



GUINNESS MSA (GMSA) LAND

STEERING COMMITTEE REPORT

The GMSA steering committee



Chris Erhagbe
Osamede Uwubanmwen
Gbenga Ojerinde
Agina Chijioke
Victor Atere
Lanre Yusuff
Tony Agah
Frank Okwuobi

Terms of reference of the committee

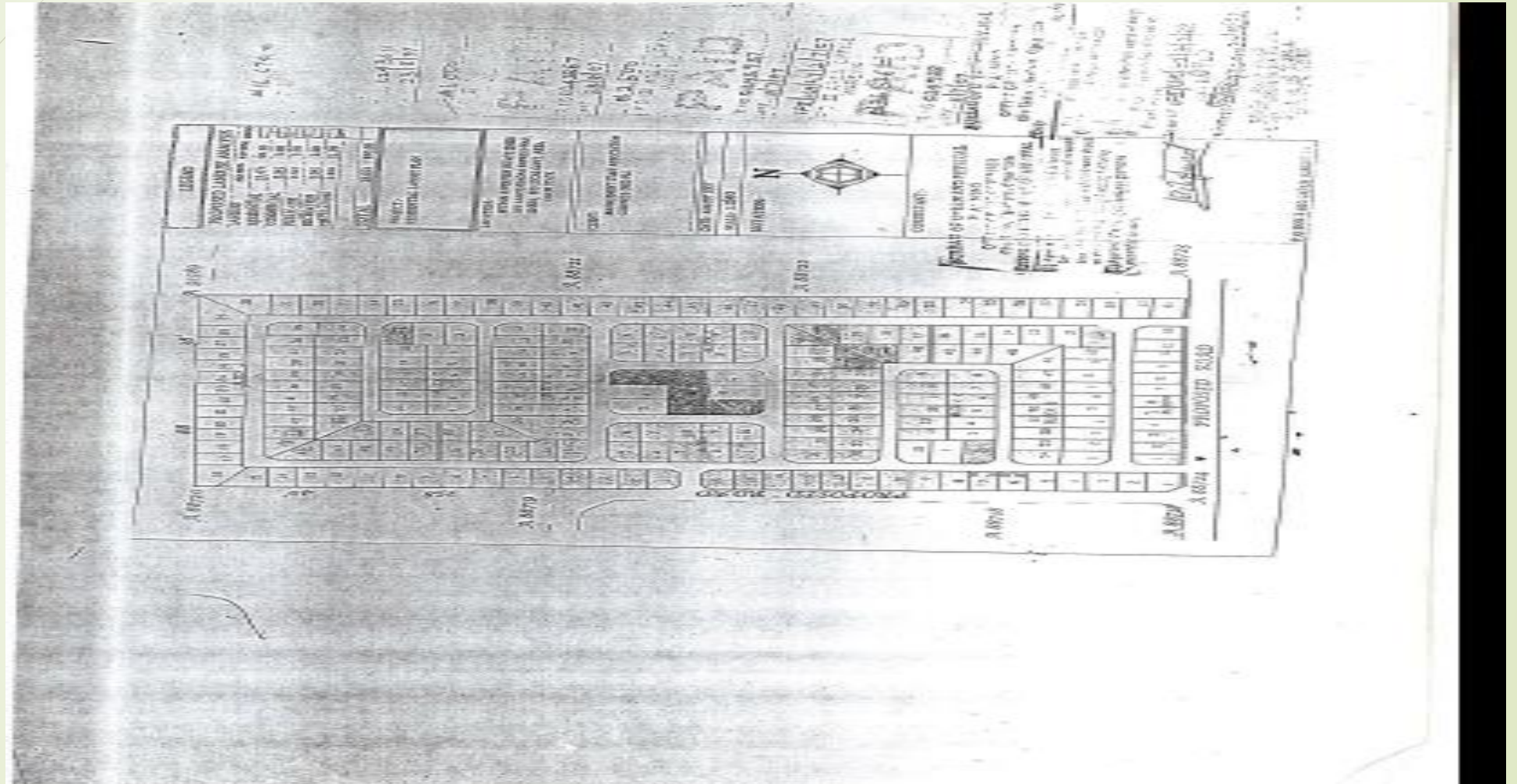
1. Articulate a clear road map with milestones for the take-off of an estate management system
2. Propose a leadership structure for the group is Exco, Board of Trustees etc
3. Establish what it will take to get the group duly registered with legal muscles to flex when necessary.
4. Conduct elections into the Exco.
5. Establish the full history of the land with proper status update, subscribers, status with government, debtors and other relevant information that will form the foundation for the take-off for the new exco.
6. Continue the recruitment drive to ensure all landowners are located and enrolled on the platform and manage the platform for the time being
7. The steering committee to conclude their assignment in one month (9 April 2018).

