

# **A WATER RESOURCES MANAGEMENT PLAN FOR THE KUISEB BASIN**

## **Assignment Execution Report**

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Windhoek  
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## 1 Introduction

This assignment execution reports is expected to address the following issues:

1. actual deployment of staff (names, tasks assigned and duration of inputs)
2. actual execution programme
3. minutes of consultative meetings and project steering meetings; and
4. summary of major obstacles experienced during the execution of the assignment.

This assignment execution report can only reflect on the period after the current project co-ordinator assumed responsibilities, which was in February 2008. At that time all consultants had been recruited and the project had been running for about four months already.

## 2 Deployment of staff

In the third quarter of 2008 a multi-disciplinary team of consultants was recruited to prepare the Water Resources Management Plan for the Kuiseb. With the exception of one consultant, the rest of the team were Namibians. Two members of the team were civil servants, and another member attached to the Department of Water Affairs and Forestry by the Centre for International Migration (CIM). The decision to rope in civil servants appears to have been made on account the vast experience some of them have in the water sector, but also to involve the DWAF in the preparation of this Water Resources Management Plan, the first to be developed in Namibia. All other members of the team were recruited either in their capacities as private consultants, or as members of NGOs. Their affiliations are summarised in Table 1 below.

The team was tasked to prepare narrative reports on specific topics that were considered pertinent to managing the Kuiseb Basin. Table 1 provides the initial number of working days that were allocated for specific tasks to specific consultants. It will be noticed that the last column of the Table lists additional working days for some consultants. This was the result of additional tasks not mentioned in the Terms of Reference of these consultants having been allocated to them.

During the execution of the assignment, some changes took place in the team. The Natural Resource Economist, a full-time employee of the Development Bank of Namibia, resigned during the first week of June 2008, two months before the deadline for draft reports. Efforts to recruit a substitute failed as there are only very few resource economists in Namibia, and when approached, they declined as they were fully committed. A staff member of the University of Cape Town with extensive experience in resource accounting including in Namibia, similarly had to decline the offer as she was committed. This position therefore remained vacant until the end of the project.

A week later, on 9 June 2008, the staff member of DWAF who was assigned to provide inputs on law issues similarly informed the Co-ordinator that he was withdrawing from the project due to over commitment. Despite assurances from the responsible Director in DWAF that he would continue, this was not borne out by subsequent events. As a result, a senior member of the team, Mr. Piet Heyns, was contracted to provide an input on law related issues. He was only able to do this after his original commitments had been completed.

The staff member in DWAF assigned to provide two inputs on hydrology and disaster management respectively also failed to make a contribution. This was raised during several PSC meetings and in late May the PSC mandated the Co-ordinator to find a replacement. While doing so, the Co-ordinator presented this problem to the responsible Director in DWAF, who promised to take it up with the Under-Secretary. On Monday, 16 June, the Director informed the Co-ordinator that his officials 'were as committed as ever'. Regrettably, the Project Co-ordinator did not receive the inputs on hydrology and disaster management, nor any communication as to why this was not possible.

Efforts to recruit replacements for the hydrologist also failed, as all suitably qualified and experienced hydrologists in the country were fully committed. A member of the Kuiseb Basin Management Committee, Mr. Andre Brümmer of the Municipality of Walvis Bay, undertook to prepare an input on disaster management, but this will only be available in mid-December 2008.

The CIM expert left Namibia before the end of the programme. However, he was able to finalise his assignment well before departing. He was represented at the 2<sup>nd</sup> Stakeholder Meeting by a colleague from the Go-hydrology Division in DWAF.

**Table 1 : Team members, their tasks and duration of inputs**

Name	Task	Working days	
		Original	Adjusted
Wolfgang Werner (Independent consultant)	Co-ordinator	40	-
Piet Heyns (Heyns International Water Consultancy)	Water utilisation	25	32
Guido van Langenhove (DWAF Division Hydrology)	Hydrology	20	-
Martin Falke (DWAF Division Geohydrology)	Geohydrology	21	-
Guido van Langenhove, (with Disaster Management Unit)	Disaster management	6	-
Franciskus Witbooi (DWAF Law Division)	Law	5	-
Frank Wittneben (Independent consultant) assisted by Patrik Klintenberg (DRFN)	Agricultural land use impact	6	10
Shirley Bethune (Independent consultant)	Water science and education	15	12
	EIA and ecology	25	20
Patrik Klintenberg (DRFN)	Geography	11	-
Fanie Oosthuizen (IMLT)	Socio-economics	8	15
Vacant	Resource & development economics	5	-
Mary Seely (DRFN)	Institution development & capacity building	21	25
John and Jill Kinahan	Archaeology	10	-

In the case of the environmentalist, the original duration of inputs was reduced slightly to make it possible to appoint an archaeologist. A team of 2 experienced archaeologists was recruited at a late stage of the programme, but managed to deliver their inputs well in time for the completion of the Management Plan.

The composition of the team did not include a water demand expert. This is considered to be important. Thankfully, the consultant working on water utilisation offered to include aspects of water demand in his report.

Apart from having to prepare narrative reports, most team members were also deployed to lead the development of 11 Action Plans. Those not leading Action Plans were required to provide inputs to specific Action Plans. Table 2 below provides an overview of the 11 Action Plans together with the lead consultants and those that were expected to provide support. As not all Action Plans had lead consultants assigned to them, the first Project Team meeting allocated these Action Plans to members who were able to develop them. These tasks were additional to their original Terms of Reference, and existing contracts were appropriately amended.

**Table 2: Action Plans and assigned responsibilities**

	<b>Lead consultant</b>	<b>Inputs from</b>
<b>Action Plan 1:</b> Impact of agriculture	Patrik Klintenber	Frank Wittneben
<b>Action Plan 2:</b> Vulnerability assessment of water resources	Piet Heyns (additional task)	
<b>Action Plan 3:</b> Water quality management	Shirley Bethune	
<b>Action Plan 4:</b> Implications on ecosystem and hydrological cycle	Fanie Oosthuizen (additional task)	Shirley Bethune
<b>Action Plan 5:</b> Water demand management	Piet Heyns	
<b>Action Plan 6:</b> Readiness / response plans	Guido van Langenhove	
<b>Action Plan 7:</b> Community participation	Mary Seely	Shirley Bethune
<b>Action Plan 8:</b> Capacity of KBMC	Piet Heyns	Franciskus Witbooi
<b>Action Plan 9:</b> Monitoring of effectiveness of policies and action	Mary Seely (additional task)	Franciskus Witbooi Fanie Oosthuizen
<b>Action Plan 10:</b> Data management and GIS	Patrik Klintenber	Team
<b>Action Plan 11:</b> Enabling KBMC	Mary Seely	Piet Heyns Team

### 3 Actual execution programme

The development of the Water Resources Management Plan for the Kuiseb was preceded by the development of a comprehensive Work Plan. This detailed issues that needed to be addressed in the Management Plan and on the basis of this developed Terms of Reference for the team of consultants. Staff input requirements as well as costs were also presented. This Work Plan does not appear to have been scrutinised before contracting consultants. The result was that a number of issues were not entirely clear. These were addressed in an Inception Report, which was accepted in May. This was rather late in the process, but the situation could not be averted. However, the delay did not materially affect the Terms of Reference of the consultants, and they were able to carry on with their assignments. However, one team member used this delay as a reason for not delivering any of his inputs.

The Co-ordinator assumed work on the project in February 2008. Not only had team members been appointed and duly contracted already, but a difficult team dynamic had developed during the preceding 4 months which, amongst other things, led to demotivation of some team members and the resignation of the first Project Co-ordinator. Under his leadership the first team meeting was held on 20 October 2007. A number of issues regarding the Work Plan, ToR and general procedures were discussed and decisions taken.

At the end of March a first stakeholders meeting was held in Walvis Bay. The meeting was advertised twice in 3 daily newspapers – 2 in Windhoek and one at the coast. In addition, invitations were sent out electronically to approximately 70 stakeholders representing mining companies, government, Namwater, the Airports Company and NGOs. The meeting was used to introduce the Water Resources Management Act, the nature of Basin Management Plans and the process of how the team envisaged to go about its task. Team members and their respective fields

of expertise were also introduced to the public. Simultaneously, a short newsletter was sent out to stakeholders providing them with some background information.

A total of 25 people attended the Stakeholders meeting. These included 5 consultants – four team members and one representing the Omaruru Basin – 4 members from the KBMC and the remaining participants representing Rössing mine (no other mines!), the Namibia Airports Company, Coastal Environmental Trust of Namibia, Bastos Foundation, Department of Extension and Engineering Services and members from the general public. Regrettably, the Topnaar community was only represented by the extension officer. Not all team members attended the stakeholders' meeting, as they were not required to do so in terms of their ToR to do so. Moreover, their very tight time allocations did not make such participation possible.

The Co-ordinator attended a first Project Steering Committee meeting on 14 April in Windhoek. His Inception Report was discussed at that meeting and commented on. The Draft Inception Report was circulated prior to the meeting to enable members of the PSC to familiarise themselves with its content. In view of previous delays in the execution of the programme, the PSC decided to extend the deadline for all deliverables by 2 months. The meeting also mandated the Chairman to approve the Inception Report after due revision. This happened in late May.

On 12 May the second Project Team Meeting was held. The Co-ordinator was able to provide some feedback from the PSC on the Inception Report. The team addressed issues raised by the PSC, in particular a time frame for the completion of the programme. A work plan was decided on and submitted to the PSC. In addition, the team revisited the allocation of responsibilities for Action Plans and assigned team members to Action Plans that were not assigned. A format for the presentation of Action Plans was also developed by the team and submitted to the PSC.

On 29 May another Project Steering Committee meeting was held in Swakopmund. The Co-ordinator presented a brief progress report and the meeting discussed issues related to project execution. The main issue was the non-cooperation of two staff members assigned by DWAF to the project. The meeting mandated the Co-ordinator to recruit a replacement for the hydrologist and disaster management expert. A final PSC meeting was held at Gobabeb on 3 September.

