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11.1.15

FEEDBACK ON THE ALLOCATION OF THE 20 ALLOTMENT PLOTS

(C/M 2026/03/26 - 18/5/2)

Special Management Committee Meeting of 26 March 2026, Addendum **5.1**
page **04** refers.

A. This item was submitted to the Management Committee for consideration:

1. Purpose

The purpose of this submission is to provide Council with an update on the progress regarding the allocation of the twenty (20) allotment plots and to outline the next statutory steps towards finalization of the process.

2. Introduction

Council has made available allotment plots located at the New Sewage Plant site within the jurisdiction of the Swakopmund Municipality. The primary objective of this initiative is to boost food security, promote employment creation, and advance sustainable development within the local community. This project further aligns with the Global Sustainable Development Goals (SDGs), particularly:

Goal 1: Eradication of poverty

Goal 2: Reduction of hunger

Through agricultural production, including crop cultivation and poultry farming, beneficiaries will contribute meaningfully towards poverty alleviation and improved food supply in the region.

3. Background

At Council meeting held on **24 November 2025** it was resolved under item 11.1.2:

“(a) That Council endorse the list below and that the first 20 applicants, once verified, be allocated a plot.

No	Name	Owner	Activities
1.	Aloe Gardening	Joas N Ekandjo	Flower Production
2.	Umbutu aquatics	A Hamutenya	Poultry Production
3.	Lovemore	Lovemore	Food Garden Project
4.	William Reith	William Reith	Agricultural Production
5.	General Farming Investment CC	Gustaf. Gustaf	Animal fodder production
6.	Gunter Doll	Gunter Doll	Large-scale Farming
7.	Jan J du Plessis	Jan J du Plessis	Vegetables and Flowers
8.	African Development Foundation	Dina Shingenge	Land for Market Gardening
9.	Group of 31 People	Vilma Shingindwa	Crop farming
10.	Agriculture Scheme-Coastal Town	Thoman Samba	Mixed Farming
11.	Green Fields CC	Johan le Richie	Composting
12.	Kondobolo Trading CC	Erwin Kavetuna	Poultry farming
13.	CDM Investments CC	Chrisley Mpahleni	Horticulture
14.	Keith Wright	Keith Wright	Land for compost
15.	Aveshe Food	Mrs. Grace P Nakalondo	Vegetable
16.	Debbie Giannios	Debbie Giannios	Urban Farming Education

17.	Graceland and farming supplies	Germina Josef	Horticulture
18.	Johan Moody	Ms. John Matali Moody	Horticulture
19.	Violet Witbeen	Violet Witbeen	Poultry farming
20.	Erongo Regional Council	Erongo Regional Council	Poultry farming

- (b) That the Steering Committee conduct face-to-face interviews with the selected applicants to confirm that their proposed agricultural activities align with Council's vision and that they possess the necessary capacity to operate sustainably.
- (c) That Council approves the applicant waiting list (Annexure B, on file), to be considered in subsequent phases, or should any selected applicant withdraw.
- (d) That the General Manager: Corporate Services and Human Capital develop a comprehensive lease agreement for the allotment plots, in consultation with the Steering Committee, to ensure compliance.
- (e) That the following lease conditions be approved:
- (i) That all costs for the lease transaction be for the lessee's account, inclusive of, but not limited to, the cost of advertising Council's intention to lease in terms of the Local Authorities Act 23 of 1992, as amended, and the cost for the compilation of the lease agreement.
 - (ii) That the lease be subject to successful compliance with the requirements in terms of the Local Authorities Act, Act 23 of 1992, as amended, and permission being obtained from the Minister of Urban and Rural Development.
 - (iii) That the lease period is 9 years and 11 months.
 - (iv) That a grace period of 6 months be granted as rent-free site preparation.
 - (v) That the lessee must commence with agricultural activities / production within 6 months from the date of commencement of the lease agreement, failing which the lease shall be terminated by the lessor without any notice.
 - (vi) That a 6-months bilateral notice period to cancel the lease agreement be applicable thereafter.
 - (vii) That the lease tariff for the period commencing after the initial 6 months be N\$0.20c x the size of the specific portion + 15% VAT payable in advance on / before the 7th day of each month, the first 7% escalation be applicable on 01 July 2026.
 - (viii) That 1 month's rental amount be levied as a refundable deposit (exclusive of 15% VAT), of which costs such as rental in arrears at the expiry of the lease period be recovered, the balance refunded to the lessee.
 - (ix) That a deposit of N\$10 000.00 be paid for the rehabilitation of the area, if required.
 - (x) That Council be indemnified against any possible claims.
 - (xi) That lessee arranges for the provision and usage of electricity with Messrs Erongo RED at their own cost, or opts for a solar system
 - (xii) That the renewal of the lease period be on condition that the rental account is paid to date and based on performance.
 - (xiii) That no subletting or assigning of the agreement or the lease site and / or any portion of the lease site to a third party be allowed.
 - (xiv) That no permanent structure may be erected on the lease property without prior Council approval.
 - (xv) That the lessee shall be responsible for the cleanliness and tidiness of the property.

- (xvi) There is no guarantee that the property is suitable for the lessee's purposes.
 - (xvii) That the lessee has no option to purchase the lease area.
 - (xviii) That the lease agreement is not transferable and will not form part of an estate.
 - (xix) That in the cases where the lessee is a legal entity, no change in membership/shareholders/trustees is permitted without prior Council approval.
 - (xx) That written permission be obtained from Council should the lessee intend to erect any sign or advertising material on the outside of the Property.
 - (xxi) That Council approves the review of the lease conditions as the need arises.
- (f) That Council gives priority consideration to the Swakopmund Constituency Council's application, in recognition of its status as a government institution and its demonstrated interest in participating in the allotment plots initiative.
 - (g) That Council approves the replacement of the bee farming application with the Constituency Council's application for poultry farming.
 - (h) The bee farming application will be placed on the waiting list (Annexure C) for small-holding plots, where bee farming and livestock activities are permitted.
 - (i) That Council supports the organization of an official handover ceremony by the Steering Committee to promote public awareness of the project's objectives.
 - (j) That the Steering Committee continues to oversee the verification of applicant interest, project implementation, and compliance monitoring in accordance with lease conditions.

4. Allocation Of Plots

In accordance with point (b) of the aforementioned Council decision, a total of twenty (20) applicants successfully presented their project proposals to the designated Committee. After the presentations, the applicants were given the opportunity to choose their respective plots as shown on the site layout map. It is noted that the identification of the natural persons/entities allocated differs from the list reflected in the initial decision concerning the first 20 applicants.

The following financial requirements were communicated to the successful applicants:

- N\$1,000.00** - Advertisement fee for public objection notices in local newspapers.
- N\$10,000.00** - Rehabilitation fee, payable upon obtaining Ministerial approval and prior to the signing of the lease agreement.

This process ensures transparency, compliance with regulatory requirements, and proper site preparation before occupation.



Figure 1: Allotment plots layout and activities

5. Lease Agreement Conditions

The lease period for the allotment plots will be nine (9) years and eleven (11) months. Beneficiaries will be granted a six (6) month grace period within the lease term to commence operations and establish their projects. The lease conditions are as follows:

Lease fee: N\$0.20 per square meter

Upon signing the lease agreement, the lessee will be responsible for payment of the water meter connection fee. All lease agreements will only be signed after Ministerial approval has been obtained.

6. Successful & Unsuccessful Applicants

Of the 20 applicants approved by council, **7 applicants** have formally declined the offer of an allotment plot, and **3 applicants** could not be traced despite attempts via the email addresses and telephone numbers provided in their applications.

Council has resolved that a waiting list be established to ensure that any gaps arising from declined offers or non-traceable applicants are filled without delay. Eligible applicants on the waiting list will be allocated plots as such opportunities arise.

	Business Name	Applicant's Name	Plot No.	Activities	Cellphone	Email Address
1		Anna Hamutenya	2	Poultry Production	0814892222	annaham42@gmail.com
2		William Reith	89	Mixed Farming	0813268168	steffstrust@gmail.com
3	General Faming Investment CC	Gustaf Gustaf	80	Mixed Farming	0813180532	Gustafgustaf002@gmail.com
4		Vilma Shingindwa	90	Crop farming	0817281984	Papakkiekanu141@gmail.com
5	Agriculture Scheme-Coastal Town	Thoman Samba	81	Mixed Farming	0817888463	Rivertosea4@gmail.com

	Business Name	Applicant's Name	Plot No.	Activities	Cellphone	Email Address
6	Kondobolo Trading CC	Erwin Kavetuna	73	Poultry farming	0816727655	
7	CDM Investments CC	Chrisley D Mpahleni	88	Mixed Farming	0812044444	cdmpahleni@gmail.com
8		Mrs Grace Nakalondo	77	Crop Farming	0812550822	gracietah@gmail.com
9		Debbie Giannios	87	Mixed Farming	0818081946	Debbie.giamos@gmail.com
10	Graceland and Farming	Germina Josef	24	Crop Farming		germinahaipa@gmail.com
11		John Moody	78	Horticulture	0811241895	natalij@gmail.com
12		Violet Witbeen	86	Poultry farming	0817000117	violetnoni@gmail.com
13	Erongo Regional Council	Erongo Regional Council	5	Poultry Farming	0814352718	ehaipinge@erongorc.gov.na
14	Palms of Africa cc	Achim Lorenze	76	Organic Manure Production	0811246227	lorenz@mweb.com.na
15	Star light Solution cc	Urban Muniazo	58	Poultry farming	0813401217	
16	Taata's Backyard Gardening	Edla Kazondandona	25	Crop Farming	0857417916	shemnimutate@gmail.com
17	KM Stone Investment	Karen Muranda	82	Mixed Farming	0811279025	kmstoneinvestment@gmail.com
18		Mr Hambelela Anyolo	84	Mixed Farming	0812612630	hkanyolo@hotmail.com
19	Team Building Investments	Natalia Petrus	79	Crop Farming	0815651867	petrusagripine@gmail.com
20	Mar co Trading Enterprises	Uveni Amutima	83	Mixed Farming	0812917329	

