



MUNICIPALITY OF WALVIS BAY

AGENDA

ORDINARY COUNCIL MEETING

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

**ON TUESDAY
29 JULY 2025
AT 18:00**



Municipality of Walvis Bay

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Date: 24 July 2025

NOTICE

His Worship the Mayor and Councillors
General Managers

JULY 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 Kuisebmond Council Chambers, Nathaniel Maxuilili : -

Tuesday 29 July 2025 at 18:00

Yours faithfully,


Victoria N Kapenda
Chief Executive Officer



Date	Time
24/07/2025	15 : 10

Official	Date	Time	Signed off
Compiler	24/07/2025	15 : 01	
M: CS	24/07/2025	15 : 08	



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 24 June 2025, to be confirmed and approved.
- 4.2 Minutes of the Special Council Meeting held on Thursday 03 July 2025, to be confirmed and approved.
- 4.3 Minutes of the Special Council Meeting held on Thursday 10 July 2025, to be confirmed and approved.
- =====

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

Tuesday, 15 July 2025

Deputy Director, Mr Albertus Ganeb from the Ministry of Home Affairs, Immigration, Safety and Security

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

- 7.1 **Petition against procedures relating to Special Council Meeting held on 17 June 2025**

Report of the Management Committee dealt with under item 11.1 of the agenda

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

- 8.1 Motion Number 30, dated 14 July 2025, titled: "Declaration of the Kuiseb Aquifer and infrastructure as a national key point", submitted by Councillor Ronald N Bramwell. See from Page 3.

- 8.2 Motion Number 31, dated 14 July 2025, titled: "Internal Auditor", submitted by Councillor Ronald N Bramwell. See Page 5.
- =====



MOTION FORM

To submit a motion for consideration by the Municipal Council of Walvis Bay, please complete and sign this form and submit it to the Chief Executive Officer at least 6 working days prior to the date of the next ensuing Council meeting as contemplated in Rule 13 of the Standing Rules of Order

Motion sequence number: 30
(to be completed by the administration)

MOTION: Declaration of the Kuiseb Aquifer and infrastructure as a National Key Point

Motion submitted by: Councillor Ronald Noel Bramwell

Objective of Motion: To request the Government of the Republic of Namibia through the Office of the Ministry of Agriculture, Fisheries, Water and Land Reform, and the Office of the Erongo Regional Governor to declare the Kuiseb Aquifer and all its infrastructure a National Key Point under the National Key Points Act.

Rationale and motivation: The Kuiseb Aquifer which stretches from the Swartbank down past Rooibank to the Dorop South next to the sea is the main supplier of freshwater to Walvis Bay since Walvis Bay was annexed by the British in 1923. It was administered by the South West Administration until it was taken over by the Walvis Bay Municipality who administered it until 1997 when it was taken over by the Namwater Water Corporation Ltd .

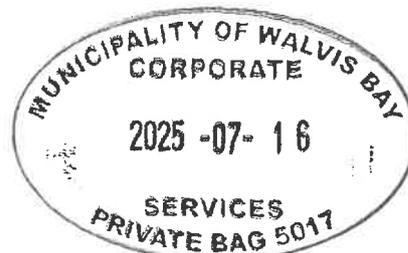
From 1997 to the present day there have been numerous breakdowns leading to water shortages in Walvis Bay which have not only impacted on the lives of the residents but also on the fishing industry which is one of our major industries as well as all the other industries in Walvis Bay. A list of some of these breakdowns is attached.

Proposal to be considered by Council: The purpose of this motion is to request the Government of the Republic of Namibia, through the Office of the Minister of Agriculture, Fisheries, Water and Land Reform and the Office of the Governor of the Erongo Region, to declare the Kuiseb Aquifer and its infrastructure a National Key Point.

Chairperson of Council. I so move.

