
	WATER AND ENVIRONMENT	
	PROVINCIAL AND LOCAL GOVERNMENT	
INTEGRATED WATER RESOURCES MANAGEMENT II IWRM PMG		

**IWRM II Olifants / Doorn WMA
Project Monitoring Group Meeting**

MINUTES for the meeting held at the Siyaya Conference Room, DWA, Bellville
on 14 July 2009 from 9h00 to 16h00

Welcome & Opening: EB welcomed and allowed for introductions

Ella Bisset (EB)	DWA Olifants Doorn Community Development
Mellissa Litnaar-Strauss (MLS)	DWA Olifants Doorn Acting Catchment Manager
Tshiamo Matabane (TM)	DWA IWRM Project Manager
Nik Wullschleger (NW)	Project Coordination
Bryanie Boyd-Monk (BBM)	Vendzulu Development Agency
Gisela Wullschleger (GW)	Project Coordination
Salome Horn (SH)	(Cederberg Emerging Farmers Forum)
Elaine Owies (EO)	(DMA Emerging Farmers Forum)
Hendrik Janse (HJ)	(Cederberg Emerging Farmers Forum)
Bertie Cloete (BC)	(DMA Emerging Farmers Forum)
Len Lategan (LL)	(Matzikama Emerging Farmers Forum)
Jan Fortuin (JF)	(Matzikama Emerging Farmers Forum)
Isobel van der Stoep (IvdS)	SABI
Riana Lombard (RL)	SABI

Apologies :

Gazelle McDougall	(GARC has closed)
Gus Pickard	(in Northern Cape)
Roger Short	Senior Technical Advisor IWRM
Elmarie Van Rooyen	DWA National
Siza Netshilaphala	Vendzulu Development Agency

Adoption of Minutes:

- Minutes of PMG 12 May 2009
 - Accepted by MLS, seconded by NW
- Budget Planning PMG 8 June 2009
 - The minutes were completed, but form a working document
- QPMG 9 June 2009
 - Accepted by MLS, seconded by EB

Adoption of the Agenda:

1. Issues arising from the previous minutes as well as the DWA Meeting held on 3 July 2009

All matters arising would be covered within the framework of the agenda.

2. Report Back

- 2.1. IWRM DWAF Meeting 3 July 2009 – Matters arising
 - 2.1.1. The points have been brought into the agenda for today's meeting.
- 2.2. Women Empowerment Program
 - 2.2.1. MLS gave report back on progress with course notes and the session schedule.
- 2.3. IWRM TETA NVC Learnership Training Program
 - 2.3.1. NJW gave feedback on the NVC – 2 clusters have accommodated 30 individuals in total, one group meets in Elands Bay and one group meets in Citrusdal; The first module is complete and a report has been produced from the Citrusdal cluster; Elands Bay's report is expected shortly; The accommodation booking sheet, transport claim form and IWRM evaluation sheets have all been provided, and NVC use their own evaluation process as well;
 - 2.3.2. The Wupperthal group will be involved in a new series of sessions of their own in Wupperthal at a later stage, pending funding.
 - 2.3.3. HJ asked about participant Deane who would have attended in Citrusdal and missed the class, then attended in Elands Bay – PMG agreed that she should attend the Citrusdal class as the cost of travel is less.
 - 2.3.4. NW explained that the transport costs could be carried for the group for three months (July, August and September); The NVC program provides R1200 as a stipend to support the group's travel costs; SH expressed concern that the need to pay own travel costs will negatively affect the participants; MLS said that the participants need to be prepared to contribute something as the DWA is making opportunities available; NW added that the Elands Bay group will not have costs related to transport as they live in the town and have no expenses in this regard, if at a later stage it is impossible for the DWA to supply lunches, they will need to bring a sandwich from home or buy their own lunch.
 - 2.3.5. MLS and NW provided information regarding the background of this program, and explained the various procedures required of the group that participates.
- 2.4. Cederberg Municipality Meetings / Agenda / Way Forward
 - 2.4.1. The follow up meeting was never confirmed and dates could not be found; The Cederberg Municipality Council meeting took place yesterday; the minutes are now awaited from Chantal Wellman's office.
 - 2.4.2. MLS said that a meeting with the mayor is still required; TM added that it would be difficult for them to comment on things that they do not have full background on.
- 2.5. Fog Harvesting Field Trip with Cloud Water Concepts on 6 July 2009
 - 2.5.1. NW read the recommendations from Cloud Water Concepts; The Lamberts Bay site is the most readily achieved since it is municipal land, and there is a good likelihood that the system can immediately support the food garden group.
 - 2.5.2. TM explained concerns related to the ownership and benefit from the FWS at the two sites in Lamberts Bay and Doring Bay.
 - 2.5.3. LL expressed concern about the contract needed with private landowner in order to erect the FWS in Doring Bay; MLS asserted that the forum would be asked to assist with the negotiations with private land owners in this matter.
- 2.6. Meeting with Radio Namakwaland on 7 July 2009
 - 2.6.1. NW reported – the meeting was held with Bernard Lambrecht and Annette in Vredendal; later the same day there was a meeting with the Journalist Martie Louise in Porterville where she was attending a course; DWA were able to view the studio and inspect the quality of equipment and discuss the background to the projects within IWRM; They (the radio journalist and producers) are familiar

