIPAL REST CAMP AND MESSRS DESERT TAVERN FOR WORLD TRAVEL SUMMIT**

(C/M 2013/05/30 - N 7/3/1/2)

RESOLVED:

- (a) That permission be granted to the General Manager: Community Development Services to enter into a joint venture with Messrs Desert Tavern to provide breakfast to the World Travel Summit delegation at the Municipal Rest camp between 26 - 30 October 2013.
- (b) That permission be granted to the General Manager: Community Development Services to add breakfast fee to the prevailing accommodation tariff.
- (c) That the breakfast fee be paid over to Messrs Desert Tavern, 7 days before the arrival of the delegation.
- (d) That the process mentioned in (c) be done in accordance with Council's Financial Regulations.
- (e) That the General Manager: Community Development Services obtains a letter from Messrs Desert Tavern which will replace the word "*defiantly*" with "*definitely*" for the record.

11.1.23 **ADDITIONAL FUNDS: GRADERS**

(C/M 2013/05/30 - L 6, D 2/1)

RESOLVED:

That the action of the General Manager: Finance, after getting the approval from the Chief Executive Officer and the Chairperson of the Management Committee, to transfer the required funds to the total amount of N\$185 000.00 from the Surplus Fund to the Votes 306310208500 and 306310431100, be condoned.

11.1.24 **OFFER TO PURCHASE REDUNDANT FIRE TRUCK N 1405 S**

(C/M 2013/05/30 - L 2)

RESOLVED:

That Council accepts the offer of N\$10 000.00 from Mr E Kandjeo to purchase redundant vehicle N 1405 S as set out in Council's conditions for the sale of redundant items.

- 11.1.25 **APPLICATION TO OPERATE A NOXIOUS INDUSTRY (ABATTOIR) FROM ERF 2760, SWAKOPMUND**
(C/M 2013/05/30 - E 2760)

RESOLVED:

- (a) That the application of Messrs Cowboy's Butchery for consent to operate a "*Noxious Industry*" (Abattoir) from Erf 2760, Swakopmund, be turned down.
 - (b) That Messrs Cowboy's Butchery be informed of their right to object (in terms of Clause 8 of the Swakopmund Town Planning Scheme) to the Minister, within 28 days of this notice against Council's decision, provided that written notice of such an appeal shall be given to the Ministry, as well as the Council within the said period.
 - (c) That Council will no longer consider any similar application in the already built up areas of Swakopmund.
 - (d) That the Engineering Services Department investigate and propose a suitable area for an abattoir.
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- 11.1.26 **APPLICATION FOR PERMISSION TO CLOSE ERF 3352 AS A "PUBLIC OPEN SPACE" AND TO REZONE THE PROPERTY FROM PUBLIC OPEN SPACE TO GENERAL RESIDENTIAL 2 WITH A DENSITY OF 1:250M²**
(C/M 2013/05/30 - E 3352)

RESOLVED:

- (a) That Council approves the closure of Erf 3352, Extension 9, Swakopmund, as a "*Public Open Space*" in terms of the Local Authorities Act.
 - (b) That Council approves the rezoning of Erf 3352, Extension 9, Swakopmund, from "*Public Open Space*" to "*General Residential 2*" with a density of 1:250m².
 - (c) That the Engineering Services Department commence with the rezoning and closure of Erf 3352, Extension 9, Swakopmund, as soon as clearance is obtained from the Environmental Commissioner.
 - (d) That Council determines the method of alienation as soon as all statutory procedures have been fulfilled.
 - (e) That Erf 3342, Extension 9, Swakopmund be subdivided to create a "*Public Open Space*" to replace Erf 3352, Extension 9, Swakopmund.
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11.1.27 **APPROVAL OF SWAKOPMUND TOWN PLANNING AMENDMENT
SCHEME NO. 55**

(C/M 2013/05/30 - G 3/2/2/2)

RESOLVED:

- (a) That Amendment Scheme No. 55 as submitted by Messrs Winplan Town Planning Consultants containing the following item be approved:
 - *Rezoning of Erf 1613 (a portion of Erf 687), Swakopmund from "Institutional" to "General Business" with a bulk of 2.0.*
 - (b) That Messrs Winplan Town Planning Consultants be informed to submit Amendment Scheme No. 55 to the Ministry of Regional and Local Government, Housing and Rural Development for approval by the Honourable Minister.
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11.1.28 **APPLICATION FOR LAYOUT APPROVAL OF EXTENSIONS 1, MILE 4,
AND EXTENSION 14, SWAKOPMUND**

(C/M 2013/05/30 - G 3/3/2)

RESOLVED:

- (a) That the layouts on Portion 90 of the Remainder / Portion B of Swakopmund Town and Townlands No. 41 (proposed Extension 14, Swakopmund) and on Erf 184, Mile 4 Proper (proposed Extension 1 Mile 4) be approved.
 - (b) That the application for Need and Desirability for Township Establishment on Erf 184, Mile 4 Proper be approved.
 - (b) That the application for Township Establishment of Erf 184, Mile 4 Proper be approved.
 - (c) That the application for Township Establishment on Portion 90 of the Remainder / Portion B of Swakopmund Town and Townlands No. 41 be approved.
 - (d) That Messrs Quadrant Namibia (Pty) Ltd be informed to proceed with the necessary statutory process to the relevant line Ministry for approval by the Honourable Minister.
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11.1.29 **APPLICATION FOR LAYOUT APPROVAL AND TOWNSHIP ESTABLISHMENT ON PORTIONS A AND B OF THE REMAINDER OF PORTION B OF SWAKOPMUND TOWN AND TOWNLANDS NO. 41 (KRAMERSDORF EAST)**

(C/M 2013/05/30 - G 3/3/2)

RESOLVED:

- (a) That the subdivision of the Remainder of Portion B of Swakopmund Town and Townlands No. 41 into Portions A, B, C and Remainder be approved.
- (b) That the Need and Desirability for Township Establishment on proposed Portions A, B and C of the Remainder of Portion B of Swakopmund Town and Townlands No. 41 be approved.
- (c) That the Township Establishment on proposed Portions A and B of the Remainder of Portion B of Swakopmund Town and Townlands No. 41 be approved.
- (d) That the layouts on proposed Portions A and B as submitted by Messrs Stubenrauch Planning Consultants be approved.
- (e) That Messrs Stubenrauch Planning Consultants be informed to proceed with the necessary statutory process to the relevant line Ministry for approval by the Honourable Minister.

11.1.30 **APPROVAL OF THE GUIDELINES FOR NAMING OF STREETS, PUBLIC PLACES, TOWNSHIPS AND COUNCIL-OWNED BUILDINGS AND FACILITIES ADVISORY COMMITTEE**

(C/M 2013/05/30 - N 8/1/2)

RESOLVED:

- (a) That the Guidelines For Naming Of Streets, Public Places, Townships And Council-Owned Buildings And Facilities Advisory Committee be approved.
- (b) That the Town Planner proceeds with the administration of the committee in order to address the backlog.