RN Bramwell

Date: 14/07/2025



LIST OF BREAKDOWNS ON THE KUISEB AQUIFER 1997 TO PRESENT DAY

DATE	BREAKDOWN	DURATION
31/1/2006	Kuiseb river floods	2 weeks
23/2/2006	Water crisis looms in Walvis Bay	
30/3/2006	Flash flood hits Walvis Bay – water shortage	2 weeks
18/2/2009	Walvis Bay running dry again	1 week
25/2/2009	Namwater wakes up to crisis in Walvis Bay	
6/3/2009	Walvis Bay water crisis	2 weeks
15/3/2011	Emergency water for Walvis Bay	2 weeks
24/5/2013	Walvis Bay threatened by rising sea level	
1/9/2015	Coast faces water challenges	
28/1/2021	Walvis Bay faces water woes	
8/12/2023	Water shortage due to power outage	1 week
No date	Erongo faces water shortage	
29/5/2023	No water at Langstrand power outage	1 week
29/5/2023	Walvis Bay Water situation at boiling point	1 week
29/10/2024	Water interruptions expected in Walvis Bay due to pipeline replacement	2 weeks
30/4/2025	Water rationing extended	ongoing
19/5/2025	Water shortages affect fishing industry	ongoing
23/6/2025	Vandalism on powerlines disrupts water supply to Walvis Bay	ongoing
JULY TO 1 SEPTEMBER	Water rationing due to cable breakdown, waiting for replacement cable Gensets hired to try and maintain supply	ongoing



MOTION FORM

To submit a motion for consideration by the Municipal Council of Walvis Bay, please complete and sign this form and submit it to the Chief Executive Officer at least 6 working days prior to the date of the next ensuing Council meeting as contemplated in Rule 13 of the Standing Rules of Order

Motion sequence number: 31
(to be completed by the administration)

MOTION: INTERNAL AUDITOR

Motion submitted by: COUNCILLOR RONALD NOEL BRAMWELL

Objective of Motion: APPOINTMENT OF AN INTERNAL AUDITOR

Rationale and motivation: The Municipality has been operating without the services of an internal auditor for the past ten and a half years and the internal accounting records, registers, vouchers, documents and stock have been audited annually by auditors appointed by the Auditor General's office. We received adverse audit reports for the 2022 and 2023 financial years. Since 2015 there has been no Council decision to fill the vacancy of a substantive internal auditor or for the appointment of an external auditor with the assignment of internal auditing. Leaving this post vacant is not only negligent but also an example of poor administration over the ten-year period.

Proposal to be considered by Council: This key position of Internal Auditor has been left vacant for years within the Municipality and it is a fundamental to any system of internal checks and balances. It ensures compliance, exposes financial mismanagement, monitors staff performance, and investigates operational failures. In essence, the Internal Auditor functions as an in-house forensic expert and assists the Finance Department to obtain an Unqualified Opinion every year on our annual Audit by the Auditor General.

As far back as the 18th November 1997 the Municipality adopted the Financial Rules which were promulgated in the Government Gazette No. 320 of 1997. In these rules there is mention of No.11 INTERNAL AUDIT under point No.11.1 where it states that "Council may appoint an employee as Internal Auditor, who shall cause regular internal audit inspections of all accounting records, registers, vouchers, documents or stock at every section or department" the other points from 11.2 , 11.3 (a) to 11.3 (n) cover all the duties of the Internal Auditor

The Internal Auditor carrying out any such audit shall report to the CEO and the CEO shall submit a report to the Management Committee in its original form, with his or her comments thereon.

Chairperson of Council. I so move.

R.N. Bramwell

Date: 14 / 07 / 2025



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

No questions received.

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

10.1 **Invitation to participate in the training and project exposure tour programme in Czerwonak, Poland from 18 to 28 September 2025** (Add. No. 17; M/C Meeting 18/06/2025; File 1/5/2/5)

The Management Committee RESOLVED:

- (1) That approval be granted for the 4 nominated Municipal staff members to participate in the Training and Exposure Tour programme to Czerwonak, Poland namely, Erikson Mwanyekange, Victoria Kapenda, Theodor Potgieter and Joseph Amushila.
- (2) That approval be granted for the four nominated staff to travel to Pretoria, South Africa to obtain Schengen Visas for the trip and subsequently to travel to the City of Czerwonak, Poland from 18th to the 28th of September 2025 or on the confirmed traveling dates by the Project Coordinator: Poland.
- (3) That all costs of traveling and lodging will be covered by the project as per the project budget as specified under budgetary line 2.1.3 and that all traveling arrangements to Poland be handled by the Czerwonak team in Poland.
- (4) That approval be granted in line with the Personal Rules and Procedures, as well as the Delegation Powers & Assignment of Duties and Responsibilities of Council of 2020, as amended.
- (5) That the indicated cost be paid to the nominated staff in line with the Daily Subsistence Allowance Policy.