On July 4 another team meeting was held in Windhoek. The meeting enabled team members to exchange ideas and concerns regarding the execution of their respective assignments.

The deadline for draft narrative reports was set for 5 August. It was agreed at a PSC meeting that these would be circulated to all members of the PSC to peruse and comment on. Comments were expected a week later. On August 12 the team of consultants met for a short workshop in Windhoek. The aim of the workshop was to provide consultants with an opportunity to present their draft Action Plans to the team and obtain comments and suggestions.

On 14 August the Second Stakeholders Meeting was held in Walvis Bay. The same procedure for inviting stakeholders and advertising the meeting was followed as for the First Stakeholder meeting, with the exception that the second meeting was also advertised in *The Namibian*. A second newsletter accompanied the invitations.

Individual consultants carried out their assignments as per ToR. No major problems were experienced with the ToR. In some cases, however, allocated times were considered to have been tight, even though the ToR did not require any field work. Obtaining available information from a variety of institutions was not only time consuming, but did not always yield the results expected.

Minutes of the Stakeholder Meetings and Project Steering Committee Meeting are reproduced in sections 5 and 6 respectively.

## 4 Major obstacles

Thanks to the dedication of most team members the overall execution of the assignment went without major problems. Most consultants on the team have put in more than was required. Initial trepidation about how it would all come together in the end gradually dissipated as a result of discussions within the team and with members of the KBMC and PSC. For all involved, it was a

fruitful learning experience having had to deal with professionals from a variety of different disciplines.

However, some problems need to be raised. The single most important obstacle in executing this assignment was the particular structure of the project. To start with, the assignment was not awarded to a single institution. Instead, individual consultants were contracted by GTZ to carry out the assignment for the client, the Kuiseb Basin Management Committee. It is not clear to the Co-ordinator what the respective roles of GTZ and KBMC were in the selection process. Suffice to say, therefore, that there appears to have been some disagreement between the two institutions as to whether the recruitment of individual consultants was a more efficient way to go about the process.

This constellation, i.e. the contracting of individual consultants, necessitated the recruitment of a Co-ordinator. The Co-ordinator had no executive powers to enforce deadlines or quality of the product, although consultants had to report to the Co-ordinator. In terms of delivering outputs as required by their ToR, consultants had to satisfy GTZ and the KBMC as client.

It was decided by the PSC that its members would approve narrative reports and other outputs for payment of consultants. This did not happen, however, as members of the PSC were too committed to comment on narrative reports submitted by consultants. A decision taken at the last PSC meeting (3 September) that the Co-ordinator should carry out this task came after the contracts of consultants had ended and was therefore of little practical value.

The efficiency of executing similar assignments in future will be considerably enhanced if Basin Management Committees can appoint a research institution or consultancy company to develop Basin Management Plans. Under such an arrangement these institutions will field a team of specialists it can control and oversee. In this way there would be a very simple and clear structure of command between client and consultants.

The desire to integrate professionals from the Department of Water Affairs and Forestry into the development of a basin management plan is appreciated by all. However, the experience of this project was very negative in this regard, in that none of the civil servants lived up to their commitments. Unless there are incentives for civil servants to actively participate, their day-to-day responsibilities will take precedence, as they are judged on their performance in the work place, not for consultancy services delivered over and above their daily responsibilities. In addition, as civil servants were under no contractual obligations, not even the funding agency, GTZ, could apply any pressure. This experience has shown that without a proper contract, civil servants are under no obligation to produce. They are not liable for delivering outputs and/or the failure of the assignment.

Another obstacle was that the resource economist had to cancel his contract with GTZ due to over commitment. He was contracted despite the knowledge that he was a full-time employee of the Development Bank of Namibia. In one or two other cases deadlines were ignored, undoubtedly because the consultants concerned had full-time jobs which enjoyed priority. - The risk of consultants not delivering can never be completely removed. But the risk of non-delivery can be reduced considerably by recruiting professional consultants for future projects of this nature.

Some members of the team experienced difficulties in obtaining information pertinent to the execution of their assignments. Due to very tight time budgets, it was not possible for them to follow up written requests by visiting institutions personally. This problem existed despite official letters of requests to provide information which the Chairman of the KBMC provided. It may be useful in future and on the basis of this assignment, to determine information needs right at the start and put more efforts into persuading institutions to be more forthcoming.

Although not an obstacle to the execution of the assignment, some team members raised the issue of remuneration. During the current assignment, the remuneration for professional engineers, for example, was less than half of their current rates in the open market. For other senior members of the team the daily rates were also lower than current market rates. In order to retain the services of professional water engineers and senior consultants in future projects, it is recommended that the current fee structure be reviewed.

## 5 Minutes of consultative meetings

Two consultative stakeholder meetings were held in Walvis Bay. The first meeting took place on 28 March and the second on 14 August 2008. Minutes are presented below.

### **Kuiseb Basin Management Plan First Stakeholder Consultation Workshop**

**28 March 2008**

**Walvis Bay Municipality**

The stakeholders attending the first consultation workshop were welcomed by Dr Mary Seely (Facilitator) and the stakeholders were invited to introduce themselves briefly. Dr Seely then provided an overview of the draft agenda for the meeting and asked for any changes. She emphasized that the aim of this meeting was to introduce the process and objective of a Basin Management Plan on behalf of the basin committee and all stakeholders were invited to contribute towards the plan. It was noted that active steps to reverse the current deterioration of the Kuiseb Basin is an important aspect of this plan.

The workshop took the form of a series of presentations from the consultants with each presentation followed by a thorough discussion. Highlights of the discussion are included in the minutes.

#### 1. Introduction to the Kuiseb Basin by Mr Piet Heyns

This presentation highlighted the characteristics of the basin, socioeconomic activities undertaken by communities in the basin and the importance of the basin as well as the Kuiseb Delta.

Questions and discussions

A survey was done in 1994 that recommended that the diversion wall to control the flow of the river should be broken down; was this done? (Mr Wearne)

Response: Plans have been prepared to introduce sluice gates to regulate flow; N\$3 million is the estimated cost. If this were done, the B Area aquifer could be recharged. (Mr Brümmer)

Caution should be taken on flood control activities as a flood event in Walvis Bay could take place in the future. (Mr Heyns) In the past no mechanical means were available to control floods but now these means, e.g. bulldozers, are available. (Mr Wilkins) Dr Seely made reference to the current unpredicted flood situation in the North and mentioned that climate variations should be taken into account.

#### 2. Introduction to Water Resources Management Act of 2004 by Dr Wolfgang Werner

This presentation clearly outlined the act in terms of its aims, and what exactly the committees are responsible for, i.e. activities to be undertaken and advisory activities, with reference to the eleven sections referring to Basin Management within the act.

Questions, comments and discussion

Mr Wilkins expressed how shocked he is to observe the damage humans are doing to the environment of the Kuiseb as a result of water usage by different stakeholders. Demand management is called for as well as consideration of sustainability of the Kuiseb. The water reserve should be taken into account.

A question was posed: Is it not important for the government to insist that local government purify the water to an acceptably clean level and for the purified effluent to be used instead of being



pumped out? It was also recommended that the sewage systems be upgraded as a means to save water. Mr. Brümmer stated that approximately 20 million cubic metres of purified effluent is reused and discharged but that it is not chlorinated and filtered to a certain level.

Prior to the Water Act of 2004, there was a water policy of 2000 and it required water flows to be calculated and the requirements to the river to be taken into consideration. (Ms Bethune)

Dr Henschel commented that the KBMC has a networking role and integrates water issues of the community and tables them to the responsible institutions.

### 3. Brief overview of Basins by Dr. Seely

The Namibian map was used to display all the biophysical basins in Namibia. The speaker indicated that by demarcation of the basins management is made easier and that the various committees in the different basins make the management of the basins much more flexible. It was also noted that this was a form of decentralizing the management of the basins rather than having one body managing the water resources in the various basins countrywide. Furthermore, it was highlighted that information is required in order to communicate the needs of different stakeholders and this was also one of the aims of this stakeholders meeting.

#### Questions, comments and suggestions

The Omaruru basin will be kept separate from the Swakop basin, with the exception of the section directly supplied from Omdel (Ms Bethune). Dr Seely also mentioned that some basins might change or be amalgamated.

Mr Joel Kooitjie suggested that all the original Nama names be used for the rivers. Dr Seely requested that he gives her information in this regard.

### 4. Introduction to the Kuiseb Basin Management Plan by Dr Wolfgang Werner

It was noted that the Water Resources Act of 2004 divides Namibia into basins and thus a Basin Management Plan will be established for each basin. It was emphasized that this Plan should provide for the integrated management of water and land resources and that it should focus on capacity building over time.

#### Questions, comments and discussion

Mr. Wilkins commented on the need to extend the retention capacity of the Kuiseb River.

Response: The project known as WADE has interesting results on the recharge capacity of the Kuiseb. Dr Martin Falke added that the silt and clay content delay recharge in the upper catchment.

The legality of Basin Management was discussed. It is based on the Water Resources Act of 2004 although this Act has not yet commenced. It is also backed by Cabinet Decision #26 of 2006. The 1976 Water Act also allowed for Basin Management Committees to be formed.

A question was posed: Will there be any changes with regard to the old Water Resources Act of 2004 and will there be other organizations to be involved?

Response: This might not happen, but is still not decided upon as yet but the ministry still has to decide on this.

### 5. Introduction to the process of developing a Basin Management Plan by Dr Seely

This presentation emphasized that this process takes a multi disciplinary approach requiring a team of subject specialists and about 10 additional specialists have been assigned to steer this process. Dr. Seely provided an overview of the various consultants involved and their role. Each of these consultants are to submit reports by June 2008 and the final Plan is due in August 2008 and a broad agreement is required on what the Plan is to be comprised of.

