

Ref : CM 10/2022
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MINUTES OF THE MONTHLY MEETING OF COUNCIL
HELD AT THE ONGWEDIVA TRADE FAIR CENTRE
CENTRE HALL, ON WEDNESDAY,
THE 03rd AUGUST 2022

PRESENT:

Councillor Taarah Shalyefu	-	Mayor & Chairperson of Council
Councillor Ualiala Katonyala	-	Deputy Mayor
Councillor Fabiam George	-	Chairperson of the Management Committee of Council
Councillor Naemi Amuthenu		
Councillor Jona Helao		
Councillor Otilie Haitota		

IN ATTENDANCE

Mr. Damian Egumbo	-	Chief Executive Officer
Ms. Rebekka Hidulika	-	SM: Economic Development & Community Services
Mr. David Mulokoshi	-	SM: Planning & Technical Services
Mr. Immanuel Nakale	-	SM: Finance & Human Resources Administration
Mr. Jackson Muma	-	Corporate Communication Officer
Ms. Lonia Nghuulikwa	-	Executive Support Services Officer

CM 120/2022 OPENING BY PRAYER

Cllr. Otilie Haitota opened the meeting with a prayer.

CM 121/2022 ADOPTION OF THE AGENDA OF THE MEETING OF COUNCIL

Councillor Fabiam George moved for the adoption of the agenda seconded by Councillor Jona Helao and the agenda was adopted without amendments.

All official correspondence must be addressed to the Chief Executive Officer

DECLARATION OF INTEREST

Declaration of Interest refers to the process whereby a member declares all interests that:

- (a) Pertain to actual or potential service providers of the Council;
- (b) may give rise to or may in future give rise to a conflict of interest between the member and Council; and
- (c) result in a member personally gaining from providing services of the Council.

Conflict of Interest means a conflict between the private interests (financial, personal or other) and the official responsibilities of a member.

For purposes of this agenda, conflicts of interest have been categorized as:

- **Perceived conflict of interest:** where it appears that the member's private interests could improperly influence the performance of his or her duties towards Council;
- **Potential Conflict of Interest:** where member's has private interests that could conflict with his or her official duties towards Council;
- **Actual Conflict:** where member's interest directly interferes with the ability to conduct his or her duties to Council in a proper manner because of their private interests.

Members are to disclose and declare actual, perceived and potential financial and personal conflict of interest that could be affected by the outcome of the meeting.

No interest was declared by the concillors and staff members who were present at the metting.

APPLICATIONS FOR LEAVE OF ABSENCE

Cllr. Kaaren Shikongo, a member of Council was recorded absent with apology.

CM 124/2022
CM 124.1/2022

APPROVAL OF MINUTES
MINUTES OF THE COUNCIL MEETING OF THE TOWN COUNCIL
ONGWEDIVA HELD ON THE 29th JUNE 2022

The minutes of the meeting of the Town Council of Ongwediva held on the 29th June 2022 were approved by Council on proposal by Councillor Ulalia Katonyala and seconded by Councillor Jona Helao.

CM 125/2022

INTERVIEWS WITH DEPUTATIONS

A deputation desirous of having an interview with Council or a committee of Council shall submit a written memorandum in which the representations it wishes to make are set out to the Chief Executive Officer.

The Chairperson of Council or of such committee as the case may be, shall decide whether the deputation will be heard and whether the matter can be disposed of under the ordinary powers of the meeting concerned.

If the Chairperson of Council decides that the deputation will not be heard, he or she may refer the matter to the Management Committee who shall then consider the request as if it is a request for an interview with the Management Committee.

A deputation shall consist of not more than five members and only one member thereof may address the meeting, except when a question of a member of Council or committee is being answered.

Council or committee as the case may be, shall only hear the deputation; gather all relevant information and shall deal further with the matter after the deputation has departed.

(Rule 10 of the Standing Rules

No interview with deputation

CM 126/2022

MATTER ARISING FROM PREVIOUS MINUTES

No matter arising from previous minutes were submitted

- “The Deputy Mayor Cllr. Ulalia Katonyala
- Chairperson of the MC Cllr. Fabiam George and all members of the Management Committee
- All honorable Local Authority Councilors for Ongwediva Town
- Esteemed Senior Officials of the Council
- Ongwediva Residents in attendance & members of the public
- Members of the Media
- Ladies and Gentlemen

I greet you all this afternoon

I am pleased to deliver this Mayoral statement to this august house this afternoon. At the onset I would like to brief the house on what transpired since the last Council meeting to date.

Through public engagements, particularly with residents who visited my office with land issues or seeking for donations and registering complaints, It is notable that noise pollution has come out very prominent. I am aware that the law enforcement and Council are working together to minimise the noise around town. However, strict measures must be taken to restore the serenity of Ongwediva Town in this regard.

In terms of roads, there are concerns from residents regarding the emerging potholes on some of our roads. Mandume Ndemufayo Street was specifically mentioned. I therefore wish to request the office to take stock of road maintenance and act swiftly.

The complaint on the area between Medipark and Mweshipandeka was again raised by residents at Vila Cottage and they are requesting the Council to act on this matter because the area is bushy and it is being used by criminals to attack them.

A number of students and some needy people have approached my office seeking for financial assistance and some of the requests were referred to the Mayoral Fund Committee for evaluation.

During the period under review, my office has received 20 correspondences on different matters. I had also attended several meetings and functions in my capacity as a Mayor such as handing over of instruments of power by the outgoing and incoming police Regional Commanders of our Region which took place on 1st August 2022 at Oshakati Unam Northern Campus. On 2nd August 2022, the Deputy Mayor has attended the launch of The Namibian Newspaper Cup on the invitation of the Regional Governor of Oshana. The Council is also requested to donate toward the hosting of this very important Cup competition.

My office was engaged by the following media houses; two interviews with Eagle FM, two with Kati FM and one with NBC TV. The interviews were more on development activities and challenges in the town of Ongwediva.