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

11.1 **Petition against procedures relating to Special Council Meeting held on 17 June 2025** (Add. No. 16; M/C Meeting 22/07/2025; File 3/3/1/P)

Councillor E Shozi on 24 June 2025 submitted a petition under Rule 11 of the *Standing Rules in connection with convening and holding, and procedure at, meetings of Local Authority Councils*, to the Chief Executive Officer with regards to the procedural correctness of what transpired at the Special Council meeting held on 17 June 2025.

The Management Committee RECOMMENDED:

That the Management Committee considered the petition as submitted by Councillor E Shozi and is of the view that the two Councillors were indeed afforded the opportunity to be heard at the Special Council Meeting of 17 June 2025, and the decision adopted at that meeting reflected the consensus of the Municipal Council that the matter has been dealt with.

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11.2 **Southern Africa Inter-Municipal Sports and Recreation Association participants request Council to purchase opening attire and two t-shirts** (Add. No. 18; M/C Meeting 22/07/2025; File 11/2/16)

The purpose of the report is to recommend to Council to purchase the opening attire and two (2) t-shirts on behalf of the employees who will represent the Municipality of Walvis Bay at the upcoming Southern Africa Inter-Municipal Sports and Recreation Association (SAIMSA) Games in Maseru, Lesotho on 21 – 26 September 2025, with conditions.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council purchase the attire, identified by the organising committee at a cost of N\$ 216 177.00 (VAT inclusive).
- (2) That permission be granted to the 110 employees to pay back the amount of N\$ 1 965.24 each for the attire, to the Municipal Council over a period of nine (9) months, to be deducted from their respective salaries.

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11.3 **Feedback report on participation in the 3rd United Nations Oceans Rise Conference and Ocean Rise and Coastal Resilience Summit, and adoption of the recommendations emanating from the report** (Add No. 1; M/C Meeting 22/07/2025; File 17/20/7/1/1)

The purpose of this report is to provide a feedback report regarding participation in the 3rd United Nations Oceans Conference, held from 9 to 13 June 2025, as well as the Ocean Rise and Coastal Resilience Summit, held on 7 June 2025, in the city of Nice, Republic of France, as prepared by the delegates.

The Management Committee RECOMMENDED:

That the Municipal Council takes note, with appreciation, of the report and for it to adopt the following recommendations as made by the delegates as a firm policy decision of the Municipal Council:

1. To endorse the *Charter* by signing the Ocean Rise & Coastal Resilience Coalition Charter with the aim to unlock technical support and funding opportunities.
2. To promote *Ministry collaboration* by working closely with the Ministry of Agriculture, Water, Fisheries, Water and Land Reform with the aim to promote ocean literacy and a sustainable blue economy.
3. To foster a *Port-City synergy* by strengthening collaboration between the Namibian Ports Authority, Municipality of Walvis Bay and residents with the aim to boost coastal resilience.
4. To ensure *Integrated Resilience Planning* by embedding climate resilience into urban development and port infrastructure plans.
5. To facilitate *Peer Learning* by engaging exchange with other coastal cities with the aim to improve adaptation strategies.
6. To facilitate *Multi-Level Coordination* by enhancing coordination from local to global levels with the aim to access climate finance and technical support.

7. To implement *Policy Alignment* by ensuring that local plans align with regional and national climate and development strategies.
8. To support *Coastal Conservation* by prioritising the conservation of marine ecosystems and coastal defences.
9. To provide *Resilient Infrastructure* by investing in infrastructure with the aim to prevent flooding and to reduce climate-related risks.
10. To facilitate a *Coastal Cities Alliance* by establishing a Namibian coastal cities alliance with the aim to strengthen collective advocacy with central government.

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11.4 **Imposition of penalty rates on undeveloped erven** (Add. No. 2; M/C Meeting 22/07/2025; File 5/13/8/1)

The purpose of this report is to recommend to the Municipal Council of Walvis Bay the Imposition of penalty rates on undeveloped erven for the financial years commencing 2025/2026 and ending 2029/2030.

