

Our Ref: 13024.12959 Your Ref: Date: 9 November 2016

Contract No. RA/CS-CR/05-2015,

Design, Tender Documentation, Contract Administration and Site Supervision of Rural Access Roads in the Omusati and Ohangewena Regions

MINUTES OF STAKEHOLDER MEETING – OHANGWENA REGION

DATE & TIME: 8 November, 10h00

VENUE: Community Library, Ohangwena, Ohangwena Region

ATTENDANCE: refer to attached attendance list (Annexure 1)

ABBRIVIATIONS: OHANGWENA REGIONAL COUNCIL (ORC)

HELAO NAFIDI TOWN COUNCIL (HNTC)
ROADS AUTHORITY (RA)
MINISTRY OF EDUCATION (MOE)

MINISTRY OF HEALTH & SOCIAL SERVICES (MOHSS)
WML CONSULTING ENGINEERS (WML)

APOLOGIES: None

	MINUTES					
<u>ltem</u>	<u>Description</u>	<u>Action</u>				
1	OPENING OF PROCEEDINGS AND WELCOMING					
1.1	The meeting was opened by Hon. Councillor F Ikanda from the ORC and all were welcomed and thanked for their attendance.					
2	INTRODUCTION OF THE REPRESENTATIVES OF THE OHANGWENA REGIONAL COUNCIL AND OTHER STAKEHOLDERS					
2.1	Everyone present from the stakeholders introduced themselves.					

DIRECTORS: L BOYE Inc. Eng., Member of EPA

N LOUW Pr Eng BSc B Eng (Mechanical) MBA Cert. of Com. Factories + Mines, A.A. Arb., Reg Adjudicator

RK GERDES Pr Eng B Eng (Electrical & Electronics) MECN

IN ASSOCIATION WITH WML CONSULTING ENGINEERS (COAST) (PTY) LTD

DIRECTORS: J VAN DEN BERG* R Eng B Eng MSAICE MECN,

B VOLKMANN* Pr Eng B Eng MSAICE MECN * South African, M KLOOS* Pr Eng B Eng Hons BIng MIng



3	INTRODUCTION OF THE CONSULTANT	
3.1	After the introduction by the Stakeholders, the word was given to the	
	Consultant.	
	Mr. K Harlander introduced the members the Consultant's team and	
	the representative of the Roads Authority, Ms. Martha Shikangala.	
	He also gave a brief introduction of WML Consulting Engineers.	
4	PRESENTATION OF THE PROPOSED PROJECT	
	A Power Point Presentation was given to the audience covering the	
	following topics. (a handout of the presentation is attached to the	
	minutes in Annexure 2)	
4.1	Background of the Project	
4.1.1	Feasibility Study 2014	
	Mr. K Harlander informed the meeting that a Feasibility Study on Flood	
	Affected Facilities was carried out in 2014. In this study, a total of 74	
	facilities were identified in pre-selected constituencies and presented	
	to the Omusati and Ohangwena Regional Council.	
	The Identified facilities in the Ohangwena Region were presented to	
	the ORC in a meeting on 4 April 2014.	
	After consultations and discussions an agreement was reached to	
	include 46 facilities from the pre-selected constituencies in the	
	Ohangwena Region.	
	The ORC approved the list of selected facilities in a letter dated 30 May	
	2014.	

4.1.2 Project Objective

The Consultant explained that the main objective is to create access to the selected flood affected facilities, so that they can also be reachable during flood season.

Furthermore, the labour based construction method of the access roads was mentioned.

The Consultant also explained that the RA and the Donor of the Project KfW will employ Emerging Contractors for the construction phase. A number of 8 emerging contractors will be employed in the second phase, which covers the Ohangwena Region.

4.2 Road Design

Mr. K Harlander explained the key design figures and principles for the access roads, such as

- Road width of 6m:
- 60 km/h design speed;
- Fill layers plus 1 layer of gravel wearing course;
- To follow existing tracks and preferred routes of road user;
- Short crossings of flood areas / oshanas;
- 30m wide road reserve and associated compensation efforts.

4.3 Proposed Road Alignments

Mr. Harlander informed the meeting that draft alignment proposals have been prepared, based on the information received in the feasibility study. These draft alignment proposals have been presented to the RA and principal approval was received.