Figure 2: Successful Applicants

	Business Name	Applicant's Name	Land Size	Activities	Cellphone	Email Address
1	Aloe Gardening	Joas N Ekandjo	1500m2	Flower Production	0814563501	aloegardening4@gmail.com
2		Lovemore	Not specified	Food Garden Project		muchazoreka@icloud.com
3		Gunter Doll	Not Specified	Mix Farming	0812742295	guntherdoll@gmail.com
4		Jan J du Plessis	5ha	Vegetable and Flower	0812742295	janjduplessis@gmail.com
5	African Development Foundation	Dina Shingenge	Not specified	Horticulture	08127772797	adfnam@gmail.com.com
6	Green Fields CC	Johan le Richie	50000m2	Composting	0817258786	greenfields@iway.na
7		Keith Wright	Not specified	Land for compost	0811292177	steffstrust@gmail.com
8	Swakop Convenience Centre CC	Mr M. Ludeke	Not specified	Horticulture	064403117	mike@totalhb.com
9	Oso fresh	Deon M Ludeke	2ha	Hydroponic		info@osofresh.com.na
10		Kebone Sechogege	10 ha	Poultry and horticulture	0814709913	sechogegekebone@gmail.com
11	Innovation Green Hands	Nilonga lileka	3ha	Horticulture	08181745892	Innovativegreenhands@gmail.com

12		Ben Ishinda	Not specified	Agriculture and farming	0812042671 0818552747	
13	Urban Farmers Group Namibia	Thyrines Kalule Moses	n/a	Mixed farming	0818081946	

Figure 3: Unsuccessful Applicants

7. Conclusion

The following statutory processes must be attended to in order to comply with the requirement of the Local Authorities Act, Act 23 of 1992, as amended:

- 7.1 In order to publish a notice of Council's intention to lease agricultural allotment plots to 20 qualified applicants, the natural names/name of the entity, the specific numbered allotment plot, the size of the specific allotment plot and the rental tariff must be contained in a Council resolution. In this regard it is necessary to state that the initial Council resolution needs to be amended/changed as the applicants are no longer correctly reflected.

As soon as a Council resolution is in place the notice can be published. This process takes up to 6 weeks to complete.

- 7.2 Should objections be received from the public, these objections must be submitted to Council to consider the validity thereof. In this instance, the finalization of the approval can be delayed by 3 months.
- 7.3 Irrespective of whether objections are received or not, a submission must be tabled to the Minister of Urban and Rural Development to decide on the approval or the allocations.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That Council takes note that the initial (20 applicants) allocation approved by Council changed, in that some of the applicants cancelled their applications and others could not be traced (13 in total); therefore, point (a) of Council's resolution passed on 24 November 2025 under item 11.1.2 be repealed.
- (b) That Council endorses the list of the twenty (20) qualifying applicants, including their correct plot allocations, respective plot sizes, and applicable monthly rental tariffs, as set out below:

	Business Name	Applicant's Name	Plot No.	Plot Size (m ²)	Rental Tariff (N\$)	Activities
1		Anna Hamutenya	3	11000	2 200.00	Poultry Production
2	William Reith	William Reith	89	10450	2 090.00	Mixed Farming
3	General Farming Investment CC	Gustaf. Gustaf	24	19 477	3 895.4	Mixed Farming
4		Vilma Shingindwa	90	10450	2 090.00	Crop farming
5	Agriculture Scheme-Coastal Town	Thoman Samba	81	10450	2 090.00	Mixed Farming

	Business Name	Applicant's Name	Plot No.	Plot Size (m²)	Rental Tariff (N\$)	Activities
6	Kondobolo Trading CC	Erwin Kavetuna	73	11000	2 200.00	Poultry farming
7	CDM Investments CC	Chrisley. D Mpahleni	88	10450	2 090.00	Mixed Farming
8		Mrs Grace Nakalondo	77	8811	1 762.20	Crop Farming
9		Debbie Giannios	87	10450	2 090.00	Mixed Farming
10	Graceland and farming	Germina Josef	26	15674	3 134.80	Crop Farming
11		John Moody	78	9248	1 849.60	Horticulture
12		Violet Witbeen	86	10449	2 089.80	Poultry farming
13	Erongo Regional Council	Erongo Regional Council	5	11000	2200.00	Poultry Farming
14	Palms of Africa cc	Achim Lorenze	76	11707	2 341.4	Organic Manure Production
15	Star light Solution cc	Urban Muniazo	58	11824	2 364.80	Poultry farming
16	Taata's Backyard Gardening	Edla Kazondandona	25	13157	2 631.40	Crop Farming
17	KM Stone Investment	Karen Muranda	82	10450	2 090.00	Mixed Farming
18		Mr Hambelela Anyolo	84	11350	2 270.00	Mixed Farming
19	Team Building Investments	Natalia Petrus	79	10450	2 090.00	Mixed farming
20	Marco Trading Enterprises	Uveni Amutima	83	10450	2 090.00	Mixed farming

- (c) That as previously approved by Council, and to ensure prompt allocation to next qualifying applicants listed chronologically for the first phase allotment plots, Council approves the applicant waiting list, to be considered should any selected applicant withdraw or untraceable.
- (d) That Council complies with the Local Authorities Act, Act 23 of 1992, as amended by publishing Council's intention to lease 20 allotment plots to pre-qualified applicants.
- (e) That upon completion of the point (d), a submission be tabled to the Minister of Urban and Rural Development to proceed with the lease transactions.
- (f) That once approval is received from the Minister of Urban and Rural Development lease agreements be entered into.
- (g) That Council permits Mr Robeam Ujaha to engage relevant stakeholders to provide capacity building support to beneficiaries in the following areas:
- (i) *Animal husbandry (with emphasis on poultry production)*
 - (ii) *Crop production*
 - (iii) *Agribusiness management and entrepreneurship*
-

11.1.16 **REQUEST FOR ADDITIONAL FUNDS FOR SECURITY GUARDS AND RE-ALIGNMENT OF SECURITY SITES TO SAVE COSTS**
(C/M 2026/03/26 - 4/1/2/1)

Special Management Committee Meeting of 26 March 2026, Addendum **5.2**
page **11** refers.

A. This item was submitted to the Management Committee for consideration:

1. INTRODUCTION

The purpose of this submission is to seek approval from the Management Committee for:

- (a) *The transfer of N\$2.5 Million to the security guards vote to cater for the minimum wage requirement.*
- (b) *Council to take approve the cost saving measures considered for implementation.*

2. CURRENT SITUATION

The Finance Department has informed that the vote for security guards is depleted. The over expenditure is as a result of the implementation of the minimum wage.

3. MINIMUM WAGE REQUIREMENTS

The Wage Order for Setting the National Minimum Wage for Employees, gazetted on **07 August 2024**, provides in paragraph 3(1) as follows:

This Order applies to all employees and their employers, including employees placed by a private employment agency as defined in section 1 of the Employment Services Act, 2011 (Act No. 8 of 2011).

The Wage Order was subsequently amended on **15 January 2025**, resulting in revised hourly wage obligations for security service providers as follows:

8562 Government Gazette 15 January 2025 3

Amendment of paragraph 5 of Order

2. Paragraph 5 of the Order, is amended by the addition after paragraph (b) of subparagraph (2) of the following paragraph –

- “(c) Security workers are entitled to:
- (i) N\$ 13.50 per hour with effect from 1 January 2025;
 - (ii) N\$ 16.00 per hour with effect from 1 January 2026;
 - (iii) N\$ 18.00 per hour with effect from January 2027”.

In terms of the Public Procurement Act, 2015 (Act No. 15 of 2015, as amended), the Swakopmund Municipality is legally obliged to ensure that contracted service providers comply with all labour legislation, including minimum wage determinations.

4. COST SAVING MEASURE

Following a review of the current security deployment across municipal facilities, it has become necessary to re-align the security guard sites in order to improve operational efficiency and reduce the financial burden associated with security services.

The current deployment consists of **208** security guards, resulting in a monthly expenditure of **N\$1,555,473.36**. Through the proposed re-alignment of sites and optimization of guard deployment, the number of security guards will be reduced to **148**. The re-alignment of sites will be effective as from the commencement of the new contract possibly from **01 September 2026**.

As part of the security re-alignment, Recreational Parks, Open Markets, and other public places will only be guarded during the night shift. This adjustment is considered reasonable because market operators and members of the public are present at these facilities during the day, which naturally increases visibility and reduces the security risk during daytime hours.

Night-time guarding will therefore focus on protecting municipal infrastructure, equipment, and market stalls after trading hours, when the risk of theft, vandalism, and unlawful activities is significantly higher.