The Management Committee RECOMMENDED:

That the Municipal Council approves, subject to the final approval of the Minister of Urban and Rural Development, the levying of a penalty rate on all unimproved rateable property within the area of jurisdiction of the Municipal Council of Walvis Bay, as contemplated in section 76A(1)(a) and (b) of the Local Authorities Act, 1992 (Act No 23 of 1992) for the financial years commencing 2025/2026 and ending 2029/2030.

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11.5 **Submission of supplementary budget for the year ending June 2026** (Add. No. 3; M/C Meeting 22/07/2025; File 5/1/4-2025/2026)

The purpose of this submission is to seek Council's approval for a supplementary budget to accommodate the following three items:

- Procurement of 2 x 24-seater Iveco buses with trailers
- Provision for 2% collection commission
- Shortfall on Farm 37 Proper development budget
- Traffic Garage for Iveco bus

The Management Committee RECOMMENDED:

That the Municipal Council approve the supplementary budget amounting to N\$ 53,040,000.00, comprised as follows:

- 2 x Iveco Buses with Trailers	N\$ 2,740,000.00
- Shortfall on Farm 37 Proper	N\$ 46,540,000.00
- 2% Collection Commission	N\$ 3,600,000.00
- Garage for Traffic Section Iveco	N\$ 160,000.00

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11.6 **Request to sponsor accommodation for students attending the Walvis Bay Maritime Week 2025** (Add. No. 4; M/C Meeting 22/07/2025; File 17/19/2/4/2 & 17/19/2/5/2)

The purpose of this report is to recommend that the Council approve sponsoring five (5) days' accommodation at Esplanade Park for Namport's learners and teachers from all fourteen (14) regions during Walvis Bay Maritime Week.

The Management Committee RECOMMENDED:

That the Municipal Council consider sponsoring 50% of the accommodation cost valued at N\$ 51,110.38 for 67 Teachers and Learners at Esplanade Park, from 7 to 12 September 2025.

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11.7 **Preliminary inaugural report on the Namib Desert International Jazz Festival** (Add. No. 5; M/C Meeting 22/06/2025; File 1/5/2/5)

The purpose of this submission is to request the Management Committee to recommend to the Council to take note of the feedback report Namib International Jazz Festival that took place from 18 to 19 March 2025, Dune 7.

The Management Committee RECOMMENDED:

That the Municipal Council takes note of the Namib Desert International Jazz Festival Preliminary Inaugural Report.

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11.8 **Application to improve Council's infrastructure at Dolphin Beach Recreational Park and donation of the improvements to Council: Glow Waves** (Add. No. 6; M/C Meeting 22/07/2025; File Farm 44, Ptn 2)

The purpose of this submission is to request the Management Committee to recommend to Council to grant approval, for the partnership in the form of a development agreement between Council and Glow Waves for the development of an Entertainment Center at portion 2 of Dolphin Beach Park (measuring ±5828m²) and donate the improvements back to Council.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council grant approval for the partnership in the form of a Development Agreement between Council and Glow Waves CC towards the development of an Entertainment Center at Portion 2 of Dolphin Beach Park in the extent of ±5828m², for a period of five (5) years.
- (2) That the Municipal Council reserves its right to have exclusive rights to use or avail the facility to other applicants on dates not part of the five (5) events reserved for the applicant and that this form part of the conditions of use.
- (3) That the improvement at Dolphin Park Recreational Centre be donated back to Council.
- (4) That the Municipality of Walvis Bay accept the donation, subject to the approval for accepting the donation from Minister of Urban and Rural Development in terms of Section 30(1)(z)(i) of the Local Authorities Act, 1992 (Act 23 of 1992), as amended.