### Questions, comments and suggestions

Dr Seely requested that all the stakeholders present should participate in the meeting by noting down what their input will be to the plan as well as what they think should be done to establish such a plan. Blue cards were used to note down the inputs offered and the green cards for what can be done. The aim was to encourage input from the stakeholders on what they can offer and what they think should be included in the plan.

### TEA BREAK (15 minutes)

After the tea break, various issues were noted down and these were pinned on the board for viewing by all present. These points will be sent through to all the stakeholders via email. (Annex 11)

## 6. Kuiseb Water Management Plan By: Dr Martin Falke

Dr Falke presented information on the baseline study he conducted on the Kuiseb and outlined some of the problems he encountered. Thus far he has only done the literature review but no field work. Information is still required on various aspects such as; flood mitigation, drought assessments etc.

### Questions, comments and suggestions

Ms. Alexandra Puz asked what the chances are of having information about water quality from the above-presented report. She is of the opinion that it should be publicly stated that the water used in Walvis Bay is received from natural aquifers and that quality information is important. Furthermore she added that it is of essence that the sustainable yield of the groundwater be verified.

Ms Bethune commented that what might seem, as sustainable yield from a geophysical point of view may not be sustainable from an ecological point of view.

Mr Piet Heyns posed a question pertaining to the use of water by mines and if this would have any impact on the quality of the water. It was pointed out that 39 Exclusive Prospecting Licenses for uranium have been awarded.

## 7. Kuiseb Basin Management Plan – Ecology and Environmental Impact Assessments by Ms Bethune

This presentation provided a description of the ecology of the basin and outlined vulnerable areas as well as potential impacts. It also focused on water science and environmental education as a means to bring about awareness concerning potential adverse impacts to the Kuiseb basin. Ms Bethune will focus mainly on studying the existing information, identifying and addressing gaps, advising on environmental education and last but not least providing practical input to the action plan. Assistance from all stakeholders will be required and appreciated.

### Questions, comments and suggestions

What is sustainable yield, is it from the ecological or geological point of view? Omdel is permitted for abstraction of 9 million cubic metres, but is this sustainable?

Ms Bethune pointed out that abstraction is the biggest threat to any aquifer. She mentioned that what used to be known as Environmental Flows are now called Integrated Flow Assessments.

## 8. Tasks and activities of the water utilization engineer by Mr Piet Heyns

The National Water Master Plan of Namibia is a broad, long-term framework within which an integrated water management plan and a strategy for future water supply infrastructure development can be developed.

### Questions, comments and suggestions

Mr Wearne commented that the drilling of boreholes may affect animal and plant and plant life.

Mr Piet Heyns commented that pumping water from an aquifer affects the water table. Furthermore, he noted that in the 1980's a policy was in place to ensure that no more water is extracted than is replenished. He also pointed out that in future, desalination might be an option to look at. He suggested that if use of groundwater and saline water were integrated, this would be cost effective in the long-run.

Question was asked: Does the KBMC have any power to object to the decisions made by government with regard to the management of the basin?

Response: The law can not be changed, in other words no one has the power to go against the Act and the Basin Management Committee must do what is required in the Act.

Ms Puz suggested that if the Plan is to be developed, the National Water Master Plan of Namibia should be an integrated water resources management plan as it is not yet practiced in Namibia. She is also of the opinion that water demand and conservation management be considered for this plan.

#### 9. Data base and information processing by Dr Patrik Klintonberg (presented by Dr Seely)

Dr Klintonberg suggested that a database and GIS be set up by the project team for the KBMC in order to make information processing much simpler. Furthermore, experts should provide information on the data types available and this should be stored in the database. The geographer will advise the project team on GIS software and the format of the data. In addition, he will create a Meta database and be involved in data sharing activities. Information is required from the KBMC regarding who the users will be for the developed databases and which persons will be operating the GIS.

Questions, comments and suggestions

No minuted contributions

#### 10. Institutional Development and Capacity building by Dr Seely

As a contribution to the Kuiseb Basin Management Plan, an assessment of existing and needed institutions, of existing and required human resources and of existing links and networks is being undertaken.

Questions, comments and suggestions

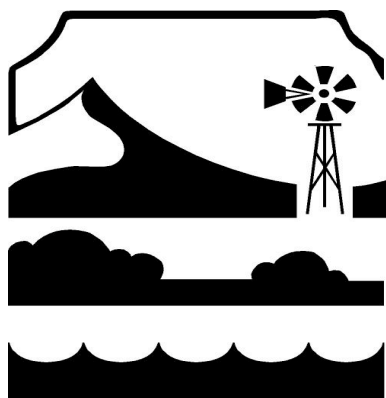
It was pointed out that the Chamber of Mines should be contacted and that Dr Peter Tarr of SAIEA is doing a similar assessment of institutions for the Chamber.

Ms Aune Mutota asked who coordinates between basins. Ms Puz stated that Mr van Langenhove has money for establishing a coordinating unit in government and that Abraham Nehemia (Under-Secretary for Water) wants government to take the lead. There will be a conference on this topic next week in Oshakati.

Mr Brümmer stated that he would prefer that the secretariat was not in government but with an independent body.

A brief discussion followed on the progress of desalination.

- a desalination plant is already being constructed
- MAWF is still awaiting a feasibility study on desalination and permits have not been handed out (but not a problem if fully funded by mines)
- the concentrated brine will be returned to the sea
- Uramin is constructing its own plant next door to NamWater's plant



KUISEB BASIN MANAGEMENT COMMITTEE

**Minutes of the Kuiseb Basin Management Committee Project Steering Committee (KBMC PSC) Meeting held on 14 August 2008 at 09:00 in the Namib Conference Room, Civic Centre Walvis Bay.**

1. **Opening and welcome:**

Dr Mary Seely welcomed all present and expressed her appreciation. There will be a slight deviation from the planned program due to the visit of the Deputy Minister of Agriculture, Water and Forestry who will also attend the meeting for about 20 minutes in order to be informed of the discussions and progress.

Each participant is asked to introduce him/herself.

2. **Attendance:**

	<b>Name</b>	<b>Affiliation</b>	<b>E-mail and telephone numbers</b>
1	Mike Scott	CETN – Friends of Swakop River Namibia Coastal Marine Bird watching group	<a href="mailto:Ecoserve@iway.na">Ecoserve@iway.na</a> 0812845130
2	Ann Scott (Dr)	As above	<a href="mailto:Ecoserve@iway.na">Ecoserve@iway.na</a> 0812845130
3	Dirk Booyesen	Namibia Airports Company	<a href="mailto:dirk@airports.com.na">dirk@airports.com.na</a>
4	Andre Burger	Municipality of Walvis Bay	<a href="mailto:aburger@walvisbaycc.org.na">aburger@walvisbaycc.org.na</a>
5	Jan de Smit	Municipality of Walvis Bay	<a href="mailto:jdesmit@walvisbaycc.org.na">jdesmit@walvisbaycc.org.na</a>
6	Wolfgang Werner	WRMP for Kuiseb Team	<a href="mailto:wwerner@iway.na">wwerner@iway.na</a>
7	Frank Wittneben	WRMP for Kuiseb Team	<a href="mailto:terraduna@iway.na">terraduna@iway.na</a>
8	Boas Erckie	MET – Central Parks	<a href="mailto:boasmponjo@yahoo.co.uk">boasmponjo@yahoo.co.uk</a>
9	Fanie Oosthuizen	WRMP Team	<a href="mailto:fanie@imlt.org.na">fanie@imlt.org.na</a>
10	Auna Amwaama	MAWF – Hydrology Division	<a href="mailto:AmwaamaA@mowf.gov.na">AmwaamaA@mowf.gov.na</a> 061-2087258
11	Vazembua M-Tjizoo	Walvis Bay Salt Refiners (WBSR)	<a href="mailto:vazembua@wbsalt.com.na">vazembua@wbsalt.com.na</a>
12	SB Sichombe	MET	<a href="mailto:sichombeb@gmail.com.na">sichombeb@gmail.com.na</a> 064-404576
13	Olavi Makuti	Municipality of Walvis Bay	<a href="mailto:omakuti@walvisbay.cc.org.na">omakuti@walvisbay.cc.org.na</a> 064-214306
14	Shamathe Kuniberth	MAWF – Hydrology Division	<a href="mailto:shamathek@mawf.gov.na">shamathek@mawf.gov.na</a> 061-2087248
15	Dina Kuaere	Directorate of Rural Water Supply	<a href="mailto:kuaered@mawf.gov.na">kuaered@mawf.gov.na</a> 064-550057
16	Ottillie Angula	DWAF – Hydrology Division	<a href="mailto:angulao@mawf.gov.na">angulao@mawf.gov.na</a> 061-2087195
17	Mathews Katjimune	DWAF – Geohydrology Division	<a href="mailto:katjimunem@mawrd.gov.na">katjimunem@mawrd.gov.na</a> 061-2087099
18	Uahorekua Usurua	DRWS	<a href="mailto:usuruau@iafrica.com.na">usuruau@iafrica.com.na</a> 064-550383
19	Joel Kooitjie	MAWF - DEES	<a href="mailto:kuisebwilderness@namibnet.c">kuisebwilderness@namibnet.c</a>

			<a href="#">om</a>
20	Susan Roux	CETN	<a href="mailto:seafish@iway.na">seafish@iway.na</a> 0811294935
21	Mary Seely	Facilitator	<a href="mailto:Mary.Seely@drfn.org.na">Mary.Seely@drfn.org.na</a>
22	P Heyns		

3. **Confirmation of minutes.**

Not discussed.

4. **Approval of the agenda points:**

- (a) Introduction
- (b) Presentations
- (c) Discussion.

5. **Introduction by Dr Wolfgang Werner:**

5.1. **Goals:**

To place communities in a river basin at the centre of their own developments with strong support from service providers

To contribute to better management of water and natural resources particularly where

- water is limited and demand from different groups is rising
- there is competition rather than co-operation.