- with all the projects, they know the area and they have provided a competitive costing (compared to the previous quote received from Aperspective Media).
- 2.6.2. Follow up sessions will be held with Martie Louise in the Informage office in Worcester to develop the skeleton around the 12 themes that the department wants to convey through the programs – EB will join these meetings; The journalist will then flesh out the skeleton stories and run them past the department before going out into the field, and recording interviews; after that there will be 30 minute interviews in the studio, which will be semi live – phone ins and other live discussions will add to these broadcasts. All the discussions and interviews will be cut to CD and made available on the web site
 - 2.6.3. EB added that it was suggested that participants should be open about the supporters and non-supporters of their projects (suppliers and other government role-players) bringing honesty and reality into the series.
 - 2.7. Monitoring & Evaluation Meeting 13 July 2009
 - 2.7.1. GW reported back on the remaining “IWRM OD Exit” projects that have been described in more detail for monitoring and evaluation purposes
 - 2.7.2. NW reported on the remainder of the agenda of the morning and afternoon sessions
 - 2.7.3. SH, HJ and LL commented that a few matters arise out of the discussions
 - 2.7.3.1. Participants need a certificate from the ground water monitoring training that allows them to access the boreholes that need to be monitored
 - 2.7.3.2. Participants need capacity building support in terms of doing surveys for other items related to these projects; EB suggested that an officer from the DWA could be assigned to assist with developing the survey of the water meters for example. NW suggested that several inputs could be combined into a single training opportunity for the EFFs. MLS confirmed that the EFFs will be involved with the different IWRM Global projects to ensure that the groups contribute to the success of the projects – all the DWA demands in return is that people remain committed and engaged. MLS said that the DWA is actively seeking partnerships through which effective water quality monitoring tasks can take place.
 - 2.7.3.3. NW stated that the experience of the rain water harvesting subsidies surveys has shown that the capacity building and support of the DWA is very important to the success of these tasks.

3. IWRM in Service Delivery - Strand 3 Projects

- 3.1. Projects Financial and Progress Report
- 3.1.1. Community Projects open to end July/August 2009
- 3.1.1.1. Project's goals are clear, outstanding claims need to be submitted in order to close these projects as soon as possible (MLS confirmed that there will be no further extensions)
- 3.1.1.2. TM added that from Vendzulu side, the project amendments still need to be sent out for signature by the project leaders
- 3.1.2. Community Projects open to end November 2009
- 3.1.2.1. Projects were requested to submit a plan for the expenditure of the remaining budgets, and these have been received by Informage (Water User Associations and Emerging Farmer Forums were the main projects in this category)
- 3.1.2.2. Water User Association projects close end of August 2009; Wupperthal Water User Group also ends at end of August and will not be allowed an extension – Month-end letter of July 2009 should reflect that the PMG will not support extensions or amendments on these projects.
- 3.1.2.3. NW requested that HJ provide more insight into the Wupperthal Water User Group and the emerging farmer representative body; Henry Fredericks (SPP) had suggested that an EFF should be established in the Wupperthal area, but when the actual meeting took place, the plans were slightly changed; HJ has not yet been able to have a meeting with this group (meeting was planned for 29 July 2009); The presentation from Wupperthal to the Cederberg Forum was that they would still work