11.1.31 **LEASING OF KIOSKS AT ERVEN 3701 MONDESA (PDA) AND 503 TAMARISKIA**

(C/M 2013/05/30 - T 503, M 3701)

RESOLVED:

- (a) That the leasing of kiosks on erven 3701, Mondesa (PDA) and 503 Tamariskia (Tamariskia Play Park) to a local youth / organization in order to create employment be approved.
- (b) That the kiosks be rented out at a nominal fee of N\$10.00 per month, considering the care and upkeep role expected from the tenants.
- (c) That notices be placed in local newspapers inviting local youth to submit business proposals to lease the two kiosks.
- (d) That the lease agreement (on file as Annexure "C") be approved and used for rental purpose for the two kiosks.
- (e) That the General Manager: Engineering Services ensures that lighting in the area is improved.

11.1.32 **LEASE OF HANGARS AT THE SWAKOPMUND AERODROME**
(C/M 2013/05/30 - N 9/1)

RESOLVED:

- (a) That the draft lease agreement for the purposes of the leasing of hangar land at the Swakopmund Aerodrome with the following proposed amendments be approved:
 - 1. *That clause 6.3 be amended to revise the area in front of every hangar that each lessee must stabilise and maintain from 15m to a reasonably similar area applicable to each relevant hangar.*
 - 2. *That Clause 7.2 is amended to allow for the removal of improvements made on hangar land in the case of a lease termination from 14 days to 90 days providing that such process shall be initiated within 30 days after the date of the lease cancellation.*
- (b) That clause 4 pertaining to the time frame within which the lessor shall commence with the erecting and completion of a hangar to 18 months from the date of signature of a lease agreement be amended.
- (c) That the rental amount for the leasing of land at the airport for the purposes of erecting / occupying a hangar be N\$2.50/m² per month for non-commercial lessees and N\$3.20/m² for commercially active lessees.
- (d) That a reduced rental amount be made applicable to organisations registered as Sports Associations with Council and operating as a non-profit organisation.
- (e) That Messrs Kinghorn Associates be instructed to effect the changes referred to above.

11.1.33 **APPLICATION BY OVAHIMBA GROUP TO BE ALLOCATED LAND FOR ARTS & CRAFTS**
(C/M 2013/05/30 - G 4/1/1)

RESOLVED:

- (a) That the application for a portion of land by the Ovahimba group be turned down as Council does not have a portion of land available for such a venture and also to avoid similar demands from other cultural groups in future.
- (b) That the Ovahimba group be informed that Council does not have land available for allocation to them at the seaside and that the DRC is not yet formalized.
- (c) That the Ovahimba group be advised to approach the Namibian Tourism Board for assistance.

11.1.34 **APPLICATION BY MESSRS NAMIB COAST INVESTMENTS TO PURCHASE PORTION D (A PORTION OF PORTION B OF SWAKOPMUND TOWN AND TOWNLANDS)**

(C/M 2013/05/30 - N 7/3/4/2)

RESOLVED:

- (a) That Messrs Namib Coast Investments be informed that their application was considered by Council but it was decided not to sell Portion D (a portion of Portion B of Swakopmund Town and Townlands No. 41).
- (c) That Council remains with its previous decision of 28 July 2011, item 11.1.6, i.e:

That Council considers the alienation of Portion D (a portion of Portion B of Swakopmund Town and Townlands No. 41) once the installation of bulk services has progressed closer to the said area.

- (c) That all future applicants to purchase Portion D be informed accordingly.

11.1.35 **REZONING OF ERF 694, C/O VREDE REDE STREET, MONDESA FROM "SINGLE RESIDENTIAL" WITH A DENSITY OF 1 DWELLING PER 600M² TO "GENERAL BUSINESS" WITH A BULK OF 1.0**

(C/M 2013/05/30 - M 694)

RESOLVED:

- (a) That the rezoning of Erf 694, Mondesa from "*Single Residential*" with a density of 1 dwelling per 600m² to "*General Business*" with a bulk of 1.0 be approved.
- (b) That Messrs Elmarie du Toit Town Planning Consultant be informed to include the approved rezoning in the next Amendment Scheme for approval by the Ministry of Regional and Local Government, Housing and Rural Development.

11.1.36 **REZONING ERF 3570, SWAKOPMUND FROM "SPECIAL" TO "GENERAL BUSINESS" WITH A BULK OF 2.0 AND PERMISSION TO COMMENCE WITH CONSTRUCTION WHILE THE REZONING IS IN PROCESS**

(C/M 2013/05/30 - E 3570)

RESOLVED:

- (a) That the rezoning of Erf 3570, Swakopmund from "*Special*" to "*General Business*" with a bulk of 2.0 be approved.
- (b) That the application for consent to start with construction on Erf 3570, Swakopmund while the rezoning is in progress not be supported.
- (c) That the approved rezoning applications be included in the next Amendment Scheme for approval by the Honourable Ministry of Regional and Local Government, Housing and Rural Development, provided that there are no appeals lodged with the competent authority.
- (d) That Messrs Brise de la Mer Body Corporate, Messrs Swakopmund Strand Body Corporate and Messrs Namib Estate Agents be informed of their right to object (in terms of Clause 8 of the Swakopmund Town Planning Scheme) to the Minister, within 28 days of this notice against Council's decision, provided that written notice of such an appeal shall be given to the Ministry, as well as the Council within the said period.

11.1.37 **DESIGNATION OF ESSENTIAL SERVICES IN LOCAL AUTHORITIES**
(C/M 2013/05/30 - B 1/1/4, B 1/1/6, B 1/1/9, B 1/1/12)

RESOLVED:

- (a) That the following essential services be approved:
- *Water Works*
 - *Sewerage Works*
 - *Fire Brigade*
- (b) That the General Manager: Corporate Services and Human Resources seeks clarity from the Ministry of Labour regarding the status of Traffic Services and, if these services are not part of the Emergency Management Services, that Council apply for these services to be designated as essential services.

11.1.38 **OPERATIONAL AND CAPITAL BUDGET 2013 / 2014 FINANCIAL YEAR**
(C/M 2013/05/30 - D 12/1)

RESOLVED:

- (a) That Capital budget amounting to N\$178 379 890.00 be approved
- (b) That the Operational budget reflecting a deficit of N\$1 996 750.00 be approved.
- (c) That the services related tariffs as listed below be approved, together with all tariffs as contained in the Tariff List:
- | | | | |
|-------|--|---|-------------|
| (i) | <i>Assessment Rates</i> | - | <i>7.5%</i> |
| (ii) | <i>Water</i> | | |
| | <i>9m³ - 30 m³</i> | - | <i>5%</i> |
| | <i>30m³ - 60m³</i> | - | <i>7.5%</i> |
| | <i>60m³ and above</i> | - | <i>7.5%</i> |
| (iii) | <i>Refuse removal</i> | - | <i>10 %</i> |
| (iv) | <i>Sewerage</i> | - | <i>20%</i> |
- (d) That the General Managers and Managers confirm availability of funds prior to embarking upon approved major projects.

