



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 18 November 2010, BKS Pretoria

1. WELCOME

The Chairperson, Mr. Tendani Nditwani (TN) opened the 4th 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. Witek Jezewski	(WJ)	DWA: NWRP
Mr. Pieter van Rooyen	(PGvR)	WRP
Ms. Hermien Pieterse	(HSP)	BKS
Mr. Johan Rossouw	(JDR)	BKS

2.2 APOLOGIES

All members present.

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

3. APPROVAL OF THE AGENDA

The Agenda was approved with the following corrections:

- Item 4.2 heading: date should be "16 September 2010"; and
- Item 4.2, 1st bullet: "Singed" to be replaced with "signed".

ACTION

4. MINUTES OF PREVIOUS MEETING

4.1 APPROVAL

The minutes of the Project Management meeting of 16 September 2010 was approved, subject to the following correction:

- Item 4, heading: date should be "14 July 2010".

4.2 MATTERS ARISING, NOT DISCUSSED ELSEWHERE

- (a) Item 6(a): Signed PDF copies of all minutes are and will be sent to DWA.
- (b) Item 6(b): Minutes of the SSC meeting was finalised.
- (c) Item 6(c): The web document was finalised and submitted to DWA.

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(a): The updated Inception Report was approved and signed off by TN.
- (b) Item 5.2(b): The signed Inception Report will be distributed to the Study Management Team. HSP

5.3 FINANCIAL

- (a) Item 5.3: The budget was adjusted and updated according to the Change in Scope, within the Original Contract Amount, as included in the Inception Report.

5.4 WORK PROGRAMME

- (a) The updated work programme is included in the Inception Report.
- (b) According to the programme, the newsletter (flyer) is outstanding. TN requested this to be done, using the Western Cape example. HSP/AL
- (c) The next SSC meeting is scheduled for 24 February 2011. It is proposed that Botswana should be invited. To be discussed in more detail at the SMT Meeting. TN

6. GENERAL

6.1 COMMUNICATION

An apology was received from Chris Herold regarding communication channels followed to solve the costs associated with obtaining water quality data from Rand Water.


7. NEXT MEETING

The next Project Management (Task 2) meeting will be held on 11 February 2011 at **7:30**, before the next SMT meeting.

8. CLOSURE


The meeting was closed at 09:00.

Minutes certified as correct and final



PSP Study Leader

2011-02-11
Date



DWA Study Leader

11/02/11
Date