



**Minutes of the DUCT Directors' Meeting held at the DUCT offices, 4 Edmond Place,
Pietermaritzburg on 20th April 2016 at 18h00**

1. Attendance and apologies

Attendance:

1.1 Directors

David Still
Colin Everson
Mark Graham
Francois Talbot
Liz Taylor
Kirsten Oliver

1.2 DUCT Staff Management

Doug Burden
Richard Clacey
Coral Gold
Sithembiso Sangweni
Jane Bain

1.3 Apologies

Trevor Gorven

2. Minutes

The minutes of the last meeting were accepted

3. DUCT Management Changes

3.1 The Chairman confirmed the appointment of Richard Clacey as Acting CEO and welcomed him to DUCT.

3.2 A new Management Committee (comprising Richard Clacey, Doug Burden, Coral Gold and Jane Bain) has been set up and will meet every two weeks.

4 Progress Reports

4.1 Richard Clacey presented an overview of the DUCT project portfolio of 11 projects with an annual value of approximately R13 - R14 million. It was noted that the DGC project which amounted to R6,3 million project funding into DUCT was coming to an end at the end of June 2016, at which point the DGC will operate under its new legal entity as Green Corridors NPC, and DUCT would no longer manage the DGC project funds. DUCT had already started sourcing other project funds such as the recently approved

Lotto River Care Extension Project, the contract with Umgungundlovu District Municipality for the Mphophomeni Sanitation/Education and Save Midmar and increased budget with DEA LUI that would in some way replace the income generated through the DGC. There are 6 Project Applications in the system waiting responses.

RC indicated that the DUCT funding and the general operation of the organization appeared to be in good shape. He outlined the 7 priorities areas that would be the focus of the Acting CEO role in the next few months relating to: 1) Leadership and management integration 2) secure and diversify funding 3) ensure high quality service delivery on existing projects 4) facilitate strategy review with August Bosberaad as key milestone 5) facilitate institutional development 6) partnerships

Action: Richard Clacey

4.2 DUCT Operations

Pietermaritzburg: Sithembiso and Doug reported:

- DEA: There are 14 teams continuing with follow-ups. The DEA audit of our operations conducted by outside party was successful.
- IDT: The 2015/2016 programme which ended in March 2016 had 100 employees working on 12 different sites along the Dusi and uMngeni and tributaries.
- Msunduzi Sewer Project: 3 teams proceeding with initial clearing. The work areas need to be synced with the pollution reports received from Umgeni Water for maximum benefit.

Action: Richard Clacey/Sithembiso Sangweni

Pending Projects:

N3TC – approval granted in April 2016 for river walks and river waste interception.

Lotto River Care Teams – funding approved in April 2016. Teams are still to be deployed.

Action: Sithembiso Sangweni/Doug Burden

A presentation for a work opportunity at Fountainhill Estate is being made on 21st April for land clearing and rehabilitation.

Colin Everson advised that his final report on Wattle Removal may be useful in this regard and this could be used as a 'test area'.

Action: Colin to send report to Doug and Mark

4.3 HOWICK:

Liz reported:

- Alfred Zuma still working well in the area.
- Ayanda Lipheyana ran a workshop with approx. 30 people. They visited Beaconhill and landfill site where Umgeni Municipality delivered a talk.
- Friends of Symmonds street are passionate activists and are continuing to do good work.
- Mpomphomeni EnviroChamps receiving additional funding from WWF Green Trust which allows for river walks, education days and the plays. Two actors from America are voluntarily assisting the actors to improve their performance. Pongolo, Stellenbosch and Series have been visited to share the EnviroChamps concept.

5. FINANCES

Coral gave a presentation of the Year End Finances

- The Draft 2016 year end Financials were presented by Coral.
- The project spreadsheet was also presented and a few minor improvements were suggested.
- Francois proposed that a cash flow statement be prepared.
- Liz proposed that project Managers meet with the Finance department every two months to ensure the projects are within budget.
- Francois complimented the format of the financial documents.

Action: Coral Gold

6. GENERAL

6.1 Dusi Water Quality

Dave presented a graph showing the medians over the 3 days of the Dusi Canoe Marathon from 1999 – 2016. Mark proposed additional information be included so information can be used for research.

Action: Mark Graham

Dave is hosting a 'Sewer' Meeting to resolve sewer problems in the city and invitations are being sent to the relevant parties.

Action: Dave Still

6.2 uMngeni Reserve Study

No comments were submitted before the deadline and DWS will present their report. Some key issues are missing. We need to try to comment before it is Gazetted as once this is done it will be very difficult to have anything changed. Richard raised the issue of pursuing legal action but it was decided that this is a last resort and needs to be backed up with detailed reports/information.

Action: Dave Still and Mark Graham

6.3 Other Business

There was no other business to discuss.

Meeting closed at 9.00pm.

Next meeting: 22nd June