The meeting adjourned at 20H10

Minutes confirmed on: 27 June 2013

Councillor J Kambueshe
CHAIRPERSON

M N Ipinge
ACTING CHIEF EXECUTIVE OFFICER

UT/-

CONFIDENTIAL**MINUTES**

of an **Ordinary Management Committee Meeting** held in the Committee Room,
Main Municipal Office Building, Swakopmund on **Thursday, 13 June 2013**
at **08:20**.

PRESENT:

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

OFFICIALS:

Mr E U W Demasius	:	Chief Executive Officer
Mr M N Ipinge	:	GM: Community Development Services
Mr M P C Swarts	:	GM: Corporate Services & HR
Mr H !Naruseb	:	GM: Finance
Mr C Lawrence	:	GM: Health Services
Mr D Duvenhage	:	GM: Engineering Services
Mr V S Kaulinge	:	Manager: Community Development Services
Mr M Cloete	:	Manager: Traffic Services
Mr A Plaatjie	:	Manager: Corporate Services
Ms M Bahr	:	Manager: Human Resources
Mr M Amedick	:	Manager: Planning
Mr U Tjiurutue	:	Corporate Officer: Administration
Ms A Gebhardt	:	Administrative Officer: Administration

Councillor F Hamukwaya opened the meeting with a prayer.

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

1.1 Application for leave of absence.

- | | | | |
|-------|--------------------------|---|----------|
| 1.1.1 | Alderwoman R //Hoabes | - | Approved |
| | Councillor A N Bessinger | - | Approved |

1.2 Declaration of interest.

- 1.2.1 Councillor J Kambueshe, Item 10.2

2. **CONFIRMATION OF MINUTES**

(M/C 2013/06/13 - A 2/3/5)

2.1 **MINUTES OF A SPECIAL MANAGEMENT COMMITTEE MEETING HELD ON 14 MARCH 2013**

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

RESOLVED:

<p>CO: A GM: CS&HR</p>

That the Minutes of the Special Management Committee meeting held on 14 March 2013 be confirmed as correct.

2.2 **MINUTES OF AN ORDINARY MANAGEMENT COMMITTEE MEETING HELD ON 16 MAY 2013**

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

RESOLVED:

<p>CO: A GM: CS&HR</p>

That the Minutes of the Ordinary Management Committee meeting held on 16 May 2013 be confirmed as correct.

2.3 **MINUTES OF A SPECIAL MANAGEMENT COMMITTEE MEETING HELD ON 27 MAY 2013**

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

RESOLVED:

<p>CO: A GM: CS&HR</p>

That the Minutes of the Special Management Committee meeting held on 27 May 2013 be confirmed as correct.

3. **ANNOUNCEMENTS BY THE CHAIRPERSON**

(M/C 2013/06/13 - A 2/3/5)

- 3.1 The Chairperson, Councillor R N Andreas-Noabes welcomed everybody to the meeting. She thanked Council for supporting their trip to Malaysia and she informed the meeting that they have gained vital experience from the Global Women Summit on how to conduct the Namibian Women Summit which will be held in Swakopmund during August 2013.

She informed the meeting that the next Global Women Summits will be held in Brazil. She urged men to participate in the event and cited the participation of men at the recent summit.

- 3.2 The Chief Executive Officer requested permission for discussion of 1 (one) additional items under point 10 of the Agenda.

4. **INSPECTIONS**

None.

5. **REPORTS: HEADS OF DEPARTMENTS**

5.1 **ADMINISTRATIVE REPORT**

5.1.1 **MEETINGS HELD BY THE DRC PLANNING COMMITTEE**

(M/C 2013/06/13 - H 5/4)

During the discussion of this report Alderman E //Khaoseb enquired about the letters received on 06 May 2013 and 07 May 2013 regarding the meeting scheduled by the DRC Planning Committee which was recorded in the Administrative Report of the Office of the Mayor. He enquired why he did not receive a copy of the letter or invitation to these meeting since all the Councillors serve on the DRC Planning Committee. It was:-

RESOLVED:

<p>CEO All GMs</p>

That, in future, the Office of the Mayor ensures that all meeting invitations to the DRC Planning Committee and minutes of these meetings are forwarded to the Councillors and officials.

The monthly report submitted by the **Chief Executive Officer** for **May 2013**, was noted.

5.2 **COMMUNITY DEVELOPMENT SERVICES**

The monthly report submitted by the **General Manager: Community Development Services** for **May 2013**, was noted.

5.3 **CORPORATE SERVICES & HUMAN RESOURCES**

The monthly report submitted by the **General Manager: Corporate Services and Human Resources Services** for **May 2013**, was noted.

5.4 **ENGINEERING SERVICES**

The monthly report submitted by the **General Manager: Engineering Services** for **May 2013**, was noted.

5.5 **FINANCE**

5.5.1 **TOTAL EXPENDITURE**

(M/C 2013/06/13 - D 7/3/2/1)

RESOLVED:

<p>GM: F</p>

That the total expenditure of N\$27 295 710.17 from 01-31 May 2013 be accepted and approved as correct.

5.6 HEALTH SERVICES

The monthly report submitted by the **General Manager: Health Services** for **May 2013**, was noted.

5.7 TENDER BOARD

The monthly report submitted by the **Secretary of the Tender Board** for **May 2013**, was noted.

6. PRESENTATION

None.

7. MATTERS REFERRED BY PREVIOUS COUNCIL- AND MANAGEMENT COMMITTEE MEETINGS

7.1 APPLICATION BY MESSRS O&L LEISURE PTY LTD TO COMPLY WITH PARKING REQUIREMENTS ON ADJACENT LAND IN ACCORDANCE WITH THE TOWN PLANNING SCHEME

(M/C 2013/06/13 - E 4743)

RECOMMENDED:

- (a) That Council permits Messrs O&L Leisure PTY Ltd to provide the shortfall in parking for Erf 4743, Swakopmund on a portion of the adjacent Block 1 in terms of the Town Planning Scheme.
- (b) That permission be granted to build a new access road, the design whereof to be scrutinised and approved by the General Manager: Engineering Services.
- (c) That the cost of constructing the parking area and the new access road to the parking area be for the account of the developer.
- (d) That a servitude be registered over the parking area and access road on adjacent area of Block 1 in favour of Erf 4743, Swakopmund for a period of 25 years.
- (e) That the responsibility for the maintenance of the parking area and the access road be registered against the title deed of Erf 4743, Swakopmund for duration of the servitude, but that the road and parking area be available to the public at all times at no cost.
- (f) That the owner of Erf 4743, Swakopmund be responsible for providing security for the parking area on Block 1 at their cost.
- (g) That the provision for a contribution in the amount of N\$350 000.00 by Council for the construction of the Mole parking area be deleted from clause 7.8 of the deed of sale in respect of the sale of erf 4743, Swakopmund to Messrs O&L Leisure PTY Ltd.
- (h) That no rights will accrue to Messrs O&L Leisure PTY Ltd regarding (a) to (g) hereinabove until (j) below is concluded.

