



water affairs

Department:
Water Affairs
REPUBLIC OF SOUTH AFRICA

Development of a Reconciliation Strategy for the Luvuvhu and Letaba Water Supply System

Study Management Team Meeting No. 2 Minutes

Held at Golder offices, Ditsela Place 1204, Park Street, Hatfield, Pretoria, at 14h00 on 14 November 2011.

ACTION

1. WELCOME AND INTRODUCTION

The Chairperson, Mr. T Nditwani opened the meeting by welcoming those present at the second Study Management Team (SMT) meeting for the Development of a Reconciliation Strategy for the Luvuvhu and Letaba Water Supply System.

2. ATTENDANCE AND APOLOGIES

2.1 ATTENDANCE

An attendance register was circulated, as noted below:

T Nditwani (TN):	DWA: NWRP - In chair
W Jezewski (WJ):	DWA: NWRP
S van Jaarsveld (SvJ):	DWA: OA
OJS van den Berg (OvdB)	DWA: OA
L Bapela (LB)	DWA: WRPS
ML Mosoa (MLM)	DWA: WRPS WQ
H Maluleke (HM)	DWA: RDM Pretoria
IN Mazibuko (INM)	DWA: RDM SWRR
AD Maumela (ADM)	DWA: Polokwane Regional Office: Institutional
B Badenhorst (BB)	DWA: Water Sector: Planning & Development
LT Kobe (LTK)	DWA: Polokwane Regional Office: Institutional
S Manyaka (SM)	Kaleo Consulting
HG Maré (HGM):	WRP
A Joubert (AJb):	Zitholele
PG van Rooyen (PvR):	WRP

2.2 APOLOGIES

It was noted that the following people apologised for not attending the meeting:

J Venter	(JV):	DWA: Limpopo Infrastructure Tzaneen Office
N Motebe	(NMT):	DWA: RDM: RR - GWRR
B Weston	(BW):	DWA: RDM: RR
P Viljoen	(PV):	DWA: WRPS WQ

3. APPROVAL OF THE AGENDA

Item 8.1 (Site Visit) was added under General.

4. MINUTES OF THE PREVIOUS MEETING

4.1 APPROVAL

The minutes was approved with the following changes:

1. Page 5, Item 6.4 change "Instructional" to "Institutional".
2. Page 8, Item 6.20 Change "eight" SSC meetings to "six".
3. Page 11, Distribution List
 - a. For S van Jaarsveld & OJS van den Berg change "WRPS" to "OA"
 - b. Change "Isaac Nyatto" to "Isaac Nyatlo"

4.2 MATTERS ARISING

TN requested that a reference be provided to the relevant Item of the minutes for each of the matters listed on the agenda

- Previous Item 4.2: SMT Members list: The list was completed and LB requested to add the persons to the list: LB will provide names and details of the proposed members after the meeting.
- Previous Items 4.2 & 7.3 Study Website: TN requested that the Website must be setup before the end of the week. AJ will assist WJ with the required information based on the descriptive text provided in the Background Information Document (BID).
- Previous Item 5.3 List of Current and Previous studies: The list was briefly discussed and the reports not yet available were highlighted. SMT members provided names of persons to contact for the outstanding reports. Three additional studies were added to the list. (See updated list attached as Appendix B). LB indicated Jenny Paskin (DWA) could be contacted for information on the Real Time Model study. It was suggested to use the first SSC meeting as well as support from EvN and Murango to obtain reports from relevant Municipal Studies
- Previous Item 5.3 Department of Agriculture's Rehabilitation of Small Holder Irrigation Schemes (RESIS) Programme: TN indicated Martiens Gouws should be contacted for information on the RESIS Programme
- Previous Item 6.4 Verification and Validation Study: This study was not carried out by Schoeman & Venote as stated in the minutes, but by MHP Geospace. B Haasbroek did contact ADM to discuss and obtain the data already available from this study.
- Previous Item 6.20 Stakeholder List – Organisations & People: AJb reported that the list was completed and a copy was handed out at the meeting for discussion. Amendments, alternatives and further suggestion for additional persons to be invited were discussed. AJb confirmed that 25 people has responded and confirmed attendance. They will follow up telephonically with the others to solicit responses.

