



South Africa - Denmark
Urban Environmental Management Programme
(UEMP)



Environmental Management Framework (EMF)
Information Sharing Workshop

Thursday 13 November and Friday 14 November, 2008

RECORD OF PROCEEDINGS

1. Introduction

The Environmental Management Framework (EMF) Information Sharing Workshop evolved from workshops held by the Urban Environmental Management Program (UEMP Information workshop on 3, 4 Sept 2008 held at Kopanong) and the DEAT, EIA Implementation workshop of 30, 31 July 2008 held at Burgers Park Hotel in Pretoria. The UEMP and DEAT planned a combined two day workshop for detail information sharing between the various spheres and levels of government and to enhance dialogue and collaborative effort with regard to EMFs in its broader context.

The workshop was held on the 13th and 14th of November 2008 at the Innovation Hub in Tshwane.

The facilitator was Mr. Paul Claassen from Environomics and the invited guests included representatives from DEAT, Province and Local Municipalities. The workshop had full attendance and this promoted and enabled its success.

2. Purpose of the information sharing workshop

The purpose of the information sharing workshop was to:

- Create a common understanding of EMFs;
- determine ways in which EMFs can be used together with or be integrated with other instruments;
- provide inputs to the EMF Guideline that is to be prepared by the Department of Environmental Affairs and Tourism;
- build partnerships in the UEMP through information sharing; and
- strengthen the interaction and possible links between national, provincial and municipal authorities in formulating EMFs.

3. Information sharing workshop design

A programme (attached as Appendix A) was compiled in advance in order to achieve the purpose indicated above. The programme was designed to promote interactive discussion to ensure that the information sharing objective would be accomplished.

The programme included specific aspects of environmental management frameworks, i.e.:

- Context of EMFs;
- EMF process and methodology;
- key elements of EMF; and
- EMF case experiences,

Each area above was designed as an individual session which would include an introductory presentation followed by specific presentations¹ by experts with experience in the particular area. Each presentation was followed by a questions and answer session. This allowed relevant issues, concerns and interest to be dealt with immediately by all participants. At the end of each set of presentations, a parallel group breakaway session was held, which allowed the participants further opportunity to

¹ All presentations are available at www.uemp.org.za

identify and debate topics that would specifically address the key area that had been previously discussed. A chair was identified in each group to give a summary report back to all participants at the end of each parallel group breakaway session.

4. Workshop introduction

A brief introduction to EMFs was given to kick-start the workshop. Some of the key areas discussed included:

- The purpose of EMFs which is to ensure that we know what we have (now), what we want (sometime in the future) and directions on how to get there, in respect to the environments we live in where EMFs provide a spatial environmental context for development decision-making;
- the origins of EMFs, which included some key examples of the early theory and literature that enabled the thought of EMFs;
- the pre-regulations EMFs were identified as key initiatives in the development of the EMF idea;
- the provision for EMFs in the EIA Regulations, 2006, which ensures that the EMFs provide a context for EIA in specific areas; and
- the expectations of what EMFs should deliver should differ from one area to another depending on the local environmental conditions, development pressures and needs of the local and provincial authorities, while acknowledging that there is a need for certain minimum standards, criteria and guidelines (a one size fits all approach should be avoided).

5. Context of Environmental Management Frameworks

This session was divided into 4 presentations, each followed by a question and answer session. The presentations each had a specific objective and would enable the broader context of EMFs to be identified and understood.

5.1 Presentation 1: EMF Context in terms of NEMA by *Amanda Britz, Deputy Director Policy and Legislation, DEAT.*

This presentation looked at the combination of EMFs with the NEMA regulations. It helped to give a clear legal background of EMF in terms of NEMA Section 24(3) and NEMA regulations 69 -72. A key component that was identified in the

legal understanding was that if an EMF was prepared for purposes of EIA regulations, the Minister or MEC must initiate it. The link between EMF and NEMA Section 24(2) was also established and clearly explained. A key advantage of EMFs identified was its ability under the legislation to provide a basis for identifying areas where activities can be excluded from/additionally included for EIA purposes. The preferred process of development and publication of EMF was discussed extensively. The recurring themes around this discussion were the public participation process and consultation and/or gaining concurrence with the Minister. The development of the EMF guidelines should explicitly identify the appropriate ways in which these issues should be handled.