- (i) That all costs arising from the actions in (a) to (j) be for the account of Messrs O&L Leisure PTY Ltd.
- (j) That the above be included in an addendum to the agreement and be signed by the parties.

7.2 APPLICATION BY MESSRS REITERVEREIN SWAKOPMUND TO LEASE OR PURCHASE ADDITIONAL LAND

(M/C 2013/06/13 - E 1307, J 14/2, J 12)

RECOMMENDED:

- (a) That the application of Messrs ReiterVerein Swakopmund to purchase the additional portion of land located on Erf 1307, Swakopmund not be considered.
- (b) That *in principle* approval be granted to Messrs ReiterVerein Swakopmund to lease the additional portion of land located on Erf 1307, Swakopmund, subject to the following conditions:
 - 1. That Messrs ReiterVerein provides written proof that Nacoma has no objection to the use of the area as well as consent from the relevant Ministry for the use of the area not forming part of Erf 1307, Swakopmund, i.e. the area located in the riverbed.
 - 2. That the Engineering Services Department confirms the exact size and lay-out of the area from the GPS co-ordinates provided.
 - 3. That should Messrs ReiterVerein require any services such as water etc, same can be installed at their cost, but to the standards laid down by the General Manager: Engineering Services.
 - 4. That the lease conditions be similar to those approved for Messrs ReiterVerein Swakopmund on 26 July 2012:
 - (i) For a lease period of 3 years with an option to renew and which period is terminable by either party by giving / receiving 3 months' written notice;
 - (ii) Taking into account the motivation set-out under point 5 of this submission, the area be leased at a nominal rental amount of N\$3 000.00 (+15% VAT, i.e. N\$450.00) per annum ($\pm 200\,000.00\text{m}^2 \times \text{N}\0.015), subject to an annual escalation of 10%, starting on 1 July 2014;
 - (iii) That a deposit equal to 1 year's rental be paid in advance;
 - (iv) That no fixed structures be erected and that temporary structures be erected at the risk of the lessee and to be removed at the cost of the lessee at the termination / lapsing of the lease period;
 - (v) That Council be indemnified against any claims from the public or members of the club which may arise due to the use of the site by the club;
 - (vi) That the Municipal Council has unrestricted right of access to the area;
 - (vii) That the site only be used for the establishing of a country track and park for hosting events and training;
 - (viii) That the site be restored to an acceptable condition on termination / lapsing of the lease period to the satisfaction of the Engineering and Health Services Departments; and, failing which Council will restore the lease area to its previous condition for the account of the Messrs ReiterVerein Swakopmund;
 - (ix) That the club erects a perimeter fence (such as used tyres or split poles) and warning signs to warn the public of the horses on the site to the satisfaction of the General Manager: Engineering Services and General Manager: Health Services;
 - (x) That access to the additional portion of land to the public not be denied, but controlled for the enjoyment of the community; and

(xi) *The lease may not be ceded or assigned to a third party without the written permission of Council first being obtained.*

5. *That Council be informed of events scheduled on the leased portion of land.*
6. *Messrs ReiterVerein Swakopmund ensures that sufficient ablution facilities and refuse bins are available to the satisfaction of the General Manager: Health Services.*

(c) That it be recorded that Councillor U Kaapehi stated that all sports should be supported regardless of their participation demographic.

7.3 INVITATION FOR DEVELOPMENT PROPOSALS: GENERAL RESIDENTIAL ERVEN AT THE PDA MONDESA

(M/C 2013/06/13 - H 5/7)

CO: P
CEO
GM: CS&HR

RESOLVED:

- (a) That this item be referred back and that the status of the NUDO party application for the same erf be investigated.
- (b) That the following applicants be invited for a presentation at a date to be determined by the Chief Executive Officer:
 1. *Josephine Ipupa Kasheeta*
 2. *Mr Jesay Herberth //Aibeb*
 3. *Washikoto Builders and Services CC*
 4. *Andreas Gawaseb*
 5. *Econia Muptomisala Petrus*
 6. *Abundance Trading Enterprises*
 7. *Bertha Inodhimbwandje Kadhila*
 8. *Angie Kanandjembo*
 9. *Helvi Mupupa*
- (c) That Alderman E //Khaoseb inform the Chief Executive Officer of the names of the people whose proposals were not included in the submission.

7.4 APPLICATION TO PURCHASE OPEN SPACE IN FRONT OF ERF 1954, MONDESA

(M/C 2013/06/13 - H 5, M 1954)

During the discussion of this item Councillor U Kaapehi requested Council to consider donating the open space in front of Erf 1954, Mondesa to Mr N Kauari because the latter is disabled and he complains that the open space is used as a dumping site and he experiences problems with his neighbours. The Mayor informed that he will be involved in the investigation together with the Property Section. It was:-

RESOLVED:

CO: P
CEO
GM: CS&HR

- (a) That the matter be referred back.
- (b) That the General Manager: Corporate Services and Human Resources and the Office of the Mayor investigate the following regarding the open space in front of Erf 1954, Mondesa and report back to Management Committee:

- *That the area is used as an illegal refuse dump.*
- *The physical capacity of Mr N Kauari.*

7.5 NEW OWNERS OF MESSRS BUNDU N SEE REQUESTING PERMISSION TO CONTINUE TO LEASE SIDEWALK ADJACENT TO ERF 211, SWAKOPMUND

(M/C 2013/06/13 - E 211)

RECOMMENDED:

- (a) That a certain portion of the sidewalk adjacent to Erf 211, Swakopmund situated in Hendrik Witbooi Street measuring $\pm 51.66\text{m}^2$ be leased to Messrs Hotel Bundu n See CC for a period of five (5) years commencing on 01 July 2013 and lapsing date 30 June 2018 for the purpose of open air seating.
- (b) That the lease amount be $\text{N\$}25.45 / \text{m}^2$ per month $\times 51.66 \text{ m}^2 = \text{N\$}1\,314.75 + \text{N\$}197.20$ (15% VAT) = $\text{N\$}1\,511.95$, with an annual escalation of 10% starting 1 July 2014.
- (c) That the lease be subject to the standard conditions and to the following:
 - (i) *That a deposit equal to 1 months lease be paid in advance by the applicant.*
 - (ii) *That the demarcated area be barricaded by way of a non-permanent fixture, such as rope.*
 - (iii) *That the lessee not operates later than 22:00.*
- (d) That *clause 2* of the lease agreement in terms of the notice given by both parties be repealed and replace with (same as all other pavement leases):

That a notice of termination period of three (3) months for both parties be applicable.
- (e) That the lease be advertised in terms of the Local Authorities Act, (Act 23 of 1992), as amended.
- (f) That all costs involved will be for the applicant's account. Should they cease operating they have to reinstate the area to its original layout at their own cost and inform Council in writing.
- (g) That Messrs Bundu n See informs Council thirty (30) days in advance when they sell the business and that the new owner must apply in writing to lease the pavement area.
- (h) That the applicant shall indemnify and keep Council indemnified during the full period of this agreement against possible claims, which may arise from the use of the pavement by the applicant.

