

**THE DETERMINATION OF WATER RESOURCE CLASSES AND ASSOCIATED  
RESOURCE QUALITY OBJECTIVES IN THE INKOMATI WATER MANAGEMENT  
AREA**

**STAKEHOLDER ENGAGEMENT PLAN**

**Directorate: Water Resource Classification**



**water affairs**

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Department:  
Water Affairs  
**REPUBLIC OF SOUTH AFRICA**

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# **STAKEHOLDER ENGAGEMENT PLAN**

## **1 BACKGROUND**

The purpose of this project is to implement the Water Resource Classification System (WRCS) to classify all significant water resources in the Inkomati Water Management Area (WMA) in order to determine a suitable Management Class (MC) as well as to determine Resource Quality Objectives (RQOs).

The determination of the MC will be undertaken using the generic seven steps as outlined in the WRCS Regulation published in the Government Gazette No 33541(R810 dated 17 September 2010) and guideline documents. The guidelines developed to support the WRCS Regulations are:

- Volume 1: Overview and 7-step classification procedure, February 2007
- Volume 2: Ecological, hydrological and water quality guidelines for the 7-step classification procedure, February 2007
- Volume 3: Socio-economic guidelines for the 7-step classification procedure, February 2007
- Volume 4: Decision-analysis (including the stakeholder engagement process) guidelines for the 7-step classification procedure, February 2007
- Volume 5: Proceedings of the WRCS stakeholder workshops held at Midrand and Durban, February 2007

The determination of the RQOs will be undertaken using the Department of Water Affairs Procedures to Determine and Implement Resource Quality Objectives. A seven step procedure will be followed for the determination of RQOs. A guideline to support the determination of the RQOs that was developed in 2011 will also be used.

The management of water resources using RQOs emphasise the need of stakeholder engagement through-out the project, as the outcomes of this project will affect both ecosystem health and the economic activities that rely on water supply. The process of trade-offs will need to be assessed and evaluated at a number of scales. It is recognised that the process of determining water resources classes and associated RQOs requires a strongly driven stakeholder engagement and communication component supported and guided by the necessary technical and institutional components. Stakeholder engagement is a key consideration; however the outcome in terms of this process is essentially technically driven and supported by the appropriate institutional structures. Thus the classification of the significant water resources and determination of associated RQOs in the study area will not be successful if these components are not able to complement each other.

Furthermore, the National Water Act (NWA) (No 36 of 1998) section 13.4a requires as a minimum that Management Class (MC) and draft RQOs be published for comments in government gazette for 60 days, and that the Minister consider all comments before finalising the MC and RQOs for a water resource.

It is for the reason indicated above that the stakeholder engagement plan that include the communication plan and extensive stakeholder database need to be developed.

## **2 PURPOSE OF THE ENGAGEMENT**

The Department of Water Affairs (DWA) and Inkomati Catchment Management Agency (ICMA) will engage with stakeholders on the determination of the water resource classes and RQOs in the study area (Inkomati WMA).

The engagement will primarily be on the technical aspects, data and methodology as well as the development of the scenarios. Robust engagement with stakeholders is required in steps 6 and 7 of both the 7-step Classification procedure and 7-step RQOs determination procedure. However, the processes are dependent on the consolidation of water resource related information and as a result a Project Steering Committee (PSC) will be established to represent all sectors, to ensure that adequate consultation and collaboration is undertaken at the onset.

### **2.1 Objectives**

The stakeholder engagement has the following objectives:

- To improve the management process of this project.
- To reduce the potential for future conflict.
- To enable the DWA, ICMA and stakeholders to share knowledge and expertise.
- To inform and educate stakeholders about the DWA/ICMA's function and responsibilities.

