



MINUTES OF MEETING

Algoa WSS Reconciliation Strategy Continuation: Pre-meeting of the Administrative and Technical Support Group 11 (ATSG) held on Wednesday 8 August 2018 at 09h30 at the Aurecon Offices in Pretoria

Item		Action																														
1.	<p>WELCOME AND CONSTITUTION OF MEETING</p> <p>The chairperson, Mr Tendayi Makombe welcomed everybody to the pre-meeting of the Administrative and Technical Support Group (ATSG) of the Algoa Water Supply System Reconciliation Strategy. The pre-meeting was scheduled in Pretoria with the PSP, as preparation for the ATSG meeting to be held in Port Elizabeth on 15 August. DWS head office officials are unable to attend the meeting in Port Elizabeth due to budgetary constraints. Notes and discussions from the pre-meeting will be tabled by the PSP at the ATSG meeting.</p>	PSP																														
2.	<p>ATTENDANCE AND APOLOGIES</p> <p>Attendance</p> <table><tr><td>Tendayi Makombe</td><td>DWS: PE(NWRP) SOUTH</td><td>TMa</td></tr><tr><td>Menard Mugumo</td><td>DWS: D: OA CE: South</td><td>MM</td></tr><tr><td>Jenny Pashkin</td><td>DWS: D: WRPS Systems Operation</td><td>JP</td></tr><tr><td>Tony Moore</td><td>DWS: D: OA CE</td><td>TMo</td></tr><tr><td>Fanus Fourie</td><td>D: WRPS</td><td>FF</td></tr><tr><td>Azwidohwi Neswiswi</td><td>DWS: Climate Change</td><td>AN</td></tr><tr><td>Pamlah Shikwambana</td><td>D: NWRP- Candidate Scientist</td><td>PS</td></tr><tr><td>Kevin Greaves</td><td>DHI</td><td>KG</td></tr><tr><td>Erik van der Berg</td><td>Aurecon</td><td>EvdB</td></tr><tr><td>Reina Zastron</td><td>Aurecon</td><td>RZ</td></tr></table> <p>FF indicated that he had not been able to attend the Algoa study meetings in Port Elizabeth, because of the DWS policy that only one representative of a Directorate can attend meetings that are out of town. JP and himself are in the same directorate and JP usually attends the meetings.</p>	Tendayi Makombe	DWS: PE(NWRP) SOUTH	TMa	Menard Mugumo	DWS: D: OA CE: South	MM	Jenny Pashkin	DWS: D: WRPS Systems Operation	JP	Tony Moore	DWS: D: OA CE	TMo	Fanus Fourie	D: WRPS	FF	Azwidohwi Neswiswi	DWS: Climate Change	AN	Pamlah Shikwambana	D: NWRP- Candidate Scientist	PS	Kevin Greaves	DHI	KG	Erik van der Berg	Aurecon	EvdB	Reina Zastron	Aurecon	RZ	
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3.	<p>ADOPTION OF AGENDA</p> <p>The agenda was adopted with no changes. RZ indicated that the numbering of the agenda, as well as these minutes, is similar to the numbering of the ATSG meeting on 15 August. Some items were omitted since the relevant people for reporting back are not attending this pre-meeting.</p>																															
4	<p>APPROVAL OF PREVIOUS MINUTES</p> <p>The minutes of the meeting held on 9 May 2018 will be accepted at the ATSG meeting to be held on 15 August. JP indicated that Item 7.1 needs to change to 'Status report 7</p>	RZ																														

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	5'. Page 4 Item 6.3 (last paragraph) must be for Action for Jannie Fourie (and not JP).	
5	MATTERS ARISING FROM PREVIOUS MINUTES No items arising not on the agenda.	
6. 6.1	RELEVANT PROJECTS AND INITIATIVES UNDERTAKEN BY OTHER RESPONSIBLE ENTITIES AWSS Annual Operating Analysis 2018/19 JP reported that the task is complete. The System Operating Forum meeting for the 2018-2019 cycle was held on 14 June 2018. Overall, 30% restrictions will be imposed on the NMBM from 1 June 2018. For the Gamtoos Irrigation Board, 80% restrictions will be imposed. She mentioned that the restrictions are in the approval phase but have not yet been gazetted. JP will provide EvdB with a presentation with the findings to present at the ATSG meeting on 15 August. FF proposed that other DWS role players, e.g. Infrastructure (regional and national) be involved with the drought situation. Orange River Annual Operating Analysis 2018/19 JP indicated that the analysis has not yet been finalised, but that no restrictions are envisaged. OFS Real-time Model The operations user group of the Algoa WSS has requested that more information on the efficiency of water transfer be included in the monthly report. This consists of the updating of reporting templates in the OFS Operational model, to report on the distribution efficiency of the Orange-Fish-Sundays water transfer scheme. KR from DHI attended the meeting and provided feedback. This ad-hoc task has been nearly completed with the only part outstanding the hands-on technical training of DWS staff in Pretoria. Training will be done for the extraction of template reports from the OFS Operational Model.	JP
6.2 6.3 7 7.1	STATUS REPORT Progress Report (Status Report 6) EvdB proposed that the 2017/18 historical water use value should not be used as the starting point for scenario planning, because the 2017/18 value reflects restricted use of the Algoa WSS during this significant drought. If this value is used as the starting point for scenario planning, it will result in under-estimation of the interventions needed to ensure a long-term water balance. Water use typically returns to pre-drought levels within a year or two. This proposal was accepted by the chairperson and the other DWS officials present. EvdB explained that climate change forms part of the worst-case scenario, but that this has always been simplistically done in the past, by reducing the system yield over the evaluation period. He proposed that climate change be refined through a small evaluation, potentially under the ad-hoc task, from study savings, possibly before the	