BRIEF HISTORY AND LAND OWNERSHIP





Layout of the land





Key facts

- Total land area is 18.05 hectares
- Total number of plots = 255 plots
- Sizes of plots range from 500sqm to 600 sqm
- Average size of plots = 550sqm
- Total number of allocated plots = 245
- Total number of reserved plots for commercial consideration = 10

Key historical developments

- May 2005 Guinness MSA contracts Barr. Ayodele to source land
- 2006 Guinness MSA (GMSA) gets offer from Ogun state government
- GMSA secures loan from Union homes to procure the land.
- GMSA takes possession of the land
- Land is bulldozed and levelled
- 2010 Allocation of land commences
- Perimeter fencing was done
- Contract worth 100 Million Naira was awarded to Barrister Ayodele to produce individual deeds for the plots.
- Final payment made to barrister Ayodele for all 245 deeds

Account Status

- GMSA has a current account no 0192050000368 at the Opebi branch of Union Homes
- Currently has a credit balance of **N819, 816.39** in the account
- Union Homes is almost distressed but hope of accessing the money is not completely lost.

Subscribers reconciliation of 10th march 2009

	No of Plots subscribed	Amount Paid =N=	Amount Outstanding =N=	Total Amount Due =N=
Guinness Employees	211	201,311,565.32	11,642,561.17	212,954,126.49
Union Home Employees	9	9,000,000.00	0.00	9,000,000.00
Friends of Union Homes	11	15,500,000.00	1,000,000.00	16,500,000.00
	231	225,811,565.32	12,642,561.17	238,454,126.49

DEEDS OF ASSIGNMENT

- ▶ Barrister Ayodele executed 245 deeds of assignment
- ▶ Initial fee per deed was N395, 325.14
- ▶ Subsequently, 18% penalty was applied and rate rose to N466,483.67
- ▶ As at today, 180 have been paid for and collected
- ▶ There is a balance of 65 Deeds to be collected
- ▶ We can generate **N30,321,436** If balance deeds are collected and paid for.

POSSIBLE SOURCE OF FUND FOR TAKE-OFF OF PROPOSED ACTIVITIES

S/N	ITEM	AMOUNT
1	DEBTS FROM ORIGINAL PAYMENT FOR LAND	12,642,561
2	UNCOLLECTED DEEDS OF ASSIGNMENT	30,321,436
3	BANK BALANCE WITH UNION HOMES	819,816
4	SALE OF RESERVED PLOTS	
TOTAL		N43,786,813+

OPTIONS FOR DEVELOPMENT



Motivation to initiate development

- Ensure land remains dry all through the wet season
 - Put a drain channel to the government channel
 - Obtain previous land surveys of the land showing susceptibility of land being water logged
 - Consider option of sand filling to raise level and allow water to flow out of the site into main government drainage system
- Access Road to the plot to be made motorable
 - Minimal Grading will be required as a start
 - Hold a physical meeting there after grading
- Grading of the major internal roads in the plot of land
 - Minimal grading to help access individual plots
- Marking out of the plots
 - Make sure the beacons are there and readable to eliminate ambiguity
- Protection and security prospective developers
 - Ensure adequate security of those ready to start construction from Omoniles and other external influences
 - Build the front wall and gate to ensure materials left at site are secure and also help keep omoniles out

