

MUNICIPALITY OF WALVIS BAY

AGENDA

ORDINARY COUNCIL MEETING

**To be held in the
Civic Centre Council Chambers,
Nangolo Mbumba Drive,
Walvis Bay**

**ON TUESDAY
03 JUNE 2025
AT 18:00**



Municipality of Walvis Bay

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Date: 23 May 2025

NOTICE

His Worship the Mayor and Councillors
General Managers

MAY 2025 - ORDINARY COUNCIL MEETING OF THE LOCAL AUTHORITY COUNCIL OF WALVIS BAY

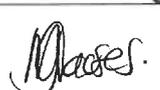
Notice is hereby given that the Ordinary Council meeting of the Local Authority Council of Walvis Bay will be held in the Civic Centre Council Chambers, Nangolo Mbumba Drive: -

Tuesday 03 June 2025 at 18:00

Yours faithfully,


Victoria N. Kapenda
Chief Executive Officer

Date	Time
27/05/2025	16 : 27

Official	Date	Time	Signed off
Compiler	27/05/2025	14 : 32	
M: CS	27/05/2025	15 : 05	



Agenda

1. **Opening by prayer** (File 3/1)
- =====

2. **Adoption of agenda and declaration of interest**
- =====

3. **Application for leave of absence by members of council** (File 3/3/1/4)
- =====

4. **Confirmation of minutes of previous meeting/s** (File 3/3/2/3/1)

4.1 Minutes of the Ordinary Council Meeting held on Tuesday 29 April 2025, to be confirmed and approved.

4.2 Minutes of the Special Council Meeting held on Friday 16 May 2025, to be confirmed and approved.

4.3 Minutes of the Special Council Meeting – tabling of the budget and tariffs for the 2025/2026 financial year, held on Friday 16 May 2025, to be confirmed and approved.

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5. **Interviews with deputations or persons summoned or requested to attend meetings** (File 3/3/2/3/2)

None.

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6. **Official announcements, statements, and communications**
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7. **Petitions** (File 3/2/1/6)

No petitions received.

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8. **Motions of members** (File 3/3/1/1)

No motions received.

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9. **Answers to questions of which notice has been given** (File 3/3/1/2)
- =====

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10. **REPORTS OF THE MANAGEMENT COMMITTEE FOR MAY 2025**

- 10.1 **Local Economic Development strategy stakeholder engagement report and the corresponding led implementation** (Add. No. 1; M/C Meeting 22/05/2025; File 8/26/36)

The Management Committee RESOLVED:

That the matter be referred back and discussed at the joint Council and Management Strategic Retreat.

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- 10.2 **Subdivision of the Remainder Farm 39 Walvis Bay into new Portion A, B and Remainder Farm 39 (Walvis Bay Town and Townlands No. 1); rezoning of the Remainder of Farm 39 (Walvis Bay Town and Townlands No. 1) from “Undetermined” to “Railway and Harbour” and subsequent alterations of boundaries of Dolphin Beach Extension 2 to include new Portions A, B and Remainder Farm 39 and Farm 135 (Walvis Bay Town and Townlands No. 1) as erven** (Add. No. 8; M/C Meeting 22/05/2025; File Farm 39)

The Management Committee RESOLVED:

That the item be withdrawn for an Informal Discussions Meeting where all previous documents relating to the matter be provided.

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11. **RECOMMENDATIONS OF THE MANAGEMENT COMMITTEE FOR MAY 2025**

- 11.1 **Continued lease of office space at Kuisebmond Municipal Building: Ministry of Home Affairs, Immigration, Safety and Security** (Add. No. 2; M/C Meeting 22/05/2025; File 7/1/5/1/1/2/2)

The purpose of this report is for the Municipal Council to consider the request by the Ministry of Home Affairs, Immigration, Safety and Security for the extension of the lease period of office space at the Kuisebmond Municipal Building until the end of the year 2027.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council of Walvis Bay does not approve the request for the continuation of the use of approximately 126m² of office space at the Kuisebmond Municipal Building by the Ministry of Home Affairs, Immigration, Safety and Security (the applicant) for the period 1 January 2025 to 31 December 2027, as it is now required for own municipal use.
- (2) That the applicant be informed that the occupancy of the premises will terminate on 30 November 2025, on which date they must vacate the premises and hand over all keys thereto.

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11.2 **Capital Budget 2024/2025 – Transfer of budgeted funds between votes for the purchase of a public address system and a tent** (Add. No. 3; M/C Meeting 22/05/2025; File Budget)

The purpose of this report is to obtain approval for an application in terms of Section 84(5)(a) of the Local Authorities Act (Act 23 of 1992) for the revised utilisation of budgeted capital funds in the current financial year and to obtain approval for the transfer of funds between votes.