5.2. **Functions of the Basin Management Committee:**

- (a) **to protect, develop, conserve, manage** and control water resources within its water management area
- (b) to **promote community participation** in the protection, use, development, conservation, management and control of water resources in its water management area through education and other appropriate activities
- (c) to prepare a **water resources plan** for the basin which plan must be submitted to the Minister for consideration when developing the Master Plan in terms of section 23
- (d) to make recommendations regarding the issuance or cancellation of **licenses and permits** under this act
- (e) to promote **community self-reliance**, including the recovery of costs for the operation and maintenance of water works
- (f) to facilitate the establishment of an **operational system and maintenance system** of water works and the accessing of technical **support for water management institutions** within its water management
- (g) to monitor and report on the effectiveness of policies and actions in achieving **sustainable management** of water resources in its water management area
- (h) to **collect, manage and share such data** as are necessary to properly manage the basin in coordination with the Water Resource Management Agency
- (i) to develop a **water research agenda**, together with the Water Resources Management Agency, appropriate to the needs of water management institutions and water users within its water management area
- (j) to help **resolve conflicts** relating to water resources in its water management area
- (k) to perform any such **additional functions** as the Minister may direct under section 9 or assign under section 10

5.3. **Themes addressed in the Basin Management Plan:**

- (a) Geography and agriculture
- (b) Hydrology
- (c) Geo-hydrology
- (d) Water planning and utilisation
- (e) Disaster management
- (f) Socio-economic aspects
- (g) Environmental aspects
- (h) Water science
- (i) Database management
- (k) Institutions and capacity building
- (l) Education and awareness

5.4. In summary the **action plans** entail the following:

- (a) Impact of agriculture on hydrological cycle
- (b) Vulnerability assessment of water resources with respect to pollution etc.
- (c) Water quality management
- (d) Implications on ecosystem and hydrological cycle of V 2030, MDCs, NDPs etc.
- (e) Water demand management and water conservation strategies
- (f) Readiness / response plans to floods and extreme natural events
- (g) Promotion of community participation
- (h) Capacitating the KBMC
- (j) Processes for monitoring and reporting to Minister on effectiveness of policies and action
- (k) Data collection, management and GIS
- (l) Enabling KBMC re institutional and HR development, financing of operations and networking

5.5. General:

Participants and stakeholders are invited to submit input and proposals on any of the issues presented. The overall action plan should be ready on 08 September 2008.

6. **Agricultural and related issues within the Basin - Presentation by Frank Wittneben**

6.1. **Key issues to be addressed in the Action Plan:**

- (a) Water issues
  - Earth dams and large-scale dams
  - Boreholes
  - Water abstraction – lowering of groundwater table
  - Tourism and water consumption
- (b) Rangeland issues
  - Overgrazing / rangeland management
  - Bush encroachment
  - Game farming

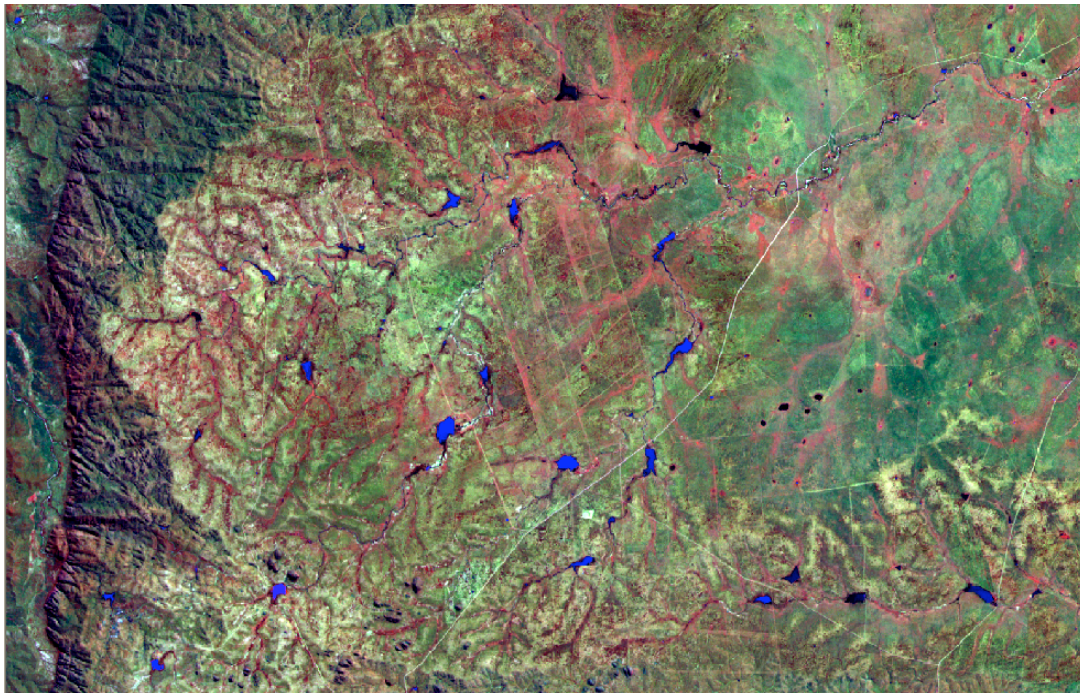
- Alien vegetation
- (c) Other relevant issues
  - Tourism
  - Mining, present and future mines
  - Outdated datasets
  - New trans-Kalahari highway via Us pass

## 6.2. **Action Plan 1 for the Agricultural Sector (Agricultural Working Group)**

- (a) KBMC form an agricultural working group (AWG)
- (b) AWG to submit proposals for funding the completion of the Kuiseb Profile
- (c) AWG to identify issues of agriculture and its impact on the hydrological cycle
- (d) AWG to identify knowledge gaps about economics of resource utilisation
- (e) AWG to compile terms of reference for an in depth study of these issues
- (f) Develop project proposal to secure funding for studies
- (g) Appoint tendering institutions
- (h) Report commented by stakeholders and stakeholder workshop to elaborate reports

## 7. **Farm dam mapping and related issues:**

Below an aerial photo of a section of the Kuiseb catchment area indicating a considerable number of farm dams.

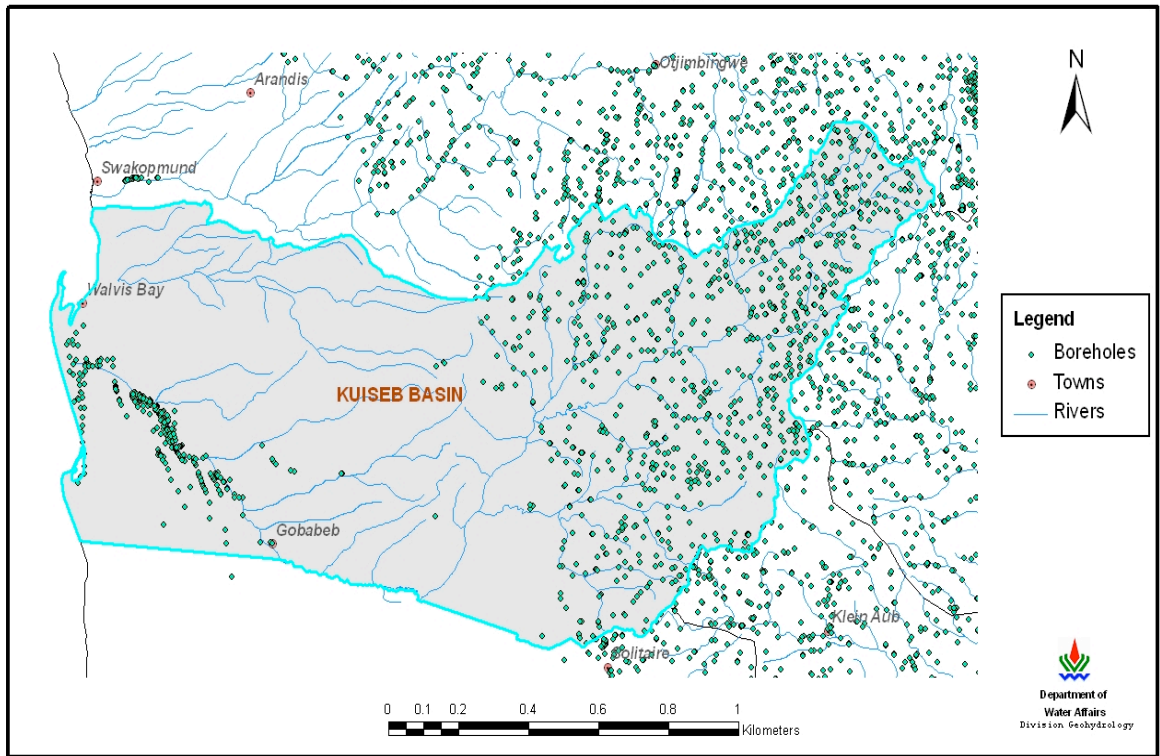


- About **300** farm dams were identified
- Mainly concentrating in **upper** part
- In total they cover an area of **3.928 km<sup>2</sup>**
- Only 10 % of all the farm dams are on DWA records