On upcoming events, I wish to bring to your attention that there will be a meeting between the Oukwanyama Traditional Authority, the Office of the Governor and Ongwediva Town Council pertaining to ongoing land matters.

Furthermore, I am happy to report that there is good progress on the preparation of Onawa and Kandjengedi areas where residents of Omaandi and Okalonda will be relocated. This exercise is expected to commence in September 2022. I am also happy to inform you that the handing over of donations as per the Council resolutions to the two beneficiaries which are Ongwediva City Football Club and Booming Empowerment Project had taken place on 22 July 2022.

On invitations, the Mayor and the CEO are invited by the Governor to a consultative meeting on student accommodation on the 9th of August 2022. As you may be aware, we have made a resolution on finding land for student accommodation, therefore, we need to follow up on this matter.

Similarly, my office is invited to the commemoration of the African Day of Decentralisation, Local Governance and Local Development which is scheduled to take place on 10 August 2022 in !Kharas region. My office is further invited to attend the regional consultation for the review of the National Compensation Policy Guidelines for Communal Land 2009 that will take place on 11-12 August 2022 at Oshakati.

Okahao Town Council has also invited my office to attend the official launch of the Mayoral Relief Fund and Gala Dinner that will take place on 2nd September 2022 at Okahao Town Council. On the same day, we are also invited to the official inauguration of Okahao Natis Centre.

Moreover, I would like to urge you honourable members to make sure that we follow up fully on the issue of Extension 18 as we have passed resolutions on this matter and we should not rest until we see a satisfactory response. We should therefore note that hard times require unpopular decisions as long as it is in the best interest of the public.

On a different note, all Councillors are requested to give inputs on the plan of action on the twining agreement between Ongwediva Town Council and Lommel Town.

Lastly, I wish to inform this august house that we have received a letter of appreciation from Dr. Shaaban Kaikai, a specialist Surgeon best at Ongwediva Medipark Academic hospital. The letter acknowledged Ongwediva Town *“for the exceptional work it does on keeping Ongwediva Town clean and safe for all the residents who live within”*. This is your achievement honourable councillors and dear colleagues. Let’s own it and keep up the good work.

With these remarks, I thank you all for your kind attention. **Have a good day”**.

CM 128/2022

PETITIONS

Any member of the Community may submit a petition, which shall be properly motivated on matters regarding the town.

Petitions shall not be read to the Council; and no speech or comments concerning it shall be heard, but it shall forthwith be referred to the first ordinary meeting of the Management Committee, which shall report to the Council.

Every petition shall have the word "Petition" as heading.

(Rule 11 of the Standing Rules)

NO PETITIONS WERE SUBMITTED

CM 129/2022

MOTIONS OF MEMBERS

Any Council Member may introduce a motion which shall relate to a matter regarding the administration of conditions in the town Council area.

The Chairperson shall reject a motion if, in his/her opinion, it:

- a) is contrary to the standing rules of order or any law or would be so contrary, if it is carried;
- b) deals with a matter in respect of which Council has no jurisdiction; or
- c) would lead the discussion of a matter already contained in the agenda of the meeting concerned; or
- d) is a case of an opposed motion (when there is no seconder of such motion).

(Rule 13 of the Standing Rules)

NO MOTIONS FROM MEMBERS WERE SUBMITTED

CM 130/2022

NOTICE FOR QUESTIONS

Any member of Council may pose a question relating to a matter which arises from or relates to the business of any Committee of Council or the general business of Council; after the member concerned has at least 72 hours (Seventy-Two hours) prior to the commencement of the Council Meeting submitted a written notice of the question, signed by him/her, to the Chief Executive Officer.

(Rule 20 of the Standing Rules)

NO NOTICES OF QUESTIONS WERE INTRODUCED

CM 131/2022

ANSWERS TO QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

The Chairperson of Council shall respond to previous questions posed by members of Council relating to the business of any Committee of Council or the general business of Council.

(Rule 20 of the Standing Rules)

NO ANSWERS TO QUESTIONS

RESOLUTION: CM 132.1/2022		ACTION
CM 132/2022	REPORTS <u>REPORTS AND RECOMMENDATIONS OF MANAGEMENT COMMITTEE</u>	
CM 132.1/2022	CONFIRMATION OF MINUTES OF THE MANAGEMENT COMMITTEE OF COUNCIL MEETING HELD ON 27TH JULY 2022	
<ul style="list-style-type: none">The minutes of the Management Committee of 27th July 2022 were confirmed as proposed by Councillor Naemi Amuthenu and seconded by Cllr. Jona Helao.		ALL

RESOLUTION: CM 132.2/2022		ACTION
CM 132/2022	REPORTS REPORTS AND RECOMMENDATIONS OF MANAGEMENT COMMITTEE	
CM 132.2/2022	REPORTS AND RECOMMENDATIONS OF MANAGEMENT COMMITTEE OF COUNCIL MEETING HELD ON 27th JULY 2022	
COUNCIL RESOLVED		
<ul style="list-style-type: none"> That, the report and recommendations of the Management Committee meeting held on the 27th July 2022 be approved with amendments therein as proposed by Councillor Ulalia Katonyala and seconded by Councillor Jona Helao. 		ALL

RESOLUTION: CM 132.2/2022 (MCM 101/2022)		
6.	MCM 101/2022	MATTERS ARISING FROM PREVIOUS MINUTES
		No matter arising from previous minutes.