7.6 EXEMPTION FROM PAYMENT OF ASSESSMENT RATES

(M/C 2013/06/13 - D 3/2)

RECOMMENDED:

That exemption from payment of Assessment Rates in terms of Section 75 of the Local Authorities Act, 23 of 1992 (as amended), be granted in respect of the following properties:

ORGANISATION / BODY	ERF NUMBER	PURPOSE FOR WHICH ERF IS RESERVED
<i>Marie Douglas Heim Frial Care Centre / Prinzessin Rupprecht Heim</i>	<i>356 Swk</i>	<i>Old Age Home & Frail Care</i>
<i>The Old Apostolic Church</i>	<i>2108 & 681, Swk</i>	<i>Religious Gatherings</i>
<i>The Holy Cross Sisters in Namibia</i>	<i>196, Swk</i>	<i>Rectory/convent</i>
<i>Swakopmund Baptist Church</i>	<i>1729, & 4264, Swk</i>	<i>Manse & Church</i>
<i>Palm Court Retirement Village</i>	<i>3355, Swk</i>	<i>Old Age Home</i>
<i>Bet - El Congregation</i>	<i>789, Tam</i>	<i>Place of Worship</i>
<i>Swakopmund Lions Welfare Organization (Lions Old Age Home)</i>	<i>801, 2781 & 911, Swk</i>	<i>Old Age home & retirement village</i>
<i>Swakopmund Methodist Church</i>	<i>2649, Swk</i>	<i>Church Worship Services</i>
<i>Deutsche Eva. Luth. Gemeinde</i>	<i>183 & 491, Swk</i>	<i>Church Services & Kindergarten</i>
<i>Privates Deutsches Schuler Heim</i>	<i>723, 724, 725, 726 & 728, Swk</i>	<i>Hostel, Boarding School & Kindergarten</i>
<i>Voortrekkers of Namibia</i>	<i>1512, Swk</i>	<i>Youth Meeting Hall</i>
<i>Missionary Benedictine Sisters of Tutzing</i>	<i>195, Swk, 196 A</i>	<i>Residence of Missionary Benedictine Sisters</i>
<i>Church Council / Nederduits Reformed Church</i>	<i>508, Swk</i>	<i>Church</i>
<i>Ned . Geref. Kerk Swakopmund</i>	<i>2836 & 4206, Swk</i>	<i>Church & Rectory</i>
<i>Blood Transfusion Services</i>	<i>521, Swk</i>	<i>Collecting blood</i>
<i>Evangelische Stadt Mission</i>	<i>1759, Swk</i>	<i>Church</i>
<i>Uniting Reformed Church</i>	<i>588, 305 Swk</i>	<i>Church Activities</i>
<i>Reiterverein Swakopmund</i>	<i>3572, Swk</i>	<i>Horse Riding Sport (Non Profitable Club)</i>
<i>Scouts of Namibia</i>	<i>1515, Swk</i>	<i>Place of Worship</i>
<i>Mondesa Youth Opportunity Trust</i>	<i>63, Mondesa</i>	<i>Educational services</i>
<i>Scientific Society Swakopmund</i>	<i>35, 1613, 5856 Swk</i>	<i>Scientific Development</i>
<i>AFM Filadelfia (AGS)</i>	<i>4262, Swk</i>	<i>Church Activities</i>
<i>Tierschutzverein SPCA Swakopmund</i>	<i>3758, Swk</i>	<i>Animal Care</i>
<i>Swakopmund RCM</i>	<i>949, Swk, 24 Tamariskia, 284 Mondesa</i>	<i>Church Affairs</i>
<i>AFM Tamariskia</i>	<i>614 & 567, Swk</i>	<i>Church Services</i>
<i>St Raphael's Anglican Church</i>	<i>603, Swk</i>	<i>Church</i>
<i>Owato Elcin Church</i>	<i>449, Mondesa</i>	<i>Church Sevices</i>
<i>Immanuel Elcin Church</i>	<i>602</i>	<i>Church</i>
<i>Private School Swakopmund</i>	<i>1772, 1774, 536</i>	<i>A School-Grade 1 to 12</i>

ORGANISATION / BODY	ERF NUMBER	PURPOSE FOR WHICH ERF IS RESERVED
COSDEC	1544	Public Meetings, community Skills Development
Erongo House of Safety	610, Tam	House for Vulnerable Kids
Deutsche Pfadfinder	3534, 4234	Youth Organisation

7.7 **NEW INDUSTRIAL AREA: EXTENSION 10**

(M/C 2013/06/13 - G 4/1/3)

RESOLVED:

CO: P
GM: CS&HR

- (a) That this item be referred back and be resubmitted to the next Special Management Committee meeting scheduled for 18 June 2013 at 18H00.
- (b) That Messrs Erongo RED be provided with their proportional share of the income.

7.8 **PROTEST AGAINST HIGHLY PRICED ERVEN**

(M/C 2013/06/13 - I 1/1/5, G 3/9/1, G 3/9/2, G 4/1)

RESOLVED:

CO: P
GM: CS&HR

That this item be referred back and be resubmitted to the next Special Management Committee meeting scheduled for 18 June 2013 at 18:00 and that the Committee members be invited for an audience with Management Committee.

7.9 **WRITING OFF: OLD AND REDUNDANT EQUIPMENT - ENGINEERING SERVICES DEPARTMENT**

(M/C 2013/06/13 - L 2)

RECOMMENDED:

- (a) That the Council resolution of 25 April 2013 be repealed and that the following items be retained:

Equipment	Quantity
Tables	2
Printer- HP LaserJet 1012	1

- (b) That the proceeds from the next public auction of redundant items be transferred to the Mayoral Development Fund.

7.10 **APPLICATION FOR THE ALLOCATION OF LAND**

① TRANSNAMIB HOLDINGS LIMITED TO RELOCATE THE RAILWAY STATION

② SALT COMPANY (PTY) LTD

(M/C 2013/06/13 - E 466, G 4/2/1/2)

RECOMMENDED:

- (a) That the allocation in (b) herein below be approved, subject to the approval of the Property Policy by the Honourable Minister of Regional and Local Government, Housing and Rural Development.
- (b) That the allocation of a portion of the Remainder of Portion B of Swakopmund Town and Townlands No 41 to Messrs TransNamib Holdings Limited for the purpose of relocating the railway station and providing a new siding including rails for shunting operations and supplying the proposed new Salt Company (Pty) Ltd erf with services, be approved in principle, subject to the following:
 - (i) *The completion of the statutory requirements for town planning;*
 - (ii) *A price being determined for the land; and*
 - (iii) *Completion of the statutory requirements for the sale of the property.*
- (c) That the allocation of a portion of ±8ha of the Remainder of Portion B of Swakopmund Town and Townlands No 41 to Messrs Salt Company (Pty) Ltd be approved in principle, subject to the following:
 - (i) *The completion of the statutory requirements for town planning;*
 - (ii) *A market related price being determined for the land; and*
 - (iii) *Completion of the statutory requirements for the sale of the property.*
- (d) That all costs relating to the availing of the portions of land be for the account of the respective applicants, such as, but not limited to, the required town planning procedures, alienation cost and provision of services.
- (e) That Messrs TransNamib Holdings Limited and Messrs Salt Company (Pty) Ltd accept that no rights will accrue to them from Council's resolution unless all the relevant conditions of the Property Policy are complied with in full and all the relevant authorities have given the necessary permission, if applicable.

