



Minutes for the
Directors Meeting

Held on the
19th March 2014

At the
Assagay Hotel

Dedicated to environmental health of the uMsunduzi and uMngeni Rivers

1) Attendance and Apologies

a) Attendance:

Dave Still (DS)	Liz Taylor (LT)
Jean Lindsay (JL)	Sandile Ndawonde (SN)
Caroline Clover (CC)	Doug Burden (DB)
Richard Clacey (RC)	Colin Everson (CE)
Steve Cohen (SC)	Trevor Gorven (TG)

DS welcomed everyone, and welcomed Sandile Ndawonde to his first directors meeting. DS introduced Richard Clacey to all the directors, and welcomed him to DUCT.

b) Apologies:

Kirsten Oliver (KO) – arrived late
Mark Graham (MG) – arrived late

2) Minutes of the last meeting

DB made the following corrections to the minutes:

- Not only did Kholosa Magudu attend the SASS training course with MG, but Penny Rees, Wendy Ngcobo and Doug Burden also attended.
- 1500 cants, not 15000

DS queried if GGF is moving forward. Brian Ashe and Penny Rees are organising a community workshop for those impacted by dams (Jozini, Inanda and Springrove).

DUCT story completed and section included as suggested by Mark Graham, regarding positive stories from those impacted by DUCT.

Minutes were accepted

3) Progress Report on DUCT's work

DB gave feedback on the last three months work completed

NLB RRRFG/ ACT and Richmond Fire and Richmond Rural Project.

- 3kms of Umlaas river – initial clearing of dense weed and bramble cleared
- 250 cants delivered to Pringle sawmill, Assagay
- Approx. 20 tons of firewood delivered to Baynesfield estate "low cost housing".

DEA ECO FURNITURE PROJECT

- Baynesfield estate completed
- Team now in Dorpspruit catchment – 2x teams (NCT)
- 300 cants delivered (100 to Cedara, 200 to Assegay)
- 5 hectares of initial AIP clearing completed

DEA AQUATIC WEEDS/SEWER DETECTION TEAMS

- Approximately 500m of sewer lines have been cleared of IAP on Pentrich/ Ashdown/ Masons Mill/ Fox Hill Spruit areas. Identified 10 problem surcharging manholes - all exposed. DEA agreed to fund these two new teams (made up mostly of existing DUCT employees). DEA will fund this for a year, 1.4 million over one year. The teams clear manholes so that the municipality can get to the manholes to fix them.
- These teams, as well as Ntinga and his team, and Bart and his teams, did a lot of Dusi Canoe Marathon assistance work, and Pistia treatment in Camps Drift
- Hyacinth treated/removed from Campbells, Guinea Fowl, uMngeni confluence
- Trash booms being repaired, after storm damage (both Camps drift and Howick). Alfred Zuma repaired the Howick trash boom for no charge to DUCT.
- DUCT is committed to sorting out the balloon vine, maintaining the trash boom, and removing logs out of Symmonds stream – in Howick.
- SC queried if trash booms were still operational in the greater Durban area. JL said they had broken, but DUCT is in the process of repairing them.

IDT FUNDED PROJECTS

- Sobantu, Darvill, Lower Dorpspruit, Woodhouse road, Darvill WWTW extension AIP/ Litter removal.
- IDT project funding ended in January. New funding has been applied for – should start in May. Potentially 1.5 million rand for wages subsidies (IDT).
- There was a surprise visit by IDT and Dept of Works to DUCT – due diligence for 2014/15 funding.

SANBI PIONEERS

- Continue to be mentored by John Butler
- Priorities: Sandmining Policy, Bilharzia survey, Dusi Canoe Marathon, Assistance, careers week, 37x Eco Club, 2x drivers licence obtained by SANBI interns.

