



**DEPARTMENT: WATER AFFAIRS AND FORESTRY
AMATOLE SYSTEM RECONCILIATION STRATEGY**

SUPPORT GROUP MEETING

**MINUTES OF SUPPORT GROUP MEETING No. 1
HELD ON 13 MAY 2009 AT 14H00 AT HAMILTON'S SPORTS CLUB
EAST LONDON**

						ACTION																																																																																																						
1.	WELCOME AND INTRODUCTION IT welcomed all to the first Strategy Support Group meeting, and asked everyone present to introduce themselves.																																																																																																											
2.	ATTENDANCE AND APOLOGIES																																																																																																											
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3.	ACCEPTANCE OF AGENDA Two agendas were provided as a guide for the inception meeting. The first specifically for the inception meeting and the second more detailed version, to be used for all subsequent meetings (guide for current discussions).																																																																																																											
4.	APPROVAL OF PREVIOUS MINUTES N/A																																																																																																											



		ACTION								
5.	BACKGROUND TO RECONCILIATION STRATEGY									
5.1	<p><i>Administrative Matters</i></p> <p>IT provided GC with a CD of the Strategy Report. All others present stated that they each had a copy.</p> <p>WK to ascertain whether Amatola Water have copies of the reports.</p>	WK								
5.2	<p><i>Objective of the Strategy</i></p> <p>IT explained that DWAF had commissioned a Reconciliation Strategy Study for the Amatole Bulk Water Supply System (ABWSS), which was completed during 2008. The objective of this Study was to develop a Strategy to ensure that predicted future water demands can be met with supplies from the ABWSS going forward, i.e. to create a decision support framework to facilitate timeous decision making to ensure sustainable water supplies for the next 25 years.</p> <p>This Strategy, which will entail monitoring water use and water availability, ensuring further augmentation and the implementation of relevant strategies, now needs to be implemented and maintained. Hence the purpose of the meeting.</p> <p>A key outcome of the Reconciliation Strategy, was that the following institutional structures be constituted, to facilitate the implementation and management of the Strategy:</p> <table><tr><th>Structure</th><th>Responsibility</th></tr><tr><td>Strategy Steering Committee</td><td>Ensure the implementation of recommendations; Review and update the Strategy; and Communicate the Strategy.</td></tr><tr><td>Strategy Support Group</td><td>Support to the Strategy Steering Committee</td></tr><tr><td>Administrative & Technical Support Team</td><td>Support to the Strategy Steering Committee and the Strategy Support Group.</td></tr></table> <p>It was advised that the Strategy Support Group meetings would be held quarterly, and the Strategy Steering Committee meetings bi-annually.</p> <p>IT provided WK with templates of the Terms of Reference for the above institutional Structures, based on the Western Cape Reconciliation Strategy. WK to amend these to suite and pass them to IT for perusal before circulation to all parties.</p> <p>Those present put forward names of persons and alternatives for the various structures. It was agreed that WK would draft these lists and pass them to IT for perusal prior to circulation for final approval.</p>	Structure	Responsibility	Strategy Steering Committee	Ensure the implementation of recommendations; Review and update the Strategy; and Communicate the Strategy.	Strategy Support Group	Support to the Strategy Steering Committee	Administrative & Technical Support Team	Support to the Strategy Steering Committee and the Strategy Support Group.	WK WK
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		ACTION
5.3	<p>A further outcome of the Reconciliation Strategy was that the existing loosely-constituted Technical Operations Committee (TOC) be strengthened / capacitated, to become a formalised body with clear terms of reference. The committee will be referred to as the Amatole System Operations Co-ordination Committee (ASOCC).</p> <p>A decision as to where the ASOCC fits in with the other committees is still to be determined. It was proposed that it be a sub-committee to the Strategy Steering Committee.</p> <p>It was agreed that WK would:</p> <ul style="list-style-type: none">• Compile an organogram for consideration;• Draft a list of members based on the input from the floor; and• Forward same to IT for perusal and input prior to circulation for finalization.	ALL WK WK WK
	<p><i>Recommendations from the Strategy</i></p> <p>WK read out a draft summary of the recommendations from the Strategy. IT requested that WK prepare a table documenting all the recommendations (and additional recommendations) from the Study as well as an Executive Summary of the Strategy, for circulation to and use by the Strategy Steering Committee. The Executive Summary should incorporate the following:</p> <ul style="list-style-type: none">➤ Background;➤ Options;➤ Water resources and management;➤ How water use and demand will be reconciled; and➤ Main recommendations in terms of reconciliation. <p>IT provided a template to be used, based on the Western Cape Reconciliation Strategy, for the Executive Summary.</p> <p>IT asked WK to consolidate the list of projects / studies proposed in the Strategy, indicating:</p> <ul style="list-style-type: none">➤ Those responsible to implement the project / studies; and➤ The specific time lines for the recommendations/ projects. <p>IT requested WK to update the water requirements, for use in the Decision Support Tool. WK advised that progress in this regard was underway but that there was a need to meet with Stakeholders in this regard, to ensure that the appropriate / correct figures were being collected / collated and that they could be readily replicated in the future for subsequent updates.</p>	WK WK WK/GC/SR