The Management Committee RECOMMENDED:

- (1) That the Council takes note that the budgeted amount under vote B110/5561/0000 (Public address system) and vote B110/5559/0000 (Carpet) will not cover the cost of procurement of the items due to price inflation.
- (2) That approval be granted for the transfer of N\$26,000.00 and N\$5,000.00 from vote B110/5560/0000 (Tent), where N\$150,000.00 is available, to vote B110/5561/0000 (Public address system) and vote B110/5559/0000 (Carpet) respectively.

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11.3 **Implementation of Section 18 and 19 of the Affirmative Action Act, 1998 and specifically introducing the percentage difference between the highest scorers and the second highest scorer in regard to preferential treatment** (Add. No. 4; M/C Meeting 22/05/2025; File 4/3/3/1/3)

The purpose of this report is for the Municipal Council to consider the following matters:

- To be reminded of and take note of Section 18 and 19 of the Affirmative Action (Employment) Act, 1998; and
- To consider placing a cap on the difference in percentages between the highest scoring candidate and the next higher candidate to be considered for preferential treatment as stated in the Affirmative Action Act (Employment) Act, 1998.

The Management Committee RECOMMENDED:

That, as a policy, preferential treatment in filling positions be applied to candidates who belong to designated groups provided that:

- (i) They are suitably qualified, in that they meet the requirements of the job as stipulated in the job description; and
- (ii) That a point system with the following values be implemented:
 - 2 Points – Racially disadvantaged
 - 2 Points – Women
 - 2 Points – Disabled

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11.4 **Report on projects supported by the Mayoral Relief Fund for the period 2021 to 2024** (Add. No. 5; M/C Meeting 22/05/2025; File 5/8/6; & 17/13/P)

The purpose of this report is for the Municipal Council of Walvis Bay to take note of the report on the projects supported by the Mayoral Relief Fund for the period 2021 to 2024.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council takes note of the report on projects supported by the Mayoral relief Fund for the period 2021 to 2024.
- (2) That the Charter and Guidelines of the Mayoral Relief Fund, as revised by Council on 12 May 2022, be reviewed and submitted for consideration.

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11.5 **Rezoning of Erf 2047 Walvis Bay (Extension 6) from “Single Residential” with a density of (1:500m2) to “Institutional” and consent to operate a home-based business (professional and associated activities)** (Add. No. 6; M/C Meeting 22/05/2025; File 2047 W)

The purpose of the report is to obtain the approval of the Municipal Council for the following:

- (a) Rezoning of Erf 2047 Walvis Bay (Extension 6) from “Single Residential” with a density of 1/500m² to “Institutional”; and
- (b) Consent to operate a Medical Centre (Home Based Business: Professional and Associated Activities) while rezoning is in process.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council recommends for approval the application for the rezoning of Erf 2047 Walvis Bay (Extension 6) from “Single Residential” with a density of 1 dwelling per 300m² to “Institutional”, to the Urban and Regional Planning Board, in accordance with Section 109(2)(a) of the Urban and Regional Planning Act (Act No. 5 of 2018).
- (2) That consent be granted in terms of Clauses 6.1.2 and 12.1 of the Walvis Bay Town Planning Scheme for the establishment of a Home-Based Business (Professional and Associated Activities) on Erf 2047 Walvis Bay Proper subject to the following conditions:
 - (i) That the applicant or person operating the business must reside on the premises.
 - (ii) That the number of on-site employees be restricted to two persons.
 - (iii) That the floor area to be used for business purposes be restricted to 33% of the total area of the existing dwelling unit.
 - (iv) That should valid complaints be received or the imposed conditions not be complied with and after giving the owner 14 days written notice, consent may be withdrawn.
 - (v) That only an advertising board, indicating the name, trade name and profession or occupation of the resident, may be displayed on the premises.
 - (vi) That parking facilities must be provided to the satisfaction of the General Manager: Roads and Building Control.
 - (vii) That the use of the buildings as well as the required parking bays for the home-based business must be indicated on building plans and submitted to the Department of Roads and Building Control prior to commencing with the consent use.
 - (viii) That this approval is subject to the applicable laws and regulations of both the Government and the Municipality.
 - (ix) That this permission lapses when the property is sold, leased or alienated in whatever process engaged.

- (x) That all rates and service charges for business purposes be made applicable for as long as the consent applies.

