



## MINUTES OF THE 111<sup>TH</sup> SANCOLD INTERIM MANAGEMENT COMMITTEE

13 MARCH 2009: STELLENBOSCH

### 1. WELCOME

The Chairperson welcomed the attendees to the meeting which started at 09h00.

### 2. CONSTITUTION

#### 2.1 Attendance

##### Members

Mr J R G Williamson (RW) Chairperson (CESA)  
Prof G R Basson (GB) (HESA, SAICE)  
Mr J Moes (HM) (CSIR)  
Dr B Mwaka (BW) Treasurer (DWAF)  
Prof C Oosthuizen (CO) Secretary (DWAF)  
Mr P D Pyke (PP) Vice-Chairperson (DWAF)  
Mr A J Shelly (AS) (IMESA)  
Mr T Tente (TT) (SAICE)

##### Co-optees

Mr D Badenhorst (DB)  
Dr A Bester (AB) Webmaster  
Mr I Segers (IS) Assistant Secretary (DWAF)  
Dr C P R Roberts (PR)

#### 2.2 Apologies and absent

##### Apologies

Mr L Furstenburg (LF) Alternate member (CESA)  
Mr T P C van Robbroeck (Co-opted)

##### Absent

Mr L Moloji (DWAF)

#### 2.3 Resignations

Mr S Mabuda had indicated that he had been replaced by the new DWAF representatives. Mr Moes stated that he would be replaced by Dr Kevin Wall. Dr Wall will only serve until the new Management Committee is elected towards the end of this year. HM was thanked for his contributions to SANCOLD.

#### 2.4 Quorum

The meeting was fully constituted.

#### 2.5 Office Bearers

It was decided at the previous meeting that the current office bearers remain in place until the elections at the forthcoming Annual General Meeting.

#### 2.6 Executive Committee (item added after amendment to the Agenda)

In terms of clause 7.2 of the SANCOLD Constitution, the Executive Committee (EXCO) consists of the Chairperson, Vice Chairperson, Secretary, Treasurer and any other representatives as

determined by the Management Committee (MC). It was **agreed** that EXCO would consist of the four office bearers and that additional persons would be incorporated as and when necessary.

### **2.7 SANCOLD IMC and terms of office** (item added after amendment to the Agenda)

The Constitution specifies staggered terms of IMC members as a transitional arrangement. It was **agreed** that EXCO would propose the terms of office and consult with the IMC. **Secretary**

## **3. AGENDA**

### **3.1 Amendments**

The following items were added

- 2.6 Executive Committee
- 2.7 Composition of SANCOLD IMC and terms of office
- 8.2.9 to 8.2.13 additional ICOLD Circular letters.

### **3.2 Acceptance**

The amended Agenda was adopted.

### **3.3 Documents tabled**

The proposal for an external Secretary and Treasurer was provided to those members who did not receive them by e-mail.

## **4. MINUTES OF THE PREVIOUS MEETING**

### **4.1 Amendments**

- Resolution 109/1 Secretariat to read Secretary
- Paragraph 6: PR informed the Committee that the World Atlas of Hydropower and Dams had been updated.

### **4.2 Acceptance**

The minutes of the 110<sup>th</sup> SANCOLD meeting as amended were **approved**.

## **5. STRATEGIC PLANNING AND ACTIONS PROGRESS**

### **5.1 Restructuring Action Plan**

The Chairperson expressed appreciation to PR for the work to date and especial thanks for the SANCOLD News. PR presented Progress Report 9 which had been circulated to members before the meeting. The following major issues arose during the presentation and discussion:

(a) A benefit of individual SANCOLD membership which should be emphasised in promotional material is that the individual will be eligible to participate in the SANCOLD MC. **Secretary**

(b) Statements are to be sent to those members who have not yet paid their membership fees. Payment is to be effected within 30 days which should be indicated on both the invoices and statements. The latest bank statement is to be used. Mention should be made in the covering letter that participation in nomination and voting for the Management Committee is limited to paid-up members. **Secretary**

(c) The overall programme for the remainder of 2009 was discussed and **agreed** to. The SANCOLD Annual Event will be moved to the first week of November for logistical reasons.

(d) Subjects for further editions of SANCOLD News were mentioned.