RESOLUTION: CM 132.2/2022 (MCM 102/2022)		ACTION
7.	MCM 102/2022	MATTERS REFERRED TO THE MANAGEMENT COMMITTEE BY COUNCIL
		No matters referred to the management committee by Council

RESOLUTION: CM 132.2/2022 (MCM 105.1/2022)		ACTION
10. MCM 105/2022 REPORTS		
10.1 MCM 105.1/2022	MONTHLY OPERATIONAL REPORTS FOR JUNE 2022	
<p>COUNCIL RESOLVED</p> <ul style="list-style-type: none"> That, the Monthly Operational Management Report for Ongwediva Town Council for June 2022, be approved on proposal by Cllr. Jona Helao and seconded by Cllr. Naemi Amuthenu with the following directives to the Chief Executive Officer. That, appreciation letters be issued to Ms. Helvy Shaanika, Ms. Mutinta and the USA Embassy Public Affairs for their generous support toward the Sam Nujoma Multipurpose Centre programs by way of donations. 		<p>SNMPC- Coordinator</p>

RESOLUTION: CM 132.2/2022 (MCM 105.2.1/2022)		ACTION
10. MCM 105/2022 REPORTS		
10.2 MCM 105.2.1/2022	REPORT ON THE FORMAL PLAN OF ACTION AND THE WAY FORWARD ON THE PROVISION OF WATER RETICULATION AT THE OKANDJENGEDI AND MANDUME SETTLEMENT AREAS	
<p>COUNCIL RESOLVED</p> <ul style="list-style-type: none"> That, Council takes note of the report, plan of action and the way forward on the provision of water reticulation at the Okandjengedi and Mandume Settlement Areas. 		<p>ALL</p>

RESOLUTION: CM 132.2/2022 (MCM 106.1/2022)	ACTION
<p>11. MCM 106/2022 SUBMISSIONS 11.1 MCM 106.1/2022 FORMAL PAYROLL AGREEMENT BETWEEN OLD MUTUAL FINANCE (NAMIBIA) (PTY) LTD AND ONGWEDIVA TOWN COUNCIL</p>	
<p>COUNCIL RESOLVED</p> <ul style="list-style-type: none"> • That, the request for Council to enter into Payroll Deduction Agreement with Old Mutual Finance (Namibia) (Pty) Ltd to allow employees to repay their loans be approved with no consequences to Council should employees leave the service of Council. • That, the payroll administration fee of 2.5% be deducted by the employer directly from the instalment payable by the employees to Old Mutual Finance (Namibia) (Pty) Ltd. • That, Council authorizes the Chief Executive Officer and the Chairperson of the Management Committee to sign the Payroll Deduction Agreement between Ongwediva Town Council and Old Mutual Finance (Namibia) (Pty) Ltd. 	HRO

RESOLUTION: CM 132.2/2022 (MCM 106.2/2022)

ACTION

**11. MCM 106/2022 SUBMISSIONS
11.2 MCM 106.2/2022 ANNUAL PROCUREMENT PLAN FOR 2022/2023 FINANCIAL YEAR**

COUNCIL RESOLVED

- That, Council take note of the Annual Procurement Plan for the Financial Year 2022/2023.

ALL

Procurement No. (e.g. 1,2,3 ...)	Description (include lots if applicable)	Description (include lots if applicable)	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Vote number	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reasons for deviation from the default methods if any
1	Supply and delivery of doors rugs	4	G	No	IQ	013 3101 00	15 000,00	06/08/2022	Small value
2	Provision of Training to Councilors	1	SC	No	EPE	001 1014 00	50 000,00	11/03/2023	N/A
3	Supply and delivery of various items for the Year End Function (Food, beverages, cutlery etc)	Various	G	Yes	IQ	001 1103 00	35 000,00	10/09/2022	Various items quotations will be sourced
4	Supply and Delivery of Selected Equipment - Donations	Various	G	Yes	IQ	001 1037 00	25 000,00	14/01/2023	Various items quotations will be sourced
5	Provision of advertising (print media) services for a period of 3 years	Various	NCS	No	ONB	002 1022 00	260 870,00	10/02/2023	N/A
6	Provision of radio adverts services	Various	NCS	No	DP	002 1022 00		as need arises	Limited supply
7	Provision of TV adverts services	Various	NCS	No	DP	002 1022 00		as need arises	Limited supply

8	Provision of strategic plan services	1	SC	No	EPE	002 1117 00	565 217,00	07/10/2022	N/A
9	Provision of leadership training - new Junior Council intake	1	SC	No	RP	001 1102 00	28 000,00	10/02/2023	N/A
10	Supply, Design and Printing of T-shirts OJC	1	G	No	IQ	001 1102 00	12 000,00	10/02/2023	Small value
11	Supply and delivery of refreshment during training - OJC	Various	G	Yes	IQ	001 1102 00	15 000,00	as need arises	Small value
12	Supply and delivery of Badges - OJC	1	G	No	IQ	001 1102 00	3 500,00	10/02/2023	Small value
13	Supply and delivery of items for donation	1	G	Yes	IQ	001 1102 00	6 500,00	07/10/2022	Small value
14	Supply and Delivery of Laptops x 7 for Councillors (for virtual meetings)	7	G	No	ONB	702 0058 00	86 957,00	01/08/2022	N/A
15	Supply and Delivery of Laptops x 3 (2 for Sam Nujoma Multi Purpose Centre & 1 for Environmental Health)	3	G	No	ONB	702 0059 00	52 174,00	01/08/2022	N/A
16	Supply and Delivery of Desk top computers x 5 (4 for planning division & 1 for Secretary to CEO)	5	G	No	ONB	702 0060 00	65 217,00	01/08/2022	N/A
17	Supply and Delivery of Four-in-one high volume printer x 1 - Sec to CEO	1	G	No	ONB	702 0061 00	8 696,00	01/08/2022	N/A
18	Supply and Delivery of Colour printers - Technical services, Environmental Health & Econ. Dev & comm serv)	1	G	No	ONB	702 0062 00	4 348,00	01/08/2022	N/A
19	Supply and Delivery of Biometric access control - Open Market	1	G	No	DP	702 0063 00	6 957,00	01/08/2022	Limited supply
20	Supply and Delivery of NAS storage - SNMPC	1	G	No	ONB	702 0064 00	17 391,00	01/08/2022	N/A
21	Supply and Delivery of Recorder - HR	1	G	No	ONB	702 0065 00	1 739,00	01/08/2022	N/A