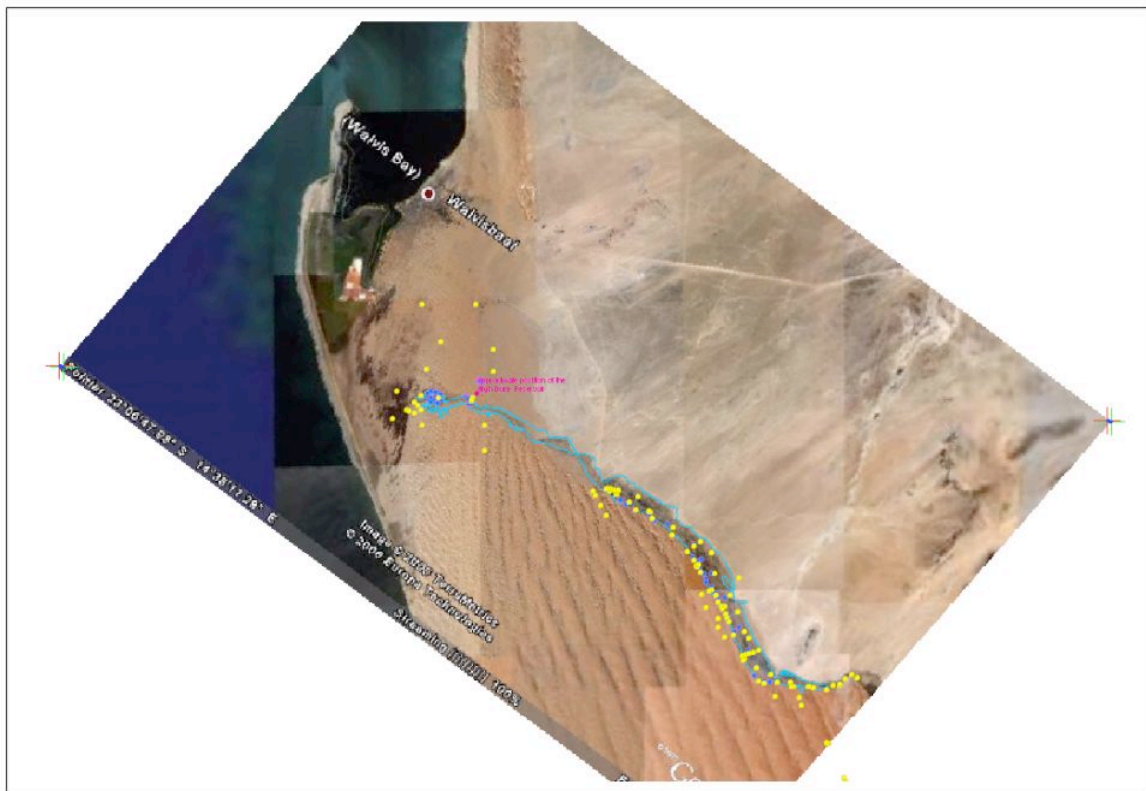
## 8. **Presentation: The Hydrogeology of the Kuiseb Basin:**

8.1. Boreholes in the catchment area of the Kuseib:

Boreholes in the Kuseib Basin



8.2. Boreholes in the lower Kuseib





8.3. **Borehole monitoring:**

- (a) Country wide a total of 900 boreholes are monitored regularly;
- (b) In the lower Kuiseb basin some 85 boreholes are monitored.
- (c) In the region of Sandwich Harbour three boreholes near the coastline were tested and pumped at a rate of about 35m<sup>3</sup> per hour. The water is fresh and suitable for human consumption.

8.4. **J-Line – still under investigation regarding its sustainability:**

It is estimated that the J-line area has the potential (yield) of 1 500 000 m<sup>3</sup> per annum.

8.5. **Participant's response/input and issues that should be addressed:**

- (a) Invasion of alien plants (species) in the river bed causes concern;
- (b) The impact of farm dams on downstream users;
- (c) Any development should be subject to a Strategic Environmental Assessment in terms of the Environmental Management Act.
- (d) The impact of water extraction on the downstream ecology;
- (e) For proper monitoring of short/long term action plans time frames should be allocated;
- (f) Effect of alien trees (e.g. Prosopis) on groundwater especially in river bed;
- (g) Specific activities should be assigned to a specific group/person to perform it;
- (h) What are the effects of inter-basin water transfer on aquatic biota?
- (i) Ecosystems' dependency on groundwater;
- (j) Destructive Nara harvesting practices;
- (k) Active mines and their water demands;
- (l) Groundwater must be protected against leeching "seepage" (Uranium contamination);
- (m) Pollution control by mines originating from their waste water;
- (n) Monitoring of mining activities;
- (o) Who is responsible for the monitoring of water resources;
- (p) Uranium mines should use desalinated water (i.e. separate sources):
- (q) Is sand mining included in the action plan?
- (r) Monitoring of biota – are the summer and winter bird counts at Walvis Bay Ramsar site included as part of the monitoring suite?
- (s) Community/farm based management monitoring;
- (t) Sustainable yields;
- (u) Monitoring of nitrate infiltration;
- (v) Groundwater availability and quality;
- (w) Updating of rainfall data;
- (x) Establish monitoring of boreholes in the upper basin in respect of quality and quantity;

9. **Visit by His Excellency the Deputy Minister of Agriculture, Water and Forestry:**

Dr P Heyns informs the guests by way of a short presentation as to the purpose of this meeting.

He raises the question whether there is still a need for the investigation and possible development of the J-line. Take into account all other developments, especially the desalination projects.

The Deputy Minister asked for more information regarding the desalination projects being launched along the coast.

The Engineer: Water Management (Municipality of Walvis Bay) gives a short background of planned projects and those already under construction.

#### 10.1 **Presentation by Dr Seely:**

- (a) The vision of the KBMC has to be re-visited (revised) it is 5 years in place;
- (b) Important to investigate the appointment of a salaried coordinator;
- (c) Such coordinator should be stationed within the Basin area and not in Windhoek;
- (d) Another challenge is the funding of the of the Basin Management Committee;
- (e) Such committee should be independent with full recognition;
- (f) Legislation in this regard is still pending and recognition of such a body will be included in the Act;
- (g) Stampriet already has a Water Management Committee;
- (h) Control measures will be implemented to assist the Government as well as the Committees;
- (i) The envisaged legislation will allow communities to mobilize themselves;
- (j) Should the community fail to mobilize themselves the Minister can order them to organise;
- (k) The community should be consulted and actively participate;

#### 11.1 **Presentation: Socio Economic Assessment – Fanie Oosthuizen:**

The following issues are relevant and should be addressed:

- (a) People's quality of life;
- (b) Health and development;
- (c) Wealth, Livelihood and Economy;
- (d) Developing a knowledge-based society
- (e) Equity
- (f) Resource-based development;
- (g) Human and Institutional Capacity

#### **Proposed Action Plan:**

- Define baseline scenario for demand and supply and trend indicators;
- Define future demand scenarios and impact on demand-supply gap/profile;
- Define contribution to national and regional targets;
- Conduct SEA for different future scenarios;
- Develop Basin Strategic Management Plan;
- Development of communications strategy and plan;
- Develop appropriate M&E plan

**Millennium Development Goals**

Goal 1 - Eradicate Extreme Poverty & Hunger

Goal 2 - Achieve Universal Primary education

Goal 3 - Promote Gender Equality

Goal 4 - Reduce Child Mortality

Goal 5 - Improve maternal health

Goal 6 - Combat HIV-AIDS, Malaria, other diseases

Goal 7 - Ensure Environmental Sustainability

Goal 8 - Develop Global Partnership for Development

11.2 **Participant's response/input and issues that should be addressed:**

- (a) Make schools and universities aware of educational opportunities related to water "works" and management;
- (b) Find a partner for funding all environmental awareness activities;
- (c) Establish a junior branch/committee for the KBMC;

12. **Presentation on Awareness and Educational strategies:**

12.1 **Topics which should be addressed:**

- Conservation of water resources (including IWRM);
- Pollution reduction;
- Management of water demand (WDM);
- Cost recovery for water supply;
- Response to floods, drought and pollution

12.2. **Action Plan – short term:**

- Review lessons learnt;
- Coordinate preparation of expert information in lay terms;
- Establish IWRM demos, at Gobabeb & Walvis Bay; explanation sheets available;
- Take up offer of training courses for KBMC members and their alternatives;
- Commission, complete and publish Kuiseb Basin Profile;
- Host World Wetland Day event – 2 February 2009

12.3. **Action Plan – long term:**

- Arrange exposure excursions (Forum meetings);
- Involve Regional Councils; focus on Division for Rural Services and planners initially
- Involve MET; focus on NNP staff; Namib Naukluft Park;
- Involve NamWater; focus on active participation in meetings and discussion
- Identify larger water users with money and involve them in KBMC activities

- Target different levels of community: grass roots, education system; urban areas; technical levels
- Organise internships in basin; local and international

12.4 **Participant's response/input and issues that should be addressed:**

- (a) Incorporate flood management measures;
- (b) Those responsible for sanitation should look at the use of water and availability for this purpose, and they should control water quality and possible contamination;
- (c) The Kuiseb Basin Management Plan should be aligned with existing plans e.g. The Walvis Bay Nature Reserve;
- (d) Improve environmental awareness and health issues;
- (e) Identify and list all training needs for KBMC;
- (f) Basin Management Committee needs a legal arm/representative;
- (g) Establish an aquifer management organization;

13. **Conclusion:**

We have time till end October to put a final plan together for review and to take all relevant comments on board;

The role of industry should also be considered and taken into account in the compilation of this plan;

Discussions with all stakeholders should be continued with.

The presentation will be available on request.

The meeting adjourned 16:15.

## 6 Minutes of Project Steering Committee Meetings

During 2008 four Project Steering Committee Meetings were held on the following dates: 25 January; 14 April; 29 May and 3 September. The Co-ordinator only attended the last 3 meetings. Minutes of all four meetings are presented below.

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### KUISEB BASIN- WATER RESOURCES MANAGEMENT PLAN PROJECT STEERING COMMITTEE MEETING, 08h30 25TH JANUARY 2008

#### Opening and welcoming

Dr. Joh Henschel, chairperson of KBMC and of the PSC, welcomed and thanked all steering committee members for being present. He further pointed out that the main aim of the meeting is to select a new project coordinator for the KB-WRMP.