- (e) The Committee expressed its appreciation to PR for the significant progress.

## 5.2 SANCOLD Constitution

### Resolution 110/1

The Editor of the SAICE Journal will publish an article on SANCOLD. The Secretary is to establish when this will happen. **Secretary**

### Resolution 110/2

The ICOLD Secretary General was informed by PR on 7.3.2009 of the new SANCOLD Constitution. Once the revision of the SANCOLD website Constitution page has been made, an announcement will be placed on the National Committee page of the ICOLD website. **Secretary**

## 5.3 Feedback on SANCOLD Meeting

It was **agreed** that no further action was required for Resolution 108/2 as DWAF is now a member of SANCOLD. The respective representatives of DWAF are to keep their Management and the DWAF:DG informed of important issues relating to DWAF. **DWAF Representatives**

## 5.4 External Secretary and Treasurer

The Chairperson highlighted the need to employ an external Secretary/Treasurer for the remainder of 2009 and possibly into the subsequent years. The Restructuring Committee had requested PR to submit a proposal. The proposal dated 2 March 2009 was presented by PR and the following major issues arose:

- (a) The current proposal is from April 2009 to end December 2009 and provides for the independent Secretariat and assistance to the Treasurer in respect of invoicing, statements and receipts for membership fees.
- (b) The current Treasurer indicated that he had difficulty in fulfilling the role and it was **agreed** that a new Treasurer should be appointed at the forthcoming Annual General Meeting. **Secretary**
- (c) It was **agreed** that the external Secretariat must be independent of DWAF and that any liaison requirements with the Department would be via the official DWAF representatives.
- (d) The need to preserve SANCOLD records for five years was emphasised as a SARS requirement for Public Benefit Organisations. In addition the annual audited statements must be submitted to SARS. **Treasurer/Secretary**
- (e) The elections must follow the Constitutional requirements. Nominations should be called for via e-mail to all members and provision made for nominations at the AGM. An e-mail acceptance of nomination from the nominee would be adequate. **Secretary**
- (f) PR was recused from the further deliberation.
- (g) It was **agreed** that the proposal by PR be accepted and that he be appointed as the SANCOLD Secretary. A phasing in of the new Secretariat from DWAF will be needed. The Secretariat contact details are to be updated on the ICOLD/SANCOLD websites. **Secretary**
- (h) It was **agreed** that provision is made for a R30 000 contingency above the proposal budget which may be utilized subject to EXCO approval.
- (i) The total approved budget from April to December 2009 including the contingency is R140 000.

(j) SANCOLD needs to implement electronic banking and to revise its list of authorised signatories. It was agreed that EXCO would examine the issue. **EXCO**

### **5.5 SANCOLD Website**

AB reported that there had been communication problems with the web designer, but these had been overcome. The changes to various pages had been made. The following major issues arose from the discussion on the website:

(a) The SANCOLD website statistics of 2008 and 2009 were tabled. Bursaries had attracted a number of visits. The number of visits in 2009 appeared to be significantly larger than 2008. The statistics will be very useful in the promotion of SANCOLD. The website appears to be effective.

(b) A significant source of the visits arises from links from other websites such as DWAF and ICOLD. The links are to be extended with other organisations such as SAICE, CESA, WRC, WISA, IMESA. **AB**

(c) AB has met with the web designer regarding a mock-up for advertisements on the home page or as a separate list. Once finalised the Secretary is to publicize via SANCOLD News. [The annual cost of adverts as discussed in meeting 110 will be R2 500 for members and R3 000 for non-members]. **AB/Secretary**

## **6. IMPROVING PUBLIC AWARENES, EDUCATION AND COMMUNICATIONS**

No discussion

## **7. WORLD COMMISSION ON DAMS**

This item is to be removed as an agenda item as the WCD and Dams Development Project are complete.

## **8. ICOLD DOCUMENTATION RECEIVED**

### **8.1 Resolutions following from previous meeting**

PR reported that the booklet on Dams and the World's Water can be downloaded from the ICOLD website (3.2MB). It will be added to the SANCOLD website and the procurement of hardcopies and the CD is to be investigated. It will also be brought to the attention of DWAF 2020 Vision Programme and possibly the education authorities. **Secretary**

### **8.2 ICOLD Documentation Received**

#### **8.2.1 CL 1779: 23rd Congress Officers, Brasilia May 2009**

Noted.