The installation of CCTV camera at various sites will also contribute to the reduction of costs.

In addition, the Procurement Committee on 05 February 2026 under item 14.4 (d) granted permission to the General Manager: Corporate Services, Human Capital & ICT to cancel non-essential sites in order to contain the cost.

B. After the matter was considered, the following was:-**RECOMMENDED:**

- (a) **That permission be granted to the General Manager: Finance to transfer an amount of N\$2,500,000.00 to the Security Guards Vote: 150515543500.**
 - (b) **That permission be granted to the General Manager: Corporate Services, Human Capital & ICT to cancel non-essential sites in order to contain the cost.**
-

14.4 NCS/OAB/CPBN-06/2022 & NCS/OBN/SM-003/202: IMPLEMENTATION OF THE MINIMUM WAGE FOR SECURITY GUARDS AND EXTENSION OF CURRENT SECURITY SERVICES CONTRACTS FOR SIX (6) MONTHS
(PC 05 February 2026 - 4/1/2/1)

RECOMMENDED:

- (a) That the Procurement Committee approves the following security services rates for 2026:

No.	Bidder / Supplier	Lots	Rate per Hour
1.	Omle Security Services CC	Lot 1	19.36
2.	Tripple One Investments CC	Lot 2	20.04
3.	Nelito Investments CC	Lot 3	19.70
4.	PIS Security Services CC	Lot 4	20.22
5.	Omambudu Security Services	Lot 5	20.72

- (b) That the Procurement Committee approves the extension of the security services contracts for a period of six (6) months, effective from 01 March 2026 at the following costs:

No.	Bidder / Supplier	Lots	Number Of Security Guards	Hourly Rate 2026	Monthly Expenditure	Expenditure for 6 Months
1.	Omle Security Services CC	Lot 1	43	19.36	309,682.56	1,858,095.36
2.	Triple One Investments CC	Lot 2	34	20.04	253,465.92	1,520,795.52
3.	Nelito Investments CC	Lot 3	32	19.70	234,508.80	1,407,052.80
4.	PIS Security Services CC	Lot 4	34	20.22	240,698.88	1,444,193.28
5.	Omambudu Security Services	Lot 5	67	20.72	516,428.28	3,098,551.68
					1,554,781.44	9,098,688.64

- (c) That the Central Procurement Board be requested to authorise the contract extensions for a period of six (6) months.
- (d) That permission be granted to the General Manager: Corporate Services, Human Capital, and ICT to review security needs and cancel non-essential sites in order to contain costs.
- (e) That Council be requested to provide additional funds.
- (f) That the cost of procurement be defrayed from the following votes:

VOTE DESCRIPTION	VOTE NUMBER	AMOUNT (N\$)
Security Guards	150515543500	N\$2,407,981.80

[Handwritten signature]

11.1.17 **REQUEST FOR THE ESTABLISHMENT OF A CONTAINER FOOD COURT AT THE MONDESA TAXI RANK**

(C/M 2026/03/26 - 15/1/3/1, M 4353)

Special Management Committee Meeting of 26 March 2026, Addendum **5.3** page **14** refers.

A. This item was submitted to the Management Committee for consideration:

1. INTRODUCTION

This submission seeks Council's approval for the leasing of a portion of Erf 4353 at the Mondesa Taxi Rank for the establishment of the Mondesa Container Food Park, a community-driven, containerised food court focusing on African cuisine. The initiative serves to complement the NIPDB-led Container Food Park currently in planning at Erf 118.

2. BACKGROUND

The proposal attached was previously tabled before Council at the Council Meeting held on **18 November 2025**. At that time, the proposed lease amount, calculated in accordance with Council's gazetted tariff for the leasing of open municipal land, amounted to **N\$38,334.81 (VAT inclusive)**. A discounted rate of **50%**, reducing the amount to **N\$19,167.41**, was proposed; however, Council was of the view that the amount remained unreasonable considering the developmental nature and intent of the project. The matter was therefore referred back for repricing and further consideration.

Following the repricing exercise, the item was resubmitted and tabled at the Management Committee Meeting held on **12 March 2026**, during which the Management Committee requested that the process and considerations applied in arriving at the revised pricing be clearly outlined before the matter could proceed further for consideration.

Although the original costing framework was technically correct from a tariff perspective, it did not sufficiently take into account the low foot traffic currently experienced within the taxi rank area, the start-up risks associated with activating the space, and the infrastructure responsibilities to be undertaken by the proponent, Ms Dalene Stephanus, as outlined in the correspondence attached as **Annexure "A"**. Furthermore, Council's economic development mandate is creating an enabling environment that promotes economic development activities and supports the growth and sustainability of local MSMEs.

Consequently, a revised leasing approach has been explored to ensure the commercial viability and long-term sustainability of the initiative, while enabling Council to realise broader socio-economic development, small business support, and urban regeneration benefits associated with the project.

3. PROJECT DESCRIPTION

The *Mondesa Container Park* will transform the underutilised Mondesa Taxi Rank and help keep the area more active and improve the site by converting a part of it into a multi-purpose hub operating initially from Friday to Sunday, with potential expansion based on demand.

In the proposal Ms Stephanus requests for a lease of 3,676.15 m² of Erf 4353 for a period of 10 years with option of renewal. The map attached as **Annexure 'C'** indicates the portion of Erf 4353 that Ms Stephanus wishes to lease, included in the identified area a request is also made to sublease the 4 stalls, ablution facilities and car wash at an additional cost.

3.1 The project per the proposed business plan includes the following features:

6x initial container units:

- *Fish Grill*
- *Shisa Nyama (braai meats)*
- *Local Snacks & Drinks*
- *Dessert & Coffee Bar*
- *Takeaway/Event Orders*
- *Lounge Bar strict compliance with licensing and safety standards.*
- *Weekend operating model (Friday-Sunday)*
- *Local DJs, cultural performances, and family events.*
- *African cultural marketplace: Space for artisans, crafters, and speciality goods.*

3.2 Operational plan:

- *Operations will be from Monday to Sunday with a weekly prep*
- *All vendors will be operating with food handling certificates*
- *The parking area will be secured for both pick up and drop off zones*
- *Two security guards and CCTV technology will be employed*
- *Access will be controlled for the sake of safety.*
- *Floodlights will be installed for better lighting*

4. DISCUSSION

Council's existing gazetted tariffs do not make provision for developments of this nature, particularly where a space is being activated through a developmental, small-enterprise incubation model rather than a conventional lease of open municipal land. The application of the standard public open area tariff therefore presents limitations in fairly assessing the viability of the proposed initiative.

4.1.1 REVISED LEASING COST

While the application of the standard tariff ensures consistency, it is important to note that the tariff model is primarily designed for established, income-generating commercial developments and does not adequately cater for start-up, catalytic, or developmental projects of this nature. The Mondesa Container Food Park is intended to activate an underutilised public transport precinct, stimulate township-based economic activity, and support emerging entrepreneurs who would otherwise struggle to access formal trading spaces.

Furthermore, the proponent is required to:

- *Fully fund container procurement and customisation;*
- *Install security infrastructure, lighting, and access control;*
- *Contribute to site preparation and traffic management measures;*
- *Pay for separate utility connections, waste management, and ongoing*

operational compliance.

In addition, Council stands to derive substantial indirect benefits from the project, including:

- Improved safety and activity levels at the taxi rank;
- Increased utilisation of existing SME stalls;
- Job creation and skills development for Mondesa residents;
- Enhanced township tourism offerings;
- Long-term revenue growth once the area is fully activated.

These upfront and recurring costs significantly increase the financial risk borne by the proponent, particularly during the initial years when foot traffic and revenue streams are still being established.

Furthermore, while Council previously considered a 50% reduction on the applicable tariff, of the monthly rental of N\$38,334.81 (calculated as N\$0.29 × 3,676.15 m² × 1 month) plus an additional charge of N\$1,352.12 (N\$338.03 × 4) for sublease of four business stalls per month, excluding VAT. Bring it down to a discounted Net Total (50%) = N\$19,167.41 per month. A proposing a reduction of nearly 75% or more from the gazetted rate could not be sufficiently justified within the existing tariff framework and would set a precedent that may be difficult to defend in future similar applications.

4.1.2 ALTERNATIVE RECOMMENDATIONS FOR COUNCIL CONSIDERATION

In light of the above, Council referred the item back to the Economic Development Department to relook at the pricing to consider a more developmental, phased leasing approach, which prioritises project establishment and long-term success over short-term rental returns. In thus suggesting a longer grace period of about a year with the inclusion of reduced rates.

As a result, the Economic Development Department explored an alternative pricing approach, moving away from the public open area tariff structure and instead assessing the individual business units that will ultimately operate from the site. This approach allows the development to be evaluated based on the number of operational vendor units and their potential commercial activity, rather than the total open land area alone.

It is recommended that the lease charges be aligned with Council's approved tariffs for Mobile Kiosks, whereby the rental is calculated per container unit to be placed on site, rather than on total land area. This will align the rental structure more closely with the actual economic activity that will be generated, while still maintaining a level of fairness, sustainability, and accountability in Council's land allocation and revenue considerations.

This would also incorporate Council's suggestion for an extended grace period of no charges.