#### 1. Attendance

Member	Email and phone number
Maria Amakali	<a href="mailto:amakalim@mawf.gov.na">amakalim@mawf.gov.na</a> , 061 208 7158
Andre Brümmer	<a href="mailto:aBrümmer@walvisbaycc.org.na">aBrümmer@walvisbaycc.org.na</a> , 081 122 0803
Dudley Biggs	<a href="mailto:dudley@iway.na">dudley@iway.na</a>
Albert Engel	albert.engel@gtz.de
Joh Henschel (chair)	<a href="mailto:joh.henschel@gobabeb.org">joh.henschel@gobabeb.org</a> , 064 694 198
Mike Jacobs	harmonie@africaonline.com.na
Tanja Pickardt	tanja.pickardt@gtz.de
Uahorekua Usurua	<a href="mailto:usuruau@africa.com.na">usuruau@africa.com.na</a> , 064 550 227
Frank Wittneben	terradona@iway.na

Invited Observer	Email and phone number
Dudley Biggs	<a href="mailto:dudley@iway.na">dudley@iway.na</a>
Mike Jacobs	harmonie@africaonline.com.na
Emily Mutota (secretariat)	emilym@gobabeb.org
Frank Wittneben	<a href="mailto:terradona@iway.na">terradona@iway.na</a>

#### Apologies received:

Leopold Niipare (absent)  
Erwin Shiluama (apologized)

#### 2. Application for leave of absence

Leopard Niipare, resigned from Namwater and as from now on Mr. Erwin Shiluama will be the new Namwater representative in the PSC.

Mr. Engel from GTZ also informed members that he would be returning to German soon. He then introduces the new GTZ representative, Ms. Tanja Pickardt.

#### 3. Confirmation of minutes of 25<sup>th</sup> September 2008

Minutes of 25<sup>th</sup> September 2007 were adopted by all members without changes.

#### **4. Approval of agenda/ points to be added**

First the chairperson informed all members that there is no matter arising from the previous meeting, because all matters were addressed or superseded by subsequent events since the previous meeting. The agenda for today was accepted without amendments and additions.

#### **5. Current status of the KB-WRMP**

The chairperson gave a background that the KB-WRMP project was launched in July 2007 at the same meeting that the project coordinator and his responsibilities were confirmed. The inception phase of the project started off at Omaruru meeting in September 2007 when all experts had been contracted or their participation was confirmed by GRN. The process concerning decisions and responsibilities concerning the project were discussed and clarified at the Omaruru meeting. At the same meeting it was resolved that the project coordinator will report only to the PSC through the chairperson. DWAF and GTZ participate in the PSC and provide input towards the coordinator via the PSC.

In November 2007, Mr. Biggs tendered his resignation as coordinator and this was accepted. There are now two applicants for the coordinator position, Dr. Hartmut Krugmann and Dr. Wolfgang Werner. The new coordinator will be chosen today based on the proposals and credentials of these applicants.

Dr. Engel informed members that no one contacted him or his office to discuss the offer. On this note, the chairperson emphasized the point that he (the chair) was left alone to deal with things without any constructive feedback from the PSC, and that this may have delayed the process unnecessarily. He then asked all members to be involved in all decisions and to work more closely with the chairperson in future.

Mr. Biggs pointed out that, he did some work that were not part of the contract that he got from the committee to assist with the resulting delays.

[Resolution: The PSC members agreed to work more closer with the chairperson in future and to respond timely]

#### **6. Clarification and/or adjustments of the ToR and Budget**

The chairperson reminded the PSC members that they had all agreed on the ToR and that this should guide the selection of the new coordinator as well as confirming the coordinator's responsibilities. As a follow-up of this point of

Clarification, the work plan was discussed with reference to page 8 (the same as point 4.3 in Becker's ToR - this page was already circulated before the meeting) where the project outputs are outlined.

After a discussion on what the applicants have estimated concerning the task and time required, Dr. Engel suggested that the PSC stick to the proposed ToR by Mr. Becker and make their decision in line with that, especial concerning outputs, number of days and costs. Mr. Brümmer also commented on the same point that, it is very important to link points, needs and interests between the consultant and the KB-WRMP.

Since Mr. Biggs was present, he was asked to inform the PSC members his experience as a coordinator. Mr. Biggs informed the members referring to the report he presented already at meeting of September 25<sup>th</sup>. He further described the meeting to plan the inception phase and how the process subsequently became problematic for reasons known to the PSC and that he did not wish to repeat.

The chairperson reminded the members that Mr. Biggs (even though previous coordinator) was not responsible for choosing the consultants nor was he responsible for Mr. Biggs was requested to temporarily leave the room, but to please return again later during the meeting. A long discussion ensued concerning the previous coordination and project organization. Mr. Brümmer emphasized

that the main focus now should be on the end product and that all key institutions should be involved. He further stated that, it should be clear to the next coordinator that the main aim of the Kuiseb Basin-WRMP is to serve the Namibian community at large and not for personal or institutional benefits or issues.

**[Resolution: All the members agreed that the project must continue to work with the existing ToR and budget]**

## **7. Offers for the coordinator position**

The offers were examined, starting with Dr. Hartmut Krugmann's. The chairperson gave background report that Mr. Krugmann's application form was submitted in November 2007, but a revision was submitted on 09 January 2008. Dr. Werner's application was only received today and could not previously be reviewed by the PSC. The PSC took time to study this. Mr. Biggs returned to the PSC meeting. The chairperson led the members in a discussion and comparison of both documents in relation with the original ToR by Mr. Becker. It was clear that Dr. Krugmann revised and changed the proposed ToR, while Dr. Werner based his offer on what was presented in Mr. Becker's document. Mr. Biggs stated that according to his experience, the most important matter was good cooperation between the coordinator and the PSC.

In the end, all PSC members then gave their personal assessment of the two applicants and in the end Dr. Werner was recommended unanimously because his consultancy fees fell within the budget and because he specifically followed the existing ToR. By comparison, Dr. Krugmann's fees exceeded the budget, and he had numerous recommendations to change the ToR (although many of his suggestions had merits). Achieving agreements on both of these aspects could take a long time to finalise and fund.

Mr. Brümmer raised a point that is very important that the KB-WRMP committee set a good example with the principles involved in achieving goals, because this will serve as an example for the other basin committees such as Omaruru Basin and Iishana.

*[Resolution1: All the members accepted Dr. Werner, but with condition to still agree on details of contract between him and GTZ]*

**[Resolution2: Mr. Biggs to prepare all documents for hand over to Dr. Werner]**

## **8. Way forward**

Further discussion ensued concerning the next coordinator. It was decided that there is a need for effective mechanisms of everyday interactions from PSC among each other and with the coordinator. It has been suggested that the best thing is to have someone who is based in Windhoek for this interaction (Dr. Werner is based in Windhoek). Ms. Amakali was nominated as the best suitable person for this in cases where the chairperson and deputy chairperson were unavailable or it is difficult to discuss certain points due to their distance from Windhoek.

**[Action: The chair, deputy chair and Ms. Amakali to keep interacting with the coordinator whenever possible]**

## **9. Decision on project implementation**

There was nothing to discuss in this point as agreement was reached on the coordinator and communication. The next step is for the coordinator to bring the inception phase to a timely conclusion so that the project can proceed.

**[Resolution: The chairperson to meet Dr. Werner to inform him of the way forwards as agreed in the current meeting]**

## **10. AOB**

None

### **11. Next meeting**

Date: still to be announced, will be scheduled in planning with the new coordinator

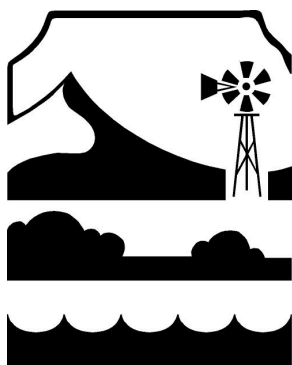
Venue: to be discussed

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The meeting was adjourned at 10:14

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KUISEB BASIN MANAGEMENT COMMITTEE

**Minutes of the Water Resources Management Plan for the Kuiseb Basin Project Steering Committee (KB-WRMP PSC) Meeting held at 8h30 on the 14<sup>th</sup> of April 2008**

**at NamWater head office in Windhoek**

**Opening and welcoming:**

Dr. Joh Henschel, the chairperson of KBMC, welcomed and thanked committee members for being present. A special word of welcome was extended to Christian Graefen from GTZ, who replaces Dr Albert Engel. Christian introduced himself, saying that he only arrived in Namibia one week prior to the meeting, but that he had 10yrs experience in African countries. There is a new EU programme starting in the water sector and he will thus only be involved with the KBMC until June 2008, when Martin Neumann will take over as a water sector specialist. Tanja Pickardt will then attend to the land reform sector. Joh thanked Tanja for her involvement and assistance to date.

**1. Attendance:**

<b>MEMBERS</b>	<b>AFFILIATION</b>	<b>EMAIL &amp; TELEPHONE NO.</b>
Andre Brümmer	Walvis Bay Municipality	<a href="mailto:aBrümmer@walvisbaycc.org.na">aBrümmer@walvisbaycc.org.na</a> , 0811220803 /064-214301
Joh Henschel	Gobabeb (Chairperson)	<a href="mailto:joh.henschel@gobabeb.org">joh.henschel@gobabeb.org</a> , 064-694198
Uahorekua Usurua	DRWS & Erongo RC	<a href="mailto:usuruau@iafrica.com.na">usuruau@iafrica.com.na</a> , 0811242496 / 064-550227
Erwin Shiluama	NamWater	<a href="mailto:shiluamaE@namwater.com.na">shiluamaE@namwater.com.na</a> , 064-716200
Christian Graefen	GTZ	<a href="mailto:Christian.Graefen@gtz.de">Christian.Graefen@gtz.de</a> , 061-222447
Tanja Pickardt	GTZ	<a href="mailto:tanja.pickardt@gtz.de">tanja.pickardt@gtz.de</a> , 061-222447

**REPORTING**

Dr Wolfgang Werner    Project Coordinator    [wwerner@iway.na](mailto:wwerner@iway.na), 061-232561 / 0812491920

**2. Applications for leave:**

<b>MEMBERS</b>	<b>AFFILIATION</b>	<b>EMAIL &amp; TELEPHONE NO.</b>
Maria Amakali	DWAF (KBMC Treasurer)	<a href="mailto:amakalim@mawf.gov.na">amakalim@mawf.gov.na</a> , 061-2087158

**REPORTING**

Guido van Langenhove    DWAF    (project team member invited to attend this particular PSC meeting)    [langenhoveg@mawf.gov.na](mailto:langenhoveg@mawf.gov.na), 061-2087257

**3. Confirmation of minutes of 25<sup>th</sup> January 2008:**

The Minutes were scrutinized and were found to be a fair reflection of the proceedings of the said meeting. The Minutes were proposed for acceptance by Andre Brümmer, seconded by Uahorekua Usurua.

