



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

Minutes of the Study Management Team (SMT) Meeting, No. 2
at 13:00 on 4 April 2010, BKS Pretoria

ACTION

1. WELCOME AND CONSTITUTION OF THE MEETING

The Chairperson, Mr. Tendani Nditwani (TN) (Chief Engineer NWRP: North) opened the 2nd SMT meeting of the "Support to the Implementation and Maintenance of the Reconciliation Strategy of the Crocodile West Water Supply System".

2. ATTENDANCE AND APOLOGIES

It was agreed that permanent members will be invited to the SMT meetings, as well as specialist/stakeholders relevant to that specific meeting. Documents will be distributed to all permanent members, and copied to identified alternative representatives.

2.1 ATTENDANCE

An attendance register was circulated, as noted below:

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|-----------------------|--------|----------------------------|
| Mr. Tendani Nditwani | (TN) | DWA: NWRP |
| Mr. Gregory Paszczyk | (GP) | DWA: NWRP |
| Dr. Thinus Basson | (MSB) | BKS |
| Mr. Pieter van Rooyen | (PGvR) | WRP |
| Ms. Hermien Pieterse | (HSP) | BKS |
| Mr. Johan Rossouw | (JDR) | BKS |
| Mr. Pramod Sinha | (PS) | DWA WRPS - Operating rules |
| Ms. Lebo Mosoa | (LM) | DWA: WRPS - Water quality |

2.2 APOLOGIES

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|-----------------------|-------|-----------------------------------|
| Mr. Kennedy Mandaza | (KM) | DWA: NWRP |
| Mr. Thokozani Ntuli | (ThN) | DWA: Water Ecosystems-groundwater |
| Ms. Barbara Weston | (BW) | DWA: SWRR |
| Mr. Chabedi Tsatsi | (CT) | DWA: WUE |
| Mr. Bernie Badenhorst | (BB) | DWA: Limpopo Region |

Mr. Rens Botha (RB) DWA: North West Region
 Mr. Allosius Salagae (AS) DWA: WRPS E&ES
 Mr. Ockie van den Berg (OJSvdB) DWA: OA
 * Non-permanent members are indicated in *italic & bold*.

3. APPROVAL OF THE AGENDA

- (a) The Agenda was approved with the addition of **Item 9.1: Site visit**.
- (b) It was agreed that due to the involvement of several DWA stakeholders, a separate meeting will be held to deal with Task 2: Project Management. However, the Study Programme will be discussed in both meetings.

TN, PSP

4. MINUTES OF PREVIOUS MEETING (NO: 1 HELD ON 4 MARCH 2010)

4.1 APPROVAL

The minutes of SMT1 was approved and signed, with the following correction:

- Item 8.2(b): change " PGvR will draft a *ToR*..." to "PGvR will draft *the task description and budget*..."

4.2 MATTERS ARISING, NOT DISCUSSED UNDER ITEMS 5 TO 9

- (a) **Item 1(b)**: DWA representatives from the relevant directorates were invited to join as permanent members of the MOCWS SMT.
- (b) **Item 9.3**: TN provided information on the *Impact of removal of forest/alien vegetation* for MSB to comment.
- (c) **Items 9.7 to 9.9**: Possible new developments, such as additional storage at *Vlieëpoort/Boschkop*, the raising of *Klipvoor* and the transfer of water to MCWAP were included in **Task 13: Support to MCWAP**.

MSB

5. TASK 1: INCEPTION PHASE

The Inception Report will be completed by the end of May 2010. Also refer to Item 7.1 from previous minutes.

MSB/ PGvR

6. RECURRING TASKS

6.1 TASK 2: PROJECT MANAGEMENT

6.1.1 Matters arising from previous minutes

- (a) Item 7.10.1(a): BKS received the Letter of Appointment at the end of March.

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| <p>(b) Item 7.10.1(b): All rates submitted in the tender were approved.</p> <p>(c) Item 1.10.1(c): Task descriptions of new tasks must be approved by TN before commencing with the task.</p> <p>(d) Item 7.10.1d: A Record of Requests/Decisions and a Project Action list will be updated regularly. Both will be attached as Annexures to the meeting agendas.</p> <p>(e) Item 7.10.4: A progress report will be submitted with each invoice.</p> | |
| <p>6.1.2 Contractual / administrative matters</p> | |
| <p>(a) TN requested team members to communicate directly with the relevant DWA representatives. Where relevant, emails can be copied to him.</p> | |
| <p>(b) BKS received the Standard Professional Services Contract, to be signed and returned to DWA as soon as possible.</p> | <p>HSP</p> |
| <p>(c) A request for approval for an additional team member, JLJ van der Westhuizen, has been submitted to DWA on 11 March 2010. No response to date.</p> | <p>TN</p> |
| <p>6.1.3 Changes in scope</p> | |
| <p>A request for training, specifically on the Water Quality Model and Operating Rules, were made. An additional Task: Training, will be added to the study.</p> | <p>PGvR</p> |
| <p>6.1.4 Financial</p> | |
| <p>Financial matters to follow on finalising of the Contract.</p> | |
| <p>6.1.5 Work Programme</p> | |
| <p>An updated programme was distributed and discussed.</p> | |
| <p>6.2 TASK 3: LIAISON AND INFORMATION DISSEMINATION</p> | |
| <p>TN requested on 7 April that the section on the Crocodile West System in the <i>Strategic Planning for Water Resources</i> document be updated.</p> | <p>MSB</p> |
| <p>6.3 TASK 4: STAKEHOLDER ENGAGEMENT AND ADMINISTRATION</p> | |
| <p>6.3.1 Minutes of the previous meeting</p> | |
| <p>(a) Item 7.9.1(b): A <i>stakeholders list</i> was prepared and comments were received from DWA.</p> | |
| <p>(b) Item 7.9.1(d): The water balance will be presented at the 1st SSC.</p> | <p>JDR</p> |