Option	Monthly Rental (Incl. VAT)	Notes
Mobile Kiosk Tariff	N\$4,238.97	Container-based, developmental

Mobile Kiosk-Based Tariff (Per Container Model)

Rental calculated in line with Council's approved Mobile Kiosk tariff, charged per container unit placed on site.

- *Container rental:*
N\$388.99 × 6 containers = N\$2,333.94
- *Business stalls (4):*
N\$338.03 × 4 stalls = N\$1,352.12
Total Monthly Rental (excluding VAT):
N\$3,686.06
Total Monthly Rental (including VAT @15%):
N\$4,238.97

With a 12-month Grace period / Flat reduced rate (5 years) price to be increased on review

4.2 SITE PREPARATION AND INFRASTRUCTURE REQUIREMENTS

Traffic Control and Parking Management

The Traffic and Law Enforcement Division, when reviewing the proposal for the Mondesa Food Park, highlighted that the initiative will significantly increase activity within the identified area. It is therefore important that adequate space remains available for the continued operation of the existing taxi rank.

However, it was also noted that the introduction of the food court could result in a high concentration of both vehicular and pedestrian traffic in the vicinity. To mitigate potential congestion, proactive measures are recommended. These include the removal of the concrete blocks located along the western boundary of the taxi rank to create an access point for entry, loading, and drop-offs. Additionally, it is proposed that the rear section of the taxi rank be levelled and demarcated for designated parking, which will help to reduce overcrowding within the main taxi rank area and improve overall traffic flow.

Access to utilities

To facilitate the establishment of the Mondesa Container Food Park, a new and separate water meter will need to be installed to effectively divide utility usage between both users of Erf 4353. The proponent is also required to pay for the additional waste bins and waste removal. The proponent is also required to consult Erongo RED for electric services, noting that any cost to infrastructural improvements or developments be covered by the proponent.

Infrastructural Improvements to the Site

Any improvements to the site being leased needs to be consulted with the General Manager: Engineering and Town Planning Departments and should be done in accordance with Council's structural plan abiding to the aesthetics regulations as outlined by the department. Additionally, the Engineering and Town Planning Departments will be required to remove the existing concrete blocks currently limiting access to the eastern side of the Mondesa Taxi Rank, thereby creating a new opening to allow for improved movement, accessibility, as well as operations at the proposed site.

5. CONCLUSION:

The request from Ms Dalene Stephanus presents an innovative, community-driven initiative that complements a culinary spirit while promoting small business development. By offering an African taste to enhance the overall experience for both locals and visitors. Council has an opportunity to assess its value and impact with minimal risk or cost. Approval of this initiative would further demonstrate the Council's commitment to supporting local entrepreneurship, enhancing the taxi rank, and reinforcing Swakopmund's position as a dynamic and inclusive destination.

B. After the matter was considered, the following was:-**RECOMMENDED:**

- (a) That Council approves in principle the proposal submitted by Ms. Dalene Stephanus for the establishment of the *Mondesa Container Park* at a portion of Erf 4353, situated at the Mondesa Taxi Rank.
- (b) That Council considers the following leave option for the proposed Mondesa Container Park at a portion of Erf 4353, Mondesa Taxi Rank below:
- (i) *A monthly rental in accordance with Council's approved Mobile Kiosk tariff, calculated per container unit placed on site, as follows:*
- *N\$388.99 per container x six (6) containers = N\$2,333.94 per month;*
 - *Plus an additional charge of N\$1,352.12 per month for the sublease of four (4) business stalls, calculated at N\$338.03 per stall;*
 - *Resulting in a total monthly rental of N\$4,238.97 (VAT inclusive).*
 - *The first 12-month post the commencement of operations fees waived.*
 - *The lessee be responsible for the upkeep and management of one of the ablution facilities and the carwash on the site.*
- (c) That the Department of Economic Development Services collaborates with the proponent to finalise site allocation, infrastructure requirements, and operational guidelines.
- (d) That Council enters into a lease agreement of 9 years and 11 months, with the following provisions:
- *The first 5 years at the discounted rate above (Phase 1).*
 - *A review of the leasing fees after the initial 5-year period, subject to contract revision.*
 - *Inclusion of the car wash, ablution facilities, 4 stalls, and 3,676.15 m² of the Taxi Rank.*
 - *Option for renewal upon expiry.*
- (e) That Phase 1 becomes operational by December 2026.
- (f) That the existing concrete blocks along the western boundary of the Mondesa Taxi Rank be removed to create an additional access point for entry, loading, and drop-offs and that the rear section of the taxi rank be

levelled and clearly demarcated for designated parking to alleviate congestion and enhance both vehicular and pedestrian movement.

- (g) That any proposed infrastructural improvements or alterations to the leased site be carried out in consultation with the General Manager: Engineering and Town Planning Departments and that all structural enhancements conform to Council's approved structural and aesthetic guidelines to preserve uniformity and visual appeal in the area.**
 - (h) That the Engineering and Town Planning Departments remove the existing concrete barriers limiting access to the western side of the Mondesa Taxi Rank and appropriate road signage and pedestrian crossings be installed to improve safety and guide traffic circulation around the Food Park.**
 - (i) That the proponent bears all costs associated with the installation of the water meter, procurement of additional waste bins, and provision of waste removal services and that a separate water meter be installed for the Mondesa Container Food Park to ensure accurate measurement and fair allocation of utility usage between both users of Erf 4353.**
 - (j) That the proponent consults Erongo RED for the provision of electricity, and that all costs related to electrical connections or infrastructural improvements be borne by the proponent.**
 - (g) That joint promotional efforts and traffic management measures be undertaken between Council and the proponent to ensure the project's success ensuring that clear demarcation of operational zones for taxis, pedestrians, and Food Park patrons be implemented and maintained through signage and physical markings.**
-

Business Plan: Mondesa Container Park

Prepared by:

Dalene Stephanus

July 2025

Executive Summary

The Mondesa Container Park is a township-based culinary, cultural, and social enterprise hub, strategically located at the Mondesa Taxi Rank in Swakopmund. This dynamic venue will house food vendors, a bar lounge, and provide entertainment and social upliftment to the community, with scalable expansion into backpacker accommodation and a training facility.

Vision & Mission

Vision: To become Namibia's leading township culinary and cultural destination.

Mission: To offer authentic food and entertainment experiences, while fostering local employment, youth training, and entrepreneurship.

Concept Overview

The Mondesa Container Park aims to bring vibrancy, tourism, and economic activity to Swakopmund's townships. It will include: - 6 initial container units: - Fish Grill - Shisa Nyama (braai meats) - Local Snacks & Drinks - Dessert & Coffee Bar - Takeaway/Event Orders - Lounge Bar - Weekend operating model (Friday-Sunday) - DJ music, cultural themes, Sunday braai buffet

Phased Development

Phase 1 (2026-2027): - Launch 6 themed containers - Employ 10+ locals - Core F&B experience

Phase 2 (2028): - Add backpacker accommodation units (6-8 beds) - Launch a Hospitality & Culinary Training Facility

Phase 3 (2028-2029): - Expand concept to Katutura (Windhoek) and Oshakati - Add mobile units for regional festivals

Significance of the Concept

- Supports the township economy
- Attracts both local and international visitors

Proposal for the Establishment of the Mondesa Container Park

Submitted to: The Municipality of Swakopmund

Date: 2025/08/06

Prepared by: Dalene Stephanus

Executive Summary

This proposal outlines the development of the Mondesa Container Park, a vibrant, safe, and economically impactful space designed to foster small business growth, create jobs, and strengthen community ties in Swakopmund's Mondesa area. The project will transform underutilized municipal land into a multi-purpose hub featuring food vendors, entertainment, and cultural activities. This initiative directly supports the Municipality's objectives of SME development, local job creation, urban regeneration, and social inclusion. Through structured community engagement, priority will be given to Mondesa residents for employment and business opportunities, ensuring that economic benefits remain within the community. We are seeking the Council's formal endorsement, partnership, and support to make this a sustainable, long-term contribution to Mondesa's economic and social development.

Background & Context

Mondesa is a vibrant and growing community with immense entrepreneurial potential. However, local SMEs often face challenges in accessing affordable, visible, and safe trading spaces. Young people in the area need more structured recreational spaces, while residents desire safe, family-friendly venues close to home. Across Africa, container-based commercial hubs have proven effective in revitalizing communities, creating sustainable micro-economies, and improving safety through active, well-managed public spaces. The Mondesa Container Park will serve as a landmark urban development — showcasing local cuisine, culture, and entertainment, while acting as a springboard for small business growth.

Project Description

The Mondesa Container Park will operate from Friday to Sunday in its initial phase, with scope to expand based on demand. Key Features: - Food and Beverage Stalls: Offering local cuisine and diverse culinary experiences. - Bar & Refreshment Facilities: Managed under strict licensing and safety standards. - Live Entertainment: Local DJs, traditional performances, and family-friendly events. - Braai Buffet Sundays: Featuring local delicacies and promoting culinary heritage. - Cultural Marketplace: Space for artisans, crafters, and specialty products. Safety & Compliance: - Professional security and crowd management. - Fire safety equipment and protocols. - Traffic flow plan to manage customer access and parking. - Hygiene and food handling standards in line with municipal regulations.