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#### **4. Approval of the agenda/points to be added:**

The Agenda was accepted and no new points were added.

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#### **5. Matters arising from previous minutes:**

##### **5.1 Appointment of Coordinator:**

Dr Wolfgang Werner was appointed as the new project coordinator in place of Dudley Biggs. Wolfgang confirmed that Dudley handed over all the necessary documentation to him and that he had signed a contract with GTZ until end August 2008.

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#### **6. Report by the Project Coordinator:**

Dr Wolfgang Werner gave the following feedback:

- Dr Werner is working according to the work plan as proposed by Frikkie Becker as per the “longer” report.
- Mary Seely was consulted on the coordination of the Kuiseb Stakeholder Survey meeting that was held in Walvis Bay on 28 March 2008. Adverts were placed in 3 different newspapers while 60+ personal e-mails were sent out to individuals, inviting them to attend. Despite all these efforts, only 25 people attended the meeting. Although invited, of concern was the absence of important stakeholders like MET, MFMR, MME, Topnaars, NamPort, most of the proposed new mines, etc.
- 5 Consultants went to Walvis Bay to make presentations on their proposed work plan.
- The TOR of only 6 of the 10 Consultants requires them to attend these kinds of meetings.
- One more meeting of the team consultants during the inception phase is still outstanding.
- The PSC should look at the deadline for the project. Although no consultant reported any problem with the deadline, Dr Werner is of the opinion that some Consultants have a very tight schedule and may have time constraints.
- Dr Werner will get all Consultants together after the PSC meeting to agree on their time frame.
- It was mentioned that Dr Falke might be leaving DWAF soon and a replacement Consultant will have to be identified. He has however nearly completed his input into the project.

After deliberating the various points, it was agreed that:

- All project-related correspondence should go via Dr Werner. Only unresolved issues should be referred to the KBMC Chairperson, Dr Henschel.
- 

#### **7. Inception Report:**

##### **7.1. Matters arising from the Inception Report:**

The following discussions took place:

- The Chairperson, Dr Henschel, remarked that the Inception Report had more questions than proposed solutions concerning how the outputs will be produced and should be refined before it can be signed off as the official Inception Report document.

- Although the shortfalls are highlighted, proposed steps should be included. The matters arising were thus discussed under the different headings.

Following discussions, the following agreement was reach on the **Action Plans**:

- Action Plans should form the basis for the main report and details on each programme / specialist field should be added as an Appendix.
- Action Plan should be the guiding document for the KBMC to track progress.
- Action Plans should be in a tabulated format, with the goal / output to be achieved as the heading above each group of action plans.
  - The columns should at least contain the following: action plan, responsible person / institution, expected time frame / deadline, financial implications and progress. More columns could be added if so identified.
  - The above should be used as a guideline and the final format / layout should be confirmed by Dr Werner with the Consultants
- Where exact financial details are not available for each proposed action, the specific Consultant should give his / her best guesstimate of the expected financial implications.
- Dr Werner to identify Consultants for action plans where they are not specifically identified.

Following discussions, the following agreement was reach on the **Action Plans**:

- Action Plans should form the basis for the main report and details on each programme / specialist field should be added as an Appendix.

Following discussions, the following agreement was reach on the **Record Keeping**:

- Should Dr Werner require someone to take minutes at stakeholder meetings, GTZ offered that they would try and source such a record-keeper. The contracted facilitator (e.g. Dr Seely) will be formally responsible for the minutes.

Following discussions, the following agreement was reach on the **Database**:

- It is not the intention that a new database be developed for the KBMC.
- The intention is that a descriptive list should be compiled of all databases containing relevant info to the KBMC. An overview is thus required of
  - what exists and who holds them,
  - how can they be accessed, and
  - what will be required by the KBMC to develop a central database.

Following discussions, the following agreement was reach on the **GIS information**:

- Dr. Patrick Klintenberg should get in contact with Tanja Pickardt as GTZ currently have an intern already working with the establishment of GIS databases.

Following discussions, the following agreement was reach on the **Agricultural team**:

- Frank Wittneben indicated that he could assist when he has time available. Dr Werner to again Contact Frank to confirm his availability.
- GTZ indicated that they are in agreement to enter into a contract with Frank if so required.
- If required, Dr Werner to arrange that Frank Wittneben contacts Tanja Pickardt from GTZ.

Following discussions, the following agreement was reach on the **Water Demand Specialist**:

- The opinion of the PSC is that the function of demand management should form part of that of the Water Utilization Engineer and no separate person should be appointed for this.

Following discussions, the following agreement was reach on the **Shirley Bethune's** programme and her proposal for input from an archaeologist:

- GTZ has no objection if Shirley Bethune sub-contracts out part of her allocated time and use her payment to sponsor this archaeology sub-contract.

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## **7.2. Clarification concerning missing contributions in the Inception Report:**

The following discussions took place:

- The Chairperson, Dr Henschel, received a letter from the PS of MAWF that DWAF specialists would supply input into the Plan. This letter is dated October 2007.
- The understanding was that everything was ok and Guido van Langenhove had in October 2007 submitted a time plan indicating that he would complete his input to the project by March 2008.
- No further feedback was given by Mr van Langenhove and the conclusion by the Chairperson was therefore that this input had been completed. Now on enquiring for the input, it transpired that this input must however still be done.
- It is acknowledged that Guido van Langenhove has a heavy workload as a result of the floods all over Namibia and may not have time to get to complete the input. Hydrology however is an important aspect of the proposed Plan and a solution must be found.
- The issue of the Disaster Management and Law specialist was also discussed. Guido van Langenhove was identified for the Disaster Management section and Mr. Witbooi for the Law section.

After deliberating the point, it was agreed that:

- GTZ will discuss the issue with DWAF as their project partner to find a solution / alternative person within DWAF to get the input on Hydrology and Disaster Management produced within the project frame.
- Uahorekua Usurua will discuss the proposed requirement with Mr. Witbooi.

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## **7.3. Timeline for Project Progress and Completion:**

The following discussions took place:

- The deadlines need to be looked at as a quality final output is more important than the need for Consultants to meet the deadline.
  - The current deadline for Consultants is 30Jun2008 and the deadline for the input from Dr. Werner is 31Aug2008.
  - All reports must however still be presented to a stakeholders meeting. The draft from the Consultants would thus have to be latest 31May2008. A stakeholders meeting would have to take place in June2008 for Consultants to still make adjustments that may emanate from the stakeholders meeting.

Following discussions, the following agreement was reach on the **deadline**:

- GTZ is in agreement that the contracted deadline for Consultants will be changed to 30Aug2008 and that of Dr. Werner to 31Oct2008.

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## **7.4. Acceptance:**

As discussed above, it was agreed that:

- The inputs from the PSC meeting be discussed with the Consultants and that these be included in the Inception Report.
- That the Inception Report be submitted thereafter to the PSC for acceptance.

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## **8. General:**

Following various general discussions, the following was agreed on:

- After today's PSC meeting, any further small inputs by PSC members should be forwarded directly to Dr Werner.
- The Inception Report must include the Minutes of the PSC meetings.
- The full January 2007 Work Plan of Frikkie Becker will be applicable and should be referred to in the Inception Report.
- Each Consultant must give clarity on his / her Action Plans and the services of an independent financial advisor / expert will not be required at this stage.
- The PSC agreed that the official name for the Plan should be the "Water Resources Management Plan for the Kuiseb Basin".
- The following procedure was accepted for all reports:
  - The PSC needs to approve the Report of each Consultant individually and all PSC members to take this responsibility seriously.
  - Once approved by the PSC, Reports should be submitted to all stakeholders.
  - Once the comments of stakeholders have been incorporated, the Reports must be compiled into the final Water Resources Management Plan for the Kuiseb Basin and this must be submitted to the full KBMC for their final approval.
  - The Water Resources Management Plan must then be submitted to the Minister for his / her endorsement as this will be used as a model for the rest of Namibia.

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## **9. Way Forward and Next meeting:**

The following was agreed on as the way forward:

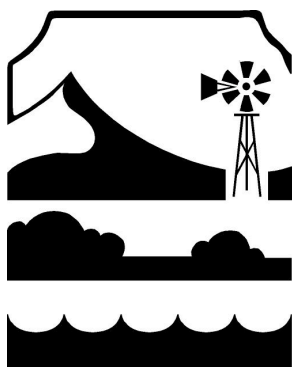
- Dr Werner must include the comments of this PSC meeting in the Inception Report.
- Dr Werner to get together the Consultants team, discuss the comments with them and get together a work plan for the project.
- The final Inception Report must include this Work Plan.
- The inputs from Hydrology, Disaster Management and Law must be included in the Inception Report.
- Deadline for final Inception Report to the Chairperson is 14May2008.
- It must at the same time be circulated to all PSC members for comments.
- Final acceptance of the Inception Report will be at the next PSC meeting.

**Date:** 10h00 on 28 May 2008 (to be confirmed)

**Venue:** NamWater HQ, Swakopmund

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The meeting adjourned @12h05



**Minutes of the Water Resources Management Plan for the Kuiseb Basin Project Steering Committee (KB-WRMP PSC) Meeting held at 9h00 on the 29<sup>th</sup> of May 2008**

**at NamWater offices in Swakopmund**

KUISEB BASIN MANAGEMENT COMMITTEE

**Opening and welcoming:**

Dr. Joh Henschel, the chairperson of KBMC, welcomed and thanked members for being present.