- together. MLS suggested that EB will visit them and find out whether there is any progress.
- 3.1.3. Global IWRM Projects – The minutes of the meeting 13/7/2009 reflect updated project plans for each of these Global IWRM projects
- 3.1.3.1. Water Meters
- 3.1.3.2. Data Collection (groundwater, water access, quality & use)
- 3.1.3.2.1. MLS suggested that GEOSS assist with a component of the follow up as the full proposal (submitted since the initial groundwater training was completed in June, and proposing the follow up with each group that was trained to ensure that learning was effective) was too expensive; MLS said the DWA does not have the capacity at the moment, and needs the information (especially the Hydrocensus) urgently;
- 3.1.3.2.2. NW said that the idea had been to mentor the projects to be able to utilize the groundwater testing equipment; PMG decided that Roger Parsons could be asked for a comparative quote; MLS will ask Bryan Dyason and Paul Seward to assist with this project – NW suggested that they could take the EFF reps along and re-inforce their training in this way.
- 3.1.3.3. Fog Harvesting
- 3.1.3.4. Adopt-a-River
- 3.1.3.5. Bio-Gas Digesters
- 3.1.3.5.1. The quotes had been received from Khanyisa, Agama and IZWA; The cost of the IZWA service provision (training, admin, research, course materials, supervision for construction phase, reporting) = R86,000 vs Agama = R169,800 - there is very little saving if only one site is installed; Material costs quoted by Agama would be around R35,000 per site.
- 3.1.3.5.2. TM suggested that the biodigester be installed at Lukhanyo and the plan for Masakhane be put on the back burner for later.
- 3.1.3.5.3. MLS asked whether both of the sites have a contract with the municipality in terms of access to the land; SH said that the municipality did have a contract with them in Lamberts Bay, but the documents are not available anywhere; HJ said that this point remains on the agenda with the Cederberg Municipality;
- 3.1.3.6. LORWUA Canal - Access to water for selected projects
- 3.1.3.7. IWRM Workshops, Meetings, Horizontal Learning, NVC Training, etc
- 3.2. Progress reports from the Emerging Farmer Forums
- 3.2.1. Cederberg
- 3.2.1.1. Participation in Water User Association (WUA) meetings
- 3.2.1.1.1. Representatives have been nominated and elected onto the WUAs; The evaluation forms are being completed for each WUA Pre Meeting support and the actual WUA meeting; Observed that there are still imbalances in relation to gender; In terms of emerging farmer issues, there is discussion and these issues are being carried forward from one meeting to the next; The board members are prepared to work with the Emerging Farmers, except for a few individuals. On the whole the WUAs are functioning very well.
- 3.2.1.1.2. HJ reported that the EFF had requested the WUAs to assist with the transport costs for the attendance of the meetings, but they indicated that the DWA has not yet appointed them as the billing agent, and for this reason they have to do all their work voluntarily and cover the costs of transport and communications with their own funds.
- 3.2.1.1.3. SH reported for the Northern Sandveld WUA, which has a project under IWRM where work is underway at a school to establish a food garden. The project is also supported by the Vukani Makhosikhazi women; the garden will be regularly monitored after the project, and

