



Minutes of the DUCT Directors' Meeting held at the DUCT offices, 4 Edmond Place, Pietermaritzburg on 29th June 2016 at 18h00

1. Attendance and apologies

Attendance:

1.1 Directors

David Still
Colin Everson
Trevor Gorven
Francois Talbot
Liz Taylor
Kirsten Oliver

1.2 DUCT Staff Management

Doug Burden
Richard Clacey
Coral Gold
Sithembiso Sangweni
Jane Bain

1.3 Apologies

Mark Graham

2. Minutes

The minutes of the last meeting were accepted.

3. DUCT Management Progress Report

3.1 Richard reported that the following new/renewed projects were awarded, contracted and initiated:

River Care Extension
River Health Situated Learning Programme (Msunduzi Green Corridor)
N3TC
IDT EPWP Non State Sector Phase 3
Dusi2C Race Trail Preparation

There are four Project Applications which have been submitted and are awaiting approval. Only two can realistically be expected to be successful.

There are another four potential Special Projects Service Contracts which are being worked on by the General Manager. Amongst these is the idea to develop a 'commercial team' which can be utilised in any area.

3.2. DUCT Project Portfolio - detailed written report submitted to Directors' prior to meeting. Discussion was held regarding the renewal of the DEA LUI format to be followed which is sub-contracting rather than direct employment. Suggestion made that we negotiate to pilot the project with 50% sub-contracted and 50% as at present.

Doug reported on the four projects referred to above and possible new projects:

Fountain Hill – discussions ongoing
Umngeni Water Darvill – proposal still being put together
Global Environmental Fund – UMDM/Sanbi/DEA – Interested and Affected Parties meeting still to be held
Dorpspruit Water Factory (Winterskloof and Worlds View Conservancies) – ongoing
WWF-Upper Umngeni - in progress
Farmers living downstream of Wartburg Bridge on upper Umngeni are interested in river conservancy project.

Sithembiso reported on number hectares cleared and litter collected. Discussion re-litter prevention was deferred to the Bosberaad to be held in August.

3.3. Institutional Change – a model needs to be developed whereby staff also have the time to follow their passion and creativity within the company.

Action: Richard Clacey

4. Finances

4.1. Coral reported an excess margin of R76 000.00 for the first quarter of the year.

Work on the new Project report to show percentage completion is almost finalised. Richard's time to be included as an accrual. Noted that proceeds from the 16 Mile Midmar Challenge Charity swim are still to be received and funds also outstanding.

Audited Financial Statements will only be available in September.

5. Staff and Vehicles

5.1 Absenteeism amongst Field Staff discussed. We need to consider what incentives can be offered to staff. HR Consultant Ian Webster to be contracted to assist with all aspects of HR.

Noted Kholosa Magudu left to take up a position in Cape Town with WWF. Specs for her job need to be put together so a replacement can be found.

Liz will try to retain Ayanda Lipheyana, Mpomphomeni Enviro Champ if he moves to GroundTruth.

5.2 A vehicle needs assessment was presented by Doug and Sithembiso and the purchase of two vehicles was authorised. Kirsten undertook to investigate a possible payback from VW on environmental projects.

Action: Kirsten Oliver/Doug Burden/Sithembiso Sangweni

6. GENERAL

6.1 The DWS meeting re-Dusi pollution proposed for 23rd June was postponed until all key players are available – possibly only next year.

6.2 DWS Classification and Reserve Determination for Mvoti to Mzimkulu – now Gazetted. Resource quality objectives not adequate. Meeting for 23rd July meeting for DUCT to sign before deadline expires. Will be circulated before submitting.

Action: Mark Graham

6.3 Office Improvements - Installation of office insulation and air conditioner approved.

6.4 Mandela Day - Pandora Long is following up with DWS on their one day Clean Up on behalf of DUCT. Liz to liaise with Pandora and Ayanda re Cascades Education Day.

6.5 Approval in principle given for Steve Cohen to submit a proposal to Ethekwini Municipality on behalf of DUCT for the Plastics Pollution Project.

6.6 Liz reported on the Mphomphomeni Day which was a great success. As a result Water Explorers have donated R10 000.00 to Envirochamps.

6.7 Everyone reminded of the Bosberaad to be held at Mfula Store on 26/27th August 2016.

Meeting closed at 8.51pm.

Next meeting: Bosberaad 26/27th August 2016