8. POLICY MATTERS

8.1 APPLICATION TO TRANSFER FUNDS FROM VOTES IN 2012/13 FINANCIAL YEAR TO THE 2013/14 FINANCIAL YEAR DUE TO CONTINUATION OF PROJECTS

(M/C 2013/06/13 - D 2/1)

RECOMMENDED:

- (a) That the following projects be included in Capital budget for 2013/14 as continuation project:
 - *Town Planning for Northern Blocks - N\$854 426.00;*
 - *Survey of Informal Settlement (DRC) and 2nd PDA - N\$2 960 508.00;*
 - *Survey of Informal Settlement (DRC) and 2nd PDA - N\$1 479 351.00;*
 - *Layout Planning Tender for Mile 4 area - N\$769 280.00;*
 - *Development of 2 Blocks for Kramersdorf - N\$1 294 586.00*
- (b) That the General Manager: Finance transfers these votes to the next financial year accordingly.

8.2 ADDITIONAL FUNDS FOR FUEL: VARIOUS VOTES

(M/C 2013/06/13 - D 2/1)

RESOLVED:

<p>GM: F CEO GM: ES</p>

That the action of the General Manager: Finance, after getting the approval from the Chief Executive Officer and the Chairperson of the Management Committee, to transfer from surplus funds as follows:

Vote No.	Description	Additional Amount Transferred (N\$)
<i>30-57-1-02-085-00</i>	<i>Fuel, Sundry Implements</i>	<i>6,000.00</i>
<i>30-59-1-02-085-00</i>	<i>Fuel, Trucks</i>	<i>35,000.00</i>
<i>30-63-1-02-085-00</i>	<i>Fuel, Graders</i>	<i>20,000.00</i>
<i>30-67-1-02-085-00</i>	<i>Fuel, Water Tankers</i>	<i>25,000.00</i>

be condoned.

8.3 APPLICATION TO SUBDIVIDE PORTIONS OF THE REMAINDER OF PORTIONS 5, 27 AND B OF SWAKOPMUND TOWN AND TOWNLANDS NO. 41

(M/C 2013/06/13 - G 3/3/2)

RECOMMENDED:

- (a) That the proposal by Messrs Ritta Khiba Planning Consultants in respect of street names and the suburb name be submitted to the Street Naming Committee and be finalized by November 2013.
- (b) That approval is given for the need and desirability for establishment of 18 new township extensions with \pm 3,200 new erven.
- (c) That the following procedure be approved:
 - (i) *The subdivision of the Remainder of Portion B of Swakopmund Town and Townlands No. 41 into three portion (a), (b), (c), free of conditions and remainder;*
 - (ii) *The subdivision of the Remainder of Portion 5 of Swakopmund Town and Townlands No. 41 into Portion (d) free of conditions and remainder;*
 - (iii) *The subdivision of Portion 27 of Swakopmund Town and Townlands No. 41 into three portions (e), (f), (g) and Remainder, all free of conditions;*
 - (iv) *Consolidation of Portion (d) of Portion 5 of Swakopmund Town and Townlands No. 41 with Portion (a) of the Remainder of Portion b of Swakopmund Town and Townlands No. 41 into a new Portion (x) free of conditions;*
 - (v) *Consolidation of Portion (e) of Portion 27 of Swakopmund Town and Townlands No. 41 with Portion (b) of the Remainder of Portion b of Swakopmund Town and Townlands No. 41 into a new Portion (z) free of conditions;*
 - (vi) *Consolidation of Portion (f) of Portion 27 of Swakopmund Town and Townlands No. 41 with Portion (c) of the Remainder of Portion b of Swakopmund Town and Townlands No. 41 into a new Portion (y) free of conditions;*
 - (vii) *Subdivision of consolidated Portion (x) into thirteen (13) Portions and the Remainder of Portion (x) all free of conditions.*
- (d) The need and desirability to establish new townships on the following Portions and Remainders (see table above):
 - (i) *Portions (1) to (13)*
 - (ii) *Remainder of Portion (x)*
 - (iii) *Portion (y)*
 - (iv) *Portion (z)*
 - (v) *Portion (g)*

8.4 APPLICATION FOR LAND: METAL AND ALLIED NAMIBIAN WORKERS UNION

(M/C 2013/06/13 - H 5/8)

CO: P GM: CS& HR

RESOLVED:

- (a) That the General Manager: Corporate Services and Human Resources investigate and propose to Management Committee the number of land applications that should be kept in abeyance until the revised Property Policy is approved.
- (b) That the application letter of Messrs Metal and Allied Namibian Workers Union be attached.

RECOMMENDED:

- (a) That Messrs Metal and Allied Namibian Workers Union be informed that Council will only consider proposals for public private partnerships and large portions of land once the revised Property Policy is approved.
- (b) That the application of Messrs Metal and Allied Namibia Workers Union be placed on record together with various other similar applications.

8.5 FEEDBACK ON THE ERONGO RED SUMMIT

(M/C 2013/06/13 - A 4/3/1/16)

CEO

RESOLVED:

That this item be referred back and be resubmitted to the next Special Management Committee meeting scheduled for 18 June 2013 at 18:00 and that the Chief Executive Officer invites Council's representatives on the Erongo RED Board of Directors for an audience with Management Committee.

8.6 TRANSFER OF SUBSTATION ON ERF 3341, SWAKOPMUND TO ERONGO RED

(M/C 2013/06/13 - A 4/3/1/16, E 3341)

RECOMMENDED:

- (a) That Erf 3341, Swakopmund, measuring 196m² be donated to Messrs Erongo RED for the construction of the electrical substation for service provision to Block 5 of Messrs Rössing Uranium Limited.
- (b) That in future land be donated to parastatals as new townships develop and that parastatals be required to provide the equivalent value as social responsibility.
- (a) That all costs involved for the transfer and rezoning of these erven be for the account of the relevant parastatal.
- (b) That Messrs Erongo RED be responsible for and attends to the rezoning and transfer of Erf 3341, Ocean View at their own cost.

8.7 **APPLICATION FOR THE RELAXATION OF BUILDING HEIGHT ON ERF 131 (Unit 3), MILE 4, SWAKOPMUND**

(M/C 2013/06/13 - M4 E 131)

RECOMMENDED:

That the application for the relaxation of building height from 8m to 10m on Erf 131 (Unit 3) Mile 4 ,Swakopmund be approved.