Development approach

Development Options

- Individual funding (Build your own house but to agreed spec of the area)
- Use a developer to develop the whole area
- Use a developer, individuals who cannot afford to pay for cost of development can reach agreement with developer to take part of the land as payment.
- Individuals pay the developer for their building. Could be by mortgaging some flats for those building flats, pay outright, e.t.c
- Use a developer to develop the area for uniformity and people redeem their buildings. To do this, We obtain a loan as a Body “MSA” from a funding source (Banks, Homes funding e.t.c) using the commercial plots as collateral and then pay the Developer.

PROPOSAL FOR ELECTION

Group 1 Presentation

Victor Atere

Frank Okuwobi

Osamede Uwubanmwem

Open Offices for Election

1. President.
2. Vice - President.
3. General secretary
4. Assistant General secretary
5. Financial Secretary
6. Treasurer
7. Legal Adviser
8. Social/Welfare Secretary
9. Publicity Secretary
10. Chief Whip
11. Head Works and Maintenance.
12. Head of Security

Election Options

- ▶ Elect Officers into all 12 open positions now
- ▶ Elect officers into relevant position at this stage and fill other position as we grow – suggested positions that can wait are:
 - Social/Welfare Secretary;
 - Head of Security
 - Chief Whip.

Election Modalities

- Candidates for election can either be nominated by others or self. They must accept the nomination via the same means or media of nomination as a confirmation of commitment to serve.
- Election will be conducted by a five-man electoral committee set up for this purpose.
- Election can be by:
 - Open ballot (if circumstance and situation permit)
 - Electronic voting via WhatsApp platform or other transparent electronic means, or
 - Combination of both so as not to disenfranchise residents living in other geographies.
- Winners shall be by simple majority.
- Officers can only serve for a maximum two terms. A term will be two years.
- Election will be held into new office 1 month to the end of an incumbent executives.
- Elected officers must be sworn in into office with an oath of office administered and must be duly signed.
- Candidates must campaign/address the Residents on their plans/manifestoes for a period not more than two weeks before election. There shall be no campaign or canvassing for election/votes when election kicks off.

Electoral Committee

- ▶ Electoral committee shall be constituted to undertake and supervise election into open offices for the Estate Residents Association.
- ▶ A maximum five-man committee must be appointed from Residents only. Either by nomination or selection. Each member must accept to serve.
- ▶ Position in the electoral committee shall be as follows:
 - Chief Returning Officer
 - Electoral Committee Secretary
 - Resident Officer (3 Positions)

Electoral Committee cont.

- No Electoral committee member shall contest for any position into the executive roles
- Election results can only be announced by the Chief Returning Officer only after due consultation with the committee members.
- Dispute and clarification on election matters shall be addressed to the Electoral committee in the first instance before further escalation to another constituted body approved by the Residents for resolution of this nature.

Executive Offices

1. President.
2. Vice President.
3. General Secretary
4. Assistant General Secretary
5. Financial secretary
6. Treasurer
7. Legal adviser
8. Social/Welfare Officer
9. Publicity Secretary
10. Chief Whip
11. Head, Works and Maintenance.
12. Head of Security

Responsibilities of each office

The President

➤ The President shall:

- Be the Head of Guinness MSA Estate Residents Association Isheri, Ogun State Executive Committee
- Direct the affairs of Guinness MSA Estate Residents Association Isheri, Ogun State.
- Be responsible for the good working and management of Guinness MSA Estate Residents Association Isheri, Ogun State office;
- Preside over all the Meetings of Guinness MSA Estate Residents Association Isheri, Ogun State, including all the meetings of the Executive Committee.
- Be responsible for convening all the meetings of the Executive Committee at such time and place as may be deemed expedient.
- Have the power to appoint members unto standing/ad hoc committees to carry out specific functions.