- the rain water harvesting component will also be used to educate the children about rain water harvesting and gardening.
- 3.2.1.2. Rainwater Harvesting Subsidy - Household Survey
- 3.2.1.2.1. Graafwater, Lamberts Bay, Clanwilliam, Citrusdal – produce 125 certified copies of IDs and Erf addresses; aiming to gather 500 by the end of the month; the applicants ID documents are still being certified; HJ added that they already have about 300 full applications.
- 3.2.1.3. Management Report
- 3.2.1.3.1. Cederberg forum management team did not understand their tasks and have written to the NVC trainer to assist them in understanding more about how organisations work; This will help them function more effectively;
- 3.2.1.4. Action Plan – IWRM Project Funds (to November 2009)
- 3.2.1.4.1. Action plan include attending PMG meetings (R2,400) attending WUA Meeting (R26,416) facilitation support (Budget can be reallocated to another item as Ella will assist) Management meetings (R7500) Laptop and Printer (R10,000) Wendy house upgrade for electricity and Labour (R10,000) for Admin (R15,000) to get two people to assist with admin; Office running costs for period (R20,000)
- 3.2.1.4.2. MLS agreed with the action plan, that it was organized and well set out – it was thus agreed and accepted for the remainder of the funds
- 3.2.1.4.3. Awaiting confirmation from the Cederberg Municipality to set aside a seat on the council meeting; MLS requested copy of this letter to be able to take it further with the Municipality
- 3.2.2. Matzikama
- 3.2.2.1. Participation in WUA meetings
- 3.2.2.1.1. JF reported for LORWUA – The Chairperson of LORWUA and JF had visited Dorcas and the application for 1 HA of water was granted; at Klawer the emerging farmers and disabled participants are on the same piece of land; the sluice needs to be installed in winter; electricity to pump the water will be more costly than the comparative cost of water from the municipality; at Lutzville the issues of accessing agricultural water for farmers in Lutzville was discussed.
- 3.2.2.1.2. MLS asked about the municipal water – JF explained that the groups purchase the water from LORWUA (R10.00 coupons); NW reminded that the water for Klawer will cost R50,000 per year to irrigate; It is therefore cheaper to use electricity (R20 per month with connection cost of R500) and pump agricultural water from the canal than to use municipal water in this dry region;
- 3.2.2.1.3. NW asked that DWAF assist LORWUA with granting access to water for emerging farmers; there could be a change to the LORWUA policy that restricts connections to the canal to sluice systems; NW suggested that a submersible pump could be installed and metered, which is cheaper and more accessible for Emerging Farmer groups – this must be looked at as a realistic and quickly implemented alternative to the installation of a sluice system; JF agreed that a meeting could be set up to help with these discussions;
- 3.2.2.1.4. LL reported conflict between the Advice office in Klawer and the Emerging Farmers in the area; LORWUA agreed to give water to the emerging farmers, not to the advice office. NW reported that this is not about who is involved, it is about the result that was envisaged; GW appealed to the EFF that the forum maintain a register of sorts to help avoid conflict in the communities when one groups develops jealousy toward another group that gains access to the water. MLS suggested that the LORWUA agreements should be to benefit the

- historically disadvantaged groups not just the “advice office” or the Emerging Farmers” and the Forums should use these as opportunities to add more members to their ranks.
- 3.2.2.1.5. LL reported that the Water User Association in Vanrhysdorp took place with no regard for Mr Jantjies’ attendance; so the meeting occurred without an Emerging Farmer representative present.
- 3.2.2.2. Rainwater Harvesting Subsidy - Household Survey
- 3.2.2.2.1. Each town in the area has been tasked to gather applications; the criteria was set up for Emerging Farmers, Households that will use the water for gardens, Pensioners, Disabled persons, and HIV affected households – and all installation sites need to be prepared to allow access to the EF forums so that the installation can be inspected; The tank will remain the property of the DWA (as per the IWRM Project asset management protocol), and the stencil will be used to mark the tanks – all applicants have agreed to these requirements.
- 3.2.2.2.2. The survey will be extended to gather in the full 500 applications but at the moment they report 166 applications completed with certified copies of IDs.
- 3.2.2.3. Management Report
- 3.2.2.3.1. On 4 July there was a forum management meeting, the minutes are being completed by the Secretary; the Management appear to be getting more motivated to be part of the Forum’s activities;
- 3.2.2.3.2. MLS requested that minutes and reports be submitted as soon as possible.
- 3.2.2.4. Action Plan – IWRM Project Funds (to November 2009)
- 3.2.2.4.1. R8,100 for AGM on 19 or 26 September
- 3.2.2.4.2. Management Meetings to November (R1,600)
- 3.2.2.4.3. All the management members did not attend the National Water Act training and they would like to have a meeting in August or September to work through the information (R2,050) to improve their understanding of the Act.
- 3.2.2.4.4. Office (R6,000) for 6 months
- 3.2.2.4.5. Admin (R7,200) for 6 months
- 3.2.2.4.6. Would like to purchase a computer, digital camera, printer fax (R10,000)
- 3.2.2.4.7. Computer training (R10,000) – aware that it is possible to access training through the Department of Agriculture
- 3.2.2.4.8. Transport costs of management to get to the office and attend meetings and do their work on a weekly basis (R2,000)
- 3.2.2.4.9. To assist projects that are not members of the forum, to visit and discuss problems – meeting costs (R2,000)
- 3.2.2.4.10. Pre meeting support for WUA meetings (R6,000) – would fall away if the DWA officials can assist with pre-meeting support
- 3.2.2.4.11. MLS and TM agree that if they stay in remaining budget (R52,000), the plan suffices and is thus approved.
- 3.2.3. DM Area
- 3.2.3.1. Participation in WUA meetings
- 3.2.3.1.1. No Report – no WUA meetings take place in this dry area.
- 3.2.3.2. Rainwater Harvesting Subsidy - Household Survey
- 3.2.3.2.1. 8 towns in the region; still busy with the survey but expect that more than 500 forms will be completed by the end.
- 3.2.3.3. Management Report
- 3.2.3.3.1. Regional meeting will be held on 25 July.
- 3.2.3.3.2. Attendance at our meetings; communications and relationships between members of the meetings remains a challenge; Transport issues need to be addressed.
- 3.2.3.4. Action Plan – IWRM Project Funds (to November 2009)
- 3.2.3.4.1. Forum management meetings X 5 (Catering R3,500; Transport R8,000)