#### **8.2.2 CL 1780: 77th Executive Meeting, Brasilia May 2009, Election of the President**

Discussed under item 11.3.

#### **8.2.3 CL 1781: 77th Executive Meeting – Election of the President**

Discussed under item 11.3.

#### **8.2.4 CL 1782: Status of Dam Construction, 2008 Yearly Enquiry**

CO to arrange for the Dam Safety Office to complete the schedule and to send it to the Secretary for transmission to ICOLD. **CO**

#### **8.2.5 CL 1783: Reports submitted by ICOLD committees (Committee on Concrete Dams) to the 77th Executive Meeting, Brasilia, May 2009**

PR reported that one SANCOLD member would comment on the report. The Comment would then be sent to the ICOLD Technical Committee Chairman. **Secretary**

**8.2.6** CL 1784: Reports submitted by ICOLD committees (Committee on Cost Savings in Dam Construction) to the 77th Executive Meeting, Brasilia, May 2009

As for 8.2.5. **Secretary**

**8.2.7** CL 1785: 77th Annual Meeting, Brasilia-Draft Agenda

Noted. Secretary to inform ICOLD Central Office that the SANCOLD voting member will be J R G Williamson and other delegates will be DB, PP and LF (latter confirmed after the meeting). **Secretary**

**8.2.8** CL 1786: 77th Annual Meeting, Brasilia, Election of the President

Discussed under item 11.3.

**8.2.9** CL 1787: Themes for discussion – Call for Contributions 23rd Congress

PR stated that the information had been circulated via SANCOLD News.

**8.2.10** CL 1788: 77<sup>th</sup> Annual Meeting Brasilia – Election of Vice-Presidents – Zone Europe

Discussed under item 11.3.

**8.2.11** CL 1789: 77<sup>th</sup> Annual Meeting, Brasilia – Election of Vice-Presidents – Zone Europe

Discussed under item 11.3.

**8.2.12** CL 1790: 77<sup>th</sup> Annual Meeting, Brasilia– Election of Vice-Presidents – 6<sup>th</sup> post

Discussed under item 11.3.

**8.2.13** CL 1791: Reports submitted by ICOLD Committees (Committee on the Environment) to the 77<sup>th</sup> Executive Meeting, Brasilia

PR stated that 10 persons would comment on the draft report. The comments would then be sent to the Chairman of the Committee. **Secretary**

## **9. FINANCE**

### **9.1 Income Tax**

The Treasurer reported that the 2007 and 2008 audited statements had not been completed by the auditor. It was **agreed** that the Treasurer should contact a Director/Partner in the audit company to resolve this unsatisfactory state of affairs. **Treasurer**

### **9.2 2007, 2008 and 2009 Financial Years**

#### **9.2.1** Statements of Income and Expenditure

(a) The Treasurer tabled a draft balance sheet. There was some uncertainty regarding the payment of the 2008 membership fees. The Treasurer is to clarify the situation. **Treasurer**

(b) GB mentioned that the revenue from the 2008 course had not yet been paid as there were a number of outstanding debtors. **GB**

(c) The Treasurer tabled a draft budget for 2009. The draft budget will be revised in the light of the previous discussions and the bursary. **Treasurer**

(d) The hotel deposit of about R13 000 for a site visit to Flag Boshielo Dam was discussed. The study tour was cancelled due to poor registration. It was **agreed** that the period had expired when the deposit could be used for another site visit and that the amount be written off. **Treasurer**

### 9.2.2 Bursary advertisement

GB indicated that the bursary should be advertised by May 2009. The bursary is for full-time South African post-graduate students in dam engineering. It was **agreed** that the bursary be advertised for 2009 at R60 000 and R66 000 for 2010. GB will compile the notice and forward it to the Secretary for posting on the website and distribution to Universities/Technikons. **GB/Secretary**

### 9.2.3 Membership fees 2010

To discuss and decide at the AGM.

**Secretary**

### 9.3 **Other financial matters**

No discussion.