- (5) That the applicant, at its own cost, advertises the donation of the improvements and development agreement by private transaction for objections in terms of the provisions of section 63(2)(b) of the Local Authorities Act, 1992 (Act 23 of 1992), as amended.
- (6) That the development agreement be signed, which outlines expectations from the development partner, i.e. Glove Wave, as outlined in the submission.
- (7) That the parties note that this interim development should not hinder or have any bearing to any future Council's Development Plans for the entire Portion 2 of Dolphin Beach Park.
- (8) That Council reserves its rights on the ownership and future development of the land.
- (9) That the partnership agreement be for the period five (5) years, which is eligible for extension for a further period, as maybe agreed upon between the Municipality of Walvis Bay and the applicant.
- (10) That the applicant, in conjunction with the Department of Roads & Building Control, have the portion surveyed at the applicant's cost.
- (11) That no unauthorized structures, or structures not approved in terms of the provisions of the Standard Building Regulations, shall be allowed on the site and the applicant shall, prior to the erection of any structures on the site, obtain the approval from the General Manager: Roads & Building Control.
- (12) That the applicant shall, on vacating the site, rehabilitate the area to the satisfaction of the General Manager: Roads & Building Control.
- (13) That the applicant, at its own cost, provides all services and adheres to the guidelines/standard requirements for all services, i.e. water connection, water/sewerage/electricity reticulation.
- (14) That the applicant shall, at own cost, enclose the proposed area.
- (15) That electrical requirements/services and/or any other information in this regard be taken up with Erongo RED.
- (16) That the applicant has to always comply with all relevant requirements of the Council's Standard Building Regulations, Health and Municipal Regulations.
- (17) That the Municipal Council of Walvis Bay will not hold liable to reimburse the applicant for any improvements affected on the site, should the development agreement not be extended.
- (18) That the developments commence immediately after the signing of the agreement and be completed within a six-months period.
- (19) That the applicant guarantees and indemnifies the Municipality of Walvis Bay against any action, claim or loss, injury, or damage which the applicant or any third party may suffer as a direct or indirect result of the development covered by the lease agreement.
- (20) That in the event the applicant fails to meet the conditions of this Council approval, the approval be regarded as null and void.

- (21) That the applicant be informed that the business relationship and transaction can only be concluded and become effective once Section 21 of the Financial Intelligence Act, 2012 (Act No.13 of 2012) read together with Section 26 of the said Act, is complied with, and that it is required from the applicant to provide such information at such time and in such format as instructed by the Anti-Money Laundering Compliance Officer of the Municipality of Walvis Bay.

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11.9 **Transfer of funds between budgeted votes – Capital Budget 2025/2026 to cover the shortfall for the construction of the satellite fire station in Kuisebmond** (Add. No. 7; M/C Meeting 22/07/2025; File 7220K)

The purpose of this submission 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 2025/2026 financial year and to obtain approval for the transfer of funds between votes.

The Management Committee RECOMMENDED:

- (1) That the content of the submission be noted.
- (2) That approval be granted for the transfer of N\$ 600 000.00 from Vote B342/5525/0000 (Farm 37 – Fire Station) where an amount of N\$ 2 500 000.00 was budgeted for and is still available, to Vote B342/5527/0000 (Garage, Boundary wall & Equipment) to cover the shortfall for the construction of the satellite Fire Station in Kuisebmond.

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11.10 **Amendment of council resolution on the subdivision of the Farm 38 into Portions 1, 2 and Remainder Farm 38 and subsequent subdivision of Portion 1 (A Portion of Farm 38), amongst others** (Add. No. 8; M/C Meeting 22/07/2025; File Farm 38)

The purpose of this submission is to amend the Municipal Council decision for Farm 38, that was taken for item 11.8 at the Ordinary Council Meeting of 27 November 2023.

The subdivision application for Farm 38 was approved by Council however was approved by Council however application was deferred by the Urban and Regional Planning Board (U&RPB) requesting to amend council resolution to read as Farm 38 and not Remainder Farm 38 where applicable. The item heading, bullet 1,2(c),5 and 6 should read as “Farm 38” and not as “*Remainder Farm 38*” as previously stated.

