



# Cape Environmental Assessment Practitioners (Pty) Ltd

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<b>MEETING SUMMARY</b>	<p><b>Project Name:</b> Garden Route Botanical Gardens  <b>Reference Number:</b> GEO791  <b>Date:</b> Tuesday, 16 May 2023  <b>Time:</b> 9h30 am  <b>Location:</b> Virtual Teams Meeting</p>
<b>ATTENDEES:</b>	<p>Louise-Mari van Zyl (Cape EAPrac), LvZ          Muhammad Essop (DFFE), ME          Coenrad Agenbach (DFFE), CA          Mmamohale Kabasa (DFFE, Case Officer), MK          Nosidima Vumindaba (George Municipality), NV</p>
<b>APOLOGIES</b>	<p>James Hough (SMEC Consulting Engineers)</p>
<b>MEETING MEMO</b>	
<ol style="list-style-type: none"> <li>1. Dam safety and stability is of concern to the Botanical Gardens / George Municipality due to flood damages resulting from the November 2021 events;</li> <li>2. Repairs to the dam is important to prevent further structural damage and potential flooding of lower lying residential areas/structures and infrastructure;</li> <li>3. Municipality intends to commence work on the dam in June/July 2023;</li> <li>4. EAP to submit motivation for any deviation on the public participation process, if applicable, alternatively public participation must be conducted in terms of Chapter 6 of the Environmental Regulations;</li> <li>5. DFFE will respond to such motivation report within 2-weeks from receipt;</li> <li>6. Application Form for Adoption of MMP, with draft MMP, must be submitted to the DFFE;             <ul style="list-style-type: none"> <li>o Note that Final MMP with public participation input reflected, must be submitted within 90-days of lodging the Application Form otherwise the Application will lapse);</li> </ul> </li> <li>7. Public participation can commence at the same time as when the Application Form is submitted to the DFFE;</li> <li>8. Provisional list of key Stakeholders to be consulted             <ul style="list-style-type: none"> <li>o SANBI</li> <li>o BGCMA (Dam Safety to be confirmed)</li> <li>o DEADP Western Cape</li> <li>o CapeNature</li> <li>o Department of Forestry</li> <li>o DFFE (Biodiversity &amp; Conservation Directorate, Protected Areas Directorate)</li> <li>o Transnet</li> </ul> </li> <li>9. Ensure that the Final MMP includes and reflects on comments received</li> <li>10. Submit Final MMP for decision-making: 30-days from receipt of Final MMP</li> <li>11. Application must reflect the responsible party with signatory power on behalf of the George Municipality</li> <li>12. Application must reflect the registered EAP details</li> <li>13. Application must reflect the Engineers (SMEC) and Specialist details (Confluent Consulting)</li> <li>14. Application must comments on the applicable Listed Activities</li> </ol>	

15. MMP must reflect on remedial and maintenance work and associated impact on the environment
16. MMP must distinguish between management actions and outcomes
17. MMP must discuss the risk of maintenance activities
18. MMP must reflect sensitivity mappings & biodiversity features indicated for the site and describe them
19. Screening Tool to be included as Appendix to MMP
20. List protected species (SANBI list) and aquatic species
21. Parallel applications such as General Authorisation into the National Water Act and Forestry Permits in terms of the Forestry Act to be run at the same time and reflected on in the MMP
22. Case Officer to send copy of latest Application Form in response to copy of the Meeting Minutes of the pre-application session.

<b>DECISIONS MADE</b>	<ol style="list-style-type: none"> <li>1. DFFE agrees that based on the project description the activities adhere to the definition of 'maintenance' and considering the listed activities presented and discussed during the pre-application meeting, that the project qualifies for a Maintenance Management Plan (MMP);</li> <li>2. Stakeholder engagement requirements in terms of Chapter 6 applies unless otherwise motivated by the EAP.</li> </ol>		
<b>ISSUES IDENTIFIED</b>	<ol style="list-style-type: none"> <li>1. Parallel application processes to run concurrent.</li> </ol>		
<b>FOLLOW-UP ACTION ITEMS</b>			
#	ITEM	RESPONSIBLE PERSON(S)	TARGET DATE
1	EAP to compile and distribute meeting minutes of Pre-Application session with DFFE	LvZ	16 May 2023
2	Case officer to send latest Application Form template to EAP in response to the meeting minutes once distributed	MK	19 May 2023
1	EAP to submit Motivation Report for any potential deviations on stakeholder engagement for in terms of Chapter 6 of the Environmental Regulations.	LvZ	19 May 2023