The next step was, that the Consultant has visited all 46 facilities located in the Ohangwena Region and presented the proposed alignment to the immediate road users. During this field operation between 31 October and 4 November 2016, 2 teams have visited the

relevant school principals and teachers as well as doctors and nurses. The list of facilities and names of the representatives visited are attached in Annexure 3.

Except for 2 requested changes (as indicated in detail later), the proposed alignments have been accepted by the immediate road users. In addition it was found that 7 roads have already been included in other road projects from the RA in the meanwhile and have thus been excluded from the present project.

The Consultant explained, that after approval by the RA and immediate road users, the main purpose of this stakeholder meeting is to agree on routes to the concerned facilities.

For this purpose, Mr. Harlander shortly explained the following guiding principles used to select the proposed routes:

- Preferred routes by Users
- Road Safety
- Geometric Design Criteria
- Existing Properties / agricultural fields / fruit bearing trees
- Drainage Concerns
- Borrow Pits

After this, layout plans of the access roads situated in the present constituency have been projected onto the wall for further discussions.

The comments on the road alignments received from the meeting (and also from the field visits carried out in the previous week) to each road are summarized hereafter. Other specific comments and questions are listed under Item 6 of this minutes.

4.4 Comments from Community on Road Alignments during Field Visits 31 October – 4 November 2016

Except for the following two roads, the proposed route alignments have been accepted by the School Principals and Doctors / Nurses:

Road 27: Ongonga PS & Omahenge CS

While the first section of the road up to Ongonga PS was agreed on and accepted, the users requested to connect Omahenge CS to Onekwaya Clinic (Road 12) instead of Ongonga PS.

Road 32: Shituwa SS

Shituwa SS is currently being upgraded and extended. The new site layout plan foresees the new entrance gate south-west of the proposed end of the road. It was thus requested to shift the road alignment as such to end up at the new entrance gate as per the new site layout plan.

The following seven roads were found to be already under construction or included in other roads projects by the RA and have thus been removed from this project:

Road 1: Oshitutuma JP

The road has already been constructed under the DR3624 project.

Road 18: Eudafano Clinic & Ohaingu JPS

The road has already been constructed under the DR3608 project.

Road 19: Oipya CS

The road is already part of DR3650, which is at a more advanced stage than the present project.

Road 24: Onhenga PS

The road is already part of the DR3647 project.

Road 25: Etameko CS

The road is already part of the DR4113 project.

Road 26: Omundudu CS

The road is already part of the DR3647 project.

Road 31: Peumba CS

The road is already part of the DR4113 project.

4.5 Comments from Stakeholder Meeting - Ohangwena

The following specific comments were made:

Road 4: Ngitheke JPS

The Mayor of Helao Nafidi informed the Consultant that there is a potential for extending the formalized area where the road starts. The road layout needs to be sent to the HNTC for verification of the route.

WML responded to do so.

WML

Road 7: Ohangwena CS

The road passes through an area which has been selected by the HNTC for an extension of the twon. The road layout needs to be sent to the HNTC for verification of the route.

WML responded to do so.

WML

Road 37: Tulihongeni CS;

Road 38: Onambebwe CS

Road 39: Engungumano PS

	The Councilor of the Engela Constituency requested that all these 3 roads should be connected to DR3647 instead of DR3609 as requested by the teachers of these institutions. The Councilor mentioned that the larger portion of the community would benefit from a road connection to DR3647 and that also the school circuit office is along DR3609. WML responded that they would contact the Councilor to show them the preferred routes and that a letter would be prepared for the Client to make a decision in this regard.	WML / Councilor Engela Constituency
5	PROGRAM	
5.1	Implementation of Project Mr. Harlander informed the meeting that the next steps to be taken are: • Survey (to be completed in November 2016) • Design & Tender Documentation • Call for Tenders (in April 2017) • Start of Construction (June / July 2017) • End of Construction (September / October 2018) It was however also mentioned, that the proposed implementation plan is subject to the availability of funds and represents the ideal time line, assuming no delays.	
6	DISCUSSIONS / QUESTIONS FROM THE MEETING	
	Apart from road specific comments listed under Item 4.5 above, the following statements and questions were addressed:	
6.1	Question: Can Oshandi CS, situated in the Ondobe Constituency be included in the project? The School is severely affected by floods. Answer: Facilities in the Ondobe Constituency were not part of the preselected constituencies included in the scope of the feasibility study.	