22	Supply and Delivery of Colour photocopier	1	G	No	ONB	702 0066 00	26 087,00	01/08/2022	N/A
23	Supply and Delivery of Conference kit complete with recorder, 4 microphones, docking station and cary case)	Various	G	No	ONB	702 0067 00	26 087,00	01/08/2022	N/A
24	Supply and Delivery of High speed scanner - electronic filling system	1	G	No	ONB	702 0068 00	60 870,00	01/08/2022	N/A
25	Supply and Delivery of Disaster recovery solution	Various	G	No	ONB	702 0069 00	434 783,00	01/08/2022	N/A
26	Repair and Maintenance - Computer, Photocopier Machines and Equipment's		W	No	RFQ	002 3102 00	186 956,75		On-going as need arises Various items quotations will be sourced
27	Renewals of Veeam Licenses	1	NCS	No	DP	002 3102 00	13 043,48	06/12/2022	Limited supply
28	Renewals of VMWare Licenses	1	NCS	No	DP	002 3102 00	2 608,70	06/12/2022	Limited supply
29	Provision ESET Mail Security On-Premise	1	NCS	No	DP	002 3102 00	4 347,83	06/12/2022	Limited supply
30	Provision ESET PROTECT Entry On-Prem (Endpoint Protection Advanced)	60	NCS	No	DP	002 3102 00	17 391,30	06/12/2022	Limited supply
31	Renewal FortiGate of License	1	NCS	No	DP	002 3102 00	15 652,17	06/12/2022	Limited supply
32	Renewals Exclaimer of Licenses	Various	NCS	No	DP	002 3102 00	4 347,83	06/12/2022	Limited supply
33	Renewals of Smart Time Licenses	Various	NCS	No	DP	002 3102 00	8 695,65	06/12/2022	Limited supply
34	Provision Office 365 Business Standard with Microsoft Teams	20	NCS	No	DP	002 3102 00	30 434,78	06/12/2022	Limited supply
35	Renewal of NBC-TV Licenses (Two Tv sets)	2	NCS	No	DP	002 3102 00	765,22	31/10/2022	Limited supply

36	Renewal of CRAN Land Mobile Frequency Urban Repeater (Private and Exclusive) Licenses	1	NCS	No	DP	002 3102 00	2 132,00	30/11/2022	Limited supply
37	Renewal of Domain Registration (Email via Africa Online)	1	NCS	No	DP	002 3102 00	400,00	31/12/2022	Limited supply
38	Renewal of Website Service Level Agreement	1	NCS	No	DP	002 3102 00	13 043,48	Existing contract	Limited supply
39	Provision of Corporate Identity designs and materials	4	NCS	Yes	IQ	002 1114 00	17 391,00	07/10/2022	Small value
40	Supply and Delivery of Diaries	110	G	Yes	RFQ	002 1116 00	26 087,00	08/07/2022	Small value
41	Public Relations functions (Refreshment, Venues, any logistic item)	3	NCS	Yes	IQ	002 1115 00	20 000,00	08/07/2022	Various Supply
42	Printing, Supply and Delivery of Newsletters and leaflets	4	G	Yes	IQ	002 1066 00	17 391,00	08/07/2022	Small value
43	Provision of Security Services to Ongwediva Town Council for a period of 2 years	1	NCS	Yes	ONB	013 1077 00	1 000 324,00	07/10/2022	N/A
44	Repair and Maintenance Office Furniture	Various	W	Yes	RFQ	004 3121 00	34 783,00	05/08/2022	Small value
45	Supply and Delivery of Protective Clothing	Various	G	No	ONB	008 0020 00	150 000,00	14/04/2022	N/A
46	Supply and Delivery of Pipes and Pipe Fittings	Various	G	No	ONB	008 1016 00	300 000,00	07/10/2022	N/A
47	Supply and Delivery of Water Meters	Various	G	No	ONB	041 3199 00	200 000,00	06/04/2023	N/A
48	Supply and Delivery Office Stationeries	Various	G	Yes	ONB	008 1050 00	150 000,00	05/08/2022	N/A
49	Supply and Delivery of Cartridges	Various	G	No	IQ	008 1050 00	177 640,00	On-going	Spec changes as new equipment is acquired
50	Supply and Delivery of Toilets Papers	Various	G	Yes	ONB	008 1016 00	68 656,00	06/04/2023	N/A
51	Supply and Installation of Build-in-Cupboards	Various	W	No	ONB	702 0081 00	52 174,00	05/08/2022	N/A

52	Supply and Delivery of Cleaning Materials	Various	G	Yes	ONB	008 1016 00	100 000,00	04/11/2022	N/A
53	Provision of Training & Team Building activities to staff members	Various	SC	No	RP	003 1014 00	143, 913,00	01/02/2023	N/A
54	Provision of short courses & Tailor - made interventions to staff members	Various	SC	No	DP	003 1014 00	30 000,00	01/09/2022	Limited Supply
55	Social Security Commission yearly assessment (workmen's compensation)	1	NCS	No	DP	003 0017 00	80 000,00	As need arises	Limited Supply
56	Yearly Medical Examinations for staff members	Various	NCS	No	DP	003 1019 00	80 000,00	As need arises	Limited Supply
57	Supply and Delivery of Material for Provision of Water Reticulation at Okandjengedi Settlement Area	1	G	No	ONB	702 0099 00	695 652,00	03/06/2022	N/A
58	Supply and Delivery of Material for Provision of Water Reticulation at Mandume Settlement Area	1	G	No	ONB	702 0100 00	217 391,00	03/06/2022	N/A
59	Provision of Consultancy Services: Provision of Electricity Infrastructures at Sky 3, Street Light on Main Roads (C46) and Ongwe Street	1	SC	Yes	RP	702 0101 00	565 217,00	13/05/2022	N/A
60	Provision of Electricity at Sky Phase 3	1	W	Yes	ONB	702 0101 00	2 347 826,40	09/09/2022	N/A
61	Provision of Street Lights on Main Road (C46)	1	W	Yes	ONB	702 0102 00	1 565 217,00	04/11/2022	N/A
62	Provision Street Lights along Ongwe Street: UNAM EDS Campus	1	W	Yes	ONB	702 0103 00	1 173 913,20	13/01/2023	N/A
63	Provision of Consultancy Services: Construction of Stormwater Channel at Ext. 11	1	SC	Yes	RP	702 0096 00	130 434,00	08/07/2022	N/A
64	Construction of Stormwater Channel at Extension 11 Phase 1	1	W	Yes	ONB	702 0096 00	1 174 000,00	09/09/2022	N/A