WWF SA/ NEDBANK GREENTRUST FUND – “ENVIRO CHAMPS”

- Have established in Mphopomeni, Ashdown and Imbali
- RC queried whether we are able to apply for funding from WWF for a separate DUCT project to the current WWF Green Trust project, while the current project is still in progress. LT and DB said they are sure this would be possible. DS said we would need to make sure that the new proposal differs from the outcomes and aspects of the current funded project – so that they don't decline it, due to the current project's existence/ funding. RC to contact WWF to find out if we are able to apply for funding for a different project at the same time (not an extension to the same project)

ACTION: RC

- LT said all the enviro champs are working very well, and the training given to them has been very beneficial to them, and been well attended by the champs.

CAROLINE/ JANE/ SITHEMBISO/ JOHN

- Each contributes hugely to keeping the “show on the road” at DUCT
- Leave was taken by all staff during 17th December to 6th January 2014.

DURBAN GREEN CORRIDOR

- 16 teams being managed by Ewan and Bart, in the Inanda, Kwa-Mashu, KwaDabeka, Isithumba and Maphephetini areas
- Anna Graca has been employed to manage DGC marketing and institutional development
- Richard Clacey joined the DGC team in a general management role

4) DUCT Finances

- TG handed out Interim Financials (Interim balance sheet, income statement and notes) to everyone in attendance, and explained the statements to everyone. Positive bottom line of R365 171.66.
- R146 000 still to reflect in February's accounts, for net income from Charity batch income.
- Greater expenditure this year from last year for advertising and promotions
- Far greater interest earned this year last year.
- CC to follow up with last payment from KNCU levies outstanding from KNCU **ACTION CC**
- Accounts payable is for monies owed to COID for the previous two financial year's assessments. We paid half of this in February, but we have been trying to get our rate of assessment reduced as we are being assessed by Dept of Labour at we believe too high a rate. **ACTION DS**
- DS said DUCT has purchased a Corsa Bakkie as a run around vehicle for the DUCT staff/ SANBI interns.
- SC queried if the descriptions used for the audited financials will be changed so that they match the DUCT financials report. CC to discuss this with auditors for the next (2014) audit. **ACTION: CC**

5) Looking Forward

a) Update on Strategic Planning

- SC discussed the need for the strategic planning. The need for a planning framework is essential now that DUCT has, and is, rapidly growing.
- Target group of the plan is intended primarily for the DUCT board and management and secondly for partners that may be interested in the plan. The board agreed it's an internal planning document. TG said it should be a document which is there to guide management and staff. It is not envisaged that it would be disseminated publicly. If donors request the document as part of a funding application, then the document can be shared.
- Purpose and nature of the plan – It is a road map to guide decision making.
- DUCT'S existing programmes and structures were reviewed, by a results based approach. All board members and management have input to the plan.
- SC described the planning framework and their various components – River Care/ Land Care/ Environmental Education and Training/ Campaigning and Advocacy/ Nature Based sport and Tourism/ Organisational Development.
- SC asked that everyone send through any comments or suggestions in the next few weeks after reviewing the strategic plan. **ACTION: ALL**
- SC discussed the Goals/ Objectives/ Desired Outputs/ Interventions of the Framework
- SC discussed the way forward –
 - We need to review and finalise the plan.
 - It should be then FORMALLY adopted by the board and management.
 - Management team is to institutionalise the plan.
 - Develop operational framework and plan with responsibilities and time lines.
 - DUCTs operational reporting system should be updated to ensure that data is collected for all results in the performance framework.
 - The board of directors will be responsible for ensuring that the strategic plan is effectively implemented and will provide oversight on progress towards the stated results in the plan.
 - The DUCT management team will be required to report to the Board on progress towards the strategic results at least twice year.
 - The plan will be a work in progress.
 - To be re-evaluated ever year or so, but no less than a year.