- 3.2.3.4.2. Computer for R10,000 and computer training (transport R1,500; B&B and meals R700 per day for the training)
- 3.2.3.4.3. 1 Members meeting will be held in Kliprand
- 3.2.3.4.4. MLS responded that there is a moratorium on establishing WUAs in the area; The action plan is not addressing water issues – the minutes of meetings need to be handed in to the DWA as soon as possible to ensure the relevance of this group in terms of IWRM
- 3.2.3.4.5. NW reminded BC that the support from Matzikama and Cederberg EFFs totaled R5,600 odd, and also came from this budget (DM11); MLS said that the most important things are now to do the survey, hold the meetings and survey the members to develop a stronger EFF.
- 3.2.3.4.6. TM said that this group now really need to produce outputs and it is clear that they are not moving as well as the other groups; The project needs to focus clearly on water oriented outputs; MLS requested that on Tuesday after the 25th of July the minutes will be sent through for consideration and after that DWAF will decide whether the budget can be made available to support the group further.

Further comments:

- Report on Rainwater harvesting in OD recently completed by IWRM for Rashied Kahn.
- NW also talked about the RWH experiences in the Northern Province where water is being harvested from the run off's on roads and down fields; so there are alternative ways to implement RWH.
- LL sensing that SPP and GARC are not involved as much as before; Matzikama EFF have had the idea to join the District Assessment Committee (DAC) – funds will be needed to cover the transport costs; GW reminded the PMG that there is flexibility built into these projects; meetings can be arranged to address several points simultaneously, combining efforts to ensure that costs are saved. The Forums should manage their resources effectively.
- Elaine (DMA EFF) explained that the members from Stofkraal and Molsvlei who wrote the letters of complaint did not understand the purpose of the forum well enough; in other communities there are groups that are busy with similar activities, but some of them only assist their own families; The suggestion was made that the project be taken further by the EFF and done fairly.

- 3.3. Update from IWRM OD MOU Partners (Neither GARC nor SPP are preset to report)
- 3.3.1. Goedgedacht Agricultural Resources Centre (GARC)
- 3.3.2. Surplus People's Project

4. IWRM in Service Delivery - Strand 1 Projects

- 4.1. Sandveld Groundwater Management Plan
- 4.1.1. MLS asked whether JC signed the contract; BBM reported that JC is on leave and once he's back he will be signing the contract as it falls within what was originally proposed.
- 4.1.2. MLS added that in their last meeting everything was lined up and implementation should be underway; The SRF's and other documents have been put in place.

