

**Minutes of the DUCT Directors' Meeting held at the DUCT offices**  
**4 Edmond Place, Pietermaritzburg**  
**on 26<sup>th</sup> October 2016 at 18h00**



## **1. Attendance and apologies**

Attendance:

### **1.1 Directors**

David Still (DS)  
Colin Everson (CE)  
Trevor Gorven (TG)  
Liz Taylor (LT)  
Kirsten Oliver (KO)  
Mark Graham (MG)

### **1.2 DUCT Staff Management**

Doug Burden (DB)  
Richard Clacey (RC)  
Coral Gold (CG)  
Sithembiso Sangweni (SS)  
Jane Bain (JB)

### **1.3 Apologies**

Francois Talbot

## **2. Minutes**

The minutes of the last meeting were accepted.

## **3. DUCT Management Progress Report**

### **3.1 Overview Report:**

RC reported on the following for 2016/2017 year:

#### Current projects:

- Msunduzi Sewer and General Pollution Monitoring and Maintenance Project – value R2 200 000 – end date June 2018
- UMDM SPWP – Save Midmar Dam Project – value R516 264 – end date April 2017
- River Health Situated Learning Programme (Msunduzi Green Corridor) – USD35 000 (+- R450 0000) 12 months from receipt of funds.
- DEA (LUI) River Care Team– value R6 900 000 (R7 950 000 including water weeds) – end date March 2017- waiting confirmation if the project will be extended for 2017/18.
- IDT EPWP Non State Sector Phase 3 – R1000 000end date January 2017
- Msunduzi Green Corridor/WWF Green Trust – R1 000 000.00 – end date October 2017

#### Special Projects:

- Lotto Team AIP Control – SPCA to Blackborough Stream
- N3TC
- Royal Show Grounds – rehabilitation of Dorpspruit River banks
- Bring Back our Rivers – Aller River – being run by Kloof Conservancy.

#### Special Projects being procured/solicited:

- Umngeni Water – Revitalisation of Darvil precinct and riparian areas.
- Umngeni Resilience Project – SANBI/Umngungundlovu District – land restoration on riparian areas of Ward 8 Vulindlela.
- Fountain Hill Estate – initial clearing and follow up treatment over 5 year period.

- Upper Umngeni – WWF/Nedbank – initial and follow up clearing and wattle removing.

#### Applications submitted awaiting approval:

- Lotto Application (not registered): Msunduzi EP and Conservation Project – conservation agriculture in Ashdown and Imbali (Msunduzi Green Corridor).
- Lotto Application: Registered: Imbali River Health Education and Action Project – Institutionalization of Liberty NPO, rehabilitation of ZamaZulu, Education and Awareness.
- Business support for Duzi Restoration and 2017 World Cup (PCB/MCMF) – business plan for project management fee.
- DUCT Environmental Education Programme – Hulamin – Schools Eco-Clubs, September clean-up and annual Art and Cultural Campaign.

#### Highlights of the quarter

- DEA LUI River Care Teams exceeded their workday targets but remained within the budget. Good progress was made on solving the absenteeism problem. Selected Team members attended accredited training in Health and Safety and Herbicide Applicators.
- Education Department received a Gold Award at the Garden Show for their creative and educational stand on sewer problems.
- Msunduzi Sewer Project front line staff are becoming more active.
- Imbali Green Hub (under Liberty NPO) has now got a work station and activities are rolling out.
- Special gabion project at RAS successfully completed.
- Aller River project was launched. DB and Pandora Long involved with this project.
- Mpomphomeni Eco-Champs won the Indondo Award (the Inheritors Community Achievement Awards).
- All staff contracts are in place.

#### Discussions took place around:

- DEA contract extension and the risk attached to the Water Weeds component. Request to have this regularised has not met with any response from DEA.
- Over-reliance on our 2 major funders – DEA and Msunduzi Municipality. Continue to pursue fund diversification strategy
- Supply of plastic bags for the Eco-Champs to distribute in Mphomphomeni – suggested that Plastics Association be approached to sponsor bags.
- Position created for Ecosystems Services and Ecological Infrastructure Manager confirmed. DB and RC to work on advert.
- Media and Communication – a coherent strategy needs to be developed for reporting, lobbying and advocacy. Approval given to enlist JiveMedia or similar to assist with this.