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	<p>SSC meeting to be held in September. The PSP has liaised with the DWS Directorate Climate Change about this, and they have provided a report and references to other research undertaken. The PSP will evaluate available reports and liaise further with DWS about this.</p> <p>JP said it could be considered to look at previously projected use (from the study) and to compare it with actual use to determine if any savings were realised. The drought however makes this difficult.</p> <p>EvdB indicated that the scenarios evaluated are mostly similar to the scenarios done in the previous year. A 2.3% growth scenario has been added, and one scenario that is no longer needed has been omitted.</p>	EvdB
8.2	<p>Report back on <i>Additional balancing storage in the LSRGWS Proposal</i></p> <p>EvdB provided DWS with a draft scope of work for the EIA. TMo however indicated that all procurement at DWS has been stopped. While the scope of work can be finalised, procurement cannot proceed. FF proposed to use this as motivation for an extension of time of the Aurecon contract, as Aurecon should be available for technical support for the EIA. The rotary core driller has not yet arrived on site, which is currently holding up progress.</p>	
10	<p>IMPROVING THE CONFIDENCE OF WATER AVAILABILITY</p>	
10.1	<p>Proposed water availability assessment study – Kromme and Kouga rivers</p> <p>TMa reported that as all DWS procurement has been stopped, the procurement for this study cannot proceed at this stage. He mentioned that this study was identified as a priority project, which should start as soon as funding becomes available.</p>	
13	<p>LOCAL SURFACE WATER DEVELOPMENT</p>	
13.1	<p>Kouga Dam ‘raising’ and Guernakop Dam</p> <p>EvdB reported that several interventions were identified in the Algoa Reconciliation Strategy (2009), including the options to replace/raise the existing Kouga Dam and the option to construct the Guernakop Dam upstream on the Kouga River. Since then some refinements of these options have been done, but to a limited extent. There is a need to re-assess the situation with regards to these potential dams and to refine their cost estimates, importantly for comparison with seawater desalination as a longer-term reconciliation option.</p> <p>This evaluation will be aimed at updating cost estimates of the dams and affected infrastructure of the schemes at desktop level, verifying the technical, environmental, social, economic and financial impacts, possibly supported by limited fieldwork, making recommendations on the desirability of these interventions, and documenting it in a short report. TMa asked EvdB to send him a quotation for the work. This has been identified as a potential ad-hoc task which could be done using project savings.</p>	EvdB,
14	<p>IMPACT ON YIELDS OF EXISTING DAMS: ECOLOGICAL RESERVE & CLIMATE CHANGE</p> <p>EvdB will liaise with AN before the SSC meeting in September, with the aim of obtaining improved information on climate change, which can be used for scenario planning. A short study on climate change will be added to the list of possible ad-hoc</p>	EvdB

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	tasks.	
15 15.1 15.2	COMMUNICATION News Release The News Release will be released after the next Status Report in September. Webpage Update As there is no webmaster at DWS, the data will be given to the DWS Project Manager, who will need to update the data.	RZ
16	Budget and Programme TMA asked the PSP to align the numbering of the minutes with the contract and the invoice to enable payment of an invoice. Project savings can be used for some of the ad-hoc tasks identified (point 17.1), should such motivations be approved. As procurement has been stopped for the moment, TMA will apply for an extension of time enabling Aurecon to assist with technical assistance to the EIA consultant (when appointed) for the EIA of the additional balancing storage in the LSRGWS.	RZ EvdB/ TMA
16 16.1	GENERAL Ad-hoc studies The ad-hoc studies listed were discussed and an in-principle decision was reached. This will be discussed at the ATSG meeting. The potential ad-hoc tasks, and their status following discussion are the following: <ul style="list-style-type: none"> • Algoa Annual Operating Analysis 2017-18 (complete) • Operational model improvement (approved and on-going) • Posters for Capacity Building (not approved) • Kouga River dams evaluation (estimate to be provided) • Darlington Dam raising (pending) • Lower Sundays Return Flows Scheme (high priority, no proposal provided yet) • Algoa Annual Operating Analysis 2018-19 (complete) • Algoa WSS Climate change assessment (to assess and potentially provide an estimate if needed) • Imagery & farm dam identification (not needed, according to JP) • SPW Kromme & Kouga WAAS (not necessary - remove) • LSRWSS Canal Refurbishment (not necessary - remove) • Develop SoW of updating the Algoa long-term yield (not necessary now - remove) An additional ad-hoc task was added: <ul style="list-style-type: none"> • Additional costs for study pre-meetings (costs to be separately kept) RZ to distribute the list to all ATSG members for comment.	RZ

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17.	<p>NEXT MEETINGS</p> <p>The dates of the next meetings in Port Elizabeth are given below.</p> <ul style="list-style-type: none"> • SSC Meeting: Wednesday, 26 September 2018 @ 09h00 • SMM (Feasibility) Meeting: Tuesday, 9 October 2018 @ 14h00 • ATSG Meeting: Wednesday, 10 October 2018 @ 09h00 <p>The meeting dates of the SMM and ATSG meetings still need to be confirmed.</p>	
18.	<p>CLOSURE</p> <p>TMa closed the meeting at 13h00.</p>	

APPROVAL OF MINUTES:

Project Manager: Mr T Makombe (DWS) Signed: _____ Date: _____

Study Leader: Mr E vd Berg (Aurecon) Signed: _____ Date: _____