65	Construction of Access bridge - Road to Oidiva	1	W	Yes	ONB	702 0082 00	1 000 000,00	07/10/2022	N/A
66	Provision of Consultancy Services: Rehabilitation of Road between Oshana Regional Mall & David Shikomba Complex	1	SC	Yes	RP	702 0083 00	445 946,00	13/05/2022	N/A
67	Rehabilitation of Road between Oshana Mall Regional & David Shikomba Complex	1	W	Yes	ONB	702 0083 00	4 054 054,00	09/09/2022	N/A
68	Construction of Sewer Sump Pump for Reception Area 1	1	W	Yes	ONB	702 0095 00	43 478,00	10/02/2023	N/A
69	Supply, Delivery & Commissioning of a Roller Compactor	1	G	No	ONB	009 3111 00	391 304,00	10/02/2023	N/A
70	Repair and maintenance of Council vehicles and equipment	Various	NCS	Yes	ONB	009 3111 00	695 652,00	07/07/2022	N/A
71	Supply, Delivery, Repair and Fitment of Tyres	Various	G	Yes	RFQ	009 3111 00		When need arises	N/A
72	Supply and Delivery of Batteries	Various	G	Yes	RFQ	009 3111 00		When need arises	N/A
73	Provision of Cleaning Services - OTC vehicles & equipment	Various	NCS	Yes	ONB	009 3111 00		08/07/2022	N/A
74	Supply and Delivery of One New Submersible Pump	1	G	No	DP	702 0094 00	173 913,00	08/07/2022	N/A
75	Supply, Repair and Servicing of Air conditioners	Various	W	Yes	ONB	013 3101 00	400 870,00	08/07/2022	N/A
76	Repair and Maintenance of Buildings - Painting, Plumbing, Civil & Structural.	Various	W	Yes	ONB	013 3101 00		When need arises	N/A
77	Repair and Maintenance of Buildings - Carpentry & Joinery	Various	W	Yes	ONB	013 3101 00		14/04/2022	N/A
78	Maintenance of Surfaced and Gravel Roads.	Various	W	Yes	ONB	014 3666 00	6 000 000,00	08/07/2022	N/A
79	Provision of Consultancy services: Wet Services Master Plan	1	SC	Yes	RP	702 0098 00	869 565,00	13/05/2022	N/A

80	Repair & Maintenance of Pump Stations (Mechanical and Electrical)	Various	W	Yes	ONB	032 3106 00	100 000,00	15/04/2022	N/A
81	Refurbishment & Renovation of Pump Station No.8 at Efidi Ext 3	1	W	Yes	ONB	032 3121 00	869 565,00	09/12/2022	N/A
82	Refurbishment of OTC Tower & Water Loss Management	1	W	Yes	ONB	041 3110 00	317 391,00	13/01/2023	N/A
83	Supply and Delivery of Filing Cabinets	1	G	Yes	RFQ	702 0077 00	47 826,00	05/08/2022	Small value
84	Provision of Adhoc planning, beacon replacement and identification services	1	SC	Yes	RP	007 1062 00	217 391,00	as need arise	N/A
85	Provision of Town Planning Scheme and subdivision of land	1	SC	Yes	RP	007 1062 00	130 435,00	as need arise	N/A
86	Supply, Delivery & Installation of Street Names	Various	W	Yes	ONB	014 3666 00	100 000,00	08/07/2022	N/A
87	Supply, delivery & installation of a Roller Shutter Door - Fire Station	1	W	No	ONB	702 0087 00	217 391,00	08/07/2022	Limited Supply and no technicians
88	Supply & delivery of a Grass Fire Extinguisher - Emergency Services	1	G	Yes	RFQ	702 0087 00	21 739,00	08/07/2022	N/a
89	Supply & delivery of a High-Pressure Jet Sprayer - Emergency Services	1	G	Yes	RFQ	702 0089 00	13 043,00	05/08/2022	N/A
90	Supply & delivery of Fire & Rescue Equipment - Emergency Services	Various	G	No	ONB	702 0900 00	86 957,00	05/08/2022	Limited Supply
91	Upgrading of UHF Antenna	1	W	Yes	RFQ	702 0091 00	21 739,00	09/09/2022	N/A
92	Supply & Delivery of Protective Clothing	Various	G	No	ONB	017 0020 00	100 000,00	07/10/2022	Limited Supply
93	Supply & Delivery Firefighting Personal Protective Clothing (PPE)	Various	G	No	ONB	017 0022 00	200 000,00	07/10/2022	Limited Supply

