

**MINUTES OF THE 43rd LEEU-TAAIBOSCHSPRUIT FORUM
MANAGEMENT COMMITTEE (FMC) MEETING HELD ON
13 AUGUST 2009 AT 09:00 AT THE NATREF LAPA**



		Responsibility	Due date
1.	WELCOME		
	Aletia Chapman chaired the meeting on behalf of Nicola Crawshaw who was on leave. Ms Chapman welcomed all to the meeting.		
2.	ATTENDANCE, APOLOGIES AND ABSENT WITHOUT APOLOGY		
	<p>Present: Aletia Chapman Ann Naidoo Calvinia Shomoleake Carl Scholtz Phillemon Khwinana Lesiba Mabona Rendani Ndou</p> <p>Apologies: Nicola Crawshaw Randal Albertus</p>		
3.	MINUTES OF PREVIOUS MEETING		
	The minutes was accepted, but page numbers have to be added.		
4.	MATTERS ARISING FROM PREVIOUS MINUTES AND ACTION LIST		
F4.3	Payments are to be followed-up to determine who made the two unspecified deposits.	Elsabe Ras	12 Nov 09
F 4.4	Elsabe Ras and Phillemon Khwinana to meet with DWEA Communication department.	Elsabe Ras Phillemon Khwinana	12 Nov 09
F 6.2	No report on biomonitoring as Randall Albertus was on sick leave.	Randal Albertus	12 Nov 09
F 6.2	Ann Naidoo reported that Vierah Hulley was on leave. She has to do site visits regarding ground water monitoring in specific areas.	Vierah Hulley	12 Nov 09
F 7	Nonhlanhla Segudu from Metsimaholo Local Municipality is to report on the municipal incident register at the LTF.	Aletia Chapman	13 Aug 09

M4.1	The LTF didn't incur any costs regarding World Environment Day .		Done
M 4.1	A bulk sms system was obtained. Carl Scholtz, Nicola Crawshaw and Elsabe Ras will have access to send messages.		Done
M 4.4	Elsabe Ras has arranged for Aletia Chapman to visit Absa bank to obtain signing rights .	Elsabe Ras Aletia Chapman	12 Nov 09
M 5.1	Ann Naidoo met with Omnia and determined that another industry draining into the Driefontein dam . Omnia has an improvement plan in place to solve the problem.		Done
M 7	E-mails were sent to DWEA.		Done
M 8	Events added to agenda.		Done
M 8	<p>EIAs will be included in the technical report when necessary.</p> <p>Information should be shared concerning what EIAs are in progress and what is happening across the river, including notices of intent.</p> <p>Carl Scholtz reported that the LTF is registered as an interested and affected party concerning the Sedibeng Emfuleni new regional water works where the N1 crosses river below the barrage.</p> <p>A table on EIAs in progress has to be added to the minutes of the FMC and LTF. Ann Naidoo to send details to Elsabe Ras.</p> <p>Consultants must be asked to do presentation on EIAs where public participation has started at the next forum to understand how far and how LTF can engage as an I&A party.</p>	<p>Ann Naidoo</p> <p>Elsabe Ras Ann Naidoo</p> <p>Elsabe Ras Ann Naidoo</p>	<p>When necessary</p> <p>12 Nov 09</p> <p>12 Nov 09</p>

5.	WORKING COMMITTEES' FEEDBACK		
5.1	<p>TECHNICAL COMMITTEE</p> <p>Issues were discussed under matters arising. No further feedback was given.</p>		
5.2	COMMUNICATION		
5.2.1	<p>INCIDENT REPORTING</p> <p>Sasol hosts a toll free number for all pollution reports in the area. According to Carl Scholtz the complaint is passed on by Sasol to the company perceived to be responsible for the pollution. It is then the responsibility of that company to contact the relevant authority such as DWEA. It is thus the responsibility</p>		

	<p>of the perceived perpetrator to take the matter further and not the LTF. Calvinia said the intention is to take this responsibility away from forums.</p> <p>Calvinia Shomoleake said that she is drafting guidelines how incident reports should be handled. Carl Scholtz suggested that all different scenarios should be included and that the local municipality also give input. Aletia Chapman remarked that a set of guidelines, especially for MLM, would be beneficial.</p> <p>The Sasolburg intercompany procedure is to be sent to Ms Shomoleake to assist with drafting the guidelines.</p> <p>Once the guidelines have been drafted and discussed, the responsibilities of DWEA and the Forum will be clarified. The Forum was asked to assist, advise and support as the LTF is a community structure that has a watchdog function to fulfil.</p>	Ann Naidoo	12 Nov 09
5.2.2	<p>COMMUNICATION STRATEGY</p> <p>Members were requested to forward names and cellphone numbers to enhance the SMS distribution list to Elsabe Ras.</p> <p>Carl Scholtz reflected that it is expected the fewer donations will be received in future due to the global economic situation. In the light of conserving cash it was suggested to only produce one newsletter per year. If there are burning issues, it should be addressed.</p> <p>The Communication Strategy will be added to the FMC agenda to be reviewed at every meeting.</p>	All members Elsabe Ras Elsabe Ras	12 Nov 09 12 Nov 09
5.3	FINANCIAL / ADMIN COMMITTEE		
5.3.1	<p>2009 INVOICES</p> <p>Elsabe Ras is to issue invoices for 2009 to contributing companies. Donations might become less in future.</p>	Elsabe Ras	12 Nov 09
5.3.2	<p>FINANCIAL STATUS REPORT</p> <p>A financial status report will be discussed at every FMC meeting. Elsabe Ras was asked to distribute the report with the minutes before each meeting.</p>	Elsabe Ras	12 Nov 09