HGM

LB

WJ & AJb

HGM

HGM

BH

AJb

5. RECURRING TASKS

5.1 TASK 19: STAKEHOLDER ENGAGEMENT AND PUBLIC PARTICIPATION

The following documents were compiled in preparation of the first Stakeholder/SSC meeting:

- Agenda – The activities were briefly explained by PvR
- BID (Background Information Document)
- Presentation on the TOR for the SSC
- Presentations to explain the need for Reconciliation Studies and to provide background on the Luvuvhu-Letaba Reconciliation Study.
- Presentation to explain the Luvuvhu-Letaba Reconciliation Study approach

TN requested that these documents should be e-mailed to all SMT members to provide comments by Friday 18 November 2011.

HGM & AJb
SMT Members

Agenda: PvR presented the different items on the agenda and emphasized the importance to clearly explain the functions of the Study Steering Committee.

The note below Item 8 on the SSC agenda should be changed from “Membership” to “Proposed membership”.

It was proposed to include after Item 8 of the SSC agenda an additional item “General”. The chairman of the meeting should only allow selected items to be added under general to keep the meeting focussed on the main purpose of the SSC.

AJb TN

Presentations: PvR briefly introduced the hand-outs of the different presentations:

- Need for Water Reconciliation Studies in the RSA (presenter Johan van Rooyen)
- Overview of the Luvuvhu-Letaba System (presenter TN)
- Approach to the Development of the Luvuvhu Letaba Reconciliation Strategy (presenter PvR)
- Draft TOR for the Study Steering Committee (presenter AJb)

TN mentioned that J van Rooyen will not be able to attend the SSC meeting and that he will do the presentation of the item that was allocated to Johan.

TN

BB proposed to also include details in the presentation on the transfer to Matoks and to provide some indication of the completion dates for the major distribution and transfer pipelines. SvJ will provide similar information for the Groot Letaba River Water Development Project (GLWaP). Roy Hill from DWA and/or Corrie Marx from BIGEN can be contacted for similar information regarding the Luvuvhu Government Water Supply Scheme developments.

SvJ
HGM

I

Logistics: AJb was requested to prepare signage to direct the attendees to the correct venue for the SSC meeting, which will be taking place at the Tzaneen Country Lodge, just outside Tzaneen. Attendees need to be informed to allow for an additional 30 to 60 minutes travel time on the R71, due to road construction works.

AJb

The role of the facilitator, Solly Manyaka (SM), was briefly discussed and it was agreed that a similar approach as was followed for the Vaal and KZN Reconciliation studies should be used.

SM

It was proposed to add the following people to the SSC invitation list:

Freddy Tshivhengwa (Vhembe District Municipality, General Manager) , Dries Enslin (Agri Limpopo), Tim Maake (Municipal Manager Mopani DM) and representatives from emerging farmers.

AJb

5.2 TASK 20: PROJECT MANAGEMENT – WORK PROGRAMME

PvR stated that no changes were made to the study programme. The Programme that was attached to the minutes for SMT meeting 1, therefore still applies. The next event will be the meeting with stakeholders to establish the Strategy Steering Committee (SSC). This meeting will take place on 23 November 2011 at the Tzaneen Country Lodge. This will be followed by the preliminary screening workshop scheduled for April 2012.

6. ACTIVE TECHNICAL TASKS

PvR provided feedback on the progress for the current active tasks. Detail is given in the attached progress report (Appendix A). BB and other SMT members requested that feedback on the financial matters must also be given to all the SMT members. A summary of the financial expenditure will for this purpose, be provided at the next SMT meeting.

PvR & HGM

6.1 INCEPTION REPORT

PvR stated that the Inception Report and the Summary of Previous and current studies, report, go hand in hand. Inputs for possible changes to be included in the inception report, will largely be obtained from the Summary report and related work. The target date for the completion of the Inception Report is end of January 2012.

6.2 TASK 1: SUMMARY OF PREVIOUS AND CURRENT STUDIES

PvR proposed to prepare a DVD containing all the Previous and Current Study reports. (See detail in progress report)

HGM/PvR

6.3 TASK 2: PRELIMINARY SCREENING WORKSHOP

No activities

6.4 TASK 3: HYDROLOGICAL ANALYSIS

Work done mainly focussed on obtaining data and the processing of rainfall data.

6.5 TASK 4: WATER REQUIREMENTS AND RETURN FLOWS

Work mainly focussed on information gathering.

6.6 TASK 17: ASSEMBLY OF INFORMATION AND FORMULATION OF SCENARIOS

This task focussed on two components, review of All Town Study Information and the Limpopo Provincial Summit presentations.

(Details of progress on the above tasks are provided in the progress report).