The Management Committee RECOMMENDED:

That the item heading and bullet 1, 2(c), 5 and 6 of the Council Resolution dated 27 November 2023 item 11.8 be amended to:

11.8 SUBDIVISION OF THE FARM 38 INTO PORTIONS 1, 2 AND REMAINDER FARM 38 AND SUBSEQUENT SUBDIVISION OF PORTION 1 (A PORTION OF FARM 38) INTO PORTIONS 1 TO 12 AND REMAINDER PORTION 1 (AS STREETS); REZONING OF NEWLY CREATED PORTION 2 FROM UNDETERMIND TO SPECIAL (TRUCK PORT WITH AUXILIARY USES); REZONING OF NEWLY CREATED PORTIONS 3 TO 5 AND 7 TO 10 FROM UNDETERMINED TO INDUSTRIAL; REZONING OF NEWLY CREATED PORTION 11 FROM UNDETERMINED TO PUBLIC OPEN SPACE; REZONING OF NEWLY CREATED PORTION 12 FROM UNDETERMINED TO UTILITY SERVICES (EXSITING SUBSTATION); REZONING OF THE NEWLY CREATED REMAINDER PORTION 1 FROM UNDETERMINED TO STREETS; AND CONSENT TO COMMENCE WITH THE CONSTRUCTION OF THE TRUCK PORT WHILE SUBDIVISION AND REZONING ARE IN PROGRESS

- (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 the Farm 38 into Portions 1, 2 and Remainder Farm 38 and subsequent Subdivision of Portion 1 (a Portion of Farm 38) into Portions 1 to 12 and Remainder Portion 1 (as Streets), be recommended to the Urban and Regional Planning Board for approval, as generally indicated on sketch plan numbers SUB/1_2/RF38 dated 21 August 2023 and SUB/P1F38/12 dated 12 September 2023, which bears the approval stamp of the Municipal Council.
 - (a) That the proposed portions (new portions 1 to 12) be provided with one electricity, water and sewerage connection.
 - (b) That the Department of Roads and Building Control makes suitable arrangements regarding road infrastructure, including access to the proposed portions.
 - (c) That suitable arrangements be made to the satisfaction of Telecom Namibia regarding telephone cables and connections.
 - (d) That suitable arrangements be made to the satisfaction of Erongo RED regarding all electricity cables and connections.
 - (e) 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).
- (2) That the following conditions be registered against Newly Created Portions 1, 2 and Remainder Farm 38 and New Portion 1 to 5; 7 to 10:
 - (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 subjected to, the provision 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 building value of the main building, excluding the outbuildings to be erected on the erf be at least four times the valuation of the erf.

- (c) That a 70-meter-wide electrical servitude area to be registered over the proposed newly created Portion 2 (a Portion of Farm 38) and Portions 1, 6 and 11 (Portions of Portion 1 of the Farm 38) in favour of NamPower as indicated on sketch plan SERVITUDE PLAN dated 12 August 2023, which bears the approval stamp of the Municipal Council.
- (3) That in accordance with Sections 56(2) and 109(2)(a) of the *Urban and Regional Planning Act, 2018 (Act No. 5 of 2018)*, the applications for rezoning of newly created Portion 2 from “Undetermined” to “Special” (Truck Port with Auxiliary Uses); rezoning of newly created Portions 3 to 5 and 7 to 10 from “Undetermined” to “Industrial”; rezoning of newly created Portion 11 from “Undetermined” to “Public Open Space”; rezoning of newly created Portion 12 from “Undetermined” to “Utility Services” (Existing Substation) and the rezoning of the newly created Remainder Portion 1 from “Undetermined” to “Streets” be recommended to the Urban and Regional Planning Board for approval, as generally indicated on sketch plan ZONINGMAP/P1_12 dated 12 August 2023, which bears the approval stamp of the Municipal Council.
- (4) That the Municipal Council obtains the Environmental Clearance Certificate (ECC) from the Ministry of Forestry, Environment and Tourism, prior to the submission of the subdivision application (for the creation of streets) to the Urban and Regional Planning Board (Minister of Urban and Rural Development).
- (5) That consent be granted to establish a Truck Port on Newly Created Portion 2 (a Portion of Portion 1 of Farm 38) in accordance with Clauses 6.1.2 and 12.1 of the Walvis Bay Town Planning (Zoning) Scheme, while the subdivision and rezoning application is in progress.
- (6) That condition (5) above only comes into effect when the Municipal Council has obtained access approval from Roads Authority to Main Road MR 36 for access provision for the proposed Truck Port development on Newly Created Portion 2 (a Portion of Portion 1 of Farm 38).
- (7) That the Municipal Council accepts responsibility for the accuracy of the figures and/or dimensions shown on the sketch plans which bear the Municipal Council’s stamp of approval.