	The Technical Committee requested a small budget for light refreshments during their meetings. The meeting agreed that an item be added to the budget. This would be R200 per meeting for 4 meetings, totalling R800 per year.	Elsabe Ras	12 Nov 09
5.4	EVENTS PLANNING		
5.4.1	WORLD ENVIRONMENT DAY Completed – no cost implications for LTF.		
5.4.2	WATER MONITORING The LTF wants to involve local industries in water monitoring awareness in October. Elsabe Ras is to draft a plan consisting of: <ul style="list-style-type: none"> • Visits to local industries and municipality with possibly a road show that would create an awareness of the LTF and water quality • Industries should be urged to participate in water monitoring • DWEA and Rand Water should be involved • Aletia Chapman is involved with Rhodes University to take water samples. She will present results to the LTF. Task team: FMC to hold an ad-hoc meeting and via e-mail. Target industries, municipalities.	Elsabe Ras	1 Sept 09
		FMC members	1 Sept 09

6.	WATER QUALITY REPORT		
6.1	REPORT The Technical Committee was asked to give more detail at the FMC and to take consolidated discussions to LTF. Ann Naidoo said she would do a presentation on burning issues. The report is to be e-mailed with the minutes, but members would like an interpretation of the report. Ann Naidoo said there was a spike on the Rand Water report where the R59 crosses the Leeuspruit. The meeting noted that all coloured blocks indicate instream samples. The report should also give an indication what the uncoloured blocks represent. Carl Scholtz suggested that the Rand Water and	Ann Naidoo	13 Aug 09

	<p>DWEA reports be combined.</p> <p>He also requested that industry discharge be separated from instream points as industry readings are within limit, but not comparable to the instream readings.</p> <p>Carl asked that the Technical Committee presents the accumulated report in future.</p>	Technical Committee	12 Nov 09
6.2	<p>BIOMONITORING AND GROUND WATER</p> <p>The matters were not discussed as both Randall Albertus and Vierah Hulley were on leave.</p>		

7.	INCIDENTS		
	No incidents were reported.		

8.	GENERAL		
	No additional matters were discussed.		

9.	NEXT MEETING		
	12 November at Karbochem		

CHAIRMAN: FMC

SECRETARY: FMC

Appendix 1

ACTION LIST

Nr.	Action Required	Responsibility	Due date
12 February 2009			
F 4.3	Paying members requested to fax proof of payment to Carl Scholtz (011 522 6511)	Paying members	12 Nov 09
F 4.4	Meet with regional DWEA Communication Department	Elsabe Ras & Phillemon Khwinana	12 Nov 09
F 6.2	Biomonitoring results to be shared with LTF if Sasol approves	Randal Albertus	When approved
	Report on ground water monitoring	Vierah Hulley	When available
F 7.	Obtain Metsimaholo incident register.	Aletia Chapman	13 Aug 09
14 May 2009			
M 4.1	Ann Naidoo is to liaise with Marc de Fontaine to obtain posters and booklets for World Environment Day.	Ann Naidoo	Done
M 4.1	Elsabe Ras is to investigate a bulk sms service Nicola Crawshaw, Carl Scholtz and Ms Ras are to register.	Elsabe Ras Carl Scholtz Nicola Crawshaw	12 Nov 09
M 4.4	Signing rights for Aletia Chapman to be arranged.	Elsabe Ras Aletia Chapman	12 Nov 09
M 5.1	The Technical committee is to look into the elevated conductivity and salts in the Driefontein dam.	Technical Committee	Done
M 7	SAVE e-mail to be forwarded to DWEA.	Elsabe Ras	Done
M 8	5.5 on agenda to be Events Planning	Elsabe Ras	Done
M 8	<ul style="list-style-type: none"> Table of EIAs to be included in minutes Consultants to present at LTF meetings 	Elsabe Ras Ann Naidoo	12 Nov 09
13 Aug 2009			
A 5.2.1	The Sasolburg intercompany procedure is to be sent to Ms Shomoleake to assist with drafting the guidelines.	Ann Naidoo	12 Nov 09
A 5.2.2	Members requested to forward names and cellphone numbers to enhance the SMS distribution list to Elsabe Ras.	All members	12 Nov 09
A 5.2.2	Add Communication Strategy as standing agenda point.	Elsabe Ras	12 Nov 09
A 5.3.1	Issue 2009 invoices to donating members.	Elsabe Ras Carl Scholtz	12 Nov 09

A 5.3.2	Distribute financial status report with the minutes before each meeting.	Elsabe Ras	12 Nov 09
A 5.3.2	Add refreshments for Technical Committee meetings as budget item – R200 per meeting for 4 meetings, totalling R800 per year.	Elsabe Ras	12 Nov 09
A 5.4.2	Water monitoring activity plan to be drawn up and distributed to FMC for implementation in October 2009.	Elsabe Ras	1 Sept 09
A 6.1	<ul style="list-style-type: none"> • Report on burning issues in water report to be presented at LTF. • The Technical Committee is to present a consolidated water quality report in future. 	Ann Naidoo Technical Committee	13 Aug 09 12 Nov 09

Appendix 2

DECISION REGISTER

Nr.	Decision taken	Decision date
1.	The Communication Strategy was accepted.	14 May 2009
2.	A budget of R800 per year was approved for light refreshments to be served during the Technical Committee meetings.	13 August 2009