## 10. **CONTINUED PARTICIPATION**

### 10.1 **ICOLD Technical Committees**

(a) The Secretary is to clarify the membership of K Legge on the Committee on Geosynthetics as this is not a current ICOLD Committee. **Secretary**

(b) Mr Adama Nombre of Burkina Faso is to Chair an ICOLD Ad hoc Committee on Capacity Building and had requested SANCOLD representation. It was **agreed** that SANCOLD was already over-committed and could not accept representation. Mr Nombre to be informed. **Secretary**

### 10.2 **Africa-Australasia Association of ICOLD**

PR stated that the AAA meeting would probably be held during the Congress week.

## 11. **23<sup>RD</sup> ICOLD CONGRESS, 77<sup>TH</sup> ANNUAL MEETING – BRASILIA, MAY 2009**

### 11.1 **Attendance and SANCOLD Representation at Committee Meetings**

DWAF representation had not been approved. PP to advise the Secretary once approved

**PP**

SANCOLD members to attend their Technical Committees and once the DWAF attendance is known the Secretary will allocate remaining Committees to them. **Secretary**

### 11.2 **Funding of Congress Attendees**

(a) It was **agreed** that SANCOLD would provide partial support to RW, GB, DB and L F of R20 000 each. Claims are to be submitted to the Treasurer via the Secretary.

(b) The Secretary requested all Congress Attendees to submit a short (less than 1 page) report with photographs on the Congress/Executive Meeting/Study tours for SANCOLD News/website.

**Congress Attendees**

### 11.3 **Election of ICOLD President/Vice-Presidents**

President: It was **agreed** that the voting preference would be: Hughes (1<sup>st</sup> preference), Jia, Walz.

Vice-President – Europe: SANCOLD to vote for W Floegl.

## 12. **DAM SAFETY**

### 12.1 **Dam safety regulations**

The current status is unclear. The Secretary to ascertain the status from the DSO and include as a post-meeting note. **Secretary**

[Post meeting note: The draft Regulations are still within DWAF and have not yet been made available for public comment. No date available when this will occur]

## 12.2 SANCOLD Guidelines

GB informed the meeting of the current status of research into updated SANCOLD guidelines:

- **Freeboard for dams:** The WRC project ends officially in March 2009. Volume 1 of the research is complete and Volume 2, which will be the draft guideline (30-50 pages) will be available by September 2009. A SANCOLD review will be needed and this can be done by GB, CO, PR who serve on the WRC Reference Group. The small SANCOLD Group will make recommendations to SANCOLD. It was **agreed** that this process be followed and that if possible the guideline be available at the forthcoming AGM. **GB**  
The Secretary is to approach the WRC regarding the issue of the guideline distribution and a SANCOLD preface. **Secretary**
- **Freeboard for flood surcharge:** GB stated that the previous WRC study on floods did not produce a revised guideline. A new WRC project is proposed from about April 2010 to 2012.
- **Risk analysis:** CO informed the Committee that risk analysis was referred to in various guidelines and that a guideline on risk analysis was desirable. A WRC project proposal in this respect is to be formulated by the University of Stellenbosch.

SANCOLD was informed of the request by some members of the WRC Reference Group to release the guidelines at the same time, but due to the large time difference in the projects, it was **agreed** to release them incrementally as they became available.

## 13. SANCOLD ACTIVITIES

### 13.1 2009 Conference

GB presented proposals for the forthcoming SANCOLD Annual Event to be held at the end of October 2009. The proposal will be updated and sent by e-mail to the SANCOLD IMC via the Secretary by Tuesday 17 March. **GB**

The information will be posted on a Stellenbosch website with links to the SANCOLD site. It was **agreed** that the programme would include the SANCOLD AGM and a short Management Committee meeting after the AGM. **Secretary**

## 14. GENERAL

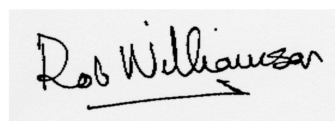
No discussion

## 15. DATE OF THE NEXT MEETING

The next meeting of the Management Committee will be at the AGM. EXCO meetings will be arranged by e-mail. **Secretary**

## 16. CLOSURE

This is the last SANCOLD meeting comprising members of the Interim Management Committee. The Chairperson thanked all members for their participation and inputs over the past years and closed the meeting at 12h50.



**CHAIRPERSON**  
Date 17.2.2010



**SECRETARY**  
Date 17.2.2010