Community Support Structure

A key pillar of this project is its community integration. We are committed to: - Local Hiring: Prioritising recruitment from Mondesa for operational staff, security, and event management roles. - Vendor Development Academy: In partnership with accredited training institutions, vendors will receive training in business management, food safety, and customer service before joining the park. - Youth Engagement: Hosting skills workshops, music competitions, and sports viewing events for young

- Celebrates Namibian cuisine and music
- Creates employment, training, and tourism value

Anticipated Community Benefits

- 10–15 jobs in first year
- Upskilling youth through training programs
- Business development for local foodpreneurs
- Township beautification and crime reduction through consistent activity and engagement

Operational Plan

- Operating Hours: Friday to Sunday (10am–11pm)
- Weekly prep and cleaning on Thursdays
- Full-time site supervisor on duty
- Each container run by trained stallholders
- Centralized POS and mobile payment options
- On-site staff: operations manager, security guards, cleaning staff, and DJ/events coordinator

Number & Types of Food Stalls

1. Fish Grill Container (fresh hake, snoek, etc.)
2. Shisa Nyama Grill (beef, boerewors, tripe)
3. Traditional Snacks & Drinks (vetkoek, oshikundu, maguni)
4. Dessert & Coffee (koeksisters, donuts, cakes)
5. Takeaway Orders/Pre-packed Event Platters
6. Lounge Bar (Namibian beers, spirits, cocktails)

Traffic Management Strategy

- Partnership with Municipality for routing
- Dedicated drop-off & pick-up zone
- Weekend traffic flow management (signage, staff)
- Secure parking area demarcated with assistance from local traffic office

Security & Fire Safety Measures

- Private security: 2 guards per shift (entrance and roaming)
- LED floodlights across venue
- CCTV coverage on entry, bar, and parking zones
- Fire extinguishers in all containers
- Staff trained in basic fire response

Food Handling & Health & Safety Training

- Mandatory food hygiene certification for all vendors
- Bimonthly food safety audits by management
- Regular health inspections coordinated with Municipality
- Training partner: Business School of Excellence (hospitality & food safety courses)

Marketing & Customer Acquisition

- Launch campaign targeting social media, radio, and local influencers
- Launch event with VIP guests and food media
- Community outreach in Mondesa and Tamariskia
- Loyalty cards and family meal combos

Founder Profile & Track Record

Dalene Stephanus is the Founder of the Swakop Food Festival and Marketing Manager at the Business School of Excellence. She has over 10 years of experience in food events, community-based programming, and vendor development.

Relevant Projects: - Swakop Food Festival (7 editions, 6,000+ attendees annually) - Holistic Workplace Wellness Event (Corporate HR clients) - SFF Vendors Academy (Training & mentoring for township vendors)

References available upon request.

Financial Projections (Phase 1)

Start-Up Costs: N\$400,000 - Containers (x6): N\$180,000 - Equipment & Furnishing: N\$100,000 - Permits, Launch, Marketing: N\$40,000 - Operating Capital: N\$80,000

Monthly Revenue Forecast: - January 2026: N\$85,000 - June 2026: N\$120,000 - December 2026 (peak): N\$150,000

Net Profit by June 2026: N\$49,000/month

Break-Even Point: Revenue ≥ N\$50,000/month

Lease Agreement

The Mondesa Container Park will operate on land leased from the Swakopmund Municipality under a 10-year lease agreement, with terms renewable every 10 years subject to mutual agreement. This long-term lease ensures stability for operations, vendor investment, and phased development plans. The agreement includes:

- Exclusive rights to operate the container park at the Mondesa Taxi Rank for the duration of the lease.
- Renewal options every 10 years, providing flexibility for expansion and continued partnership with the Municipality.
- Responsibility for routine maintenance and adherence to municipal safety and operational regulations.
- Opportunities for renegotiation of lease terms in alignment with park growth and community development objectives.

This lease arrangement provides a secure foundation for long-term planning, vendor confidence, and sustainable community impact.

Conclusion & Request

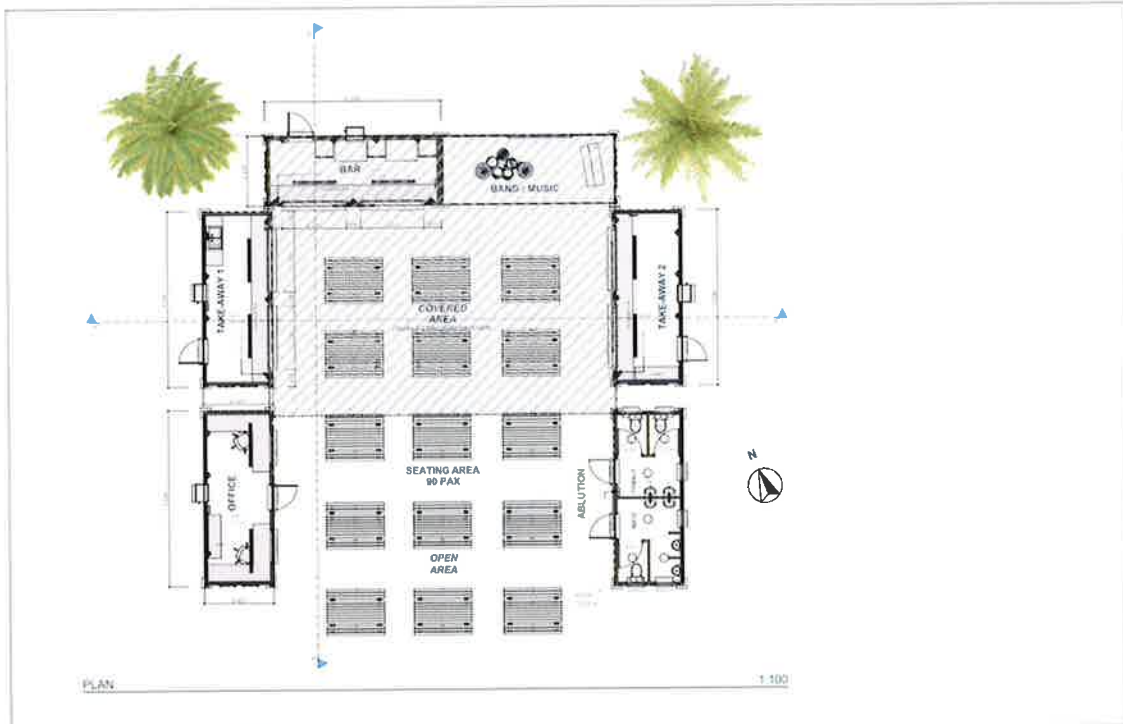
The Mondesa Container Park presents a scalable, high-impact, locally-grounded opportunity. We request Council's continued support and approval for land-use and operations.

Attachments available: - Site Layout Plan - Letters of Support - Training Program Outline

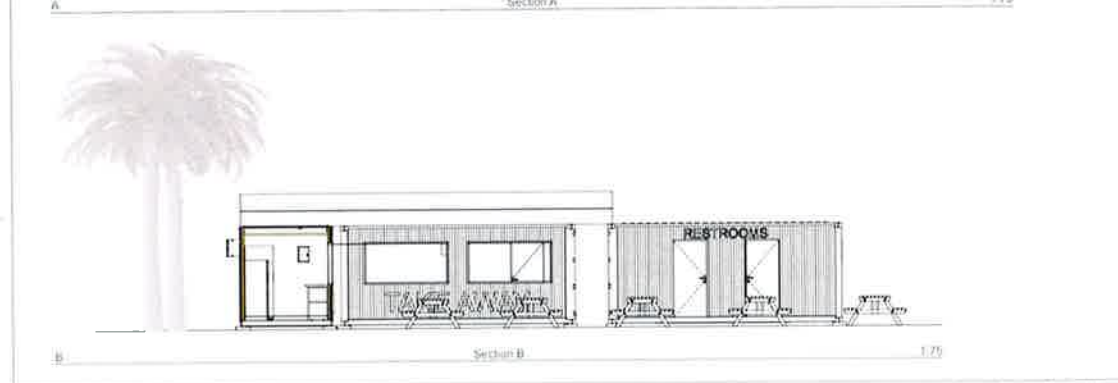
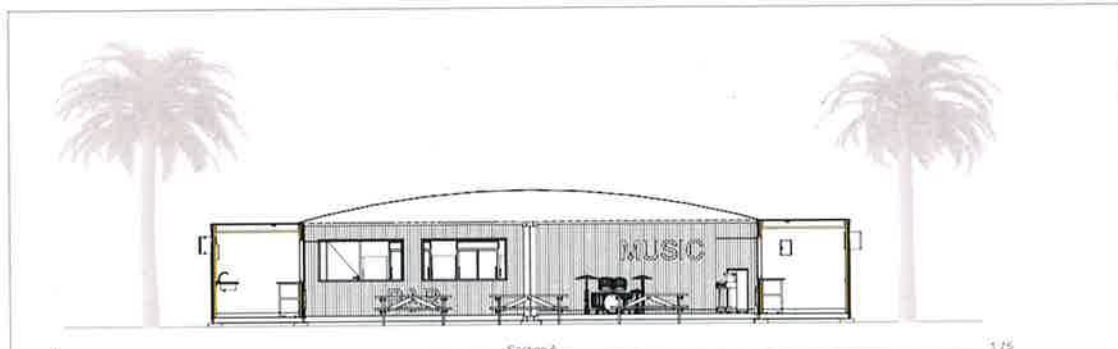
Thank you for the opportunity to partner with Swakopmund Municipality in this township transformation.