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11.11 **Disputed case: Consent: Place of Instruction: Establishment of a private school on Erf 4059 Walvis Bay** (Add. No. 9; M/C Meeting 22/07/2025; File 4049 W)

The purpose of this report is for the Municipal Council to consider the matters of the disputed case on Erf 4059 Walvis Bay.

The Management Committee RECOMMENDED:

- (1) That the Municipal Council does not support the consent to establish a Private School on Erf 4059 Walvis Bay.
- (2) That the illegal activities be ceased effective as from December 2025.
- (3) The applicant be advised to find a more suitable institutional zoned erf. The Department of Housing and Properties can be consulted for purchase of institutional erf.

- (4) That the applicant be advised that he/she can, should he so wish (if grieved by the decision of the Municipal Council), lodge an appeal to the Minister of Urban and Rural Development, within twenty-eight (28) days of the notification of the Municipal Council's decision.

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11.12 **Rezoning of Erf 552 Meersig Proper from "Single Residential" with a density of (1:500m²) to "Single Residential" with a density of (1:300m²), and subsequent subdivision into Portion 1, Portion 2 and Remainder Erf 552 Meersig Proper and deletion of redundant title deed conditions** (Add. No. 10; M/C Meeting 22/07/2025; File 552M)

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

- (a) Rezoning Erf 552 Meersig from "Single Residential" with a density of 1:500 to "Single Residential" with a density of 1:300.
- (b) Subdivision of Erf 552 Meersig Proper into Portion 1, Portion 2 and Remainder Erf 552 Meersig Proper.
- (c) Deletion of outdated title deed conditions registered against Erf 552 Meersig Proper.

The Management Committee RECOMMENDED:

- (1) That the previous diagrams NoA76/2017 of Erf 1606 (a Portion of Erf 552 Meersig Proper be withdrawn.
- (2) That the Municipal Council of Walvis Bay recommends for approval the rezoning of Erf 552 Meersig Proper from "Single Residential" with a density of 1:500 to "Single Residential" with a density of 1:300, 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 20% of the increase in the municipal land value of the rezoned property, prior to the submission of the application to the Urban and Regional Planning Board.
 - (b) That the rezoning of Erf 552 Meersig Proper be proclaimed in the Government Gazette.
- (3) 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 Erf 552 Meersig Proper into Portion 1, Portion 2 and Remainder Erf 552 Meersig Proper be recommended to the Urban and Regional Planning Board for approval, as generally indicated on sketch plan 552/M/SP dated 28 February 2024, which bears the approval stamp of the Municipal Council:
 - (1) 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.
 - (2) That the each newly created portion be provided with one electricity, water and sewerage connection.

- (3) That the applicants shall make suitable arrangements with and to the satisfaction of the Municipal Council regarding road infrastructure, including access to the newly created portions.
 - (4) That any new additions to, alterations to or relocation of municipal services shall be the responsibility of the applicant.
 - (5) 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 portions.
 - (6) That the applicants shall make suitable arrangements with and to the satisfaction of Telecom Namibia regarding telephone cables and connections.
 - (7) That the applicants shall make suitable arrangements with and to the satisfaction of Erongo RED regarding all electricity cables and connections.
 - (8) 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.
 - (9) 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)*.
 - (10) That the applicant/owner pay a 7.5% Endowment Fee for Portion 1 and Portion 2 of Remainder Erf 552 Meersig Proper, 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 newly created Portion 1 and Portion 2 of Remainder Erf 552 Meersig Proper.
- (4) That That the conditions registered against Erf 552 Meersig Proper be cancelled and that the following conditions be registered against Portion 1 (a Portion of Erf 552 Meersig Proper), Portion 2 (a Portion of Erf 552 Meersig Proper) and Remainder Erf 552 Meersig Proper

IN FAVOUR OF THE LOCAL AUTHORITY

- 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 Zoning Scheme, prepared and approved in terms of the Urban and Regional Planning Act, 2018 (No. 5 of 2018).
 - b. The building value of the main building, including the outbuilding to be erected on the erf, shall be at least be four times the municipal valuation of the erf.
- (5) That all costs regarding the above be borne by the owner (applicant).