	However, the Consultant would bring the request forward to the Client for a decision.	WML/RA
6.2	Question: Can borrow pits be dug in the Oshanas, so that dams are created which would form additional benefits for the community.	
	Answer: The location of borrow pits are governed by the availability of suitable gravel material. Normally, these gravel pockets do not occur inside oshanas but rather of the sides.	
6.3	Statement: Road 26 to Omundudu CS is located in the Engela Constituency and not in the Ongenga Constituency as wrongly listed.	
	Answer: The Consultant has taken note and promised to rectify this error.	WML
6.4	Statements (Ambassador Hishongwa): It is important to make sure that the roads are not build in the wrong political areas. The councilors will know best where the roads should be built, as they represent the community.	
	The compensation for land and tress is welcomed but should be carefully planned.	
	When taking gravels from the areas, it is important that borrow pits are left in an acceptable state, so that they do not pose danger and communities are able to use and access them safely.	
	It is important to keep in mind that the recent floods have not been as severe as about 40 years ago. If the roads are too low, they will be washed away.	

Facilities in other constituencies which are not part of the project but also affected by floods, need to be looked at and not forgotten about. The problem of flooding is not limited to the pre-defined facilities.

Answer: The comments have been noted and would be considered in the design and planning stage.

Question: Why was Shikeva CS omitted from the project? The list supplied by MOE during the 2014 meeting included Shikeva School.

Answer: The feasibility study specified a maximum distance of 5km from the school to a proclaimed road as a pre-requisite. Due to the remote area, the school was thus not considered eligible. The Consultant would however forward the concern to the Client in order to make a decision.

WML / RA

Statement: Road 18 to Ohaingu JPS and Eudafeno Clinic has already received an access road from the DR3608 project and has thus been removed from scope. However, the quality of the access road is claimed to be sub-standard and the road should thus be included again.

Answer: The Consultant will evaluate the road condition and give his comments and recommendation to the Client for a decision.

WML / RA

Question: Can Epoli CS, Ondeileka CS and Ondenombo CS of the Omulonga Constituency be included in the project. They are also affected by flooding and could be linked to the B1.

Answer: The Omulonga Constituency was not part of the pre-selected constituencies of the project and these schools have thus not been considered. The Consultant would however forward the concern to the Client in order to make a decision.

WML / RA

6.8	Question: Why was Ohaukelo Clinic (Road 40) then considered, as it is also located in the Omulonga Constituency?	
	Answer: During the feasibility study it was decided with the Client that Clinics are seen "more important" as schools, as their accessibility can save lives. Therefore an exception was made to Ohaukelo Clinic.	
6.9	Question: Can Ondjadjakwi CS in the Endola Constituency be added to the project? The School is also affected by floods.	
	Answer: The comment has been noted and the Consultant would bring the request forward to the Client for a decision.	WML/RA
6.10	Question: Can the new clinic at Onanghulo be connected with the access roads? The new clinic is just about 200m behind Onanghulo CS, which is connected with Road 29.	
	Answer: The new clinic will be connected and Road 29 would be extended accordingly.	
6.11	Question: Engela Clinic cannot be accessed because of the poor road maintenance and potholes. Can RA do something about that?	
	Answer: Ms M Shikangala from the RA said that this would not be part of this project, but the complain should be formally forwarded to the Maintenance Division of the RA.	
6.12	Statement by Councilors: When the Consultant visits the facilities in future, the Councilors should be informed to accompany them.	
	Answer: The comment was noted and will be considered in future.	
6.13	Statements by M Shikangala, RA:	

	It is important to remember that these funda have been allocated to provide access roads to flood affected schools and clinics only.	
	Funds are limited and this means that not all requested facilities can be accommodated.	
	The Councilors are requested to inform their communities about the project and the people from the Consultant that will possibly be coming around to look at materials or survey the road.	Councilors
7	CLOSURE & CONCLUSION	
7.1	Closing Remarks	
	Mr. Karl Harlander from WML summarized the decisions taken during	
	the meeting and presented some key facts of the project in the	
	Ohangwena Region.	
7.2	Closure	
	Mr. Harlander thanked all participants for their contributions and closed the meeting at 12h30.	