Prepared by:

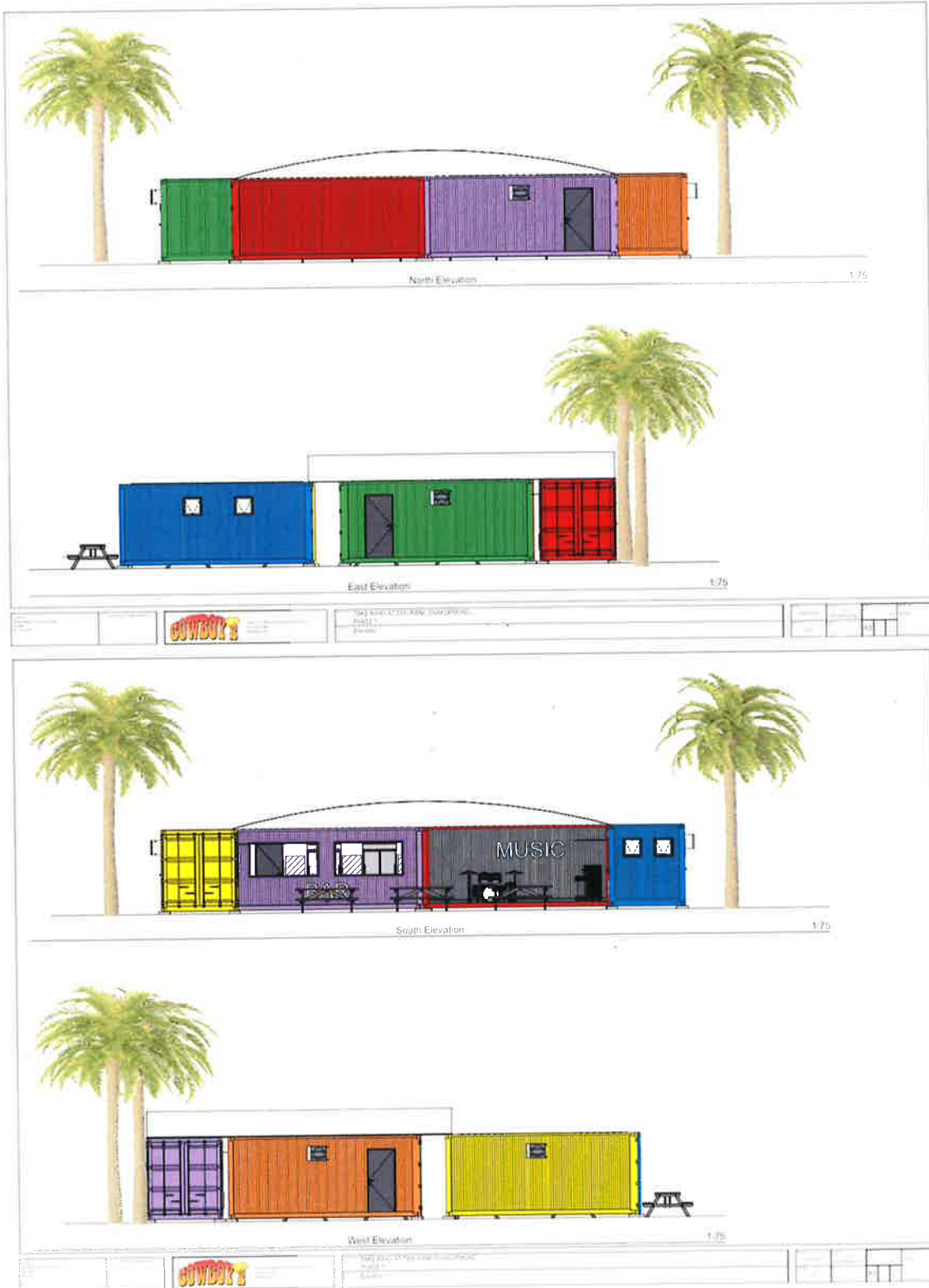
Dalene Stephanus July 2025



		PROJECT: FACILITY AT THE BOWLING GREEN	DATE: 12/03/2025
		DRAWN BY: [Name]	CHECKED BY: [Name]



		PROJECT: FACILITY AT THE BOWLING GREEN	DATE: 12/03/2025
		DRAWN BY: [Name]	CHECKED BY: [Name]





11.1.18 **AUDIENCE: MR RYNO DU PREEZ: VISTA BUSINESS VENTURES**
(C/M 2026/03/26 - Erf 4666, Swk, 17/1/4/2/1/12)

Special Management Committee Meeting of 26 March 2026, Addendum **5.4**
page **29** refers.

A. This item was submitted to the Management Committee for consideration:

1. **Introduction**

A request for an audience was received from Mr Ryno du Preez to present proposals for a truck port and a hospital development.

Following discussions at the Management Committee of **12 March 2026** regarding the invitation of development proposals for a truck port, Mr Ryno du Preez is invited to present his proposal to the Management Committee of **26 March 2026**.

In the invite to the Special Management Committee of **26 March 2026**, Mr Ryno du Preez was cautioned of the following:

"Disclaimer: We are at pains to reiterate that nothing in this letter shall be interpreted as creating an expectation that Council will grant permission for any development, or that Council will allocate land to the applicant."

2. **Background**

On **07 October 2025** Mr Ryno du Preez and Ms Ciske Howard presented the Vista proposal to the Management.

In reply to the application dated **05 March 2026** for an audience, an official reply was issued stating that both applications were dealt with as follows:

2.1 Letter dated **13 November 2025** regarding a truck port proposal (**Annexure "A"**):

The identification of a portion of land in terms of the 2020 - 2040 Structure Plan and future allocation thereof will be considered by Council during March 2026.

2.2. Letter dated **29 November 2025** regarding a hospital development proposal on Erf 4666, Swakopmund (**Annexure "B"**):

Council's decision made on **24 November 2025** was conveyed to you. As soon as the subdivision is finalized and ownership vests in Council, proposals will be publicly invited.

It was stated that the invitation of proposals provides fair and equal opportunity to all previous applicants as well as the general public to submit development proposals in regard to a specific invitation.

R/ Therefor entertaining audiences with interest parties prior to the publication of the invitation of development proposals might be regarded as preferential treatment and might create expectations of allocation.

3. **Applications received for Both Business Ventures**

For information, listed below are applications received for the following business ventures:

3.1 **Truck Port**

Quoted from the submission tabled to the Management Committee of **12 March 2026**:

	Date of Initial Application	Date of Confirmation of Interest	Applicant	Entity	Size Required
1	14 Aug 25	13 Oct 25	Mr Ryno du Preez for Vista Truck Port	Not stated.	100 000 000m ² 227 500m ² (latter indicated in presentation = 22.75 ha)
3	27 Feb 15	29 Oct 25	Ellied Investment (Pty) Ltd (Ms M Beuthin, now Labuschagne)	Beucorp Property Developers (Pty) Ltd	60 000m ² = 6 ha
4	29 Apr 15	27 Oct 25	Sky-Way Investments (Mr O Mendes)	Sky-Way Investments CC	15 000m ² = 1.5 ha
5	18 Jun 15	31 Oct 25	ICV Trading Enterprise CC (Mr I Vries)	ICV Trading Enterprise CC	50 000m ² to 60 000m ² = 5 ha to 6 ha
6	08 Aug 19	30 Oct 25	Oasis Service Centre CC (Mr Lance Hauuanga)	Oasis Service Centre CC	30 000m ² = 3 ha

3.2 **Hospital**

Amongst other, following a brief review of recent records, the following applications were received:

- Mordecai Investment Group (Pty) Ltd,
- Cloud 9 / Vista Private Hospital,
- Puzzle Investment 127
- Nduba and Fils Properties CC
- Dr Hosea Nghipandulwa

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) **That the Management Committee takes note of the various applications which were received for truck port and hospital developments.**
- (b) **That the Management Committee takes note that Mr Ryno du Preez and Ms Ciske Howard made a presentation to Management on 07 October 2025 for a truck port development and that this is the second presentation by one of various applicants.**
- (c) **That the Management Committee takes note of the presentation by Mr Ryno du Preez for a truck port and hospital development, but remains with its decisions to call for development proposals when a portion of land is availed and Erf 4666, Swakopmund is transferred in Council's name.**

LETTER TO MR RYNO DU PREEZ RE TRUCK PORT PROPOSAL



064 64 410 4001

P.O. Box 53, Sandton, Johannesburg

Ref No: 17/1/4/2/1/12
 Enquiries: Ms S Bruwer

13 November 2025

Mr Ryno du Preez
 ryno@zfrica.com.na

Dear Sir

VISTA TRUCK PORT APPLICATION

Your application dated **14 August**, Council's reply dated **01 October** and the subsequent presentation made on **07 October 2025**, refer.

The various confirmations of continued interest of applications received in the past and your application were discussed by Council's Investment Coordination Committee on **12 November 2025**.

It was concluded that a submission will be tabled to Council during 2026 proposing to establish portions of land for truck port purposes and the future method of allocation thereof, such as inviting development proposals.

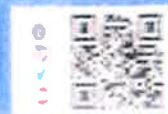
A further correspondence will be addressed to you once Council makes a decision in this regard.

For any enquiries, please contact Ms S Bruwer at ☎ 064-4104212.