7. COORDINATION WITH OTHER STUDIES

SMT members at the meeting provided the names of contact persons in DWA for each of the studies. The importance to liaise with the members of the other studies was emphasised as well as the explanation of the purpose of the Luvuvhu-Letaba Reconciliation study. OJS mentioned that the Environmental Authorisation was received for the raising of Tzaneen Dam, the building of Nwamitwa Dam and the related distribution systems.

HGM/PvR

8. GENERAL

8.1 Site Visit

A possible site visit was mentioned and briefly discussed. The site visit will focus on the entire study area with special emphasis on the water supply infrastructure and related regulation systems. A three day visit (2 nights) is foreseen and the week of 13 February 2012 was proposed as a possible time for the site visit. The site visit should preferably take place during the first or last three days of the week. SMT members need to indicate whether they are interested to attend the site visit. The PSP will in co-operation with WJ, prepare a draft itinerary for discussion purposes.

PvR, HGM,
WJ

9. DATE FOR NEXT MEETING

The fourth week in January 2012 was proposed with the following possible dates:

23, 24, 26 and 27 January. It was requested that the meeting should rather take place in the morning around 9h00. The proposed dates need to be mailed to all SMT members to determine the availability of all involved with the purpose to select the final date.

HGM

10. CLOSURE

TN thanked everyone attending the meeting and closed the meeting.

Minutes certified as correct and final

PSP Study Leader

Date

DWA Study Leader

Date

DISTRUBUTION OF MINUTES

Name	Organisation	Title	E-mail	Telephone
T Nditwani	DWA: NWRP Pta	Chief Water Resource Planner	nditwanit@dwa.gov.za	(012) 336 8189 '082 888 5113
Jezewski Witek	DWA: NWRP Pta	Deputy Chief Engineer	jezewski@dwa.gov.za	(012) 336 8160 '082 809 5609
OJS van den Berg	DWA: Options Analysis (North) Pta	Chief Engineer	vandenBergO@dwa.gov.za	(012) 336 8160 '082 809 5609
S van Jaarsveld (Attend)	DWA: Options Analysis (North) Pta	Engineer	vanjaarsvelds@dwa.gov.za	012 336 8613 '082 809 2011
Weston Barbara	DWA : Resource Directed Measures (RDM) Pta	Deputy Director	WestonB@dwa.gov.za	(012) 336 8221 083 631 0801
Henry Maluleke	DWA : Resource Directed Measures (RDM) Pta		malulekeh@dwa.gov.za	
M Mazibuko	RDM: SWRR Pta		mazibukoj@dwa.gov.za	
Ms Nancy Motebe	DWA: Resource Directed Measures Pta	Scientist Manager	MotebeN@dwa.gov.za	(012) 336 8073 082 882 4706
Mr Rufus Nengovhela	DWA: Resource Classification Pta	Production Scientist	NengovhelaR@dwa.gov.za	(012) 336 7886/7854 084 738
Mr Pieter Viljoen WRPS WQ	DWA: Water Resource Planning System Water quality Pta	Deputy Director	tda@dwaf.gov.za	(012) 336 7514 082 808 0497
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Mr Allestair Wensley	DWA: Water Services Planning and Information Pta	SR Specialist Engineer	igc@dwaf.gov.za	(012) 336 8767 082 808 5642
Lerato Bapela WRPS	DWA: Water Resources Planning Systems Pta.	Deputy Chief Systems Operation	BapelaL@dwa.gov.za	012 336 8324 082 902 8161
Ms Martha Komape	DWA: Water Regulation and Use Polokwane	Director	KomapeM@dwa.gov.za	(015) 295 1463/3249 082 941 7965
Mrs Allison Hernandez-Maldonado	DWA: Personal Limpopo - Polokwane	Assistant to Chief Director	hernandezmaldonado@dwa.gov.za	(015) 290-1215 082 809 5604
Mr Andries Munzhedzi	DWA: Water Use Management Polokwane	Acting Chief Engineer	MunzhedziA@dwa.gov.za	(015) 290 1200 082 809 2160
Mr Bernie Badenhorst	DWA: Water Sector Planning and Development Regional Office Polokwane	Chief Engineer	BadenhorstB@dwa.gov.za	(015) 290 1218 083 627 5912
Ms Mpho Mabuda	DWA: Cathment Planning Polokwane	Scientist Manager	mabudam@dwa.gov.za	(015) 306 7300 082 885 6775
Mr Isaac Nyatlo	DWA: Catchment Planning Polokwane	Chief Industrial Technician	nyatloi@dwa.gov.za	(015) 290 1357 082 805 6384
Mr Jakkie Venter	DWA: Limpopo Province Tzaneen	Area Manager	venterj@dwa.gov.za	(015) 307 3627/8600 082 808
AD Maumela	DWA: Polokwane Regional Office: Institutional		maumelad@dwa.gov.za	
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Mr PG van Rooyen	WRP	Study Leader	pieterv@wrp.co.za	(012) 346 3496 082 321 3446
Mr HG Maré	WRP	Deputy Study Leader	maniem@wrp.co.za	(012) 346 3496 082 326 9378
Andre Joubert	Zitholele	Task Leader	andrej@zitholele.co.za	(011) 207 2077 '079 505 3763
S Mynaka	Kaleo Consulting (Zitholele)	Specialist	smanyaka@kaleoconsulting.co.za	(012) 348 0000 079 505 6684