**1. Attendance:**

MEMBERS	AFFILIATION	EMAIL & TELEPHONE NO.
Andre Brümmer	Walvis Bay Municipality	<a href="mailto:aBrümmer@walvisbaycc.org.na">aBrümmer@walvisbaycc.org.na</a> , 0811220803 /064-214301
Joh Henschel	Gobabeb (Chairperson)	<a href="mailto:joh.henschel@gobabeb.org">joh.henschel@gobabeb.org</a> , 064-694198
Erwin Shiluama	NamWater	<a href="mailto:shiluamaE@namwater.com.na">shiluamaE@namwater.com.na</a> , 064-716200
Christian Graefen	GTZ	<a href="mailto:Christian.Graefen@gtz.de">Christian.Graefen@gtz.de</a> , 061-222447

**REPORTING**

Dr Wolfgang Werner    Project Coordinator    [wwerner@iway.na](mailto:wwerner@iway.na), 061-232561 / 0812491920

**2. Applications for leave:**

MEMBERS	AFFILIATION	EMAIL & TELEPHONE NO.
Maria Amakali	DWAF (KBMC Treasurer)	<a href="mailto:amakalim@mawf.gov.na">amakalim@mawf.gov.na</a> , 061-2087158
Uahorekua Usurua	DRWS & Erongo RC	<a href="mailto:usuruau@iafrica.com.na">usuruau@iafrica.com.na</a> , 0811242496 / 064-550227

**3. Confirmation of minutes of 14<sup>th</sup> April 2008:**

Subject to the changing of the spelling of "Patrick" to "Patrik", the Minutes were scrutinized and were found to be a fair reflection of the proceedings of the said meeting. The Minutes were proposed for acceptance by Erwin Shiluama, seconded by Christian Graefen.

**4. Approval of the agenda/points to be added:**

The Agenda was accepted and 1 new point was added under item 7 AOB, being "Refunding of transportation costs".

**5. Progress report by the Project Coordinator:**

Dr Wolfgang Werner gave the following feedback:

- The major activity since the last PSC meeting was the holding of the Team meeting on the 12<sup>th</sup> of May 2008 in Windhoek. Guido van Langenhove (out of the Country), Franciskus Witbooi (attending a funeral) and Michael Humavindu (sick) could not attend.

- All the relevant items emanating from the PSC meeting of 14 April 2008 were discussed and various decisions were taken and will be implemented by the various Team leaders. Dr Mary Seely kept minutes and these were distributed to all Team members and the PSC chair (who circulated it to PSC). All Consultants present agreed that they will be working according to the new time frame.
- Details of the Consultants were distributed to PSC members.
- Dr Wolfgang Werner contacted Franciskus Witbooi as requested at the previous meeting and he is still willing to produce the output originally requested from him.
- Mr Himavindu was not available to talk with Dr Werner and his participation is uncertain.
- Dr Wolfgang Werner contacted Guido van Langenhove as requested at the previous meeting and he indicated that he will not be available before the 15<sup>th</sup> of August 2008 to meet on the proposed Disaster Management Plan component. This is however the date set for the workshop with stakeholders and by that time the proposed action plans should already be presented to stakeholders.
- Prior to the meeting, Guido had forwarded a report on the Hydrological component to Dr Wolfgang Werner but this was not yet incorporated into the Inception Report and will be done now.
- Christian Graefen confirmed that GTZ also had discussions with DWAF staff as requested at the previous meeting and it was confirmed that the output requested from them will be provided. Guido van Langenhove confirmed verbally to GTZ that he will participate as member of the expert team and that he will stick to the time frame.

## **6. Matters arising from the previous minutes:**

### **6.a. Inception Report:**

The Inception Report was discussed page by page and some proposals were made for correction. The following was discussed and agreed upon:

- CD copies must be made by Dr Wolfgang Werner of the Kuiseb Profile as received from Carole Roberts and be distributed to all PSC members.
- Notification of stakeholder meetings should be sent to the following newspapers: *Namib Times*, *Die Republikein*, *New Era* and *The Namibian*.
- Dr Wolfgang Werner to confirm the exact number of extra days requested by the Water Utilisation Expert and forward this to GTZ for the amendment of his contract.
- The task given to Fanie Oosthuizen is a new task and GTZ agreed to the adjustment of this. Dr Wolfgang Werner to arrange for the contract amendment between GTZ and Fanie Oosthuizen.
- Due to the changes mentioned in the Inception Report, it is proposed that Appendix 1 be adjusted by the addition of 2 more columns, the one stating the original number of days per Consultant and the 2<sup>nd</sup> column stating the revised number of days.
- The PSC is of the opinion that the requested section on a Water Development Plan for Infrastructure should resort under the Output of the Water Utilisation Expert.
- In many cases references are made to items discussed in previous clauses and where these items are discussed, forward referencing should be included.
- Replace "DWA" with "DWAF" wherever it appears.
- Dr Wolfgang Werner must ensure that Gregg Christellis has seen, read and okayed the report of Dr Martin Falke before it is presented to the PSC.
- The sections by Shirley Bethune contain repetitive statements and these should be combined to allow for more easy reading.

- The principle for an Archaeologist was agreed upon, but this should be as a stand alone heading and not under the “Ecologist”. It was agreed by GTZ that a contract be entered into with Dr John Kinahan and that Shirley Bethune must prepare the ToR for this contract.

### **6.b. Missing Contributions:**

The PSC is of the opinion that we have now reached the point where a line must be drawn with Consultants and the outputs expected from them. All Consultants are treated equal and the principle is that they were contracted / requested to provide input by a certain date. That date is the presentation of the Inception Report to the PSC, being the 29<sup>th</sup> of May 2008. Dr Wolfgang Werner was given the full mandate to discuss the issue with the outstanding 3 Consultants and the 6<sup>th</sup> of June 2008 is given as the final d-date. The following was agreed upon:

- Disaster Management Plan and Hydrology Output: Guido van Langenhove made it clear that he could not provide required inputs within the project framework and it was decided that an alternative expert to him will be contracted. PSC agreed that the Water Resources Management Plan project for the Kuiseb should nevertheless continue and that this WRMP for the Kuiseb would be a living document which will be updated as Action Plans are implemented and outputs achieved. It is thus possible that certain sections could have blank pages, which could include the sections on Hydrology and Disaster Management if no input is forthcoming. The PSC gave Dr Wolfgang Werner as the Project Coordinator the following mandate:
  - Contact Andre Mostert from NamWater and enquire whether he would be available to perform some of the tasks under these headings. It is accepted that he might not be able to perform all the tasks.
  - GTZ agreed to fund this should NamWater request to be refunded for this activity.
  - Inform both Dr Stefan de Wet and Abraham Nehemia about the situation.
- Law component: Franciskus Witbooi confirmed that he is willing to continue, but unfortunately time is running out. The PSC gave Dr Wolfgang Werner as the Project Coordinator the following mandate:
  - Confirm the importance with Franciskus Witbooi and he needs to indicate by the 6<sup>th</sup> of June 2008 whether he will deliver.
  - In the absence of this, contact Maria Amakali to enquire whether she does not know another lawyer who could assist with the component.
- Resource and Development Economic component: Michael Humavindu is not easily reachable and there is no progress on this component. The PSC gave Dr Wolfgang Werner as the Project Coordinator the following mandate:
  - Confirm the importance with Michael Humavindu and he needs to indicate by the 6<sup>th</sup> of June 2008 whether he will deliver.
  - Should this not happen, contact Jon Barnes and enquire whether he would not be able to assist.

The PSC is of the opinion that Consultants should take the Inception Phase serious and if they are not willing to continue, another Consultant should be appointed. Dr Wolfgang Werner has the mandate to find appropriate substitutes. GTZ agreed to this at the meeting.

### **6.c. Timeline for Project Progress and Completion:**

The following was discussed and agreed upon:

- The proposed time plan as presented on page 3 was accepted, with the only alterations being that the proposed workshop with all KBMC members be moved from the 28<sup>th</sup> of August to the 4<sup>th</sup> of September. This in turn means that the deadline of 31 August moves to the 8<sup>th</sup> of September 2008.



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**6.d. Acceptance of the Inception Report:**

The PSC accepted the Inception Report in principle, subject to the additions / alterations as discussed in these minutes. Acceptance was proposed by Andre Brümmer and seconded by Erwin Shiluama. The PSC delegated the final acceptance and the signing off of the Inception Report to the Chairperson, Dr Joh Henschel, on behalf of the PSC. The requested inputs must be submitted by the 13<sup>th</sup> of June 2008.

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**7. AOB:****7.1. Refunding of Transportation Costs:**

This matter was submitted by Uahorekua Usurua via e-mail, but it was resolved to submit the matter for discussion to the full KBMC meeting.

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**7.2. Attendance of the next KBMC meeting:**

All Consultants are welcome to attend the next KBMC meeting as observers should they wish to do so. This will be at their own costs. Figures must be given through to the chairperson as certain arrangements will have to be made. GTZ requested that Martin Neumann be invited to attend as he will take over the water function at GTZ once he arrives.

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**8. Way Forward and Next meeting:**

**Date:** 14h00 on 3 September 2008

**Venue:** Gobabeb

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The meeting adjourned @13h25. The Chairman thanked Erwin for the arrangements and the finger lunch supplied by NamWater.

**KUISEB BASIN MANAGEMENT PLANNING PROJECT  
PROJECT STEERING COMMITTEE MEETING  
16H00 3<sup>rd</sup> SEPTEMBER 2008  
GOBABEB**

**AGENDA**

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- 1) Attendance
  - 2) Application for leave of absence
  - 3) Confirmation of Minutes of 29 May 2008
  - 4) Approval of the Agenda / Points to be added
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- 5) Progress Report by the Project Coordinator
  - 6) Matters arising from Previous Meeting
    - a) Inception Report, including its Acceptance
    - b) Missing Contributions (Uncertain Participation by Experts)
    - c) Project Finalisation Timeline
  - 7) AOB
    - i) .....
    - ii) .....
    - iii) .....
  - 8) Next Meeting
    - i) Date.....
    - ii) Venue.....