		ACTION
6.	RELEVANT ONGOING STUDIES	
6.1	<p><i>Operation Rules Study(DWAF):</i></p> <p>JP confirmed that the next Operating Rules Study meeting will be held on 23rd June 2009 (a day before the Strategy Steering Committee Meeting), and stressed the importance of communication between the two initiatives, to ensure that they are aligned and that there is no duplication of certain work activities.</p> <p>The main objective of the Study is to:</p> <ul style="list-style-type: none">➤ Ensure that the water system for this area never fails i.e. recommend restrictions in times of drought;➤ Investigate how to use water optimally (focus on a 5 year rolling period); <p>WK to forward a copy of the BCM Master Plan to JP.</p> <p>WK to attend the Operating Rules Study meeting to facilitate the link between the Reconciliation Strategy and the Operating Rules Study.</p>	WK JP/WK
6.2	<p><i>East Coast Bulk Pipeline (BCM)</i></p> <p>GC advised that BCM had requested AW to undertake a feasibility study to investigate the viability of supplying the Quenera area from the Nahoon Dam Water Treatment Plant, as well as the possibility of feeding the Dawn and Cambridge areas from this source. This would have the impact of increasing Nahoon Dam utilisation i.e. optimising the system yield. Bids have already been invited and have closed for the study, as well as the implementation of the findings. An award for the feasibility study component portion is imminent.</p> <p>AW may also include in the initiative, the potential to extend supplies to feed into the Great Kei area. Also see ADM's Great Kei Study below.</p> <p>BCM's intention is to use the Nahoon Dam / Nahoon Dam WTP to feed the eastern coastal areas of BCM and the Bridledrift Dam / Umzoniana WTP to feed the central and western coastal areas of BCM, as well as Mdantsane.</p> <p>Planned/potential development on the West Bank and in Kidds Beach & Kaysers Beach, together with the above, implies a large potential supply out of the ABWSS to feed the western coastal region of BCM</p>	AW
6.2.1	<p><i>Water Loss Reduction (BCM):</i></p> <p>The following is being undertaken:</p> <ul style="list-style-type: none">• Umzoniana WTP : Addressed losses within the plant; ±20Mℓ/day.• General : Focuses on areas of high night flows. Making good progress.	



		ACTION
6.3	<p><i>Great Kei Regional Water Supply Study (ADM)</i></p> <p>The Great Kei area requires an alternative sustainable water supply, due to low source yields (coastal towns), high pumping heads (Khomgha) and poor groundwater quality (rural settlements). A study has been done in terms of the viability to feeding this area from the Wriggleswade Dam via the Kei Road WTP.</p> <p>ADM was advised that DWAF would need to be informed and kept abreast of the Study, as they would need to evaluate the outcomes from a broader regional perspective, before they could issue a water use license.</p> <p>ADM stated that they would make a copy of the report, which is due in 3 weeks, available to the Support Group.</p>	MS
6.4	<p><i>Small Towns Reconciliation Strategy Study (DWAF)</i></p> <p>IT confirmed that a Reconciliation Strategy Study had also been initiated for all towns in the Eastern Cape. A focus of the study is to ensure that all local resources are fully developed, especially for remote villages where there is potential for groundwater development, before large regional schemes are investigated.</p>	
6.5	<p><i>Link from Wriggleswade Dam into ABWSS (DWAF)</i></p> <p>Original planning is for the link to have a delivery capacity of 4 m³/s, but due to the presence of an endangered fish species in the river systems, environmental considerations currently limit the transfer capacity to 1 m³/s. There are two studies underway by OA, which investigate pipe and canal options to circumvent the critical river section, as well as the number of river crossing required due to higher flows.</p> <p>MM confirmed that the Yellowwoods River Crossing Study was completed in December 2008 and that an RoD had been received. Currently in preliminary design. The PSP had requested an extension of the contract period to December 2009 for the diversion study (KwaNkwebu River), as they were of the opinion that the proposals would not obtain the requisite environmental approvals in their current form. Recommendations are currently awaited and there is a possibility that alternative transfer routes/options may be required.</p> <p>DC stated that, given that current planning was based on the 4m³/s transfer capacity, alternatives that could potentially reduce the transfer requirement through the critical river section, be investigated at a conceptual level of detail, before any final decisions are taken in this regard.</p> <p>WK stressed that the Upper Buffalo is already significantly over committed, and supplies are already being augmented from the Middle Buffalo, although not ideally in many respects. A conceptual study is therefore necessary, as it may resolve several supply constraints and facilitate shorter implementation periods of augmentation options, particularly to the Upper Buffalo.</p>	WK