8.8 **APPLICATION TO OPERATE AN EDUCARE CENTRE (PRE-SCHOOL) FROM ERF 1275, KRAMERSDORF**

(M/C 2013/06/13 - E 1275)

RECOMMENDED:

- (a) That the application of Ms A Jearey t/a Messrs Son Shine Kids Pre-school for consent to operate a “*Place of Instruction*” – Educare Centre (Pre-School) from Erf 1275, Kramersdorf, be approved.
 - (b) That the applicant registers 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.*
 - (d) That Mr K Hoffmann be informed of his right to object (in terms of Clause 8 of the Swakopmund Town Planning Scheme) to the Minister, within 28 days of this notice against Council’s decision, provided that written notice of such an appeal shall be given to the Ministry, as well as the Council within the said period.
-

8.9 **APPLICATION FOR PERMISSION TO OPERATE A NOXIOUS INDUSTRY - STORAGE OF MEAT ON ERF 3968, EXTENSION 10, SWAKOPMUND**

(M/C 2013/06/13 - E 3968)

RECOMMENDED:

- (a) That the application of Mr D Holloway t/a Banjo Properties for permission to operate a noxious industry, storage of meat on Erf 3968, Extension 10, Swakopmund be approved.
 - (b) That Mr D Holloway t/a Messrs Banjo Properties 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 they must operate within the Town Planning Scheme regulations.*
 - *That the consent is not transferable.*
 - *That no on street parking will be tolerated.*
-

8.10 **APPLICATION FOR PERMISSION TO OPERATE A RESIDENT
OCCUPATION (ADMINISTRATIVE OFFICE)**

(M/C 2013/06/13 - T 1066)

RECOMMENDED:

- (a) That the following application for permission to operate an administrative office be approved:
- *Erf 1066, Tamariskia - Mr L R Nawa t/a Messrs Nawa Labour Practitioners CC - Administrative Office (Labour Law Consultancy)*
- (b) That they 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 they must operate within the Town Planning Scheme regulations.*
 - *That the consent is not transferable.*
 - *That they provide sufficient parking on the premises.*
 - *That no on street parking will be tolerated.*
-

8.11 **APPLICATION TO OPERATE AN ADMINISTRATIVE OFFICE FROM UNIT 19
PALM GARDENS SITUATED ON ERF 1358, SWAKOPMUND**

(M/C 2013/06/13 - E 1358)

RECOMMENDED:

- (a) That the application of Messrs Magic Vibes Tours and Services CC for consent to operate a “*Resident Occupation*” - Administrative office from Erf 1358, Unit 19, Swakopmund, be approved.
- (b) That they 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 they must operate within the Town Planning Scheme regulations.*
 - *That the consent is not transferable.*
 - *That they provide sufficient parking on the premises.*
 - *That no on-site parking of clients will be tolerated.*
- (d) That Mr N E Tolke be informed of his right to object (in terms of Clause 8 of the Swakopmund Town Planning Scheme) to the Minister, within 28 days of this notice against Council’s decision, provided that written notice of such an appeal shall be given to the Ministry, as well as the Council within the said period.
-

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

(M/C 2013/06/13 - E 4635, T 364, M 2279, E 5424)

RECOMMENDED:

- (a) That the following applications for permission to operate administrative offices be approved:

- *Erf 4635, Ext. 9 Swakopmund (c/o Agapanthus & 2 Rhododendron Street) - Ms P Engelbrecht t/a Messrs Design Architect – Administrative Office (Freelance Architectural Services)
(Notice No. 21/2013-05-24)*
- *Erf 364, Tamariskia (c/o Franziska van Neel Street) - Mr I Shikongo, P Mundjangi, HN Abraham & Ms MN Mwatile t/a Messrs Phim Investments CC - Administrative Office
(Notice No. 21/2013-05-24)*
- *Erf 2279, Mondesa (Kovambo Nuyoma Street) - Mr V Mufita, A Makili, H Nandjigwa & PS Mufita t/a Messrs VAP Investment CC - Administrative Office
(Notice No. 21/2013-05-24)*
- *Erf 5424, Ext. 16 Swakopmund - Ms N van Staden & Ms A Nel t/a Messrs Nellie van Staden Properties Windhoek Pty (Ltd) - Estate Agent Office
(Notice No. 21/2013-05-24)*

(b) That they 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 they must operate within the Town Planning Scheme regulations.*
- *That the consent is not transferable.*
- *That they provide sufficient parking on the premises.*
- *That no storage of equipment to be done on site.*
- *That no on street parking will be tolerated.*

8.13 **REZONING OF ERF 2710, MONDESA EXTENSION 5 FROM “SINGLE RESIDENTIAL” WITH A DENSITY OF 1:300 TO “GENERAL RESIDENTIAL” WITH A DENSITY OF 1:100; CONSENT TO ERECT 3 ADDITIONAL DWELLING UNITS ON THE ERF WHILE THE REZONING IS IN PROGRESS**
(M/C 2013/06/13 - M 2710)

RECOMMENDED:

- (e) That the rezoning of Erf 2710, Mondesa Extension 5, from “Residential” with a density of 1: 300 to “General Residential” with a density of 1:100 not be approved.
- (f) That the consent to start with construction while the rezoning is in progress not be approved.

8.14 **APPLICATION FOR PERMISSION TO OPERATE A RESIDENTIAL GUESTHOUSE**
(M/C 2013/06/13 - VS 15)

RECOMMENDED:

That the application of Mr S J Nel t/a Messrs Shallow Water Mining (Pty) Ltd Guesthouse to operate a Residential Guesthouse on Erf 15, Vogelstrand be approved subject to the following:

- *That final approval only be granted once permission from the Namibian Tourism Board has been received.*
- *That they register with the Health Services Department and the standard health regulations will apply.*

- That the applicant adheres to Council's Accommodation Establishment policy at all times.
- That Council reserves the right, to cancel a consent use should there be valid objections.
- That the applicant provides a minimum of 2 plus 1.5 per room parking bays.
- That the consent is not transferable.
- That they must operate within the Town Planning Amendment Scheme Regulations.
- That no on street parking will be tolerated.
- That only 40% of the total floor area of the dwelling is allowed to be used for the residential guesthouse.

8.15 **APPLICATION BY SWAPO PARTY FOR FREE EMERGENCY PROTECTION SERVICES**

(M/C 2013/06/13 - N 3)

RESOLVED:

GM: CDS

That Council provide free emergency services to the SWAPO Party for the upcoming Extra Ordinary Congress to be held at Mile 4 from 20 to 23 June 2013 be approved.

8.16 **APPLICATION TO USE THE BEACH FRONT AREA AT THE MOLE AND REQUEST FOR EXEMPTION FROM PAYING MUNICIPAL USER FEES FOR JUNIOR TOWN COUNCIL**

(M/C 2013/06/13 - N 7/2/1)

RECOMMENDED:

- (h) That the initiative by the Junior Town Council to utilize the beach front area at the Mole in order to host a fund raising event on 29 June 2013 be supported.
- (i) That the cost of N\$4 429.33, as displayed in the table below be defrayed from Publicity Vote 500510212700 where sufficient funds are available.