Minutes compiled by K Harlander (WML)

Annexures: (1) Attendance List

(2) Presentation Handouts

(3) List of facilities and contacts

DISTRIBUTION LIST

Ohangwena Regional Council (ORC) 065 263 033 Fax: Helao Nafidi Town Council email: kamatyon@iway.na (HNTC) Ministry of Education (MOE) Fax: 065 220 224 MOHSS – Mr. J Hango Fax: 065 263 225 Ms M Shikangala (RA) Fax: 061 284 7155



ROADS AUTHORITY NAMIBIA 0 F

STAKEHOLDER CONSULTATION MEETING OHANGWENA, 8 NOVEMBER 2016

CONTRACT NO. RA/CS - CR/05-2015
RURAL ACCESS ROADS IN THE OHANGWENA AND OMUSATI REGIONS

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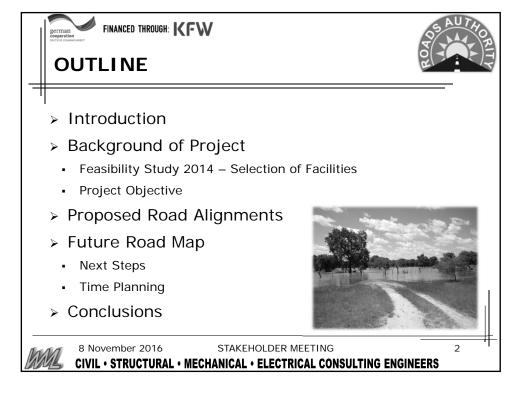
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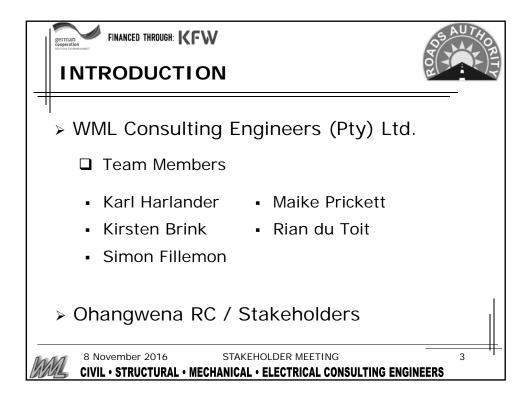
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RURAL ACCESS ROADS IN THE OHANGWENA AND OMUSATI REGIONS

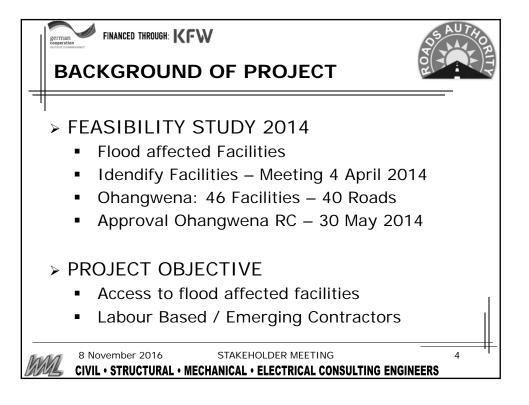
ATTENDANCE LIST

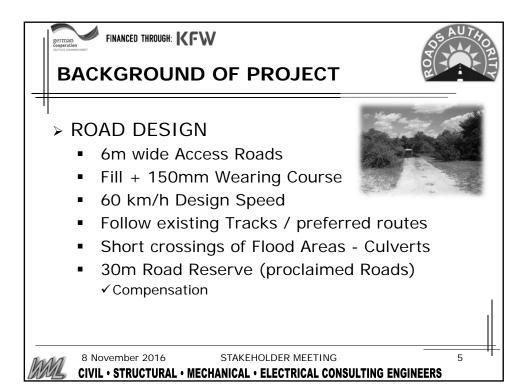
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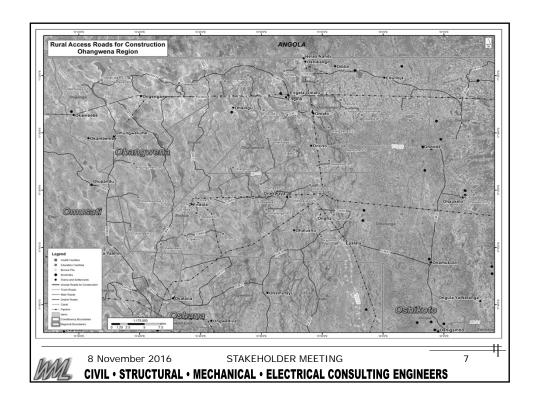