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11.13 **Rezoning of Erf 1352 Kuisebmond from Single Residential with a density of 1:500 to Local Business with a bulk of 1.0** (Add. No. 11; M/C Meeting 22/07/2025; File 1352 K)

The purpose of the report is to obtain the approval of the Municipal Council for the rezoning of Erf 1352 Kuisebmond from "Single Residential" with a density of (1:300m²) to "General Business" with a bulk factor of 1.0.

The Management Committee RECOMMENDED:

- (1) That the application for the Rezoning of Erf 1352 Kuisebmond from Single Residential with a density of (1:300m²) to General Business with a bulk of 1.0, to the Urban and Regional Planning Board, in accordance with Section 105(1)(a) of the Urban and Regional Planning Act (Act No. 5 of 2018), not be approved.
- (2) That an investigation be initiated to determine whether the buildings on the property are according to the approved plans, and if not, the guidelines of the Building Regulations be enforced.

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11.14 **Township establishment of Portion 16 (A Portion of Portion 3) on the Farm No. 37 into 434 erven and Remainder (Street) to be known as Green Valley Extension 12** (Add. No. 12; M/C Meeting 22/07/2025; File PTN 16 OF FARM 37)

The purpose of the report is to obtain the Municipal Council approval for township establishment on Portion 16 of Farm No. 37 to be known as Green Valley Extension 12. The Municipality of Walvis Bay has allocated Portion 16 of Farm No.37 to the Shack Dwellers Federation of Namibia (SDFN) (the Applicant), provided that the applicant proceeds with the internal subdivision of the block portions.

The Management Committee RECOMMENDED:

That the item be referred back to investigate the inclusion of a restriction on rezoning, subdivision and density condition in the approval and thereafter be resubmitted.

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11.15 **Township establishment of Portion 18 (A Portion of Portion 3) on the Farm No. 37 into 659 erven and Remainder (Street) to be known as Green Valley Extension 14** (Add. No. 13; M/C Meeting 22/07/2025; File PTN 18 OF FARM 37)

The purpose of the report is to obtain the Municipal Council approval for township establishment on Portion 18 of Farm No. 37 to be known as Green Valley Extension 14. The Municipal Council of Walvis Bay has allocated Portion 18 of Farm No.37 to the October Seafarers United Land and Housing Federation (the Applicant) at their meeting held on 25 July 2023 (Item 11.23).

The Management Committee RECOMMENDED:

That the item be referred back to investigate the inclusion of a restriction on rezoning, subdivision and density condition in the approval and thereafter be resubmitted.

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11.16 **Township establishment of Portion 19 (A Portion of Portion 3) on the Farm No. 37 into 744 erven and Remainder (Street) to be known as Green Valley Extension 15** (Add. No. 14; M/C Meeting 22/07/2025; File PTN 19 OF FARM 37)

The purpose of the report is to obtain the Municipal Council approval for township establishment on Portion 19 of Farm No. 37 to be known as Green Valley Extension 15. The Municipal Council of Walvis Bay has allocated Portion 19 of Farm No.37 to the Backyard Tenants Housing Federation (the Applicant) at their meeting held on 26 March 2024, Item 11.9.

The Management Committee RECOMMENDED:

That the item be referred back to investigate the inclusion of a restriction on rezoning, subdivision and density condition in the approval and thereafter be resubmitted.

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11.17 **Rezoning of Erf 3589 Walvis Bay Proper from “Single Residential” with a density of (1:300m2) to “General Residential 1” with a density of (1:50m2) and consent to proceed with development while rezoning is in progress** (Add. No. 15; M/C Meeting 22/07/2025; File 3589W)

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

- (a) rezoning Erf 3589 Walvis Bay from “Single Residential” with a density of (1:300m²) to “General Residential 1” with a density of (1:50m²); and
- (b) Consent to proceed with development while rezoning is in progress.

The Management Committee RECOMMENDED:

That the item be referred back to investigate the inclusion of a restriction on rezoning, subdivision and density condition in the approval and thereafter be resubmitted.

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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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