Electoral Committee cont.

▶ The Vice President.

- The Vice President shall:
- Deputize for the President in his absence:
- Assist the President in every way concerning and affecting the work of the Executive Committee;
- Perform such other functions as the President may from time to time assign.

Electoral Committee cont.

- ▶ The General Secretary.
 - The Secretary shall;
 - Head the secretarial Sub-Committee of Guinness MSA Estate Residents Association Isheri, Ogun State
 - Be responsible for the management of the day-to-day operations of Guinness MSA Estate Residents Association Isheri, Ogun State.
 - Be responsible for all secretarial duties of Guinness MSA Estate Residents Association Isheri, Ogun State.
 - Take the minutes of all Meetings of Guinness MSA Estate Residents Association Isheri, Ogun State.
 - Respond to all correspondences on behalf of Guinness MSA Estate Residents Association Isheri, Ogun State
 - Be responsible for giving notice of all Meetings of Guinness MSA Estate Residents Association Isheri, Ogun State under the direction of the President.

Electoral Committee cont.

► The Asst. General Secretary.

The Asst. Gen. Secretary shall:

- Deputize for the Gen Secretary in his absence:
- Assist the Gen Secretary in every way concerning and affecting the secretariat work of the Association;
- Perform such other functions as the General Secretary as may from time to time assign.

Electoral Committee cont.

► The Financial Secretary

- The Financial Secretary shall:
- Head the Financial team of Guinness MSA Estate Residents Association Isheri, Ogun State.
- Collect all monies due to Guinness MSA Estate Residents Association Isheri, Ogun State and pay same into Guinness MSA Estate Residents Association Isheri, Ogun State Bank Accounts;
- Keep a true and accurate account of all monies received by him and all payments made on behalf of Guinness MSA Estate Residents Association Isheri, Ogun State.
- Issue receipt of all monies received by him.
- Submit on demand all records kept by him for checking by the Internal or External Auditors appointed by Guinness MSA Estate Residents Association Isheri, Ogun State.
- Prepare and submit a Quarterly Income & Expenditure Account and a Balance Sheet;
- Perform such other functions relating to his duties, as the Executive Committee may from time to time assign.

Electoral Committee cont.

► **The Treasurer**

- The Treasurer shall keep in safe custody, all passbooks, cheque books, bills of exchange, promissory notes and vouchers of Guinness MSA Estate Residents Association Isheri, Ogun State.
- Manage the disbursement of all payment for Guinness MSA Estate Residents Association Isheri, Ogun State.
- Perform such other functions relating to his duties, as the Executive Committee may from time to time assign.

► **The Legal Adviser**

The Legal Adviser shall;

- Head the Legal Sub-Committee of Guinness MSA Estate Residents Association Isheri, Ogun State
- Be responsible for overseeing all legal matters relating to the object of Guinness MSA Estate Residents Association Isheri, Ogun State and in the running of the Estate, whether or not provided by him or Executive Committee or a Law Firm contracted for the aforementioned purposes.
- Perform such other functions relating to his duties as the Executive Committee may from time to time assign.

Electoral Committee cont.

➤ The Social/Welfare Officer

The Social/Welfare Officer shall:

- He shall be responsible for the development and execution of all social/welfare matters concerning the estate.

➤ The Chief Whip

The Chief Whip shall:

- Maintain discipline/orderliness among residents in meetings both Executive and General assembly.
- Support the President in performing such other functions relating to his duties as the Executive Committee may from time to time assign

➤ The Publicity Secretary.

The Publicity Secretary shall:

- He shall be responsible for the development and execution of all publicity matters concerning the estate

Electoral Committee cont.

➤ **The Head of Security.**

The Head of Security shall:

- head the Security affairs of Guinness MSA Estate Residents Association Isheri, Ogun State
- be responsible for overseeing all matters relating to security of the estate, whether or not provided by him or a committee constituted for the aforementioned purposes;
- perform such other functions, relating to his duties, as the Executive Committee may from time to time assign.