94	Supply & Delivery of Firefighting foam	4	G	No	RFQ	017 1058 00	8 696,00	04/11/2022	Limited Supply
95	Supply & delivery Fire safety education materials	Various	G	No	ONB	017 1069 00	43 478,00	04/11/2022	Limited Supply
96	Provision of Grass removal/shrubs and tree trimming services	1	W	Yes	IQ	012 1027 00	35 000,00	10/02/2023	Small value
97	Maintainance of Parks	Various	W	Yes	IQ	012 3113 00	21 739,00	when need arise	Small value
98	Maintainance of Cemetery	1	W	Yes	IQ	012 3114 00	26 087,00	When need arise	Small value
99	Maintainance of the Garden	2	W	Yes	IQ	012 3125 00	23 478,00	When need arise	Small value
100	Provision of services (spraymen/women-Malaria Control)	1	W	Yes	RP	006 1027 00	120 960,00	10/06/2023	Small value
101	Supply and delivery of 4 x Malaria Spray pumps & spares (Capital Project)	1	G	No	RFQ	702 0072 00	21 739,00	10/02/2023	Small value
102	Supply and delivery of equipment for Dump site Leveling	1	W	Yes	ONB	031 3115 00	347 826,00	13/01/2023	N/A
103	Provision of Driving and Impounding Services (Stray Animal from town)	1	NCS	Yes	ONB	006 1027 00	365 217,00	Existing contract	N/A
104	Supply and delivery of Animal Feeds	1	G	Yes	IQ	006 1067 00	80 000,00	When need arise	Small value
105	Maintainance of Pounding Kraal	1	W	Yes	IQ	006 3112 00	21 739,00	When needs arise	Small value
106	Supply and Delivery of Insecticide	1	G	No	RFQ	006 1065 00	30 000,00	When needs arise	Small value
107	HIV/AIDS, COVID-19 and any other Diseases including World AIDS Day Comemoration		G	Yes	RFQ	006 1111 00	100 000,00	05/08/2022	Various supply
108	NALASRA - Registration fees	1	NCS	No	DP	006 1111 00	1 400,00	03/04/2023	Limited Supply

109	NALASRA- Membership fee	1	NCS	No	DP	006 1111 00	900,00	03/04/2023	Limited Supply
110	NALASRA-Participation (Accommodation, Meals and Transport)	Various	NCS	No	RFQ	006 1111 00	97 700,00	03/04/2023	Small value
111	Supply and delivery of Prohibitive Signs	Various	G	Yes	IQ	006 1111 00	10 000,00	when need arise	Small value
112	Provision of EAR Tags for Dogs and Pigs	Various	G	Yes	IQ	006 1111 00	500,00	when need arise	Small value
113	Supply and Delivery of equipment (beautification of town house)	Various	G	Yes	IQ	006 1111 00	10 000,00	03/04/2023	Small value
114	Provision of PB Leab Tag (200 for dogs registration)	Various	G	Yes	IQ	006 1111 00	32 000,00	05/08/2022	Small value
115	Professional Registration fees	1	NCS	No	DP	006 1113 00	2 500,00	10/02/2023	N/A
116	Provision of Laboratory Testing Services	1	NCS	Yes	DP	006 1043 00	8 000,00	when need arise	N/A
117	Construction of Steel Benches - Erf 5356, Ext 11	1	W	Yes	RFQ	702 0080 00	39 130,00	05/08/2022	Small value
118	Construction of Sport Field Phase 3	1	W	Yes	ONB	702 0079 00	2 173 913,00	10/02/2023	N/A
119	Construction of Ablution facilities at the Tennis Court	1	W	Yes	ONB	012 3117 00	260 870,00	05/08/2022	N/A
120	Supply & Installation of Welcoming Sign	1	SC	No	RP	702 0086 00	150 000,00	07/10/2022	N/A
121	Supply & Installation of Welcoming Sign	Various	W	No	ONB	702 0086 00	719 565,00	10/02/2023	N/A
122	SME Skills Development & LED Promotion	Various	NCS	No	RFQ	015 1057 00	60 000,00	10/02/2023	Various supply
123	Participating at Expos	Various	NCS	No	DP	015 1054 00	52 174,00	08/07/2022	Various supply
124	Provision of Garden maintenance services	Various	NCS	yes	IQ	016 3101 00	30 000,00	as needs arise	Various supply
125	Renovation Open Market (Ceiling and Floor Tiling)	Various	W	yes	RFQ	015 3118 00	69 565,00	07/10/2022	Various supply
126	Renovation & Upgrading of Open Market Car Wash (Fence)	1	W	yes	RFQ	015 3119 00	26 087,00	05/08/2022	Small value

126	Provision of Cleaning & Tree trimming at the Trade Fair Center	Various	NCS	Yes	ONB	016 1027 00	191 687,00	05/08/2022	N/A
127	Provision of Water Reticulation & Storm Water Infrasctructure Trade Fair Center	Various	W	Yes	RFQ	016 3106 00	20 000,00	08/07/2022	Small value

RESOLUTION: CM 132.2/2022 (MCM 106.3/2022)		ACTION
11. MCM 106/2022 11.3 MCM 106.3/2022	SUBMISSIONS CANCELLATION ON THE OFFER FOR NAMIBIA SOLUTION SERVICES TO PURCHASE LAND FOR A TOURISM DEVELOPMENT FACILITY	
COUNCIL RESOLVED <ul style="list-style-type: none"> That, Council revoke its resolution CM 20.2/2021 (MCM 22.3.7/2021) of 27 January 2021 regarding the allocation of land to Namibia Solution Services for the development of the tourism facility as per their proposal. That, Council cancel the offer to Namibia Solution Services for the development of the tourism facility as per their proposal. That, allocation of the land to other qualifying applicants be made immediately and in line with Council land allocation processes and procedures. 		SM: ED&CS

RESOLUTION: CM 132.2/2022 (MCM 106.4/2022)		ACTION
11. MCM 132/2022 11.1 MCM 106.4/2022	SUBMISSIONS AMENDMENT OF THE NAME OF MR. SLOGAN MATHEUS TO MR JONAS LUNGAMENI MATHEUS // ONGWEDIVA TRADE FAIR SOCIETY	
COUNCIL RESOLVED <ul style="list-style-type: none"> That, Council acknowledged the communication from Mr. Jonas Lungameni Matheus to change the name Slogan to Mr. Jonas Lungameni Matheus; That, Council approves the changes to the resolution CM 37.2/2022 (MCM 17.3/2022) of 27 January 2022 to reflect the name of Mr. Jonas Lungameni Matheus as a Board of Director for Ongwediva Trade Fair Society. 		SM: ED&CS