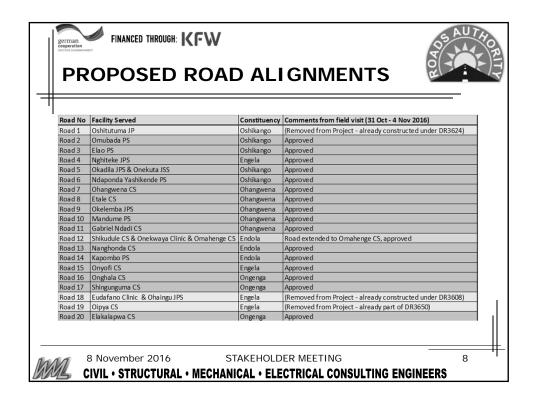


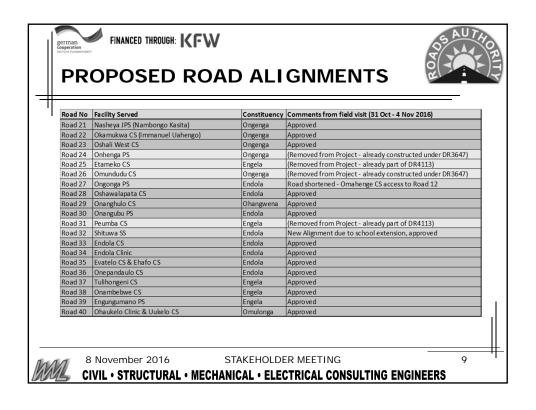


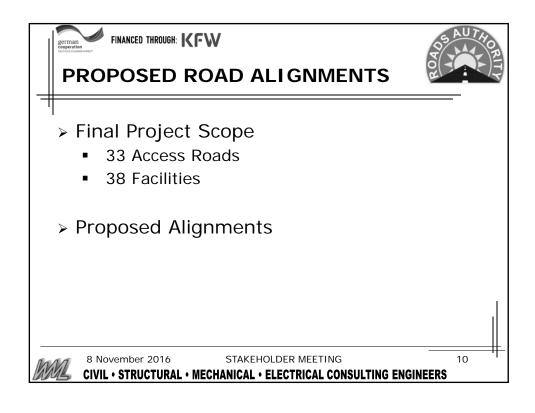


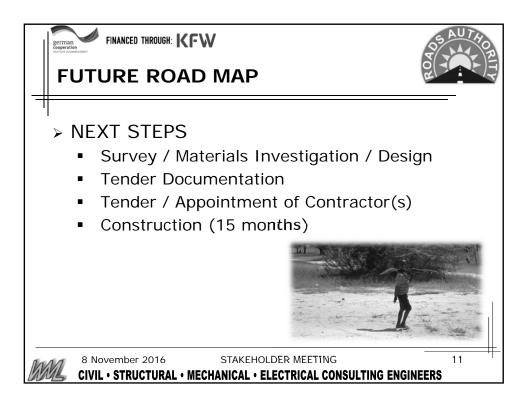


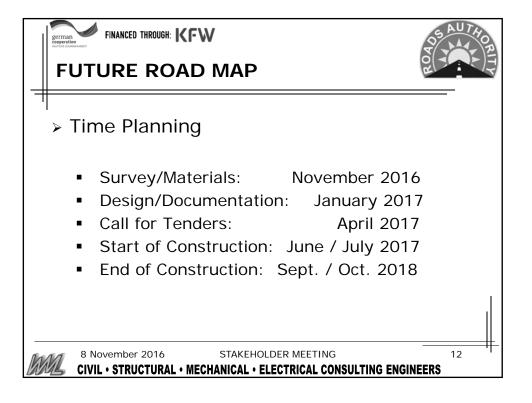


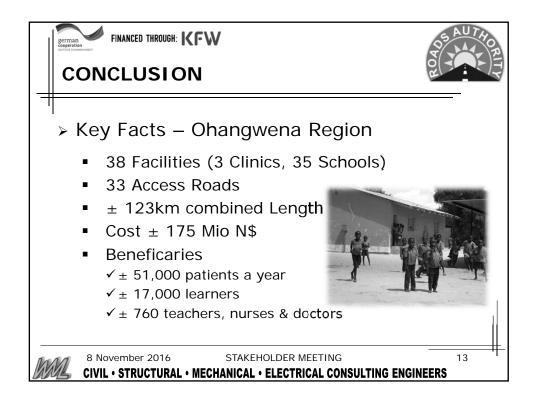


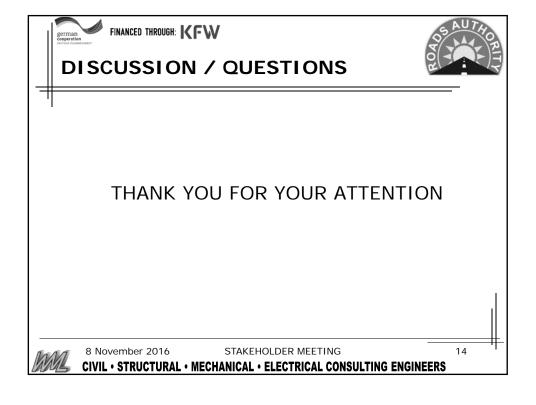












Road No	Facility Served	Constituency	Comments from field visit (31 Oct - 4 Nov 2016)
Road 1	Oshitutuma JP	Ondobe	(Removed from Project - already constructed under DR3624)
Road 2	Omubada PS	Oshikango	Approved
Road 3	Elao PS	Oshikango	Approved
Road 4	Nghiteke JPS	Engela	Approved
Road 5	Okadila JPS & Onekuta JSS	Oshikango	Approved
Road 6	Ndaponda Yashikende PS	Oshikango	Approved
Road 7	Ohangwena CS	Ohangwena	Approved
Road 8	Etale CS	Ohangwena	Approved
Road 9	Okelemba JPS	Ohangwena	Approved
Road 10	Mandume PS	Ohangwena	Approved
Road 11	Gabriel Ndadi CS	Ohangwena	Approved
Road 12	Shikudule CS & Onekwaya Clinic & Omahenge CS	Endola	Road extended to Omahenge CS, approved
Road 13	Nanghonda CS	Endola	Approved
Road 14	Kapombo PS	Endola	Approved
Road 15	Onyofi CS	Engela	Approved
Road 16	Onghala CS	Ongenga	Approved
Road 17	Shingunguma CS	Ongenga	Approved
Road 18	Eudafano Clinic & Ohaingu JPS	Engela	(Removed from Project - already constructed under DR3608)