MINUTED BY: HG Maré (with input from Project team Members)

Appendix A

Progress Report



water affairs

Department:
Water Affairs
REPUBLIC OF SOUTH AFRICA

Directorate: National Water Resource Planning

DEVELOPMENT OF A RECONCILIATION STRATEGY FOR THE LUVUVHU AND LETABA WATER SUPPLY SYSTEM

STUDY MANAGEMENT TEAM MEETING NO 2

TECHNICAL PROGRESS REPORT NO 1

Date: 10 November 2011

Period: 1 September 2011 to 10 November 2010

TASK	WORK DESCRIPTION
	INCEPTION PHASE (TASK LEADER: PG VAN ROOYEN)
	Prepare report framework and distribute to Task Leaders Review and collate information from previous studies: Started.
1	SUMMARY OF PREVIOUS AND CURRENT STUDIES (TASK LEADER: A JELENI)
	Gather and consolidate information for Task 1 Prepare report framework and list of reports from previous studies and distribute to Task Leaders Obtained hard and or electronic copies of previous study reports Scan all hard copies and put electronic copies on FTP site for easy access. Start to work through relevant study reports and capture key information in summary report. Prepare programme with completion targets and distribute to task leaders.
2	PRELIMINARY SCREENING WORKSHOP (TASK LEADER: PG VAN ROOYEN)
	No activities during the progress period.
3	HYDROLOGICAL ANALYSIS (TASK LEADER: B HAASBROEK)
	Initial assessment of rainfall data generated during the WR2005 study started.

TASK	WORK DESCRIPTION
	<p>Stationarity plots for patched point rainfall and catchment rainfall data undertaken and used stations plotted to assess coverage of rainfall stations. Gap analysis of other available raw rainfall data started using the RainIMS.</p> <p>DWA Hydro has been approached for all reservoir data (dam balance & area-capacity data) as well as updated rainfall data from the Hydstra Database.</p>
4	WATER REQUIREMENTS AND RETURN FLOWS (TASK LEADER: D MNGUNI)
	Gather and consolidate relevant information using latest study report
5	WATER CONSERVATION AND DEMAND MANAGEMENT (TASK LEADER: W WEGELIN)
	No activities during the progress period.
6	WATER RE-USE (TASK LEADER: T COLEMAN)
	No activities during the progress period.
7	INVASIVE ALIEN PLANTS (TASK LEADER: B HAASBROEK)
	No activities during the progress period..
8	WATER QUALITY (TASK LEADER: T COLEMAN)
	No activities during the progress period.
9	RESERVE REQUIREMENT SCENARIO ANALYSIS (TASK LEADER: PG VAN ROOYEN)
	No activities during the progress period.
10	GROUNDWATER UTILIZATION SCENARIOS (TASK LEADER: K SAMI)
	No activities during the progress period
11	HONORING INTERNATIONAL OBLIGATIONS (TASK LEADER: D MNGUNI)
	No activities during the progress period.
12	YIELD ANALYSIS (TASK LEADER: HG MARÉ)
	No activities during the progress period.
13	WATER QUALITY MODELING (TASK LEADER: T COLEMAN)
	No activities during the progress period.
14	PLANNING ANALYSIS (TASK LEADER: HG MARÉ)
	No activities during the progress period.
15	REVIEW SCHEMES AND UPDATE COST ESTIMATES (TASK LEADER: D SMOOK)
	No activities during the progress period.