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11.6 **Rezoning of Erf 1423 Walvis Bay Proper from “Single Residential” with a density of 1:500m² to “General Business” with a bulk factor of 2, and consent for home-based business (office) while the rezoning is in progress** (Add. No. 7; M/C Meeting 22/05/2025; File 1423 W)

The purpose of the report is to obtain the approval of the Municipal Council for the following:

- (a) Rezoning Erf 1423 Walvis Bay Proper from “Single Residential” with a density of one dwelling unit per 300m² (1:300) to “General Business” with a bulk factor of 2; and
- (b) Consent for a Home-Based Business (Office) while the rezoning is in progress.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council recommends for approval the application for the rezoning of Erf 1423 Walvis Bay Proper from “Single Residential” with a density of 1 dwelling per 500m² (1:500) to “General Business” with a bulk factor of 2, to the Urban and Regional Planning Board, in accordance with Section 105 of the Urban and Regional Planning Act (Act No. 5 of 2018), subject to the following conditions:
 - (a) That, in terms of the Policy on the Levying of Betterment Fees for Local Authorities in Namibia, the applicant pays a betterment fee of 40% of the increase in the municipal land value of the rezoned property, once the rezoning application has been approved by the Minister of Urban and Rural Development.
 - (b) That the applicant obtains an Environmental Clearance Certificate for the proposed rezoning prior to submission of the application to the Urban and Regional Planning Board.
- (2) That consent be granted in terms of Clauses 6.1.2 and 12.1 of the Walvis Bay Town Planning Scheme for the establishment of a Home-Based Business (Office) on Erf 1423 Walvis Bay Proper subject to the following conditions:
 - (i) That the applicant or person operating the business must reside on the premises.
 - (ii) That the number of on-site employees be restricted to two persons.
 - (iii) That the floor area to be used for business purposes be restricted to 33% of the total area of the dwelling unit.
 - (iv) That should valid complaints be received or the imposed conditions not be complied with and after giving the owner 14 days written notice, consent may be withdrawn.
 - (v) That only an advertising board, indicating the name, trade name and profession or occupation of the resident, may be displayed on the premises.
 - (vi) That parking facilities must be provided to the satisfaction of the General Manager: Roads and Building Control.
 - (vii) That the use of the buildings as well as the required parking bays for the home-based business must be indicated on building plans and submitted to the Department of Roads and Building Control prior to commencing with the consent use.

- (viii) That this approval is subject to the applicable laws and regulations of both the Government and the Municipality.
- (ix) That this permission lapses when the property is sold, leased or alienated in whatever process engaged.
- (x) That all rates and service charges for business purposes be made applicable for as long as the consent applies.

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11.7 **Subdivision of remainder Erf 3538 Narraville (Narraville Extension 5) into New Portion 1 and Remainder Erf 3538 Narraville (Narraville Extension 5)** (Add. No. 9; M/C Meeting 22/05/2025; File 3538 N)

The purpose of the report is to obtain the Municipal Council's recommendation on the application for the subdivision of Remainder Erf 3538 Narraville (Narraville Extension 5) into New Portion 1 and Remainder Erf 3538 Narraville (Narraville Extension 5).

The Management Committee RECOMMENDED:

- (1) That, in accordance with Section 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), the application for the subdivision of Remainder Erf 3538 Narraville (Narraville Extension 5) New Portion 1 and Remainder Erf 3538 Narraville (Narraville Extension 5) be recommended to the Urban and Regional Planning Board for approval, as generally indicated on sketch plan R3538N/SP dated 15 March 2024, which bears the approval stamp of the Municipal Council.
- (2) That the following conditions be registered against the newly created Portion 1 in favour of the Municipality of Walvis Bay to ensure compliance with municipal planning requirements and to safeguard service access and urban infrastructure management:
 - (a) The erf shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Walvis Bay Town Planning Scheme (Zoning Scheme) prepared and approved in terms of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).
 - (b) The minimum value of the main building, excluding the outbuilding to be erected on the erf shall be at least four times the municipal valuation of the erf.
- (3) That the Municipal Council accepts no responsibility for the accuracy of the figures and/or dimensions shown on the sketch plan which bears the Municipal Council's stamp of approval.
- (4) That the applicant provides, at own cost, the required electricity, water and sewerage connection to the newly created portion.
- (5) That the applicants, at own cost shall make suitable arrangements with and to the satisfaction of the Municipal Council regarding road infrastructure, including access to the newly created erf.
- (6) That any new additions to, alterations to or relocation of municipal services shall be the responsibility of the applicant.
- (7) That the applicants shall make suitable arrangements with and to the satisfaction of the Municipal Council, regarding any existing private sewers and private water pipes traversing the newly created portion.