Yours faithfully

Mpsai Haingura
 General Manager: Corporate Services & HC

rdb



LETTER TO MR RYNO DU PREEZ RE HOSPITAL PROPOSAL



2024 Erf 410 (201)

P.O. Box 53, Swakopmund, Namibia

Ref No: **E 4666**

Enquiries: **Ms S Bruwer**

29 November 2025

Puzzle Investment 127, Cloud 9 and Vista Private Hospital

ciske@nka.com.na and ryno@africa.com.na

Dear Sir and Madam

PROPOSED NEW PRIVATE HOSPITAL DEVELOPMENT IN SWAKOPMUND

Your various unsolicited private treaty applications for the establishment of a private hospital, refer

For information, please take note that Council on 24 November 2025 under item 11.1.12 made a decision to invite development proposals for the remainder of Erf 4666, Swakopmund once the property is subdivided, a Surveyor-General approved diagram is issued and ownerships of the newly created erf is registered in Council's name.

For ease of reference, quoted below are the relevant points ((e) and (g)) of the said Council decision:

- "(e) That once the subdivision in (c) above is completed and the remaining portion measuring approximately 70 192m² is registered in the name of Council, a development proposal be invited through expression of interest to set up a private hospital."
- "(g) That it be made a condition in the expression of interest document that an area measuring not less than 4 820m² be created and be registered as a public open space in the name of Council."

Erf 4666, Swakopmund is being subdivided in terms of a High Court Settlement Agreement. It is anticipated that the statutory process above will be completed within the next 12 months.

Attached is a map indicating the location of Erf 4666, Swakopmund (Ocean View SPAR is located on Erf 3345, Swakopmund)

An invitation for development proposals will be publicly advertised at the time on Council's social media platforms and two newspapers circulating locally

Should you have any enquiries, please do not hesitate to contact Ms S Bruwer at 064-4104212.

Yours faithfully


Mpsai Haingura
General Manager: Corporate Services & Human Capital



Copy: GM: Economic Development Services

11.1.19

REQUEST FOR PERMISSION FOR SWAKOPMUND MUNICIPALITY TO PARTICIPATE IN THE NALASRA GAMES 2026 - GROOTFONTEIN AND REQUEST FOR ADDITIONAL FUNDS

(C/M 2026/03/26 - 13/6/3)

Special Management Committee Meeting of 26 March 2026, Addendum **5.5** page **03** refers.

A. This item was submitted to the Management Committee for consideration:

An invitation letter dated 02 February 2026 was received from the Secretary General of the Namibian Local Authority Sport and Recreation Association (NALASRA), inviting the Swakopmund Municipality to participate in the **15th NALASRA Games 2026**, under the theme: **"Promoting Unity and Team Spirit through Sports, Recreation and Wellness Activities."**

The Games are scheduled to take place from 25-29 May 2026 in Grootfontein, with accreditation commencing on 23 May 2026 and closing on 24 May 2026. Participating municipalities are therefore required to arrive prior to 24 May 2026 to finalise accreditation.

PARTICIPATION:

The Swakopmund Municipality intends to participate in the following sport codes:

- *Netball*
- *Soccer*
- *Over-40 Soccer*
- *Volleyball (Male, Female and Mixed)*
- *Darts*
- *Pool*
- *Owela*
- *Ringboard*
- *Tug of War*
- *Marathon*

Approximately 100 participants have indicated interest in participating. A final list will be submitted upon approval by respective Supervisors/Managers. Participating staff members will be required to apply for special leave for the duration of the Games.

Councillors are to be nominated to accompany and support the team.

LOGISTICS

Permission is requested for the use of the following Municipal vehicles for travel to and from Grootfontein, as well as for operational use during the Games:

- *Municipal 16-seater minibus*
- *Municipal 7-seater vehicle*

The utilisation of both vehicles will reduce transport costs and improve efficiency. The **7-seater vehicle** will specifically be utilised for logistical support, including transport between venues, coordination activities, meetings, and general operational requirements during the Games

FINANCIAL IMPLICATIONS

An amount of N\$200,000.00 was initially budgeted under Vote: 101015563500 (NALASRA/SAIMSA Games) for the 2025/2026 financial year. However, participation in the SAIMSA Games held in Lesotho in September 2025 resulted in total expenditure of N\$743,765.62, mainly due to:

- Long travel distance - higher transport costs
- High accommodation costs
- Introduction of a daily meal allowance of N\$350.00 per participant per day

A total of 70 participants attended those Games. As a result, only N\$32,234.38 remains available under the vote.

The estimated cost for upcoming participation is **N\$420,000.00**, based on **100** participants, covering transportation, accommodation, and meals.

SPORT CLUB & PARTICIPANTS CONTRIBUTION:

The Swakopmund Municipal Sport and Social Club, of which most participants are members, currently has a balance of N\$71,456.25. These funds are primarily generated through monthly member contributions of N\$50.00.

The Club utilises these funds mainly for the procurement of playing gear and equipment, which are used by all participants, including non-members. In addition, the Club ensures uniformity among participants by procuring tracksuits for all affiliated members. The funds are also used to support participants during the games by providing essentials such as water, energy drinks, and fruits to ensure adequate hydration.

Due to the limited timeframe between the SAIMSA Games held in September 2025, the December holiday period, and the upcoming event, no fundraising initiatives were undertaken to supplement available funds.

The Swakopmund Municipal Sport and Social Club will therefore contribute an amount of N\$40,000.00 towards the costs to assist Council in ensuring participation. Furthermore, each participant will be required to contribute N\$ 500.00 towards the trip. With an estimated **100** participants, this will generate an additional N\$50,000.00.

The total combined contribution from the Club and participants will therefore amount to N\$90,000.00.

FUNDING GAP

Total Estimated Cost:	N\$420,000.00
Available Budget on VOTE:	N\$ 32,234.38
Contribution from Club:	N\$ 40,000.00
Participants Contributions:	N\$ 50,000.00
Funding Shortfall:	N\$297,765.62

MOTIVATION

Participation in the NALASRA Games contributes to:

- Employee wellness and morale
- Team building and organisational cohesion
- Strengthening inter-municipal relations
- Promoting the image of Swakopmund Municipality at national level

Despite reduced travel costs compared to international participation, the increased number of participants and associated logistical requirements necessitate additional funding to ensure effective participation.

B. After the matter was considered, the following was:-

RECOMMENDED:

- (a) That permission be granted to members of the Swakopmund Municipal Sport Team to participate in the 2026 NALASRA Games in Grootfontein from 25-29 May 2026.
 - (b) That additional funding amounting to N\$297,765.62 be approved to cover the shortfall for participation in the 2026 NALASRA Games.
 - (c) That permission be granted to the Swakopmund Municipal Sports and Social Club to proceed with preparations and organisation for the event.
 - (d) That permission be granted for the use of the Municipal 16-seater minibus and 7-seater vehicle for travel and logistical purposes during the Games.
 - (e) That Council, in principle, approves special leave for participating staff members, subject to approval by respective Heads of Departments.
 - (f) That Councillors be nominated to accompany the team.
 - (g) That Councillors receive subsistence and travelling allowances in accordance with Council's S&T Policy, should they opt to accompany the team.
 - (h) That the Chief Executive Officer, together with a minimum of two (2) General Managers, be authorised to accompany the team, and that they be paid subsistence and travel allowances in accordance with Council's Subsistence and Travel Allowance (S&T) Policy, should they opt to accompany the team.
 - (i) That each participant receives a daily meal allowance of N\$300.00 for lunch and dinner for the duration of the Games.
 - (j) That breakfast be provided for the participants.
 - (k) That all goods and services be procured in accordance with the Public Procurement Act, Act 15 of 2015, as amended.
 - (l) That the General Manager: Finance be mandated to avail the additional funding amounting to N\$297,765.62 under Vote: 101015563500.
-



NAMIBIAN LOCAL AUTHORITY SPORTS AND RECREATION ASSOCIATION (NALASRA)

P.O. BOX 69

WINDHOEK

TEL: +264 61 209 2610

CELL: +264 81 129 6322

OFFICE OF SECRETARY GENERAL

Inquiries: Secretary-General - Mr. G van Wyk 061 290 2616/0811296322-

**To: HONOURABLE MAYORS
MANAGEMENT COMMITTEE CHAIRPERSON
CHIEF EXECUTIVE OFFICERS
SPORTS AND RECREATION OFFICERS
INCUMBENT (NALASRA) NATIONAL EXECUTIVE COMMITTEE MEMBERS
ALL REGIONAL COORDINATORS**

2 FEBRUARY 2026

Dear Sir/Madam

RE: AMENDED INVITATION TO THE 15th EDITION OF THE NALASRA GAMES 2026 -- GROOTFONTEIN

With reference to our earlier invitation to the 15th Edition of the NALASRA Games, dated 8th December 2025,

This letter serves to inform all the Local Authorities, including those inactive members, that the National Executive Committee (NEC) of NALASRA were requested to reconsider the change of dates for the games based on economic reasons. Based on the reasons submitted by the Acting Chief Executive Officer of the Grootfontein Municipality, the National Executive Committee reconsidered the proposal and agreed to change the dates of the games from 10-15 May 2026 to 25-29 May 2026.

It is my honor and privilege to address this amended letter of invitation for participation in the 2026 NALASRA Games, which are to be hosted by Municipality of Grootfontein, as from 25th – 29th May 2026 under the theme: "Promoting unity and team spirit through sports, recreation and wellness activities". Local Authorities are therefore requested to participate and compete for honors in various sports codes (as attached).