### **2.2 Outputs**

The following documents will be produced and updated throughout stakeholder engagement:

- Updated data/information sources
- Final scenarios report
- Issues and response register
- Report on the stakeholder engagement and updated stakeholder database
- Final technical reports

### **2.3 Principles**

The stakeholder engagement will be based on the accountability principles of inclusivity, materiality and responsiveness. All stakeholders with material interests in the process will be included in the classification of water resources process, their material interests will be identified and addressed and the DWA/ICMA will respond to their interests. The stakeholder engagement will be done in a way that makes effective use of the DWA/ICMA and stakeholders' resources, including time. Stakeholders will receive feedback on a regular basis as per the communication plan.

## **3 EXTENT OF THE ENGAGEMENT**

The stakeholder engagement will be limited to the Inkomati WMA Classification and RQOs Determination Project. The engagement will end when the Management Classes and RQOs have been gazetted/ or approved by the minister.

The issues that will be engaged on will be determined by the needs of the stakeholders, subject to the DWA/ICMA's obligation to exercise efficient control over the management of water resources.

#### **4 OWNERSHIP OF THE STAKEHOLDER ENGAGEMENT**

The stakeholder engagement will be managed by the Directorate: Water Resource Classification in collaboration with the ICMA and supported by other Directorates within DWA.

#### **5 TARGET AUDIENCE/MEMBERS**

Stakeholders are persons or groups who are directly or indirectly affected by a project, as well as those who may have interests in a project and/or the ability to influence its outcome, either positively or negatively. Stakeholders may include locally affected communities or individuals and their formal and informal representatives, national or local government authorities, politicians, religious leaders, civil society organisations and groups with special interests, the academic community, or other businesses. The stakeholders identified or who may have interest in this project are as follows:

##### **i. DWA Internal officials who have an interest in the outcome of the project**

- Mpumalanga Regional Office
- Directorate: Water Use Efficiency
- Directorate: Water Abstraction and Instream Use
- Directorate: Regional Coordination and Support
- Directorate: Water Allocation
- Directorate: National Water Resources Planning
- Directorate: Options Analysis
- Directorate: Hydrological Services
- Directorate: Reserve Requirements
- Directorate: Resource Directed Measures Compliance
- Directorate: Resource Quality Services
- Directorate: Resource Protection and Use
- Branch: Water Resource Infrastructure

##### **ii. Government departments that may affect or be affected by the outcome of the project**

- Department of Agriculture, Forestry and Fisheries
- Provincial Departments of Agriculture

- Department of Cooperative Governance
- Department of Rural Development and Land Affairs
- Department of Mineral Resources
- Department of Energy
- Department of Environmental Affairs
- Provincial Department of Environmental Affairs

**iii. Governmental institutions**

- National Water Advisory Council
- Water Research Commission
- Water Tribunal

**iv. Water resource management institutions**

- Water User Associations
- Catchment Management Agency
- Irrigation Boards
- Water boards

**v. Regulated persons**

- National African Farmers Union
- AgriSA (Water Committees)
- Individual irrigators who are not represented in organisations.

**vi. Research institutions and academia involved in irrigation**

- Council for Scientific and Industrial Research (CSIR)
- Agricultural Research Council (ARC)

**vii. Irrigation sector associations**

- South African Association of Water User Associations
- Water Sector Leadership Group
- South African Irrigation Institute

- South African Committee on Irrigation and Drainage
- Local Irrigation associations

**viii. Other sectors and associations**

- South African Association of Water Utilities
- South African Local Government Association
- District and Local Municipalities
- Water Sector Leadership Group
- Industrial sector
- Urban sector
- Mining sector (Chamber of Mines)
- Energy (Eskom)

**ix. Persons representing civil society and the environment**

- Water Institute of South Africa
- Tourism and Parks boards (SANBI and SANPARKS)
- Persons representing women
- Forums
- Business and free market foundations
- Birdlife SA
- Wildlife and Environment Society of South Africa
- Federation for Sustainable Environment (FSE)

**x. Persons who have a legal interest in the regulation**

- Law societies

## **6. ISSUES**

The issues to be engaged on will be determined as they emerge in the meetings. However, stakeholders can engage on the following initial list of aspects:

- Status quo of the study area in relation to ecological and socio-economic aspects

- Technical aspects of the project
- Data and Methodology used
- Practical implementation of the scenarios and implications of the recommended classes
- Catchment context and visioning

## **7. APPROACH TO STAKEHOLDER ENGAGEMENT**

### **7.1 Communication methods**

To ensure relevant coverage for the project, the following processes are envisaged

#### **i. *Direct***

Communication will be effected by direct contact with stakeholders via meetings (Project Steering Committee meetings, Technical Task Group meetings, Project Management Committee meetings and stakeholder engagement meeting).

#### **ii. *Specific Interviews***

Specific interviews will be scheduled with relevant stakeholders within DWA and externally to discuss matters related to data and methodology. Discussions will be scheduled with people from the following sections:

- Chief Directorate: Resource Directed Measures
- Directorate: Resource Protection and Waste
- Department of Agriculture
- Chamber of Mines
- SANBI and SANPARKS
- Environmental Groups Such as Federations for Sustainable Development ( FSD)

#### **iii. *Print Media***

The following print media will be employed:

- A simplified Background Information Document and Newsletters will be printed and made available to all delegates attending the meetings (PSC, TTG and stakeholder engagement).
- An advert and media release will be placed in the national and local newspapers to inform stakeholders of the publication of recommended classes gazetted for public comment.
- User friendly media such as Posters will be made available to all stakeholders during the 60 days of gazetting.

#### **iv. *Electronic Media***



The following electronic media will be employed:

- Notices and information about the project will be posted on the DWA internet on regular basis (<http://www.dwa.gov.za/rdm/WRC.aspx>).
- As stated above, certain selected DWA and other key stakeholders will be invited to the meetings via email.

## **7.2 Engagement methods**

The following engagement methods will be followed as required:

- Meetings (PMC, PSC, TTG and stakeholder engagement) and written submissions.
- Distribution of documents and invitations to comment.
- One on one interviews or meeting with different sectors.

## **7.3 Engagement levels**

The engagement will empower stakeholders on several levels, depending on their needs:

- Some stakeholders (PMC, PSC and TTG members) will be invited to comment on the draft reports
- Some stakeholders (PMC, PSC and TTG members) will take part in the development of the scenarios
- All stakeholders will be provided with regular feedback on the project through different platforms (stakeholder meetings, forum meetings and specific one-on-one sector engagement).

## **7.4 Documents required for the engagement**

The following documents are required for the engagement:

- Posters,
- Brochures available in local languages.

## **8 COMMUNICATION PLAN**

As this project will not be able to reach each individual member living in and around the study area, organizations and the communities that are either interested or affected by this project; a communication plan is required to illustrate the engagement with representative groups of stakeholders to inform the determination of water resource classes.

## Proposed Communication Plan

PLATFORMS	STAKEHOLDER GROUP	FREQUENCY	MESSAGE/PURPOSE	RESPONSIBILITY	PROPOSED DATES	PROGRESS
Project Steering Committee (PSC)	Representatives of sectors important to the study (To give strategic direction to project)	Three times over the two-year project period	<ul style="list-style-type: none"> <li>Inaugural PSC Meeting</li> <li>Preliminary IUAs</li> <li>Status quo</li> <li>Visioning exercise</li> </ul>	Coordination: PSP Facilitation: DWA/ICMA Minutes taking: PSP	20 August 2013	Meeting held on 20 August 2013
			<ul style="list-style-type: none"> <li>EWR Results</li> <li>Select and define operational scenarios</li> </ul>		17 March 2014	
			<ul style="list-style-type: none"> <li>Consequences of scenarios</li> <li>Proposed management classes</li> <li>RQOs</li> </ul>		November 2014 (2 <sup>nd</sup> week )	
Technical Task Group (TTG)		Twice over the two-year project period	Socio-economics	<ul style="list-style-type: none"> <li>Coordination: PSP</li> <li>Facilitation: DWA</li> <li>Presentation: PSP/DWA</li> <li>Minutes taking: PSP</li> </ul>	16 October 2013	Meeting held on 16 October 2013
			Prioritisation of Resource Units		April 2014	