		ACTION
	<p>The support team was instructed to undertake this study.</p>	
7.	<p>PUBLIC PARTICIPATION</p> <p>It was agreed that there is a need to launch this project with a press release and to periodically send out updates.</p> <p>The mechanism for dissemination of information and for establishing a database of recipients was discussed. It was recommended that the database used for the Strategy Study, be used as a basis for the development of the new database.</p> <p>It was also agreed that the support team would investigate communication mechanisms currently being utilised by certain of the stakeholders, to see if it is appropriate to utilize these facilities e.g. municipal accounts. It was also agreed that the support team would obtain the Strategy Study Database and draft a communication strategy for consideration.</p> <p>IT stated that a press release was required 2 weeks after the first Strategy Steering Committee meeting and a progress report after each subsequent Strategy Steering Committee meeting</p>	LF
8.	<p>STUDY MANAGEMENT</p> <p>This item may be removed from the standard Agenda in future</p>	
9.	<p>BUDGET AND CASHFLOW</p> <p>WK to report in this regard in future meetings.</p>	
10.	<p>ADMINISTRATIVE MATTERS</p> <p>WK confirmed that all administrative/contractual matters were in place to the Strategy Support Team's appointment.</p>	
11.	<p>GENERAL</p> <ul style="list-style-type: none">GC raised the issue of ownership of assets wholly located within BCM. It was agreed that this is not the forum for such matters. It could be discussed at the Technical Operations CommitteeGC stated that there was a need to start investigating the next dam. It was stated that this would transpire as the Strategy unfoldsGC stated that BCM had undertaken certain preliminary investigations of alternative augmentation options. GC to make these available to WK.GC stated the importance of keeping the Chamber of Business Informed of developments in terms of the StrategyBCM to prepare a report on WC/WDM initiatives being implemented.IT stated that it may be appropriate to develop a list of persons / organisations that should be kept abreast of developments, and that they be forwarded copies of minutes etc.	GC MM GC/WK GC/LF GC IT/WK