TASK	WORK DESCRIPTION
16	REVIEW AND ASSESS SOCIAL AND ENVIRONMENTAL IMPACTS (TASK LEADER: F HUMPHRIES)
	No activities during the progress period.
17	ASSEMBLY OF INFORMATION AND FORMULATION OF SCENARIOS (TASK LEADER: PG VAN ROOYEN)
	Review of relevant Information on All Town Study data for incorporation into this study. Limpopo Provincial Summit “ Water for Economic Development” Presentations and small document prepared
18	FINAL SCREENING WORKSHOP (TASK LEADER: PG VAN ROOYEN)
	No activities during the progress period.
19	STAKEHOLDER ENGAGEMENT AND PUBLIC PARTICIPATION (TASK LEADER: A LÖTTER)
	Develop database for study area. Prepare and arrange first stakeholder meeting. Develop documentation for first meeting.
20	STUDY MANAGEMENT (TASK LEADER: PG VAN ROOYEN)
	Team and study mobilisation meetings 20 September and minutes completed. Preparations for SMT and SSC meetings. (SMT member list, agenda's and meeting invitations.) First invoice and progress report Progress report for SMT
21	STUDY TERMINATION (TASK LEADER: PG VAN ROOYEN)
	No activities during the progress period.

Appendix B

List of Current and Previous Studies

Completed Studies						
No.	Study Name	Year	Number of Reports			Remarks
			Total	Available	Not available	
1	Water Resources Planning of the Luvuvhu River Basin	1990	38	all	0	
2	Kruger National Park Rivers Researchprogram, Water for Nature: Hydrology, Luvuvhu River	1990	1	all	0	
3	Water Resources Planning of the Letaba River Basin Study of development Potential and Management of the Water Resources	1990	36	20	16	
4	Kruger National Park Rivers Researchprogram, Water forNature: Hydrology, Letaba River.	1990	1	all	0	
5	Letaba Water Resource Development Pre-feasibility Study	1994	9	1	8	Only main report, Sannet didn't have other reports.
6	Luvuvhu River Dam Feasibility Study	1997	31	all	0	
7	Groot Letaba Water Resource Development Feasibility	1998	9	all	0	
8	Natural Water Resource Strategy	2003	1	all	0	
9	Internal Strategic Perspective: Luvuvhu/Letaba Water Management Area	2004	1	all	0	
10	Luvuvhu River System Annual Operating Analysis	2005	1	all	0	
11	Letaba River System Annual Operating Analysis	2006	1	all	0	
12	Groot Letaba River Water Development Project	2009/10	29	all	0	
13	Water Resources Systems Development Business Support Phase 3	2010	1	all	0	
14	Luvuvhu Government Water Scheme: Bulk Water Supply Preliminary Design's	1999	?	1	?	Executive Summary Report
15	Luvuvhu River Government Water Scheme	2000	?	3	?	
16	Albasinidam (a9r001): Stogastiese Leweringsontleding	1993	3	all	0	
17	A Reconnaissance Study to Augment the Water Resources of the Klein Letaba and Middle Letaba River Catchments	2003	9	all	0	
18	Letaba Catchment Reserve Determination Study	2006	13	1	12	Main Report
19	GRIP Study	Latest Data				Latest Data
20	GRIP Study Extension by Fanie Botha					Willem Du Toit is sourcing report
21	Letaba Groundwater Reserve	2004	1	all	0	
22	Socio-Economic and Ecological Impacts of Water Restrictions in the Letaba catchment	2010	2	all	0	
23	Middle Letaba Water Supply Scheme: WC/WDM Situation Assessment	2003	1	all	1	
24	Luvuvhu/Letaba WMA Development of a Comprehensive WC/WDM Strategy and Business Plan	2010	1	all	0	Reports for work done before the study was ceased.
25	The Development of a Comprehensive WC/WDM Strategic Business Plan for the Limpopo WMA	2010	1	all	1	Reports for work done before the study was ceased.
26	Luvuvhu/Letaba Water Resources Situation Assessment	2003	1	all	1	
	Total number of reports		191			
Studies currently been undertaken by the DWA include:						
No.		DWA	PSP	Contact details		Comments
27	Groot Letaba Development Project (Nwamita Dam)	OJS van den Berg	Aurecon			See above
28	Development of Reconciliation Strategies for All Towns in the Northern Region (on going)	T Nditwani	SRK			Received some Strategies
29	Operatings Rules Stand alone Dams	L Bapela	Washy	011 312 7266	083 301 5991	Washy will e-mail completed strategies
30	Validation and Verification of Water Use in the Luvuvhu-Letaba Water Management Area	Doris Maumela	MHP Geospace			
31	Department of Agriculture Resis Programme	Martiens Gouws		015 293 4013	082 953 9926	Have 1 report, Waiting for further info
32	Real Time Modelling	Jenny Pashkin		012 336 8695		Have relevant draft reports (2 reports)