5. Training Workshops, Meetings & Conferences

- SABI Irrigation Operators Course – NW provided an overview of the SABI presentation:
 - o Isobel van der Stouf – president of SABI – will talk about training they can offer; her position at SABI is a volunteer position; in her professional capacity she is associated with consulting engineering firm in Pretoria doing Irrigation Systems Engineering.
 - o Riana Lombard – Public Relations Officer of SABI.

- SABI presentation covered the organisation's membership, networks, objectives, purpose and services while keeping as its core aim, linking SABI members with the broader community in the industry;
- SABI aims to build a better informed irrigation industry – the knowledge and information that SABI's members hold is shared with the general public through advertising, newsletters and multi-media;
- SABI Irrigation System Operators Course – (started 10 years ago) – organized on demand; covering irrigation system design, management and operation; Courses are accredited by the AgriSETA; Standard courses range from Advanced to Basic Level (CDP; NQF levels 5, 4, and 2); The Irrigation System Operator Course is designed for the basic level, and covers all aspects of testing and checking the irrigation system – it takes place over 2 days and there is a fee (SABI members pay R950 + VAT and R1,100 + VAT for non SABI members)
- Aspects of Planning that need clarification:
 - Standard vs Custom Course - HJ asked would this course cover all types of irrigation systems; The list of IWRM community based irrigators would reveal what types of irrigation systems should be covered by the course; MLS asked whether the manuals need to be written or whether they can be used as is; It was confirmed that the Learner's Guide is translated into Afrikaans; The material covers most aspects of irrigation and if new areas need to be developed, then this would add to the course costs; NW commented that the training would be attended by individuals that are owner – operator – scheduler – managers so the accreditation is not that critical.
 - Accreditation required? NW suggested that the forums help to decide on what the custom course (non accredited) could include; SABI certificates can be handed out to participants as a recognition of attendance; If the NQF level 2 course is offered with an extra component to cover scheduling; a certificate can be offered.
 - Material required? This option (providing materials to aid learning) adds practical experience to the course delivery, but also adds to the cost of training (by the cost of kit) ~ R1,000; A simpler kit could be put together, and this could be set out for consideration.
 - Number of locations? Possibly close to the systems that are in use by the group so that the training would be relevant; NW explained the systems in use include drip, flood, food garden drip tanks, and piped sprayers.
 - Number of learners? A group of 25 max is good; Andre Cornelissen also suggested if there are open seats these can be filled by local farmers which he will help arrange.
 - Language of presentation? Mostly Afrikaans
 - Course costs?
 - Time frame? IvdS will be in Stellenbosch and Vredendal from 14 to 23 September; SABI will look at the people who are available to present and her own schedule and confirm dates.
- NW suggested that the companies that provided the systems could get involved; IvdS explained that in the past these companies' members of SABI will get involved and support the training; NW said that the long term support would still come from Andre Cornelissen.
- NW will communicate with participants to find out what the needs are for the course.
- NW mentioned that this training and the material costs listed here, could be combined with the water meter project that is funded under IWRM (R200,000 for about 22 sites). IvdS agreed to assist with the meter project, as she is in the process of finalizing a report to the Water Research Commission.
- GCIS District Communications Forum Meeting Clanwilliam on 15 July 2009 (view minutes of previous meeting held on 26 May 2009 in Morreesburg)
 - Everyone is already committed and no-one can attend from IWRM.
 - GW will contact to find out what sort of proposals they would be able to look at to support media production for the EFFs and IWRM projects.