PLATFORMS	STAKEHOLDER GROUP	FREQUENCY	MESSAGE/PURPOSE	RESPONSIBILITY	PROPOSED DATES	PROGRESS
Public Participation	The broader public	Twice over the two-year project period	<ul style="list-style-type: none"> <li>Announce the project</li> <li>Overview of classification process</li> <li>Integrating classification into other integrated water resource management processes</li> </ul>	<ul style="list-style-type: none"> <li>Coordination: ICMA</li> <li>Facilitation: ICMA</li> <li>Presentation: PSP/DWA</li> <li>Minutes taking/ Issues &amp; Response Register (I&amp;RR): PSP</li> </ul>	12 June 2013	Meeting held on 12 June 2013
			<ul style="list-style-type: none"> <li>Evaluation of scenarios</li> </ul>		November 2014	
Existing Fora	Crocodile Catchment Forum	Once per quarter	<ul style="list-style-type: none"> <li>Information sharing</li> <li>Project status</li> </ul>	<ul style="list-style-type: none"> <li>Coordination: ICMA</li> <li>Presentation: DWA</li> <li>I&amp;RR: DWA</li> </ul>	<a href="#">23 August 2013</a> 21 February 2014 25 April 2014 27 June 2014 22 August 2014 24 October 2014 28 November 2014	Presentation at meeting on 23 August 2013
	Sabie Catchment Forum	Once per quarter			<a href="#">20 August 2013</a> <a href="#">08 October 2013</a> <a href="#">25 November 2013</a> 17 February 2014 21 April 2014 23 June 2014 18 August 2014 20 October 2014 24 November 2014	Presentation at meetings on 23 August 2013, 08 October 2013, 25 November 2013.
	Sand Catchment Forum	Once per quarter			<a href="#">19 August 2013</a>	Presentation at

PLATFORMS	STAKEHOLDER GROUP	FREQUENCY	MESSAGE/PURPOSE	RESPONSIBILITY	PROPOSED DATES	PROGRESS
					<a href="#">07 October 2013</a> <a href="#">26 November 2013</a> 18 February 2014 22 April 2014 24 June 2014 19 August 2014 21 October 2014 25 November 2014	meetings on 19 August 2013, 07 October 2013, 26 November 2013.
	Upper Komati Catchment Forum	Once per quarter			<a href="#">27 November 2013</a> 19 February 2014 23 April 2014 25 June 2014 20 August 2014 22 October 2014 26 November 2014	Presentation at meetings on 27 November 2013.
	Lower Komati Catchment Forum	Once per quarter			<a href="#">22 August 2013</a> <a href="#">28 November 2013</a> 20 February 2014 24 April 2014 26 June 2014 21 August 2014 23 October 2014 27 November 2014	Presentation at meetings on 22 August 2013, 28 November 2013.
	Inkomati Irrigation Forum	Once per quarter				
	Mpumalanga Wetlands Forum	Once per quarter				
	OLLI	Once per quarter				
	REMCO					
Sectors (One-on-	Domestic	When necessary,	• Information sharing	• Coordination:		

