

**OFFICE OF THE PRIME MINISTER
YOUTH EMPLOYEMENT IN DIGITAL & ANIMATION INDUSTRIES PROJECT (YEDAIP)
47B SOUTH CAMP ROAD, KGN 4**

**MINUTES OF SITE VISIT CONDUCTED AT THE PARADE GARDENS COMMUNITY CENTRE ON JULY 13,
2018**

1. PRESENT:

- Mr. Winston Roberts, Construction Manager – YEDAIP
- Rackeal-Hart Thompson, Procurement Specialist – YEDAIP
- Mr. Olatunde Akanbi, Radcan Roofing & Construction
- Mr. Donald Ainsworth, K&R Construction
- Mrs. Sandra Buchannan, President, Parade Gardens Community Development Committee

2. CALL TO ORDER ORDER/OPENING REMARKS

- The site visit meeting was called to order at 2:05 pm;
- The Construction Manager gave an overview regarding the relationship between the Rehabilitation of the Parade Gardens Community Centre and the objectives of the YEDAIP, which is to facilitate the training of unattached youths in Digitization.

3. ITEMS DISCUSSED

- All areas of the work were shown to the contractors.
- A section of the existing perimeter wall is to be repaired and painted to match the existing colour-scheme
- The zinc fence is to be removed and replaced with reinforced concrete block wall
- The meeting was joined by Minister MP Ronald Thwaites who gave an overview of the Community Centre's Vision.

4. ADJOURNMENT

- The site visit was ended at 2:40 p.m.