6.3.2 Establishment of Strategy Steering Committee (SSC)

- (a) An updated programme was distributed and discussed. It was agreed that the first SSC meeting will be held by end July.
- (b) TN to confirm available dates for 1st SSC.

TN

6.3.3 Public meetings (also refer to Item 7.9.2 from previous meeting)

- (a) PGvR motivated that public meetings should not be held, mainly due to the following reasons:
 - other teams, such as MCWAP, are running public participation processes in the Catchment;
 - the SSC members will represent all relevant sectors and will be requested to distribute the information to their members/constituencies; and
 - MOWCS doesn't focus on one specific project to be discussed as such a meeting.
- (b) TN request a formal motivation of the process to involved the public, without having public participation meetings to be submitted for consideration by DWA.

PGvR

7. TECHNICAL TASKS

7.1 TASK 5: WATER QUALITY MODEL (ALSO REFER TO ITEM 7.2 FROM PREVIOUS MINUTES)

- (a) PGvR reported that Mr Trevor Coleman provided the following description of the work envisaged to compile a report on the broad water quality status of the Crocodile West River System:
 - Collate the water quality analysis information done for the reserve determination. Expand where required.
 - Assemble any RWQO that may have been set.
 - Identify key water users and their water quality needs including environment.
 - Set interim RWQO at key points - focus on TDS and nutrients as these are the key elements that will be affected by our recon strategies. This must be done in consultation with the regional and head office of DWA with inputs from the SSC.
 - Assess the measured water quality data against the RWQO to provide status.
 - Document the findings
- (b) LM requested the proposal for the Water Quality Tasks. TC to liaise with her in the drafting of the proposal.

PGvR/TC

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| <p>(c) In response to a comment by LM on the water quality variables to be considered in the study, PGvR said that the water quality modelling task only covers Total Dissolved Solids (TDS). It will be a large task to model other water quality variables, which could not easily be covered in this study. He proposed that the update strategy should consider including recommendations in this regards.</p> | |
| <p>(d) JDR mentioned the Reserve Team also requested that phosphates and nitrates should be added to the water quality model. This requirement need to be taken up with the D:RDM and the current Reserve Study Team.</p> | <p>BW</p> |
| <p>(e) LM requested training on the WQT model. This will be an <i>additional tasks</i>, also refer to Item 6.1.3. PGvR and TC to do task description and budget.</p> | <p>PGvR/TC</p> |
| <p>(f) TN noted that the Study Team should be prepared for questions at the SCC on the water quality aspects.</p> | |
| <p>(g) Both the WQT and WRPM manuals be updated as a priority. PGvR will liaise with the developers of these models.</p> | <p>PGvR</p> |
| <p>7.2 TASK 6: WATER RESOURCES PLANNING MODEL (ALSO REFER TO ITEM 7.3 FROM PREVIOUS MINUTES)</p> | |
| <p>(a) Item 7.3(a): PGvR reported that no progress was made on this task, other than the work done under Task 13, for the MCWAP.</p> | |
| <p>(b) Item 7.3(b): The results of the Comprehensive Reserve will be incorporated in the WRPM.</p> | |
| <p>(c) Item 7.3(c): The target date for resolving the base model is July 2010.</p> | |
| <p>7.3 TASK 7: DEVELOPING OF OPERATING RULES</p> | |
| <p>7.3.1 Minutes from previous meeting</p> | |
| <p>(a) Item 7.4.1(a): A sensitivity analyses to indicate expected future operating levels for Hartbeespoort Dam will be performed as part of Task 13.</p> | |
| <p>(b) Item 7.4.1(b): Comparing the proposed lower dam levels at Hartbeespoort Dam with other similar type of developments will be performed as part of Task 13.</p> | |
| <p>(c) Item 7.4.1(c): The economic comparisons relating to the operation of Hartbeespoort Dam will be carried out by the MCWAP economist, Mr. William Mullins.</p> | |
| <p>7.3.2 Progress on Task 7</p> | |
| <p>(a) PGvR reported that no progress was made on this task, other than the work done under Task 13, for the MCWAP.</p> | |