- (8) That the applicants shall make suitable arrangements with and to the satisfaction of Telecom Namibia regarding telephone cables and connections.
- (9) That the applicants shall make suitable arrangements with and to the satisfaction of Erongo RED regarding all electricity cables and connections.
- (10) That the applicants be held liable for the construction of a firewall where structures are closer than 1,50m to the boundary, if not such structures on boundaries be demolished.
- (11) That the subdivision application be lodged with the Urban and Regional Planning Board in accordance with Section 109(5) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).
- (12) That the applicant/owner pay a 7.5% Endowment Fee for New Erf A, in terms Clause 35.3 of the Walvis Bay Town Planning (Zoning) Scheme and Section 66(1)(k) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), prior to the registration/transfer of New Portion 1.
- (13) That all costs regarding the above be borne by the owner (applicant).

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11.8 **Rezoning of Erf 1122 Walvis Bay Proper from “Single Residential” with a density of (1:300m²) to “General Business” with a bulk factor of 2, consent to establish a Home-Based Business (Office Premises) while the rezoning is in progress** (Add. No. 10; M/C Meeting 22/05/2025; File 1122 W)

The purpose of the report is to obtain the approval of the Municipal Council for the following:

- (a) Rezoning Erf 1122 Walvis Bay Proper from “Single Residential” with a density of (1:300m²) to “General Business” with a density a bulk factor of 2.
- (b) Consent to establish a Home-Based Business (Office Premises) while the rezoning is in progress.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council of Walvis Bay recommends for approval the rezoning of Erf 1122 Walvis Bay Proper from “Single Residential” with a density of 1 dwelling unit per 300m² to “General Business” with a bulk factor 2, to the Urban and Regional Planning Board, in accordance with Section 105(a) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018), subject to the following conditions:
 - (a) That, in terms of the Policy on the Levying of Betterment Fees for Local Authorities in Namibia, the applicant pays a betterment/compensation fee of 40% of the increase in the municipal land value of the rezoned property, after the rezoning approval by the Minister of Urban and Rural Development.
 - (b) That the applicant obtains an Environmental Clearance Certificate for the proposed rezoning prior to submission of the application to the Urban and Regional Planning Board.
 - (c) That the rezoning of Erf 1122 Walvis Bay Proper be proclaimed in the Government Gazette.

- (2) That consent be granted to the applicant to establish a Home-Based Business on Erf 1122 Walvis Bay Proper while the rezoning is in progress, subject to the following conditions:
- (i) That the applicant or person operating the business must reside on the premises.
 - (ii) That the number of on-site employees be restricted to two persons.
 - (iii) That the floor area to be used for business purposes be restricted to 33% of the total area of the dwelling unit.
 - (iv) That should valid complaints be received or the imposed conditions not be complied with and after giving the owner 14 days written notice, consent may be withdrawn.
 - (v) That only an advertising board, indicating the name, trade name and profession or occupation of the resident, may be displayed on the premises.
 - (vi) That parking facilities must be provided to the satisfaction of the General Manager: Roads and Building Control.
 - (vii) That the use of the buildings as well as the required parking bays for the home-based business must be indicated on building plans and submitted to the Department of Roads and Building Control prior to commencing with the consent use.
 - (viii) That this approval is subject to the applicable laws and regulations of both the Government and the Municipality.
 - (ix) That this permission lapses when the property is sold, leased or alienated in whatever process engaged.
 - (x) That all rates and service charges for business purposes be made applicable for as long as the consent applies.

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11.9 Township establishment of Portion 15 (a Portion of Portion 3) on the Farm No. 37 into 516 Erven and Remainder (Street) to be known as Green Valley Extension 11
(Add. No. 11; M/C Meeting 22/05/2025; File PTN 15 of Farm 37)

The purpose of the report is to obtain the Municipal Council's approval for township establishment on Portion 15 of Farm No. 37 to be known as Green Valley Extension 11. The Municipal Council of Walvis Bay has allocated Portion 15 of Farm No.37 to the Shack Dwellers Federation of Namibia (SDFN) (the Applicant) at their meeting held on 25 July 2023 (Item 11.23).

The Management Committee RECOMMENDED:

- (1) That the Need and Desirability for Township establishment be approved on Portion 15 of Farm No.37.
- (2) That the township layout plan, as indicated on drawing number PTN15/TE dated 09 May 2025, be recommended for approval in terms of Section 109(2)(a) and 105(1)(b) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018) to be known as Green Valley Extension 11, subject to the following conditions:
 - (a) That the new township be called Green Valley Extension 11.
 - (b) That the following portions of land be zoned as:
 - i. Portions 1 to 485 be zoned Single Residential with a density of 1 dwelling unit per 300m² (1:300).
 - ii. Portions 486 to 489 be zoned General Residential 1 with a density of 1 dwelling unit per 100m² (1:100).