12.	<p>FUTURE MEETING</p> <p>Strategy Steering Committee :</p> <p>24th June 2009 at 08:30 – Venue to be confirmed</p> <p>Would typically be held in March and September of each year</p> <p><i>Strategy Group Meeting :</i></p> <p>23rd June 2009</p> <p>15th July 2009</p> <p>2 weeks after the next Strategy Steering Committee meeting</p> <p>Would typically be 6 weeks before and 2 weeks after a Strategy Steering Committee meeting</p> <p><i>Operations Co-ordination Committee:</i></p> <p>6th August 2009</p> <p>5th November 2009</p> <p><i>Operating Rules Study:</i></p> <p>23rd June 2009</p> <p>WK to draft a calendar of all future meeting</p>	<p>ACTION</p> <p>WK</p> <p>WK</p>																																																																																																														
13.	<p>MEETING CLOSURE</p> <p>IT thanked all for their participation, and the meeting was closed at 16h45.</p>																																																																																																															
14.	<p>DISTRIBUTION</p> <table><tr><th>Name</th><th>Organisation</th><th>Tel. No.</th><th>Fax No.</th><th>E-mail address</th></tr><tr><td>J. Van Rooyen</td><td>DWAF: NWRP</td><td>012-336 8814</td><td>012-336 8295</td><td>javr@dwaf.gov.za</td></tr><tr><td>I. Thompson</td><td>DWAF: NWRP</td><td>012-336 8647</td><td>012-336 8295</td><td>thompsoni@dwaf.gov.za</td></tr><tr><td>A Thobejane</td><td>DWAF: NWRP</td><td>012 336 7869</td><td>012 336 8295</td><td>thobejane@dwaf.gov.za</td></tr><tr><td>J. Pashkin</td><td>DWAF: WRPS</td><td>012-336 8695</td><td>012-336 6731</td><td>ige@dwaf.gov.za</td></tr><tr><td>D. Coetzee</td><td>DWAF: WRI</td><td>041-586 4884</td><td>041-586 0379</td><td>coetzee@dwaf.gov.za</td></tr><tr><td>T. Geldenhuys</td><td>DWAF: ECRO</td><td>048-881 3005</td><td>048-881 3545</td><td>geldent@dwaf.gov.za</td></tr><tr><td>S. Mullineux</td><td>DWAF: ECRO</td><td>048-881 3005</td><td>048-881 3545</td><td>mullins@dwaf.gov.za</td></tr><tr><td>M. Mugumo</td><td>DWAF: OA</td><td>012-336 6838</td><td>012-336 7399</td><td>ize@dwaf.gov.za</td></tr><tr><td>C. Tsatsi</td><td>DWAF: WUE</td><td>012-336 8172</td><td>012-336 8086</td><td>gqc@dwaf.gov.za</td></tr><tr><td>U. Mila</td><td>DWAF: WUE</td><td>012-336 8518</td><td>012-336 7366</td><td>milau@dwaf.gov.za</td></tr><tr><td>G. Cowley</td><td>BCM</td><td>043-705 2084</td><td>043-722 3606</td><td>grahamc@buffalocity.gov.za</td></tr><tr><td>S. Rousseau</td><td>Amatola Water</td><td>043-707 3700</td><td>043-707 3701</td><td>srousseau@amatolawater.co.za</td></tr><tr><td>D. Marques</td><td>BCM</td><td>043-705 9242</td><td></td><td>davem@buffalocity.gov.za</td></tr><tr><td>M. Westenberg</td><td>BCM</td><td>043-705 2126</td><td></td><td>markw@buffalocity.gov.za</td></tr><tr><td>D. Karshagen</td><td>BCM</td><td>043-705 9366</td><td></td><td>deannek@buffalocity.gov.za</td></tr><tr><td>M. Shezi</td><td>ADM</td><td>043-701 5152</td><td>043-722 4081</td><td>mpumelelos@amatole-dm.co.za</td></tr><tr><td>S. Nash</td><td>ADM</td><td>043-703 5854</td><td>043-743 5151</td><td>stephenn@amatole-dm.co.za</td></tr><tr><td>W. Ketteringham</td><td>UWP Consulting</td><td>043-721 0186</td><td>043-721 0288</td><td>waynek@uwp.co.za</td></tr><tr><td>W. Selkirk</td><td>(UWP) PCT</td><td>043-740 4735</td><td>043-740 2238</td><td>pctoffice@mweb.co.za</td></tr><tr><td>L. Field</td><td>(UWP) Umhlaba</td><td>043-726 5408</td><td>043-721 2957</td><td>larry@ikdev.co.za</td></tr><tr><td>E. Lillie</td><td>(UWP) Hydrosol</td><td>012-336 8887</td><td>086 671 6952</td><td>Edwin.lillie@wol.co.za</td></tr></table>	Name	Organisation	Tel. No.	Fax No.	E-mail address	J. Van Rooyen	DWAF: NWRP	012-336 8814	012-336 8295	javr@dwaf.gov.za	I. Thompson	DWAF: NWRP	012-336 8647	012-336 8295	thompsoni@dwaf.gov.za	A Thobejane	DWAF: NWRP	012 336 7869	012 336 8295	thobejane@dwaf.gov.za	J. Pashkin	DWAF: WRPS	012-336 8695	012-336 6731	ige@dwaf.gov.za	D. Coetzee	DWAF: WRI	041-586 4884	041-586 0379	coetzee@dwaf.gov.za	T. Geldenhuys	DWAF: ECRO	048-881 3005	048-881 3545	geldent@dwaf.gov.za	S. Mullineux	DWAF: ECRO	048-881 3005	048-881 3545	mullins@dwaf.gov.za	M. Mugumo	DWAF: OA	012-336 6838	012-336 7399	ize@dwaf.gov.za	C. Tsatsi	DWAF: WUE	012-336 8172	012-336 8086	gqc@dwaf.gov.za	U. Mila	DWAF: WUE	012-336 8518	012-336 7366	milau@dwaf.gov.za	G. Cowley	BCM	043-705 2084	043-722 3606	grahamc@buffalocity.gov.za	S. Rousseau	Amatola Water	043-707 3700	043-707 3701	srousseau@amatolawater.co.za	D. Marques	BCM	043-705 9242		davem@buffalocity.gov.za	M. Westenberg	BCM	043-705 2126		markw@buffalocity.gov.za	D. Karshagen	BCM	043-705 9366		deannek@buffalocity.gov.za	M. Shezi	ADM	043-701 5152	043-722 4081	mpumelelos@amatole-dm.co.za	S. Nash	ADM	043-703 5854	043-743 5151	stephenn@amatole-dm.co.za	W. Ketteringham	UWP Consulting	043-721 0186	043-721 0288	waynek@uwp.co.za	W. Selkirk	(UWP) PCT	043-740 4735	043-740 2238	pctoffice@mweb.co.za	L. Field	(UWP) Umhlaba	043-726 5408	043-721 2957	larry@ikdev.co.za	E. Lillie	(UWP) Hydrosol	012-336 8887	086 671 6952	Edwin.lillie@wol.co.za	
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