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| <ul style="list-style-type: none">• That, all future proposals of candidates to be appointed to Committees of Council and/or other nominations be done after consultations with candidates and that full particulars such as identification and contact address be submitted as part of the nomination process. | ALL |
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RESOLUTION: CM 132.2/2022 (MCM 107.1/2022)	ACTION
<p>12. MCM 107/2022 CORRESPONDENCES 12.1 MCM 107.1/2022 PAYMENT OF CONTRIBUTIONS TO RFLAUN IN ACCORDANCE WITH SECTION 13A OF THE PENSION FUND ACT, 1956</p> <p>The following letter is received from Retirement Fund for Local Authorities and Utility Services in Namibia and it reads as follows:</p> <p>“The Fund has noted that some Participating Employers are failing to honor their obligations with regards to the payment of pension contributions. The Fund would like to emphasize that non-payment or late payment of pension Fund contribution is a violation of section 13A of the pension Fund Act, 1956 to which Rule 4.3.1 of the Fund relates. This circular aims to clarify the deadline contributions are required to be paid over to RFLAUN each month and penalties for non-compliance.</p> <p>In terms of the section 13A of the Pension Fund Act, contributions must be paid over to the fund within a period of seven (7) days of the end of the calendar month. <i>As an example, the contribution due for the month of June 2022 must be paid over to RFLAUN on or before 7 July 2022.</i> Contravention of section 13A of the Pension Fund is a serious violation of the pension Fund Act, and a participating Employer who contravenes this provision will be reported to NAMFISA.</p> <p>Furthermore, if contributions are not paid to the Fund within the prescribed period, an interest penalty equivalent to the greater of the prime-lending rate charged by the financial institution of the Fund or interest rate reflected in the last audited financial statements reflecting the growth of the fund will be levied against the Participating Employer. Moreover, clause 5.2 of the attached NAMFISA Directive (PI/PF/DIR/06/2015, requires all registered funds to ensure that all relevant members of registered fund are informed of any late payment or non-payment of their contributions within one month from the last date on which the contribution was required to be paid in accordance with section 13A of the Pension Fund Act”.</p> <p>We have appended Rule 4.3.2 and 4.3.3 for the purpose of clarifying the action that will be taken by the Fund to resolve this matter. We therefore urged all Participating Employers to pay over contributions to RFLAUN within the prescribed period to avoid legal actions as per rule 4.3.3 (b).</p> <p>We thank you for your cooperation. Yours sincerely Dorian J. Amwaandangi Principal Officer”</p>	

<p>COUNCIL RESOLVED</p> <ul style="list-style-type: none"> That, Council takes note of the letter regarding payment of contributions to RFLAUN in accordance with Section 13A of the pension fund Act, 1956 submitted by the Retirement Fund for Local Authorities and Utility Services in Namibia 	<p>ALL</p>
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<p>RESOLUTION: CM 132.2/2022 (MCM 107.2/2022)</p>	<p>ACTION</p>
<p>12. MCM 107/2022 CORRESPONDENCES 12.2 MCM 107.2/2022 OMISSION OF OR NON-ATTACHMENT OF REQUIRED SUPPORTING DOCUMENTS</p> <p>A circular is received from the Ministry of Urban and Rural Development and reads as follows:</p> <ol style="list-style-type: none"> “The ministry has observed a trend from Local Authorities sending their submissions to the Ministry, under the provisions of the Local Authorities Act, 1992 (Act No. 23 of 1992) as amended, as well as other Rules and Regulations meant for management and administration of Local Authorities Affairs, without attaching the required supporting documents. Such conduct and practices hinder the Ministry’s ability to provide advice to the respective Local Authorities as expeditiously as possible. In light of the above, the Ministry is hereby directing and requiring the attachment of the following support documents to the submission: <ol style="list-style-type: none"> 2.1 Council Minutes accompanied by a copy of: <ol style="list-style-type: none"> The extract of the Council Resolution (front/Cover page, all the pages where that specific issue was discussed resolved; Submission from the Management Committee in case of Municipalities or Town Councils; Submission from administrative management meeting in case of the Village Councils; Seventy-two (72) hour Meeting Notice and Agenda send to the Councilors to attend the meeting; Attendance register of the Council meeting (apology of absence in writing); and Any other supporting documents, including the citing of the legal provisions. 	

The required information and documentations are not only necessary to enable the Ministry to provide timely feedback to the respective Local Authorities as expeditiously as possible, but are also vital to the Ministry to certify correct the authenticity and ensure that Council’s Resolution/decision are taken within the governing legal framework.

Cc: The Chief Administrative Officer: Association for Local Authorities in Namibia (ALAN):

The Chief Administrative Officer: Namibia Association of Local Authorities Officials (NALAO)”

COUNCIL RESOLVED

- That, Council takes note of the circular from the Ministry of Urban and Rural Development regarding the omission of or non-attachment of required supporting documents to submissions made to the Ministry.
- That, the Office of the Chief Executive Officer take appropriate action to ensure that the provisions of the directive from the Ministry in this regard, are implemented at all times.