- iii. Portions 490 to 493 be zoned Institutional with a bulk factor of 1.0.
 - iv. Portions 494 to 495 be zoned General Business with a bulk factor of 2.0.
- (c) Reservation of Erven:
- i. Portions 496 to 498 be reserved Utility Services for Erongo RED as substations.
 - ii. Portions 499 to 515 be reserved as a Public Open Space for the Local Authority.
 - iii. The Remainder of Portion 15 be reserved as Street for the Local Authority.
- (3) That, the establishment of a township on Portion 15 of Farm No. 37 be recommended for approval in terms of Section 109(2)(a) and 105(1)(b) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) subject to the following conditions:
- (a) That a valid Environmental Clearance Certificate be obtained from the Environmental Commissioner before the application is submitted to the Urban and Regional Planning Board.
 - (b) That the following conditions be registered against the proposed erven in favour of the Municipal Council:
 - (i) The erven shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Walvis Bay Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018.
 - (ii) That, with the exception of Utility Services, Public Open Spaces and Institutional erven, the minimum value of the main building, excluding the outbuilding to be erected on the erven shall be at least two times the municipal valuation of the erf
 - (c) That the portion/s be provided with one bulk electricity, water and sewerage connection only, at the cost of the Applicant.
 - (d) That any new additions to, alterations to or relocation of municipal services shall be the responsibility of the Applicant.
 - (e) That the Applicant shall make suitable arrangements with and to the satisfaction of the Municipal Council, regarding any private sewers and private water pipes traversing the newly created portion/s.
 - (f) That the Applicant shall make suitable arrangements with and to the satisfaction of Erongo RED regarding all electrical cables and connections.
 - (g) That the Applicant shall make suitable arrangements with and to the satisfaction of Telecom Namibia regarding telephone cables and connections.
 - (h) That the Municipal Council accepts no responsibility for the accuracy of the figures and/or dimensions shown on the sketch plans which bear the Municipal Council's stamp of approval.

- (i) Subject to compliance with all relevant planning regulations and policies, the Chief Executive Officer (CEO) be delegated authority to approve minor amendments to the township layout.

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11.10 **Township establishment of Portion 17 (a portion of Portion 3) on the Farm No. 37 into 498 Erven and remainder (street) to be known as Green Valley Extension 13**
(Add. No. 12; M/C Meeting 22/05/2025; File PTN 17 of Farm 37)

The purpose of the report is to obtain the Municipal Council's approval for township establishment on Portion 17 of Farm No. 37 to be known as Green Valley Extension 13. The Municipal Council of Walvis Bay has allocated Portion 17 of Farm No.37 to the Shack Dwellers Federation of Namibia (the Applicant) at their meeting held on 25 July 2023 (Item 11.23).

The Management Committee RECOMMENDED:

- (1) That the Need and Desirability for Township Establishment on Portion 17 (a portion of Portion 3) of Farm No. 37 be recommended for approval to the Urban and Regional Planning Board.
- (2) That the township layout plan, as indicated on drawing number PTN17/TE dated 27 Feb 2025, be recommended for approval to the Urban and Regional Planning Board in terms of Section 109(2)(a) and 105(1)(b) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018) to be known as Green Valley Extension 13, subject to the following conditions:
 - (a) That the new township be called Green Valley Extension 13.
 - (b) That the following portions of land be zoned as:
 - i. Portions 1 to 465 be zoned as Single Residential with a density of 1 dwelling unit per 300m² (1:300).
 - ii. Portions 466 to 469 be zoned as General Residential 1 with a density of 1 dwelling unit per 100m² (1:100).
 - iii. Portions 470 to 473 be zoned as Institutional with a bulk factor of 1.0.
 - iv. Portion 474 be zoned as General Business with a bulk factor of 2.0.
 - (c) Reservation of Erven

The following erven are reserved for the local authority:

 - I. Remainder for street purposes; and
 - II. Erven 478 to 496 for public open space purposes.

The following erven are reserved for the local authority:

 - I. Erven 475 to 477 for utilities
- (3) That, the establishment of a township on Portion 17 of Farm No. 37 be recommended for approval to the Urban and Regional Planning Board in terms of Section 109(2)(a) and 105(1)(b) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) subject to the following conditions:
 - (a) That a valid Environmental Clearance Certificate be obtained from the Environmental Commissioner before the application is submitted to the Urban and Regional Planning Board.