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| <p>(b) PS noted that Task 7 of the MOCWS overlapped with the TOR of a proposed study from his Directorate to undertake operating analysis for the system. PS will discuss the possibility of including this study into the MOCWS with Mr. Beason Mawaka. He will forward this TOR to the MOCWS Study Team.</p> | <p>PS</p> |
| <p>(c) The MOCWS Study Team will consider the Scope for Task 7, together with WRPS: Operating Rules Study TOR and compile a complete Scope of Work to be circulated to PS and TN.</p> | <p>PGvR</p> |
| <p>(d) On approval from PS and TN, this expanded Scope of Work on Task 7 will be added to the Inception Report. PS also requested site visits to be included in this Task.</p> | <p>PS/TN</p> |
| <p>(e) TN also requested that the Operating Rules report must included a clear strategy on how to implement these rules. Allowances should be made for training of the Operators.</p> | <p>PGvR</p> |
| <p>(f) Currently the dams in the Catchments are operated in accordance with a spreadsheet model managed by Rens Botha of the Regional Office. It was acknowledged that since, most dams in the Catchment is currently around 100% full, operation of the system for the next 12 months should continue based on existing practices.</p> | |
| <p>(g) TN enquired about the status of the System Operating Forum. PGvR will liaise with Rens Botha to find out if the forum is active.</p> | <p>PGvR/RB</p> |
| <p>7.4 TASK 8: WATER TARIFF REVIEW</p> | |
| <p>Task has not started. HSP to liaise with PAAR.</p> | <p>HSP</p> |
| <p>7.5 TASK 9: RECONCILIATION STRATEGY REPORT UPDATE</p> | |
| <p>7.5.1 Matters arising from previous minutes</p> | |
| <p>(a) Item 9.5: PGvR reported that WRP submitted a Scope of Work on the availability of <i>decant water from mines in the Vaal Catchment</i>. The MOCWS must identify the volume required from this source, from the water balance of the Crocodile Catchment. PGvR would keep the SMT updated.</p> | |
| <p>(b) Item 9.6 The water <i>requirements of Rustenburg</i> will be included in the water balance of the Crocodile Catchment.</p> | |
| <p>7.5.2 Progress</p> | |
| <p>The water balance will be updated as part of Task 13, but the Reconciliation Strategy Report will only be updated by the end of 2010.</p> | |

7.6 TASK 10: SUPPORT GROUP (SG) SUPPORT

Progress on the MOCWS should be reported at the 1st SSC. A background document should also be distributed at the SSC.

8. ADDITIONAL TASKS

8.1 TASK 11: TASKS REQUESTED BY JOHAN VAN ROOYEN

Item 8.1: MSB to submit a budget on both Task 11a and 11b.

MSB

8.1.1 Task 11a: Marginal cost of water

MSB reported that this task will be finalised by the end of May 2010. However, after discussions with Johan van Rooyen, more work may be required.

8.1.2 Task 11b: Water Security Strategy

MSB reported that the 3rd draft will be submitted the following week for internal DWA distribution.

8.2 TASK 12: RESERVE – INTEGRATION OF RESOURCE CLASSIFICATION INTO STUDY

(a) TN noted that based on his experience with the Olifants Reconciliation study, this Task is more substantial than expected, when the complete process is followed. PGvR noted that his understanding of the Task is to perform a preliminary classification. TN will forward the related Olifants task description.

TN

(b) PGvR will assess the related Olifants task description and draft a task description for MOCWS. Also refer to Item 8.2(b) from previous minutes.

PGvR

8.3 TASK 13: SUPPORT TO MOKOLO/CROCODILE WATER AUGMENTATION PROJECT (MCWAP)

(a) JDR submitted a task proposal outlining the proposed work and the costs for consideration and approval by TN.

TN

(b) Items 5(a), 1st bullet and 9.10(a): SCV to supply the latest available water requirements scenario to the Study Team.

JDR/SCV

(c) Item 9.10(b): To *quantifying the impact of the MCWAP transfer* on the lower reaches of the Crocodile West River, JDR had discussions with the MCWAP team to clarify their requirements.

(d) Results on this Task will be available by the end of April/beginning of May. The report will follow soon.

JDR

- (e) OvdB must indicate whether analysis for a combined raised Klipvoor/Vlieëpoort is required.

OvdB/JDR

9. GENERAL

9.1 SITE VISIT

TN proposed a general site visit to be undertaken early May. Also include representatives from the DWA regional offices, WUE and RDM.

HSP/JDR

10. NEXT MEETING


The next meeting will be held on either 28 May 2010 or 2 June at BKS, Pretoria. TN to confirm the date.

TN


11. CLOSURE

The meeting was closed at 12:00.

Minutes certified as correct and final


PSP Study Leader

2010-05-31
Date


DWA Study Leader

31/05/2010
Date