PLATFORMS	STAKEHOLDER GROUP	FREQUENCY	MESSAGE/PURPOSE	RESPONSIBILITY	PROPOSED DATES	PROGRESS
one)	<ul style="list-style-type: none"> <li>• Municipalities</li> <li>• Ward councillors</li> <li>• Traditional leaders</li> <li>• Community development workers</li> </ul>	upon request: Twice (max) over the two-year project period	<ul style="list-style-type: none"> <li>• Data/information sourcing</li> </ul>	ICMA <ul style="list-style-type: none"> <li>• Presentation: DWA</li> <li>• Minutes, I&amp;RR: DWA</li> </ul>		
	Mining & Industries <ul style="list-style-type: none"> <li>• Chamber of mines,</li> <li>• Eskom,</li> <li>• Sappi</li> <li>• SAMANCOR</li> <li>• TSP</li> <li>• MMC</li> </ul>	When necessary, upon request: Twice (max) over the two-year project period	<ul style="list-style-type: none"> <li>• Obtain input on possible data gaps</li> <li>• To source information related to national planning</li> <li>• To engage them on the proposed scenarios developed in this project.</li> </ul>	<ul style="list-style-type: none"> <li>• Coordination: DWA</li> <li>• Presentation: DWA/PSP</li> <li>• Minutes, I&amp;RR: PSP</li> </ul>	27 November 2013 (Mining)	Mining sector meeting held on 27 November 2013
	Agriculture <ul style="list-style-type: none"> <li>• AGRISA</li> <li>• National African Farmers Union</li> <li>• Emerging farmers</li> <li>• Commercial farmers</li> <li>• Irrigation boards</li> </ul>	When necessary, upon request: Twice (max) over the two-year project period	<ul style="list-style-type: none"> <li>• Obtain input on possible data gaps</li> <li>• Engage on the proposed scenarios developed in this project</li> </ul>	<ul style="list-style-type: none"> <li>• Coordination: DWA</li> <li>• Presentation: DWA/PSP</li> <li>• Minutes, I&amp;RR: PSP</li> </ul>		
	Conservation/Environment <ul style="list-style-type: none"> <li>• SANPARKS</li> <li>• SANBI</li> <li>• Environmental society of South Africa (WESSA)</li> <li>• Bird Life South Africa</li> <li>• Federation of Sustainable Environment (FSE)</li> </ul>	When necessary, upon request: Twice (max) over the two-year project period	<ul style="list-style-type: none"> <li>• Obtain input on possible data gaps</li> <li>• Engage on the proposed scenarios developed in this project</li> </ul>	<ul style="list-style-type: none"> <li>• Coordination: DWA</li> <li>• Presentation: DWA/PSP</li> <li>Minutes, I&amp;RR: PSP</li> </ul>		

PLATFORMS	STAKEHOLDER GROUP	FREQUENCY	MESSAGE/PURPOSE	RESPONSIBILITY	PROPOSED DATES	PROGRESS
	<ul style="list-style-type: none"> <li>World Wide Fund for Nature South Africa (WWF-SA)</li> <li>Mpumalanga Tourism and Parks Agency (MTPA)</li> <li>AWARD</li> </ul>					
	Knowledge Sector/ <ul style="list-style-type: none"> <li>Water Research Commission</li> <li>Agricultural Research Council</li> <li>CSIR</li> <li>Academic institutions</li> </ul>	When necessary, upon request: Twice (max) over the two-year project period	<ul style="list-style-type: none"> <li>Obtain input on possible data gaps</li> </ul>	<ul style="list-style-type: none"> <li>Coordination: DWA</li> <li>Presentation: DWA/PSP</li> <li>Minutes, I&amp;RR: PSP</li> </ul>		

## **9 CAPTURING AND SYNTHESIS OF STAKEHOLDER INFORMATION**

An Issues and Responses Report will be compiled and updated throughout the two-year period of the project. This report will list all the comments from stakeholders (to be received from comment sheets, at meetings, via telephone calls, etc) and responses from the project team. This report will be used as a monitoring tool.

## **10 FEEDBACK TO STAKEHOLDERS**

Feedback to stakeholders will be done by means of:

- Direct answers to any questions or requests for additional information through letters and emails.
- Issues and Response Register will be distributed on a regular basis and made available in the website (<http://www.dwa.gov.za/rdm/WRCS/default.aspx>).
- The provision of information in the various BIDS, newsletters, websites and other communications means that have been identified. In addition to this the project and relevant information will be shared at various meetings and forums that are continually held within the WMA.