ALL

RESOLUTION: CM 132.2/2022 (MCM 107.3/2022)	ACTION
<p>12. CM 107/2022 CORRESPONDENCES 12.3 MCM 107.3/2022 REVOCATION OF THE DIRECTIVE ON WATER SUPPLY TO URBAN AND RURAL AREAS RELATED TO COVID-19 PREVENTATIVE MEASURES</p> <p>A circular is received from the Ministry of Urban and Rural Development and reads as follows:</p> <p>“Reference is made to the Ministerial Directive dated 09 March 2021 on water supply to destitute residents in urban and rural areas in relation to COVID -19 preventative measures, the ballooning debts owed to Namwater as well as other directives that have been issued on the above-mentioned subject matter. The implementation and sustainability of the afore-mentioned measure have been reviewed and regional and Local Authority Councils are hereby informed of the following decision and new directive(s):</p> <ol style="list-style-type: none"> 1. The afore-mentioned directive is hereby revoked and all Councils are hereby directed to henceforth discontinue its implementation with immediate effect; and 2. Regional and Local Authority Councils and NamWater should enforce their credit and debt management policies, and in line with such policies and by discretion to institute targeted measures to meet the water supply needs of the poor and vulnerable residents or groups, where necessary. <p>The Central government hereby re-affirms its commitment to mobilise resources to reimbursement the Councils and Namwater for the verified costs incurred towards COVID-19 related water supply to the target destitute beneficiaries during the period 1st June 2020 to the date of this Circular or directive. The Councils and NamWater will be duly advised once resources have been secured.</p> <p>Your co-operation, compliance and prompt action are urged and will be highly appreciated.</p> <p>Yours sincerely</p> <p>Erastus Uutoni, MP MINISTER”</p>	
<p>COUNCIL RESOLVED</p> <ul style="list-style-type: none"> • That, Council takes note of the circular from the Ministry of Urban and Rural Development regarding the revocation of the directive on water 	ALL

<p>supply to urban and rural areas related to Covid-19 preventative measures.</p> <ul style="list-style-type: none"> • That, Council re-submit all outstanding and unpaid claims for water consumption as a result of the previous directive, to the Ministry of Urban and Rural Development. 	<p>SM: F&HR</p>
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<p style="text-align: center;">RESOLUTION: CM 133/2022</p>	<p style="text-align: center;">ACTION</p>
<p>CM 133/2022 REPORTS AND RECOMMENDATIONS OF CM 133.4/2022 COMMITTEES OR CHIEF EXECUTIVE OFFICER REPORT: DONATION BY THE ONGWEDIVA TOWN COUNCIL</p> <p>INTRODUCTION AND BACKGROUND</p> <p>Ongwediva Town Council was established in terms of the Local Authority Act 1992, No. 23, of 1992 as amended. Ongwediva Town Council being a public entity is overwhelmed by requests for donations and sponsorships from individuals and various sectors of the community. In view of the latter and in consideration of our mandate, moral responsibility and the limited financial resources at our disposal, Council through a resolution, CM 67.1/2014 (MCM 51.1/2014) of the monthly meeting held on June 11th 2014, approved a donation policy to guide all donations to be made to potential beneficiaries subjected to ministerial approval.</p> <p>Council, during the compilation of the budget for the financial year 2021/2022, made budgetary provision of N\$25,000.00 for donations. Council firmly believes that ploughing back in the community, in whatever form, will improve the livelihood of individuals within the community, the town, the region and eventually the country at large.</p> <p>DISCUSSION</p> <p>After the due processes, Council at its ordinary monthly meeting held on 27th January 2022, under CM 37.2/2022 (MCM 17.1/2022) approved the donation of N\$9,419.00 worth of sport materials to Ongwediva Football Club.</p> <p>Ongwediva City Football Club is a community based, non-profit-making club based in Ongwediva. The club is an affiliate of Namibia Football Association. The beneficiaries to the club are the Ongwediva Town Youth that are passionate about sport specifically in football activities.</p>	

During the ordinary Council monthly meeting of 27th April 2022, under CM 82.2/2022 (MCM 70.1/2022), Council further approved a donation of equipment and materials worth N\$10,000.00 to Booming Empowerment Project an integrated community development project.

It aimed at training youth to become agents of social change through behaviour change, serves as an effective HIV/AIDS learning empowering project while creating health awareness. They advocate for a Gender Based Violence Free Community and encourages entrepreneurs.

The two teams or projects were selected following public invitations and call for proposals. As required in terms of Section 30 (10 (z) (ii) of Local Authorities Act and the Council resolution, Ministerial Approvals are granted for the donations.

The handing over event took place on Friday, 22nd July 2022 at the Ongwediva Trade Fair Centre, Conference Hall. His Worship Taarah Shalyefu accompanied by Cllr. Ulalia Katonyala, Cllr. Jona Helao and Cllr. Kaarena Shikongo handed over the donations.

From the administration, Mr. Damian Egumbo, Mr. David Mulokoshi, Ms. Helena Nangombe, Mr. Nestor Imene, Mr. Desmond Tsibeb, Mr. Simon Hainana and Ms. Lonia Nghuulikwa attended the event.

The Kally's Music Academy from the Sam Nujoma Multi-Purpose Centre entertained the audience at the event. Representatives of various recipients were in attendance as well as members of the media and public members to witness the event.

FINANCIAL IMPLICATIONS

A combined amount of N\$ 18,350.30 (Eighteen Thousand, Three Hundred and Fifty Namibian Dollars and thirty cents) was spent in respect of the donations.

AUTHORISED VOTE: 001 1037 000

CONCLUSION AND RECOMMENDATION

Council donations continue to make significant impacts toward economic advancement and community development. It is on records that all the donations made were received wholeheartedly and appreciated by recipients as acknowledgments were made during the event and continue flowing to the council. The donations made by council also serves as a tool that brought and continue bringing council closer to people as the community feel they are valued and considered even with the little intervention and contribution. It is thus recommended that council should continue to boost its image through donations,

considering projects that are adding values and strictly other qualification criteria as stipulated in the approved donation policy.

See pictures below for information:





COUNCIL RESOLVED		
<ul style="list-style-type: none"> • That, Council takes note of the donation report as submitted by the Chief Executive Officer. • That, the donation report be shared with the public using various communication platforms. 	ALL	CCO

RESOLUTION: CM 134/2022		ACTION
CM 134/2022	DRAFT REGULATIONS AND TARIFFS No draft regulations or tariffs were submitted	

There were no any other businesses and the meeting closed at 18h09.

MINUTES APPROVED

CHAIRPERSON OF COUNCIL	DATE	CHIEF EXECUTIVE OFFICER
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