- Rietpoort World Food Day – Municipality Planning Session (17 July 2009) for planned October 2009 Event
 - o EB will attend and report back, she has confirmed her attendance with Agriculture.
- Meeting with Matzikama Municipality & LORWUA – Planning
 - o 23 July 2009 – EB will confirm the date and attendance for IWRM.
- Field Trip to selected projects (Loeriesfontein, Swartruggens) – Planning
 - o Swartruggens AGM on Saturday at Kagga Kama.
 - o Loeriesfontein Field trip to look at water quality objectives for OD; Looking at monitoring sites – implementation of final phase of the IWRM project's third phase will be taking place in spring – The field trip will include people from head office.
- Horizontal learning - Appropriate Technology Workshop (Mist Harvesting, Ram Pumps & Biogas Digesters) – Planning
 - o More information is needed before finalising these dates.
 - o Additional inputs may be included as part of the program.
- Exit Strategy Workshop & Field Visit (September / October 2009) – Planning
 - o Idea was to showcase other government subsidies and prepare for the conference in March 2010 – A field trip could also be included – This opportunity can be discussed at the next PMG in August.
- IWRM (Inter)-National Conference (KZN March 2010)
 - o TM reported that idea was to get SADC involved as well; this has not been finalized; Water Week 2010 – prepared the submission, awaiting input from Ethikweni on how they can support the event, and then will take to DDGs to put this through as part of Water Week (to ensure engagement of the Minister) – the draft program is already done and has been circulated – TM will circulate again.
 - o MLS asked whether a venue has been decided upon; TM said the ICC would be an option, but the organisers also wanted to look at field visits so the venue may be placed more centrally to actual project sites.
 - o TM reported that a meeting by the groups that are leading this initiative is currently being planned.

6. General

- 6.1. Meeting with Vendzulu to clarify the project contract issues - The meeting will be held in the coming week. NW suggested a lot of the work could be done by e-mail; GW asked that the payments for the projects be put through with urgency; TM asserted that the project payments are being prioritized.
- 6.2. Kaap Agri – IWRM discount and corporate responsibility
 - 6.2.1. NW suggested that a meeting with Mohammed Karan (Board member of Kaap Agri) be held, he knows the DWA and he has advised several companies on BEE; he has been involved with the University of Stellenbosch; if he is willing to assist with the relationship with Kaap Agri, he would be a good person to try to meet; NW suggested that we should just request a meeting directly from him on a date when everyone is available;
 - 6.2.2. TM suggested a letter should be put to him directly, and suggest a meeting could be held as well;
 - 6.2.3. MLS and NW will compile the letter and report for Kaap Agri.
 - 6.2.4. GW will compile the expenditure report.
 - 6.2.5. LL requested access to the Lutouw project reports if possible, Mohammed Karan was involved;
 - 6.2.6. MLS also asked that the forums assist with reporting on service from Kaap Agri.
- 6.3. Procedure for booking accommodation for IWRM participants at Training Sessions
 - 6.3.1. This matter has been communicated and settled as per instruction with the NVC candidates and will be in place for all further events.
 - 6.3.2. Budgetary matters:
 - 6.3.2.1. Venue and conferencing and accommodation will be covered by DWAF Head Office; TM will get approval and report back.
 - 6.3.2.2. Transport will be covered by IWRM Transport budget; NVC stipend will also be used by participants to cover costs after three months.

- 6.3.2.3. MLS re-asserted that Bookings will only be made for participants that provide written confirmation of their attendance.
- 6.4. Participatory Video / Radio / Video Documentary – NWS reported on the background and said that both / several options had been evaluated in trying to decide on the methodology to adopt for creating the IWRM OD Tapestry.
 - 6.4.1. Radio – R120,000; PMG agreed that this project has been discussed and will go ahead – Budgetary restrictions have precluded the possibility of any of the more expensive options;
 - 6.4.2. TM said that the funds previously allocated to Video productions is being drawn back; so these projects can no longer be discussed; GCIS could be an avenue to pursue for video production.
- 6.5. IWRM Newsletters
 - 6.5.1. Newsletters are still being compiled, added to the web site and faxed to IWRM project at the month end.
 - 6.5.2. TM asked whether Warren and Nolitha were not assisting with the newsletter – MLS explained that they are involved more with the broader IWRM newsletter for OD.
- 7. **Close** The meeting closed at 15h10; MLS thanked everyone for their participation and closed the meeting.

Date of NPMG Finance Meeting (Gauteng): 7 August 2009 (GW, NW, MLS, EB)

Date of next PMG: 11 August 2009 DWAF Bellville

Date of next IWRM PSC Meeting (Airport): 14 August 2009 (MLS and Ashia Petersen)

Date of next Q-PMG: 8 September 2009

Date of next M&E Field visits: September / October 2009 (Ella will visit the projects according to her availability, they will be done more as spot checks, MLS will join some of these visits)