Road 19	Oipya CS	Engela	(Removed from Project - already part of DR3650)
Road 20	Elakalapwa CS	Ongenga	Approved
Road 21	Nasheya JPS (Nambongo Kasita)	Ongenga	Approved
Road 22	Okamukwa CS (Immanuel Uahengo)	Ongenga	Approved
Road 23	Oshali West CS	Ongenga	Approved
Road 24	Onhenga PS	Ongenga	(Removed from Project - already constructed under DR3647)
Road 25	Etameko CS	Engela	(Removed from Project - already part of DR4113)
Road 26	Omundudu CS	Engela	(Removed from Project - already constructed under DR3647)
Road 27	Ongonga PS	Endola	Road shortened - Omahenge CS access to Road 12
Road 28	Oshawalapata CS	Endola	Approved
Road 29	Onanghulo CS	Ohangwena	Approved
Road 30	Onangubu PS	Endola	Approved
Road 31	Peumba CS	Engela	(Removed from Project - already part of DR4113)
Road 32	Shituwa SS	Endola	New Alignment due to school extension, approved
Road 33	Endola CS	Endola	Approved
Road 34	Endola Clinic	Endola	Approved
Road 35	Evatelo CS & Ehafo CS	Endola	Approved
Road 36	Onepandaulo CS	Endola	Approved
Road 37	Tulihongeni CS	Engela	Approved
Road 38	Onambebwe CS	Engela	Approved
Road 39	Engungumano PS	Engela	Approved
Road 40	Ohaukelo Clinic & Uukelo CS	Omulonga	Approved