The 2026 NALASRA Games celebrates its 15th year, of successful facilitation of the games by NALASRA.

The participating Local Authorities are expected to arrive in the town of Grootfontein as from 23rd May 2026 for accreditation as well as the Team Manager's meeting and to depart on 30th May 2026.

Local Authorities are expected to pay their affiliation and membership fees (as indicated below) no later than Monday 18th May 2026 at 17:00. Only paid-up members in good standing will be permitted to participate in the 2026 edition of the NALASRA Games.

President: Mr. Daniel A. Maitso; **Vice – President:** Ms. Pendo Kachilobomwa; **Secretary General:** Mr. God van Wyk;
Deputy Secretary – General: Mr. C. Tjebbe; **Treasurer:** Mr. Herman Mubwa; **Deputy Treasurer:** Ms. Vande Blage;
Additional Members: Mr. Piet Andrië; Ms. Annaliese Kiebo – Jerrisa; Ms. Theophilus Mado; Mr. Maciejewski; Ms. Krasin

Membership and registration fees are as follows:

Local Authority	Membership and affiliation fees (N\$)	Total amount (N\$)
All Local Authorities	N\$10,000.00	N\$10,000.00

(NB: Late registration – An additional late registration fee of N\$500.00, is payable for the period running from 19th May 2026 until 22nd May 2026). No late registration will be accepted after the closing date.

Strict measures will be adhered to during the registration process hence the request of original documentation during the accreditation process when players cards are to be collected.

22nd MAY 2026 AT 17:00 SHALL BE THE FINAL DATE FOR ALL LATE PAYMENTS AND REGISTRATION.

The indicated fees for participation in the NALASRA Games, as agreed during the Elective General meeting on 24 November 2023, must be paid into the NALASRA account as indicated below.

Account name : Namibian Local Authorities Sport and Recreation Association
 Account Type : Business cheque account
 Account no. : 622 253 495 06
 Bank : First National Bank
 Branch : Ausspannplatz, Windhoek

Please scan and email proof of payments and registration to the Treasurer, Mr. Heinrich Mukave, email address heino@omuthiyatc.org.na, lalago@omuthiyatc.org.na and or the Secretariat, Mr. Gert van Wyk/Mr. Corrie Tjivahe at e-mail address: Gert.VanWyk@windhoekcc.org.na or call 0811296322, Proof of payment should be forwarded no later than 22nd May 2026.

Kindly contact the Local Organizing Committee (LOC) Chairperson, Ms. Lucia Mukoja at the Grootfontein Municipality, Cell no. 081 274 2522 at her e-mail address at l.mukoja@gmail.com for any further information.

Local Authorities are kindly informed to contact the following Sub Committee chairpersons in regard to:

- Accreditation: Ms. Talent Ti Mulundu, Cell no. 081 416 7150 and e-mail address: pa@grootfonteinmun.com.na
- Accommodation: Ms. Kuno Mize, Cell no. 081 670 7499 and e-mail: kuno.o5@grootfonteinmun.com.na

Local Authorities are hereby urged to forward the following documentation to the Secretary General and the Local Organizing Committee not later than 18th May 2026 in order for the accreditation process to commence.

- Passport photo in jpeg format
- Registration form for participation in sport codes (One form per Local Authority)
- List of players per sports code (Names, Surnames and ID numbers)

President: Mr. Daniel S. Mouton, Vice – President: Mr. Penja Kashidjakuwa, Secretary General: Mr. Gert van Wyk
 Deputy Secretary – General: Mr. C. Tjivahe, Treasurer: Mr. Heinrich Mukave, Deputy Treasurer: Ms. Leidee Flynn
 Additional Members: Mr. Paul Arndts, Mr. Annette Karren – Joosten, Ms. Theophilus Mar E. Di. Paulinus, Oudshoorn, Mr. H. Kooze

Local Authorities are requested to prepare the following documentation for the collection of accreditation cards as from 23rd – 24th May 2026.

- Valid Passport/Identity document.
- Latest original pay slips (February, March and April or January, February and March)
- List of Social Security membership number of all staff members.

Deadline for the submission of these documents is not later than 18th May 2026.

It will be highly appreciated if the names and contact details of all Team Managers, who will accompany the teams to Grootfontein for the games, be forwarded to the Secretary General for administrative arrangements. (Please note that a minimum of two (2) Team Managers are permitted for this purpose).

The National Executive Committee (NEC) hereby would like to inform Local Authorities of a tendency of Local Authorities who registers for a sports code and does not, at the day of the event, participate. Strict measures will be taken against such Local Authorities.

Attached hereto, find the registration form for completion and submission with the requested documents.

The National Executive Committee of NALASRA would hereby like to thank you and your Council for your continues support and backing of all activities, without which NALASRA would not be able to operate.

It is important that the Local Authorities keep on supporting the activities of NALASRA as the organization grows from strength to strength.

Yours in sports,


Mr. Cert van Wyk
SECRETARY GENERAL: NALASRA



GO040-Financial Information - Summary and Detail



Year: 2526 Account: 101015563500 Opening Balance: 0.00

SAINDA / NALASRA GANDE

M	Month	Budget	Movement	Difference	
<input type="checkbox"/>	JUL	16667.00	0.00	16667.00	
<input type="checkbox"/>	AUG	16667.00	133950.25	-117283.25	
<input type="checkbox"/>	SEP	74267.00	554012.25	-479745.25	
<input type="checkbox"/>	OCT	74267.00	5242.58	69024.42	
<input type="checkbox"/>	NOV	74267.00	50560.54	23706.46	
<input type="checkbox"/>	DEC	74267.00	0.00	74267.00	
<input type="checkbox"/>	JAN	74267.00	0.00	74267.00	
<input type="checkbox"/>	FEB	74267.00	0.00	74267.00	
<input type="checkbox"/>	MAR	74267.00	0.00	74267.00	
<input type="checkbox"/>	APR	74267.00	0.00	74267.00	
<input type="checkbox"/>	MAY	74267.00	0.00	74267.00	
<input type="checkbox"/>	JUN	74263.00	0.00	74263.00	
TOTAL:		776000.00	743765.62	32234.38	

Budget	
Approved:	200000
Additional:	576000
TOTAL:	776000

Commitments	
Issue Requisitions:	C.00
Purchase Requisitions:	C.00
Purchase Orders:	C.00
Standing Payments:	C.00
Other:	C.00
Jobs:	C.00
TOTAL:	0.00

Movement	
Actual:	743765.62
Not Updated:	0.00
TOTAL:	743765.62
BALANCE:	32234.38

ANNEXURE: 3- PRELIMINARY NAME LIST**SOCCER LIST**

NAME
1. Natsantu Elago
2. Ronaldo Januaric
3. Pasha P Ndara
4. Paulus Samuel
5. Sipanga Gideon
6. Mctusalem Paulus
7. Philipus Amunyela
8. Willem Shlipipo
9. Wilbard Mukendonge
10. David Olavi
11. Josef Kandyimwena
12. Engelhardt Awaseb
13. Martin Mupetani
14. Marvin Beukes
15. Penomwene Vatekuleni
16. Ngumatjua Hindjou
17. Alak Jansen
18. Shaun Goabab
19. Paulus Petaya
20. Vaino Munenge
21. Paulus Varerinus
22. Natanael Hamunyela
23. Christy Haragaeb (contract)
24. Abel Kationdorozu
25. David Guruseb
26. Gideon Shoonycka (contract)
27. Christiano D'ergaardt

Invited 25

OVER 40 SOCCER

NAME
1. Stefanus Uazonga
2. Michael Tjikusere
3. Ellis Geibeb
4. Costa Linovene
5. Martin Nepando
6. Nicolas Goliath
7. Roba Pakara
8. Alfeus Shivute Angula
9. Bethuel Tjauana (tug of war)
10. Ashly Olyn
11. Phillipus Sem
12. Hartmund Kanduombe
13. Benneth Khaibeb
14. Manhe Kruger
15. Willem Meuten

Invited 15**TUG OF WAR**

NAME
1. Esegiel Tjahikika
2. Reyvin Bessor
3. Robeam Ujaha
4. Sacky Raban
5. Wilfred Tjirare
6. Mathias Kambinda
7. Ehrenfried Mauha
8. Pius Nghidipa
9. Ngola JF
10. Jerome Dean Tictics
11. Uhanika Ndjavera (Netball)

Invited 12

NETBALL

NAME
1. Eida Ngazuvare
2. Ivy Kandjavera
3. Lydia Mutonda
4. Fredrika Namukwambi
5. Klaudia Kookayi
6. Paulina Amunyela
7. Tjikapua Katjangua
8. Pomulo Musialike
9. Shelley Mundjindjiri
10. Elina Shipanga
11. Chandel Katjire
12. Jubeline Tjirare
13. Elron Hange (10km, 100km, relay)
14. Mathilde Mwatsh
15. Mirjam Khumiso

Invited 12

OWELA

NAME
1. Laina Kornelius
2. Martha Shinendima
3. Fony Shikoshelo
4. Renathe Mauha
5. Stefania Namwenjo

Invited 4

RINGBOARD

NAME
1. Bennis Kazombiawe (Soccer 40)
2. Stanly Kandovazu (Soccer 40)
3. Rachel Mundjindi
4. Rosemary Mbendura