
	WATER AND FORESTRY	 SALGA <small>South African Local Government Association</small>
	PROVINCIAL AND LOCAL GOVERNMENT	
INTEGRATED WATER RESOURCES MANAGEMENT II STRAND 3 PROJECTS		

IWRM Communications Team Meeting 24 March 2009, Bellville, DWAF Offices (10h00 – 12h00)

Attendance:

Ms Nolitha Zuzani (NZ)	DWAF Water Quality Management Olifants/Doorn WMA
Mr Warren Dreyer (WD)	DWAF Water Quality Management Olifants/Doorn WMA
Ms Ella Bisset (EB)	DWAF Community Development Olifants Doorn WMA
Mr Carlos Abrahams (CW)	DWAF Water Quality Management Olifants/Doorn WMA
Mr Nik Wullschleger (NW)	Project Co-ordination to IWRM II Olifants Doorn, Informage
Ms Gisela Wullschleger (GW)	Project Co-ordination to IWRM II Olifants Doorn, Informage

1. Welcome & Opening: NZ welcomed everyone to the meeting and introduce the purpose of the meeting. The agenda was agreed with no additions.

2. IWRM Newsletters

a) NZ reported that the January was completed successfully. There should be a newsletter every month. A discussion was held on the challenges which were listed as follows:

Main problems:

- No articles were received from the IWRM Strand 3 projects. The original idea for the newsletter was to have stories written by the projects; but now it is really only reporting on workshops and DWAF driven events
- Telephone interviews and internet articles were used to fill space.
- The newsletter takes a lot of time to produce in its current format
- Feedback from the projects:
 - EB reported that during M&E field visits, the groups reported that the newsletter was not easy to read as it was in English and not Afrikaans.
 - NZ said that Dorcas reported that they never received the newsletter. NW said that the newsletter had been faxed out, but some groups reported it was not legible. We need to increase the font, simplify the layout for faxing.

b) NZ said that for the February Newsletter, the following events could be included:

- Chief Director visits to the projects
- Emerging Farmers Day
- Article on the Monitoring and Evaluation Field Visits (Ella and Gus Pickard)
- Launch of Women Empowerment Project
- Information about the Millennium Development Goals

c) EB proposed that she will do a follow up on what is happening with the projects; what are the things they are experiencing – this would be a way to getting their voice into the newsletter. NW asked whether this would be a series from month to month. If so, it might become a place to voice complaints. NW suggested that the group plan the newsletter to the end of the year, saying

that we need to move from a situation where deadlines are chasing us, to a position where we are ready for everything.

d) EB said that perhaps we are not telling the project groups exactly what we expect from them – we need to give them questions that are to be addressed in the articles. NW – good idea, all the projects know that they will be expected to write an article for the newsletter during the year – we should just communicate this with them – we need to manage the newsletter and not write everything.

e) The group agreed to set out a plan for the newsletter.

- The plan would provide a framework in which articles can be set out in preparation for the coming months.
- The emerging farmer forums should be asked to fill a space in the newsletter every month.
- The MOU Partners, SPP and GARC would also be asked to contribute a monthly article on planned events, and projects that they are involved with in the Olifants Doorn or elsewhere.
- The Water User Association and Other Service Providers like GEOSS, JANTECH and others could contribute to the issue that deals with their project goals or areas of expertise.
- The Framework of Articles would be circulated at the end of the month with the newsletters for February and March.
- The full newsletter layout will be simplified into a simple black and white layout that is easily faxed.
- The Quarterly Newsletter should be produced containing all the photos and the best articles collected over the previous three months.

f) NZ summarized that the following improvements would be made to the Newsletter:

- 1) Simplify format, shorten it to two pages for faxing
- 2) Plan the structure for the monthly and quarterly

g) NW captured the following framework for articles on the white board:

Month	Projects/ Articles	Who
January	Emerging Farmers Focus Articles (COMPLETED)	DWAF
February	Chief Director Visit to IWRM Projects	Nik
	MDG	Nik
	M&E Round with Gus and Ella	Gus and Ella
	Letters from the Projects	Gisela (fillers)
	Articles from the Projects	Month End Letter Invitation (Gisela)
March	PMG	Nik (PMG Extract)
	QPMG	Nik (PMG Extract)
	"Interesting Quotes"	Earth Day 28/3/2009 Earth Hour 8:30
	23 March World Water Day	DWAF (Carlo)
	Emerging Farmers Day	Cederberg, Matsikama, DMA EFFs
	WEP Launch	Madiega
	Water Week	DWAF (Warren – WCape Dam)
April	IWRM Prizes Launched	Nik
	Water & Health Theme	Nik
	Health	Vukani Makhosikhasi (LB21) Lamatzicare (LA21) Dorcas (DC11) Doringbaai MPRC (DB01)
	Health Awareness Month	HEALTH / DWAF
	Elections 22 April 2009	DWAF
	Groundwater Training (Sandveld Management Plan)	Julian / Regan
Celebrating Easter	Quotes from Projects (Ella)	

Month	Projects/ Articles	Who
May	Sanitation	DWAF (Warren)
	Rainwater Harvesting at Houses	Koue Bokkeveld Households (KB11) Bitterfontein Households (BFH3) Elandskloof Households (EL11)
	Workshop on Appropriate Technology (Ram Pumps, Biodigestors, Mist Harvesting)	Nolitha
	Workers' Day / Decent Work and Agriculture	Roger
	Minister of Water (Parliament IWRM Exhibition)	Nik and Participants
	M&E Round with Gus and Ella	Gus and Ella
June	QPMG	Nik (PMG Extract)
	Youth Month	Vuku'Zenzele (VY11)
	June World Environment Day	Nik
	Climate Change	Gus (Green Connections)
	Breevlei Erosion Project – Saving the river	Breevlei (BV12)
	Biodiversity and Small Scale Farming (Rooibos)	Breevlei (BV21) Suurrug (SU21)
	Biodiversity and Small Scale Farming (Hoodia)	Jagvlak Wolfkloof (JW11)
	Youth in IWRM – NVC Training (Transport SETA Learnerships)	Mark Botha
July	Small Scale Infrastructure and IWRM	Nik
	Irrigation Planning – Training Workshop	Andre Cornelissen (agriculture)
	Pipelines in Wupperthal	Beukeskraal (BE11) Langbome (LN11)
	Solar Pumps	Eselbank (ES11)
	Efficient Animal Watering Systems in the Karoo (Groundwater)	Loeriesfontein (LF21)
August	Women's Empowerment Project	Madiega
	ILO IWRM Project	Bernadetta
	DMA Womens Empowerment	West Coast Community Foundation
	Celebrating Gender Diversity	Quotes from Projects (Ella)
	Women in Water	Yumna Beukes
	Women in Farming	Petersfield (PE14) Vukani Makhosikhasi (LB21) Lukhanyo (LK11) Sandveld Organics (Susi) Goedgedacht Agric Resource Centre (GARC – Gazelle Mc Dougall) Surplus People's Project (SPP – Herschel Milford)
	M&E Round with Gus and Ella	Gus and Ella
September	Arbor Day	GARC – Multi Purpose trees (GA11)
	QPMG	Nik (PMG Extract)
	Alien trees Project in Ebenhaeser	Matsikama Development Services (EB01)
	Working for Water in the Olifants Doorn	Nolitha / Warren
	Forestry in the Olifants Doorn	Nolitha
October	Water Conservation and Demand Management (Agriculture)	Mulching / Water Wise Methods (GARC; SPP; Sandveld Organics)
	Water Conservation and Demand Management (Households)	Witzenberg Tap & Leak (WB01) Bitterfontein Big Roof (BF01) Koue Bokkeveld (KB11)
	Water User Associations – Theme Water and Agriculture in the Olifants Doorn (WUA Perspective)	Krom Antonies (WK10) Noord Sandveld (WN10) Vanrhynsdorp (WV10) Wupperthal (WW10)
November	IWRM Awards / Danish Ambassador Visit to Projects	DWAF
	IWRM Conference (Natal)	DWAF
	Focus on award winners	Interviews
December	1 December HIV / AIDS	Dorcas (DC11)
	Water for Health	Health Department
	IWRM Project Successes	DWAF
	IWRM Perspective from UWC IWRM	Lewis Jonker

h) The following plan of action was agreed:

- With month end fax, GW will request projects to submit articles as per their responsibility listed here. Deadline of 2 weeks.
- Forums will be asked to do a monthly article.
- GW will pick up on interesting reports from the groups and request permission from them to publish these as “fillers” in the newsletter
- GARC and SPP asked for small articles on upcoming events, services and other news / developments that can be publicised.
- Everyone will do some research and find some cartoons that are “Water” related
- Messages of Encouragement from DWAF leadership will be gathered and included in every newsletter.
- The “Framework for Articles” will be updated at the next IWRM communications team meeting.

3. Radio Slots

a) NZ reported the budget was approved for the radio slots, but the NPMG asked that a second quotation be called for from the private sector. Susi Engelbrecht suggested Mr Bernard Lambrecht from Namaqualand Radio be contacted for assistance and a quote during the recent Quarterly PMG. NZ will contact him for advice.

b) Carlo said Pentech Radio / Sound Engineering Students might be able to assist. Ella will contact the head of department in Journalism (Radio) to find students that would like to do this work. NW to send Ella the brief that Rejane worked on in a format that can be distributed to interested parties.

c) NW will identify and contact other commercial radio production houses and report back with a second quote.

d) Full reportback expected for the “Emergency” Sub-PMG (Friday 3 April 2009).

4. Footprint Workshop

a) NZ received e-mail from Tshiamo Matabane regarding this workshop. NZ, EB and Nosie Mazwi will be attending for Western Cape DWAF. Possibly also Melissa Litnaar Strauss if she can. NW and GW will attend, Gus Pickard will be invited as well.

b) The Western Cape agenda would include “Communications as part of the Exit Strategy for IWRM in the Olifants Doorn”.

c) GW to forward Roger’s Workshop Tasks to Ella and Nolitha although they have not been distributed again as part of the recent workshop materials and program.

5. Way Forward

1) NZ Said that the due dates and tasks are clear, the groups need to go for it and try to meet our deadlines. Any queries and progress reports should be done with a circular e-mail.

2) The date for the meeting (Sub PMG) was agreed for Friday 3 April 2009, at the Bellville Offices in the Working for Water room. Melissa and Nosie were consulted on the date and agreed to their availability. This meeting was proposed to not be a full PMG, rather to only cover urgent topics on a “sub-PMG Agenda” focusing on the following points:

- Status of Contracts - Strand 3 projects
 - a) Venzulu Documentation extending the contracts that expired in December 2008 need to be signed off by the DWAF IWRM Project Manager
 - b) Applications for 2nd and 3rd phases of IWRM Funding should be tabled and assessed for funding
 - c) Existing projects that are not performing should be assessed for early closure of budget reduction in order to free up funds for those that need extensions of budget
 - d) Planning for a meeting with all Strand 3 Project Leaders to complete contract documentation
- Handover to Melissa Litnaar Strauss as the new Olifants Doorn Catchment Manager
- Roles and Responsibilities for the way forward on the IWRM Project (DWAF and Informage)
 - a) Informage’s contract with Venzulu (Project Coordination)
 - b) The IWRM Communications Team (DWAF)
 - c) The IWRM Project Management Team (DWAF)
- IWRM Communications – Radio Slots
 - a) Reportback on alternative quotes
 - b) Reportback on the Pentech Students’ Program

6. Close

NZ thanked everyone for their hard work, commitment and attendance at the meeting. The meeting was closed at 12h00.