ACTION DS

b) Update of Current Proposals

- DEA land user incentive programme – Funding proposal submitted in October 2013 (proposal of R16 million submitted).
- DEA continued (Extension) Eco Furniture teams: April 2014 to April 2015 – R1.4 million
- DEA new Aquatic weed funding – August 2014 (R380 000)
- Hulamin Proposal still to be submitted (1km Dusi River, 5 has around camps drift).
- DAEA may fund a possible parthenium project – 4x teams in eThekweni
- Wildlands Conservation Trust – possible riparian projects in the uMngeni basin
- Hulamin – September River Clean Up and Art campaign – submission made (approx. R160 000)
- Green network/ "use it" / Lynn Hurry/ DUCT / Cogta solid waste project being drawn up
- Dusi canoe marathon – charity batch
- DGC – continuance of the project

c) General

a) DGC Developments

DS explained that with Devlin Fogg leaving DGC at short notice, we have had a gap in the general management role. Richard Clacey has been employed to help fill this gap and provide general management. RC said that there is quite a lot that can be learnt from the DGC project – how an organisation like DUCT can go into partnership with a municipality (such as eThekweni). DUCT should be looking at ways to replicate the project. (for example the potential Msundusi corridor)
RC said a major challenge to DGC is the fragmentation of various sites (various locations).

There are complexities around this project in that the municipality wants to treat DUCT as a general service provider. Are we a partner, or is DGC a subproject as a part of DUCT? There are a number of questions regarding DGC which are not clear. We are also not 100% clear on DGC's actual objectives and outputs/targets. We need a CLEAR idea of what DGC plans to do, and whether they are actually doing it/ achieving these objectives.

The intention is that the DGC project continues till June 2015, at which point DGC will be set up as its own Non Profit entity, with 4 "founders". DGC will then operate as its own organisation (apart from DUCT). Richard Clacey and Anna Da Graca (who has been employed to work on marketing and institutional development) will assist in setting up the new NPC.

ACTION: RC

b) DUCT response to Fracking

Late last year DS was asked to review comments on the regulations for fracking. DS submitted a letter which said in essence SA must be careful of getting into things that we can't manage and don't understand. Karoo sandstone is also in the Drakensberg, so potentially there could be fracking in the near future in the Berg.

DUCT has no policy on our involvement/response to fracking.

KO said that it is worth discussing, as it could possibly happen in KZN. KO feels that fracking doesn't make sense, as it impacts the ecology greatly.

DS the benefits (economic) to communities need to be weighed against the disadvantages (ecological damage).

DUCT should get educated opinions from both sides of the fracking story, before making any responses.

TG said we need to as a board of directors, inform ourselves on the issue of fracking, but advised against DUCT creating/ hosting a public debate on the issue at this stage. Board agreed.

ACTION: DS

c) DUCT Website

LT said many people's first contact with DUCT is the DUCT website.

LT suggested that the DUCT story be added as a menu tab item at the top.

The DUCT story on the internet is a bit blurry (bad quality), we need to put up a better quality version so photos are clearer.

LT also suggested that viewers be able to click on separate chapters instead of opening the whole document.

LT said the kingfisher is a bit distracting as it is placed in the centre of the screen behind the text of articles.

ACTION: DS

d) Green Network

SN spoke about the Green Network, which mainly focuses on solid waste, and informal dumping in rural areas/communities around PMB (usually because there are non-existent municipal services). These become informal dumping zones for communities. SN suggested DUCT put up sign boards with DUCT/ Green Network/ Municipal logos which tell people to NOT dump. These areas could be rather used as recreational areas. SN also wants to try and make sure that municipalities (by law) disallow dumping (for example by fining individuals), and he wants to pressurize municipalities to enforce these laws, as well as pressurize them to deliver services (such as waste collection and removal). – starting in Imbali, Ashdown, France, and Thembelihle.

National Lottery is supporting SN's organisation (the Greater Edendale Environmental Network or GREEN) with this. DUCT to support this project.

e) Other

Labour rails will be installed on the vehicles – funded by the DEA eco Furniture project.

Outboard motor needed. DB to buy one.

ACTION: DB

f) Date and Venue for the next Director's meeting

25th June, Assagay Hotel.