

DEVELOPMENT OF A RECONCILIATION STRATEGY FOR THE OLIFANTS RIVER WATER SUPPLY SYSTEM

SMT MEETING : 23 FEBRUARY 2010

BRIEF PROGRESS REPORT BY STUDY LEADER

1. Outline of work done so far

- 1.1 Work commenced in December 2009. Many team members however had leave during December, resulting in not much progress being made.
- 1.2 The first Team Meeting was held on 9 December 2009. This was an important kick-off meeting and the following aspects were inter alia discussed:
 - The refinement of the Gantt chart in the proposal,
 - List of reports to be studied for the Phase 1 Inception Report and the Phase 2 Summary Report,
 - Team member assignments in terms of studying reports in their field of expertise,
 - A framework structure for the Inception Report (to be drafted by the Team Leader and his Deputy).
- 1.3 A compulsory ISO 9000 Project Plan was compiled. Aspects of this planning will be carried over into the Inception Report.
- 1.4 The framework structure for the Inception Report was sent out to team leaders in Mid January 2010.
- 1.5 A Team Leaders Meeting was held on 18 January 2010 during which:
 - Decisions of 9 December 2009 were confirmed,
 - Progress was monitored.
- 1.6 A SMT Meeting was also held on 18 January 2010. The following were inter alia discussed:
 - Literature study – the reports that needed to be studied,
 - PSC Meeting,
 - Phase 2 Screening Workshop,
 - Some administrative aspects.
- 1.7 The Inception Report is progressing well. This deliverable will, however, take longer due to the resource classification work that needs to be incorporated.

2. Immediate Target Dates

- 2.1 Submission of the Inception Report – End March 2010,
- 2.2 Establishment of PSC – Mid to End March 2010,
- 2.3 First PSC Meeting – Mid April 2010,
- 2.4 Submission of Phase 2, Task 1, Summary Report – End May 2010,
- 2.5 Date of Screening Workshop – End June 2010.

3. Problems encountered

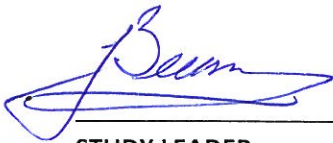
- 3.1 Finalising and signing of the contract:
 - Appointment Letter – 31 October 2009,
 - Contract sent to Aurecon – December 2009,
 - South African Post Office lost the contract,
 - Received in Aurecon Office – End January 2010,
 - Referred back to DWA for corrections – 9 February 2010,
 - Final signed contract being awaited from DWA.
 - In the meantime the team is working at risk,

- Team is hesitant to do major Phase 2 work without:
 - A contract,
 - Approval of Phase 1.

3.2 Aurecon has already received invoices from it's sub-consultants but cannot submit the invoices before the main contract is in place and signed.

4. Way Forward

- 4.1 Study planning will be finalized.
- 4.2 Inception Report will be completed with the Resource Classification work incorporated.
- 4.3 Inception Report to be reviewed by the Study Strategic Advisors.
- 4.4 Target completion date for Phase 1 – End March 2010.



STUDY LEADER

23 - 2 - 2010

DATE