### **3.2 RCT Report**

SS explained how work days and hectares completed are made up and reported on the ongoing and completed work by the DEA LUI River Care Teams. Photographs were shown. Training of team leaders is continuing.

### **3.3 Special Projects**

- DB reported on the special projects:
- N3TC – 2 more walks to take place. Water receptors to be placed for storm-water drains off N3.
- Lotto Team made up of waste-pickers doing great work.
- Aller River – being very well administered by Nic Swan.
- Umngeni Water – wetland to be followed up.
- Fountain Hill – waiting finalisation. IDT team already working in the area.
- WWF Brigadoon Farm/Umngeni Poort – WWF only want us to tidy-up.
- GEF5 and 6 – meeting coming up on 14<sup>th</sup> November 2016.
- Adaptation Fund – still waiting.
- DUCT/Green Corridor – need a Memorandum of Agreement with them re Plastics Project – Steve Cohen to drive the project.

## **4. Finances**

### **4.1. Draft Annual Financial Statements for year ended February 2016 were reviewed and approved.**

To be signed by DS and TG.

September Income and Expenditure discussed.

## 5. Changes to HR Policies and Procedures

DUCT staff Policy and Procedure Manual Version 2 was ratified and is now the official document.

## 6. GENERAL

**6.1** Plans for AGM – date set at 7<sup>th</sup> December 2016. Voted for a suitable new venue ‘halfway’ between Pietermaritzburg and Durban to be found if possible. Failing which, to be held at NCC Clubhouse.

*Action: Jane Bain*

Dr Gordon O’Brien a specialist scientist and programme manager at the Aquatic Ecosystem Research Programme (AER) of the University of KwaZulu-Natal in Pietermaritzburg will be the Guest Speaker.

**6.2** Directors’ term of office expiring December 2016 – Dave Still, Liz Taylor and Sandile Ndawonde. Dave and Liz will stand for re-election. Two places on the Board available – nominations will be accepted – please bear in mind gender and race profiling.

**6.3** Outputs from Bosberaad. RC to attend.

*Action: Richard Clacey*

**6.4** DWS Classification and Reserve Determination re Mvoti to Mzimkhulu – thanks to Mark and Richard DUCT’s submission was registered. RC to follow up.

*Action: Richard Clacey*

**6.5** **DUCT** Vehicles: A Nissan Hardbody NP300 and a Toyota Avanza have been purchased.

**6.6** Prospective Staff Changes 2017: RC still awaiting outcome of a tender process from 2015 that will determine his availability as he would be compelled to report for duty should the tender be successful.

**6.7** Darvil Wetland: very vague requirements. Gone out to tender without the scope or requirement for an environmental specialist to oversee the activities. Submission to be made to Umngeni on behalf of DUCT’

*Action: Richard Clacey/Mark Graham*

**6.8** Noted that our office building is for sale: our lease expires May 2017.

**6.9** Mark and Liz’s meeting with Umngeni Municipality re their Waste Water treatment plant performance has been postponed. Shiyabizali invited UMDM and DWS to attend.

**6.10** Penny Rees wants to become more involved with DUCT again. Data from the river walks to be included with SLA data. River Custodian Project to be renewed.

**6.11** SS recorded his thanks to TG and DB for the nomination to Rotary for outstanding service. Presentation is on Thursday 3<sup>rd</sup> November 2017. MG offered to send SS a previous presentation as a guideline.

**6.12** Lions River – noted a lot of clearing being done but not by DUCT.

**6.13** MG setting up a NPC Trust and will probably nominate DUCT as a beneficiary for project funds. DUCT could be marketed as a beneficiary to this type of trust.

**6.14** Putrifaction at Midmar Dam slipway – MG to contact Wayne Ridden or Brad Glasspoole for possible financial assistance with floating wetlands on Mphomphmeni arm of the dam.

*Action: Mark Graham*

**6.15** Plastics Fibres research staff possible speaker at future AGM.

Meeting closed at 9.35 pm.

Next meeting: April 2017.