No.	Item Description	Rental Fee (N\$)	Deposit Fee (N\$)	Total Cost (N\$)
1	Beach Front - open area	100.00	357.50	457.50
2	Mobile Pavilions x 6	462.00	594.00	1056.00
3	Chairs x 20	154.00	See item No. 2 for deposit	154.00
4	Transport Costs	1 998.20	-	1 998.20
5	Refuse Bins x 10	172.50	411.13	583.63
Grand Total				4 429.33

- (j) That Council be indemnified against any claims that may arise from using the area (indemnity form to be attached, signed and returned to the Municipality).
- (k) That the area be restored to its original condition after the event and to the satisfaction of the Health Services Department.
- (l) That sound be restricted to the immediate surroundings. On receipt of any complaints due to noise or misbehaviour, the use of the area will be cancelled immediately.
- (m) That the Health Services Department arranges for refuse bins and the removal thereof afterwards.

9. **PERSONNEL MATTERS**

9.1 **CAREER PATH FOR NEW GRADUATED INCUMBENTS**

(M/C 2013/06/13 - B 1/4/11, B 1/1, B 1/11)

RECOMMENDED:

(a) That the career path/placement programme for newly graduated Engineering students be as follows:

- *At entry into service with a National Diploma without any work experience, a newly graduated student will be appointed in the relevant job related field in an "In-Training Level 1" capacity on Paterson Band C 1 for a year during which year the graduate obtains the necessary variety of experience in that particular field.*
- *After completion of a year at Level 1, the graduate is promoted to Level 2 In-Training for another year Paterson Band C 2; Band C3 etc. After completion of the 2 or 3 years in-service training depending on the years' experience required for the relevant position, the graduate is appointed in his/her job related field and start with the registration process if applicable.*
- *The same process is applicable at the entry into service with a B Degree, but the newly graduated student will be appointed on Paterson Band C 2 and not C 1; and Band C3 etc. later apply for registration.*

(b) That the career path/placement programme for newly graduated Health Practitioner be as follows:

- *At entry into service with a Diploma in Environmental Health Science without any work experience, a newly graduated student will be appointed in the relevant job related field in an "In-Training Level 1" capacity on Paterson Band C 1.*
- *At entry a conditionally Registered EHP who still needs to meet some requirements for registration will be at Level 2 on Paterson Band C 2.*
- *At entry an EHP qualified and registered with 1 - 2 years' experience will be at Level 3 on a Paterson Band C 3 minimum.*
- *At entry with a related degree an EHP qualified and registered with 3 - 5 years' experience will be at Level 4 on a Paterson Band C 4 minimum.*
- *At entry an EHP qualified and registered with a related degree and 5 - 10 years' experience will be at Level 5 on a Paterson Band C 4 Middle.*
- *At entry an EHP qualified and registered with a related degree and 10 years' experience will be at Level 6 on a Paterson Band C 4 maximum.*

(c) TOWN PLANNER

- *Entry into service with a BA Planning Level 7 (480 NQF Credits)*
- *Minimum period of Experiential Training after qualification for Town Planning is:*
- *Candidate has performed at least 2 years of Town/Regional planning work after having obtained such qualifications, which in the opinion of Council is of sufficient variety and of a satisfactory nature and standard.*
- *Town Planner-in-Training: Level 1: Paterson C2: A Newly graduated incumbent without experience; needs to gain 1 year general experience in Town and Regional planning.*

- *Town Planner-in-Training: Level 2: Paterson C3: With internship taken needs to gain 1 year general experience in Town and Regional planning.*
- *After completion of 2 years experiential training, the incumbent can register as a Town Planner.*

(d) That this career path / placement programme be incorporated into the Bursary Policy.

9.2 **SANITATION ALLOWANCE TO STAFF MEMBERS**

(M/C 2013/06/13 - B 1/1)

RESOLVED:

GM: HS

That this item be referred back and the General Manager: Health Services investigates the cost of renting or buying mobile toilets for staff members working in the field and not in reach of Municipal toilets and report back to Management Committee.

9.3 **MEDICAL AID SERVICE PROVIDERS - SELECTION**

(M/C 2013/06/13 - B 1/4/1)

RESOLVED:

M: HR
All GMS
GM: CS&HR

- (a) That the current status quo be maintained and that Council keep the current medical aid schemes.
- (b) That the decision to remain with a specific medical aid scheme remains with individual staff members.
- (c) That the General Manager: Corporate Services and Human Resources arranges information sessions to inform the employees regarding the benefits of subscribing to one medical aid scheme.

9.4 **REQUEST BY THE EVANGELICAL LUTHERAN CHURCH FOR FINANCIAL ASSISTANCE**

(M/C 2013/06/13 - D 5)

RESOLVED:

CEO

That this item be referred back and that the Office of the Mayor attend to the request.

10 **MATTERS NOT ON THE AGENDA, BUT DISCUSSED WITH PERMISSION OF THE CHAIRPERSON**

10.1 **FEEDBACK: CLOSED BID AUCTION OF 7 JUNE 2013 FOR THE SALE OF 20 SINGLE RESIDENTIAL ERVEN - EXTENSION 17, KRAMERSDORP**

(M/C 2013/06/13 - G 3/3/2/17)

RESOLVED:

CO: P
GM: CS&HR

That the outcome of the public auction of 20 single residential erven at Extension, 17 Swakopmund held on 7 June 2013 be noted.

10.2 **FEEDBACK: CANCELLATION OF THE TRANSACTION FOR THE SALE OF ERF 4326 (A PORTION OF ERF 63, MONDESA), MONDESA: MESSRS MONDESA PROPERTY INVESTMENT CC**

(M/C 2013/06/13 - M 4326)

During the discussion of this item the Chief Executive Officer, the General Manager: Finance and the Manager: Corporate Services advised Council to follow the legal advice provided by Messrs Kinghorn Associates i.e. to cancel the transaction.

After extensive deliberations, the Management Committee resolved to recommend as follows:-

RECOMMENDED:

- (a) That the legal opinions of Messrs Kinghorn Associates dated 06 May 2013 and Messrs Conradie and Damaseb dated 24 May 2013 be noted.
- (b) That Council proceed with the sale of Erf 4326 (a portion of Erf 63, Mondesa) Mondesa to Messrs Mondesa Property Investment CC on the same terms and conditions as approved by Council based on the opinion expressed by Messrs Conradie & Damaseb Attorneys.

10.3 INVITATION TO THE LOCAL DEVELOPMENT WORKSHOP FOR COUNCILLORS IN REGIONAL AND LOCAL AUTHORITIES

(M/C 2013/06/13 - A 2/3/1/4)

RESOLVED:

CEO

- (a) That permission be granted to the Mayor, Deputy Mayor and Councillor P V Steinkopff to attend the Local Development workshop for Councillors in Regional and Local Authorities to be held from 17-21 June 2013 in Windhoek.
- (b) That the amount of N\$1 000.00 per delegate, travelling and subsistence allowances be defrayed from Council's Conference and Expenses Vote 100510206500 where N\$5 595.55 is available.

The meeting adjourned 12H30

Minutes confirmed on: 18 July 2013

Councillor R N Andreas -Noabes
CHAIRPERSON

E U W Demasius
CHIEF EXECUTIVE OFFICER

AG/-