➤ **The Head, Works and Maintenance.**

The Head, Works and Maintenance shall;

- head the Works and Maintenance affairs of Guinness MSA Estate Residents Association Isheri, Ogun State
- be responsible for overseeing all environmental matters relating to the overall cleanliness and orderliness of the estate, including compliance with building regulations, and proper disposal of refuse and sewage in the estate, whether or not perform by him or a committee constituted for the aforementioned purposes.
- be responsible for overseeing all matters relating to utilities in the public areas of the estate, including the provision of utilities, e.g. power, water, telecommunications whether or not provided by him or a committee constituted for the aforementioned purposes;
- Perform such other functions, relating to his duties, as the Executive Committee may from time to time assign

Board of trustees

- There shall be a Board of Trustees (“The Trustees”) who shall be appointed at a General Meeting by, at least, two-third majority votes of members present, and who, for the purpose of the Companies and Allied Matters Act No. 1 of 1990, Part C, shall be known as “Incorporated or Registered Trustees of “GUINNESS MSA ESTATE RESIDENTS ASSOCIATION ISHERI, OGUN STATE”
- Only bonafide property owners shall be eligible to become Trustees.
- The members shall appoint the Trustees.
- Such Trustees (hereinafter referred to as “The Trustees”) shall be six (6) in number and shall be known as THE REGISTERED TRUSTEES OF GUINNESS MSA ESTATE RESIDENTS ASSOCIATION ISHERI, OGUN STATE.
- New Trustees shall be appointed by simple majority votes of members present at an Annual General Meeting of the Trustees with a circulated agenda for that purpose.
- The Trustees shall hold meeting at least once every 6 (six) months and at such other times and in such places, as they shall from time to time decide.

Board of trustees Cont.

- The Board of Trustees shall have such functions as are approved by the companies and Allied Matters Acts, 1990 and this Constitution. Any decision by the Board of Trustees made in pursuance of its powers under the Act or as contained herein may be revoked or modified by a General Assembly of the Association.
- The Trustees may hold office for life but any Trustee shall cease to hold office if he:
 - Resigns his office:
 - Ceases to be a member of the Registered Trustees of GUINNESS MSA Estate Residents Association Isheri, Ogun State.
 - Becomes insane;
 - Is recommended for removal from office by a Board of Trustees or at least two-third majority of the members present and voting at any meeting of the Annual General Meeting of GUINNESS MSA Estate Residents Association Isheri, Ogun State.
 - Or is convicted of a criminal offence involving dishonesty by a court or tribunal of competent jurisdiction.

Board of trustees Cont.

- ▶ The Trustees may, subject to approval by the Executive Committee, institute or defend any action, sell, lease, accept, surrender or otherwise deal with the property of GUINNESS MSA Estate Residents Association Isheri, Ogun State.
- ▶ Upon a vacancy occurring in the number of Trustees, a General Meeting will be held to appoint another eligible member of GUINNESS MSA Estate Residents Association Isheri, Ogun State.
- ▶ Save as otherwise provided, every matter arising in the meeting of the Trustees shall be determined by a simple majority of votes of the Trustees present and voting PROVIDED that in the event of a tie, the Chairman of the meeting shall exercise a casting vote.
- ▶ Notwithstanding anything to the contrary hereinbefore or hereinafter contained, no discretion or power by these rules conferred on the Trustees shall be exercised and no provision of these Rules shall operate or be construed so as to cause any part of the Capital or Income of the Trust Fund to become payable to or applicable for the benefit of any Trustee as Trustee except the Trustee is employed in some capacity by GUINNESS MSA Estate Residents Association Isheri, Ogun State.



PROPOSED NEXT STEPS

- Get the Association registered .
- Go back and do full reconciliation for all the documentation.
- Collect all receivables
- Re-establish bacons for allocation .
- Re-establish approach to development ie building types
- Kick-start movement to the site.