



water affairs
 Department:
 Water Affairs
 REPUBLIC OF SOUTH AFRICA

Support to the Implementation and Maintenance of the Reconciliation Strategy of the Crocodile West Water Supply System

Minutes of the Project Management Meeting (Task 2), at 08:00 on 16 September 2010, BKS Pretoria

ACTION

1. WELCOME

The Chairperson, Mr. Tendani Nditwani (TN) opened the 3rd Project Management meeting.

2. ATTENDANCE AND APOLOGIES

2.1 ATTENDANCE

An attendance register was circulated, as noted below:

Mr. Tendani Nditwani	(TN)	DWA: NWRP
Mr. Gregory Paszczyk	(GP)	DWA: NWRP
Mr. Pieter van Rooyen	(PGvR)	WRP
Ms. Hermien Pieterse	(HSP)	BKS
Mr. Johan Rossouw	(JDR)	BKS
<i>Mr. T Coleman</i>	<i>(TC)</i>	<i>Golder</i>

2.2 APOLOGIES

Mr. Kennedy Mandaza (KM) DWA: NWRP

* Non-permanent members are indicated in *italic & bold*.

3. APPROVAL OF THE AGENDA

The Agenda was approved.

4. MINUTES OF PREVIOUS MEETING (31 MAY 2010)

4.1 APPROVAL

The minutes of the Project Management meeting of 14 July 2010 was approved.

4.2 MATTERS ARISING, NOT DISCUSSED ELSEWHERE

All matters arising were discussed under the succeeding items.

5. TASK 2: PROJECT MANAGEMENT

5.1 CONTRACTUAL/ ADMINISTRATIVE MATTERS

No contractual or administrative matters were discussed.

5.2 CHANGES IN SCOPE

- (a) Item 5.2(c): The Inception Report has been updated and will be submitted to TN by the end of the September 2010.
- (b) Item 5.2(c): The Inception Report will be distributed to the Study Management Team, after TN's approval.
- (c) HSP discussed the proposed changes to the Scope of Work, as included in the Updated Inception Report, since no variation orders will be allowed.
- (d) Due to the additional tasks that were added to the Study during the Inception Phase, some additional and existing tasks were cancelled to remain within the Contract Amount. Most of the work should be completed by June 2011.

HSP

TN

5.3 FINANCIAL

The budget was adjusted according to the Change in Scope, within the Original Contract Amount. The updated budget will be included in the Updated Inception Report.

HSP

5.4 WORK PROGRAMME

Work programme will be updated according to the change in Scope, as discussed under Item 5.2.

6. GENERAL

- (a) Signed PDF copies of the minutes of meetings should be prepared and sent to DWA for placement on the DWA web.
- (b) PvR to phone TN to finalise the SSC Minutes as soon as possible.
- (c) Web document to be finalised and submitted to DWA.

HSP

PvR

HSP/AL

7. NEXT MEETING

The next Project Management (Task 2) meeting will be held on 18 November 2010, before the next SMT meeting.

8. CLOSURE

The meeting was closed at 09:00.

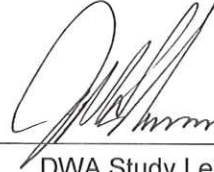
Minutes certified as correct and final



PSP Study Leader

2010-11-18

Date



DWA Study Leader

18-11-2010

Date