

<p>3.2</p> <p>3.3</p>	<p>DEA (LUI) RCT: SS reported that 97% person days and 84% of hectare target were achieved and absenteeism is being successfully dealt with. Water Weeds did not do so well but they improved once DUCT took over the management of the teams.</p> <p>There will be intense planning with senior supervisors for the next phase of the project so we can do it correctly from the beginning. DEA in consultation with DUCT set the targets – SS to tie in Person days with hectares. Suggested that FB contact Wildlands re their Trepreneur project as not enough rehabilitation was done in last programme. Education needs to be expanded and needs to include the RCT teams. SN (Greennetwork) will liaise with SS re-waste removal and public participation exercise.</p> <p>FB presented her plans for the first 30, 60 and 90 days: 30 days - (April) spent getting to know office, projects, meeting clients and stakeholders. 60 days – (May) assess staff structure, roles and responsibilities, performance and budget and expenditure. 90 days – (June) optimise criteria for projects and staff tasks/performance. Noted Palmiet Nature Reserve inaugural meeting on 21st April.</p>	<p>FB</p> <p>SN/SS</p> <p>FB</p>
<p>4.</p> <p>4.1</p> <p>4.2.</p>	<p>FINANCES</p> <p>TG reminded the Board that it is only over the last 3 years that DUCT changed to a project based accounting system as reflected in the summary report by GG.</p> <p>GG presented Draft Management accounts to Feb.2018. TG complimented GG on the format of her accounts presentation.</p> <p>DS confirmed that projected loss reducing as there will no longer be the top heavy costs of consulting fees.</p> <p>MG suggested that we should have a good understanding of the points benefit of payments to NGO's and use it as a marketing tool. FB to contact Genevieve Chubb at Colenbranders for assistance with this.</p> <p>DS is raising donations - hoping to meet with Eurosteel who have expressed an interest in DUCT.</p>	<p>FB</p>
<p>5.</p> <p>5.1</p> <p>5.2</p>	<p>GENERAL</p> <p>Recruitment of ETD Manager – may be necessary with DEA Capacity Building project commencing, but will not be rushed.</p> <p>Recruitment of Staff for DEA Capacity Building Project – 4 interns and 3 or 4 others. Job descriptions and salaries need to be finalised. Positions can be advertised as soon as the project has been confirmed. Jim Taylor can attend to this - correct process must be followed. MG to send LT details of how Groen Sebenza worked.</p> <p>New DUCT Office – 'phones were out of order for a long time. Application has been made for a fibre optic cable to be installed. Carla at MG's office can advise with this if necessary. FB is using the Board Room as her office and moves out when there is a meeting. New (second hand) office furniture and outdoor furniture has been purchased. A roof and drop sides are needed over half the deck – building standing empty in Jacaranda Centre Hilton may be willing to sell us their canvas sides. FB will investigate. Cover for outside table also required.</p> <p>Quote for aircon to be installed upstairs to be obtained.</p> <p>Additional hand railing to be attached to stairs.</p> <p>Security gates for storeroom and garage to be installed.</p>	<p>MG/LT</p> <p>FB</p> <p>JB</p> <p>JB</p> <p>JB</p>

5.3	Msundusi Sewer Monitoring Contract renewal – MG queried the possibility of the Municipality going insolvent. We do need alternative funding – WWF will be calling for applications in August. We are looking at splitting the risk between monitoring and service delivery - FB will follow up with WWF.	FB
5.4	Follow up with DWS re Reserve implementation plans in uMngeni Catchment – FB aware of the need to follow up. 2016 was final date for comments but no response has been received. Queried whether we want to pursue this by asking ‘nicely’ or legally as the proper procedure has not been followed. Information can be obtained via the Access to Information Act.	FB
5.5	Documentary on Sand Mining – a French filmmaker wants to do a documentary on sandmining from which we might get some benefit. Possibly ask Doug Burden to show him around.	DS/MG
5.6	Documentary on Inanda Eutrophication – someone is interested in doing a documentary for 50/50. DUCT may be involved. MG will be a good representative for TV. Elijah from DWS can’t be pinned down for Dusi CMF.	MG
5.7	DUCT vehicles – Bart’s vehicle is now in Pietermaritzburg. GG will do a motivational letter to Lottery for use of excess funds to purchase another vehicle. Canvas covers for vehicles to be arranged.	GG/FB
5.8	Sundry general - SN – proposed Green Network and DUCT work together on ‘Green jobs’/economy conference. MG – queried Dusi Guts Survey – JB advised responses still to be collated. SASS5 course next week. Umgeni Water want a dedicated course but we can approach them to include DUCT staff.	SN
6.	NEXT MEETING 20 th June 2018	
	The meeting closed at 8.35 pm.	