- (b) That the following conditions be registered against the proposed erven in favour of the Municipal Council:
 - (i) The erven shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Walvis Bay Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018.
 - (ii) That, with the exception of Utility Services, Public Open Spaces and Institutional erven, the minimum value of the main building, excluding the outbuilding to be erected on the erven shall be at least two times the municipal valuation of the erf.
- (c) That the portion/s be provided with one bulk electricity, water and sewerage connection only, at the cost of the Applicant.
- (d) That any new additions to, alterations to or relocation of municipal services shall be the responsibility of the Applicant.
- (e) That the Applicant shall make suitable arrangements with and to the satisfaction of the Municipal Council, regarding any private sewers and private water pipes traversing the newly created portion/s.
- (f) That the Applicant shall make suitable arrangements with and to the satisfaction of Erongo RED regarding all electrical cables and connections.
- (g) That the Applicant shall make suitable arrangements with and to the satisfaction of Telecom Namibia regarding telephone cables and connections.
- (h) That the Municipal Council accepts no responsibility for the accuracy of the figures and/or dimensions shown on the sketch plans which bear the Municipal Council's stamp of approval.
- (i) Subject to compliance with all relevant planning regulations and policies, the Chief Executive Officer (CEO) be granted delegated authority to approve minor amendments to the township layout.

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11.11 **Township establishment on Farm 75 (a portion of the Remainder Farm Wanderdünen No. 23) to be known as Narraville Extension 20 and Minister exemption to create erf sizes less than 300 M²** (Add. No. 13; M/C Meeting 22/05/2025; File Farm 75)

The purpose of the report is to obtain the Municipal Council's recommendation for Township Establishment on Farm 75 (a Portion of the Farm Wanderdünen No. 23), to be known as Narraville Extension 20, in accordance with the *Urban and Regional Act, 2018 (Act No. 5 of 2018)* and Minister's Exemption to create erf sizes less than 300 m² in terms of the new revised *National Housing Policy of 2023*.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council recommends to the Urban and Regional Planning Board for approval, the application for Township Establishment on Farm 75 (a Portion of the Farm Wanderdünen No. 23), as generally shown on sketch plan PORTIA/TE8 dated 12 MAY 2025 that bears the Municipal Council's stamp, in accordance with Sections 64(2), 66 and 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act of 2018), subject to the following conditions:

- (a) That the new Township be called Narraville Extension 20.
- (b) That the following conditions be registered against the proposed erven in favour of the Municipal Council:
 - (i) The erven shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Walvis Bay Zoning (Town Planning) Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018.
 - (ii) That, with the exception of Public Open Spaces and Utility Services erven, the minimum value of the main building, excluding the outbuilding to be erected on the erf shall be equal the municipal valuation of the erf.
- (c) That the proposed Erven 188-196 nine (9) in total be reserved for the local authority for Public Open Space purposes.
- (d) That the Remainder of Farm 75 (a Portion of the Farm Wanderdünen No. 23) be reserved for the local authority for Street purposes.
- (e) That the zonings and land reservations as indicated on sketch plan PORTIA/TE8 dated 12 MAY 2025 that bears the Municipal Council's stamp be approved.
- (f) That the densities of 1 per 250m² be approved for Single Residential erven, respectively.
- (2) That the township establishment applications be lodged with the Urban and Regional Planning Board in accordance with the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).
- (3) That an application be made to the Minister for the approval to create erf sizes less than 300 m² in terms of the new revised National Housing Policy of 2024.
- (4) That the applicant obtains the Environmental Clearance Certificate from the Ministry of Forestry, Environment and Tourism, prior to the submission of the township establishment application to the Minister of Urban and Rural Development.
- (5) That, in accordance with Section 128 of the Urban and Regional Planning Act (Act No. 5 of 2018), the Municipal Council delegates the Chief Executive Officer to endorse minor changes made to the township layout or applications as and when required by the Urban and Regional Planning Board (provided that the changes are not more than 10%).
- (6) That these approvals come into effect immediately after the Municipal Council has taken a resolution and prior to the confirmation of the Municipal Council's minutes.