Road No	Facility	Contact Person	Position	Contact No.		
Road 2:	Oumbada PS	Hailaula Oscar	Principal	(081) 2338896		
Road 3:	Elao PS	Jeremia Haikali	Principal	(081)2185696		
Road 4:	Nghiteke JPS	Emilia Kapofi	Principal	(081)3750308		
Road 5:	Okadila JPS	Ndilimeke Namweya	Principal	(081) 2447261		
Road 5:	Onekuta JSS	Nelson Hailundu	Principal	(081)2803853/065245516		
Road 6:	Ndaponda Yashikende PS	Martina Mikka	Principal	(081)1249156/065260072		
Road 7:	Ohangwena CS	Filipus Shafunda	Principal	(081)2787963/065260070		
Road 9:	Okelemba JPS	Stefanus	Principal	(081)2727988/065260028		
Road10:	Mandume PS	Sem Hambongo	Principal	(081)6525310/065262546		
Road 12:	Shikudule CS	Naarah Shalyefu	Principal	(081)1244470/065268305		
Road 12:	Onekwaya Clinic	Ms Martha Ndemuwenda	Nurse	0812260318 / 065260165		
Road 13	Nanghonda CS	Patrick	Principal	(081)2398511		
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Road 14	Kapombo CS	Nauyoma P	Principal	(081)2401333		
Road 40	Ohaukelo Clinic	Mr Hambati Junias	Nurse	0811596990		
Road 40	Uukelo CS	Lovisa Nampala	Principal	0856326215		
Road 8	Etale CS	Frans Ankome	Principal	(081)4045812		
Road 11	Gabriel Ndadi CS	Immanuel Ndotomwiyo	Principal	(081)2810901/065260191		
Nodu II	Gabrier Nadar C5			(001,2010001,000100101		
Road 27	Ongonga PS	Kamati Victoria	Principal	(081)3055715		
Road 27	Omahenge CS	Gerhard Shimonga	Principal	(081)2846238		
Road 28	Oshawapala CS	Liakuwa	Principal	(081)6500691		
Road 29	Onanghulo CS	Sedekia Undjombala	·	(081)4477555		
Road 30	Onangubu PS	Klaudia Shangheta	Principal Principal	(081)2921572		
Road 31	Peumba CS	Oscar Kashululu	Principal	0814441777		
Road 15 Road 16 Road 17 Road 18 Road 18	Onyofi CS Onghala CS Shingunguma CS Eudafano Clinic Ohaingu JPS	Salomon Kanghono Absai Haiduwa Ndilimeke Halweendo Ms Ulla Nghihalwa Lazarus Nghipandulwa	Principal Principal Principal Nurse Principal	(081)2694951/0814045812 (081)2837274 (081)1274111 0811618573 (081)2895099		
Road 19	Oipya CS	Laimi Kafidi	Principal	(081)2581012		
Road 20	Elakalapwa CS	Edward Samuel	Principal	(081)1480864/065268383		
Road 21	Nasheya JPS (Nambongo Kas	Matheus Hangula	Principal	(081)2575979		
Road 22	Okamukwa CS (Immanuel Ua		Principal	(081)1484257		
Road 23	Oshali West CS	Kingsley Shimulya	Principal	(081)2365990		
Road 24	Onhenga PS	Veino Hamupanda	Principal	(081)2778761/0811288493		
Road 25	Etameko CS	Antonius Amugongo	Principal	(081)2511889		
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Road 26	Omundudu CS	Elifas Haifidi	Principal	(081)6936993/0855810175		
Road 35	Ehafo CS	Nabot Shopati	Principal	(081)2582208		
Road 35	Evatelo CS	Petrus Twadile	Principal	(081)2602019		
Road 36	Onepandaulo CS	Fredrick Simasiku	Principal	(081)1284219		
Road 37	Tulihongeni CS	Petrus Conelius	Principal	(081)2621260/065266636		
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Road 38	Onambebwe CS	Moses Kandila	Principal	(081)2920953/065225517		
Road 39	Engungumano PS	Alpheus Nghimwenavali	Principal	(081)2618225/081328505		
Road 32	Shituwa SS	Mr Nghinyengwasha	Principal	0813753690/(081)1292411		
Road 33	Endola CS	Gerhard lipumbu	Principal	(081)2468169		
Road 34	Endola Clinic	Ms. Shifidi Ndilimeke	Nurse	0812694609 / 065268807		
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