



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 07:30 on 26 July 2011, BKS Pretoria**

ACTION

1. WELCOME

Mr. Tendani Nditwani (TN), chairperson, welcome all at the Project Management meeting.

2. ATTENDANCE AND APOLOGIES

2.1 ATTENDANCE

An attendance 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
<i>Mr. Trevor Coleman</i>	<i>(TC)</i>	<i>Golder Associates</i>

2.2 APOLOGIES

All members attended.

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

3. APPROVAL OF THE AGENDA

The Agenda was approved.

4. MINUTES OF PREVIOUS MEETING

4.1 APPROVAL

The minutes of the Project Management meeting of 5 May 2011 was approved.

4.2 MATTERS ARISING, NOT DISCUSSED ELSEWHERE

No other matters were discussed

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): a motivation for tasks previously omitted due to budget limits, such as the Water Quality Status Assessment, water tariffs and another 2nd round of strategy update, as requested by TN is drafted and will be submitted to DWA soon.* A request was submitted to DWA for a VO based on change of scope of work. TN indicated that VOs are still very difficult to obtain, and he directed the PSP to complete the study within the Approved Contract Amount for the Scope of Work that was as approved in the Inception Report and subsequent discussions post the inception phase.

(b) *Item 5.2(b) Include in the motivation letter the additional work that was requested by OvdB in the SMT meeting (SMT Item 8.1) for a hydrological model report for both the Mokolo and Crocodile West catchments.* The work requested was done within the original budget.

5.3 FINANCIAL

Item 5.3: Submit outstanding invoice progress report. Previous progress report was submitted, last progress report to follow soon.

5.4 WORK PROGRAMME

The next SSC meeting will be held in September 2011 to present the scenarios including the water quality. This will also be the last SSC to be held under this contract.

6. GENERAL

6.1 COMMUNICATION

No discussion.

7. NEXT MEETING

The next Project Management (Task 2) meeting will be held at 7:30 at a date to be decided in the SMT meeting.

Post meeting note: The next PM meeting will be held on 30 November 2011.

8. CLOSURE

The meeting was closed at 08:00.

Minutes certified as correct and final



PSP Study Leader

2011-12-13
Date



DWA Study Leader

13/12/2011
Date