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11.12 **Township establishment on Farm 76 (a portion of the remainder Farm Wanderdünen No. 23) to be known as Narraville Extension 20 and Minister exemption to create erf sizes less than 300 m²** (Add. No. 14; M/C Meeting 22/05/2025; File Farm 76)

The purpose of the report is to obtain the Municipal Council's recommendation for Township Establishment on Farm 76 (a Portion of the Farm Wanderdünen No. 23), to be known as Narraville Extension 21, in accordance with the *Urban and Regional Act, 2018 (Act No. 5 of 2018)* and Minister's Exemption to create erf sizes less than 300 m² in terms of the new revised *National Housing Policy of 2023*.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council recommends to the Urban and Regional Planning Board for approval, the application for Township Establishment on Farm 76 (a Portion of the Farm Wanderdünen No. 23), as generally shown on sketch plan PORTIA/TE8 dated 12 MAY 2025 that bears the Municipal Council's stamp, in accordance with Sections 64(2), 66 and 109(2)(a) of the Urban and Regional Planning Act, 2018 (Act of 2018), subject to the following conditions:
 - (a) That the new Township be called Narraville Extension 21.
 - (b) That the following conditions be registered against the proposed erven in favour of the Municipal Council:
 - (i) The erven shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Walvis Bay Zoning (Town Planning) Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018.
 - (ii) That, with the exception of Public Open Spaces and Utility Services erven, the minimum value of the main building, excluding the outbuilding to be erected on the erf shall be equal the municipal valuation of the erf.
 - (c) That the proposed Erven 188-196 nine (9) in total be reserved for the local authority for Public Open Space purposes.
 - (d) That the Remainder of Farm 76 (a Portion of the Farm Wanderdünen No. 23) be reserved for the local authority for Street purposes.
 - (e) That the zonings and land reservations as indicated on sketch plan PORTIA/TE8 dated 12 MAY 2025 that bears the Municipal Council's stamp be approved.
 - (f) That the densities of 1 per 250m² be approved for Single Residential erven, respectively.
- (2) That the township establishment applications be lodged with the Urban and Regional Planning Board in accordance with the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018).
- (3) That an application be made to the Minister for the approval to create erf sizes less than 300 m² in terms of the new revised National Housing Policy of 2024.

- (4) That the applicant obtains the Environmental Clearance Certificate from the Ministry of Forestry, Environment and Tourism, prior to the submission of the township establishment application to the Minister of Urban and Rural Development.
- (5) That, in accordance with Section 128 of the Urban and Regional Planning Act (Act No. 5 of 2018), the Municipal Council delegates the Chief Executive Officer to endorse minor changes made to the township layout or applications as and when required by the Urban and Regional Planning Board (provided that the changes are not more than 10%).
- (6) That these approvals come into effect immediately after the Municipal Council has taken a resolution and prior to the confirmation of the Municipal Council's minutes.

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11.13 **Townships establishments on Portion 10 (a portion of Portion 3 of Remainder Farm) into 248 Erven and Remainder (Street) to be known as Green Valley Extension 6 and township establishment on Portion 11 (a portion of Portion 3 of Remainder Farm 37) into 512 Erven and Remainder (Street) to be known as Green Valley Extension 7** (Add. No. 15; M/C Meeting 22/05/2025; File Portion 10 A of Portion 3 of Rem Farm 37/Portion 11 A of Portion 3 of Rem Farm 37)

The purpose of the report is to obtain the Municipal Council's recommendation in accordance with the *Urban and Regional Act, 2018 (Act No. 5 of 2018)* for the following:

- (a) Townships Establishments on Portion 10 (a portion of Portion 3 of Remainder Farm 37) into 248 Erven and Remainder (Street) to be known as Green Valley Extension 6.
- (b) Township Establishment on Portion 11 (a portion of Portion 3 of Remainder Farm 37) into 512 Erven and Remainder (Street) TO BE known as Green Valley Extension 7.

The Management Committee RECOMMENDED:

- (1) That the Need and Desirability for Township establishment be approved on Portion 6 of Farm No.37.
- (2) That the Need and Desirability for Township establishment be approved on Portion 7 of Farm No.37.
- (3) That the township layout plan, as indicated on drawing number TS/P11/RF37/V2 dated 07 May 2025, be recommended for approval in terms of Section 109(2)(a) and 105(1)(b) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018) to be known as Green Valley Extension 6 , subject to the following conditions:
 - a) That the new township be called Green Valley Extension 6.
 - b) That the following portions of land be zoned as:
 - i. Portions 2-16, 19-98,100-146,148-160,163-195,198-212 be zoned as Single Residential with a density of 1 dwelling unit per 300m² (1:300).
 - ii. Portions 1,17,147,200 be zoned as General Residential 1 with a density of 1 dwelling unit per 150m² (1:150).
 - iii. Portions 18,161,213 be zoned as Institutional
 - iv. Portions 215-228 be zoned as Local Business with a bulk factor of 0.5.
 - v. Portion 214 be zoned ad General Business with a bulk factor of 2.0.
 - vi. Portions 229-239 be zoned as Local Business with a bulk factor of 0.5.

c) Reservation of Erven

The following erven are reserved for the local authority:

- I. Remainder for street purposes; and
- II. Erven 244 to 248 for public open space purposes.
- III. Erf 162 for Municipal Purposes

The following erven are reserved for the Erongo Red:

- I. Erven 240 to 243 for utilities

- (4) That the township layout plan, as indicated on drawing number TS/PS11/RF37 dated 09 May 2025, be recommended for approval in terms of Section 109(2)(a) and 105(1)(b) of the Urban and Regional Planning Act, 2018 (Act No.5 of 2018) to be known as Green Valley Extension 7, subject to the following conditions:

a) That the new township be called Green Valley Extension 7.

b) That the following portions of land be zoned as:

- i. Portions 6-18, 20-110, 112-188, 191-321, 323-458, 460-502 be zoned as Single Residential with a density of 1 dwelling unit per 300m² (1:300).
- ii. Portions 19,111,442 be zoned as General Residential 1 with a density of 1 dwelling unit per 150m² (1:150).
- iii. Portions 2,322,459 be zoned as Institutional
- iv. Portions 3-4,189-190 be zoned as Local Business with a bulk factor of 0.5.
- v. Portion 5 be zoned as General Business with a bulk factor of 2.0.
- vi. Portion 1 be zoned as Government Purpose

c) Reservation of Erven

The following erven are reserved for the local authority:

- IV. Remainder portion 11 of Farm 37 for street purposes; and
- V. Erven 507 to 512 for public open space purposes.

The following erven are reserved for the Erongo Red:

- II. Erven 503 to 506 for utilities

- (5) That, the establishment of a township on Portion 18 of Farm No. 37 be recommended for approval in terms of Section 109(2)(a) and 105(1)(b) of the Urban and Regional Planning Act, 2018 (Act No. 5 of 2018) subject to the following conditions:

(a) That a valid Environmental Clearance Certificate be obtained from the Environmental Commissioner before the application is submitted to the Urban and Regional Planning Board.

(b) That the following conditions be registered against the proposed erven in favour of the Municipal Council:

(i) The erven shall only be used or occupied for purposes which are in accordance with, and the use or occupation of the erf shall at all times be subject to, the provisions of the Walvis Bay Zoning Scheme prepared and approved in terms of the Urban and Regional Planning Act, 2018.

(ii) That, with the exception of Utility Services, Public Open Spaces and Institutional erven, the minimum value of the main building, excluding the outbuilding to be erected on the erven shall be at least two times the municipal valuation of the erf

- (c) That the portion/s be provided with one bulk electricity, water and sewerage connection only, at the cost of the Applicant.
- (d) That any new additions to, alterations to or relocation of municipal services shall be the responsibility of the Applicant.
- (e) That the Applicant shall make suitable arrangements with and to the satisfaction of the Municipal Council, regarding any private sewers and private water pipes traversing the newly created portion/s.
- (f) That the Applicant shall make suitable arrangements with and to the satisfaction of Erongo RED regarding all electrical cables and connections.
- (g) That the Applicant shall make suitable arrangements with and to the satisfaction of Telecom Namibia regarding telephone cables and connections.
- (h) Subject to compliance with all relevant planning regulations and policies, the Chief Executive Officer (CEO) be delegated authority to approve minor amendments to the township layout.

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11.14 **Monthly reports – March 2025** (Add. No. 16; M/C Meeting 22/05/2025; File 3/5/2)

The purpose of this report is for the Municipal Council to take note of the monthly reports of:

- Office of the Mayor;
- Human Resources and Corporate Services;
- Community and Economic Development;
- Roads and Building Control; and
- Water, Waste and Environmental Management.

The Management Committee RECOMMENDED:

That the Municipal Council takes note of the Monthly Report for March 202,5 with detailed discussions on the contents of the report to be discussed at Informal Discussions.

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12. **Reports and recommendations of Advisory Committees and the Chief Executive Officer**

No reports or recommendations received.

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13. **Minutes of associations**

13.1 **Management Committee of the Association for Local Authorities (ALAN)** (File 12/1/2/1/2)

No minutes have been received.

13.2 **National Executive Committee of the Namibia Association of Local Authorities Officers (NALAO)** (File 12/1/2/1/11)

No minutes have been received.

13.3 **Namibia National Mayors' Forum** (File 12/1/2/1/17)

No minutes have been received.

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