5.2 Presentation 2: EMF Context in terms of Local Planning by *Riaan van Eeden, Manager Spatial Planning, City of Cape Town.*

The presentation addressed the topic of how EMFs should form part of and fit into the municipal planning system. This discussion involved the identification of the planning legislative and policy context which ultimately identified the following:

- Fragmented legislation governing municipal planning (split national role); legislative shared competency National / Province;
- Strong but separate environmental legislation;
- Process complexity, separate consideration of applications (EIA / Land Use) related to separate legislative processes; and
- Preconditions for integrative municipal planning and decision-making.

The key idea brought forward was that in order for EMFs to play a central role within the municipal planning system and ultimately influence decision-making, it has to achieve the status of an embedded component of spatial development frameworks (SDFs) or spatial development plans (SDPs). The key roles of EMFs as an embedded component of SDFs were identified as:

1. Systematic and rigorous analysis of environmental attributes;
 2. Nuanced development guidance;
 3. Enabling alignment in decision-making based on “shared product”;
- and

4. Capital investment / development enablers.

5.3 Presentation 3: EMF Context in terms of Open Space Strategies by Penny Croucamp, Development Planning and City Enterprise, City of eThekweni.

The presentation intended to assimilate the EMF process from planning to implementation. The history of open space planning within eThekweni began in the 1970s and over the years has evolved, finally giving rise to Durban Open Space System (DMOSS). The ideology of “ecosystem goods and service” forms an integral base of the DMOSS system. The DMOSS has been able to align itself with the IDP, SDF and the four SDPs for the area. The DMOSS has also been incorporated into the LUMS² and enabled both scheme amendment and special rating areas. Some specific key roles of each of the SDP areas were discussed. The implementation of the DMOSS has highlighted the following priority objectives:

- Conservation servitudes;
- Land acquisition (a last resort) since 2002;
- “Secure” government owned land;
- Proclamations of reserves; and
- Green By-laws.

To ensure DMOSS sustainability and implementation the following stances have been taken with respect to development assessment, i.e. no development in DMOSS areas and other priority identified areas; development setback from drainage systems; conservation servitudes and compensation offsets used as tools to steer development; and the with-holding of planning approval until a positive ROD is issued.

² LUMS – Land use management systems

5.4 Presentation 4: Relationship between EMF and Bioregional Plans by Jeff Manuel, Specialist Advisor, SANBI Biodiversity Planning and Mainstreaming Division.

The presentation highlighted the essence of biodiversity, the need for space and corridors in order to achieve its functioning. The information contained within the presentation gave an idea of the key aspects of the bioregional plan. It was identified that the bioregional plan should preferably be developed before an EMF as it could form one of the essential layers of an EMF, however if there is baseline data on the biodiversity of the area, this can be fed into the EMF and at a later stage be modified and specialized to consider relevant functions. Some key aspects of the bioregional plan would be:

- Protected Areas (PAs);
- Critical Biodiversity Areas (CBAs);
- Ecological Support Areas (ESAs);
- Other Natural Areas (ONAs); and
- Areas where no natural habitat remains (NNR).

The status of bioregional plans was discussed and its main purpose defined as a tool to guide land-use planning and decision-making.

5.5 Parallel breakaway group sessions

Breakaway group 1: Specific issues to be considered for the EMF Guideline Document (Chaired by Sibusisiwe Hlela, Director Capacity and Support, DEAT)

The following were the key recommendations, for inclusion in the guideline process, that were presented by the group:

- There needs to be a clear understanding of the purpose of EMFs;
- There are different ideas to achieve EMFs which must be considered;
- The public participation process which can be very onerous needs to be addressed;

- The timeframes for amendments to EMFs – which requires refinement on a continuous basis must be understood and tackled;
- The guideline should indicate how amendments to EMFs are to be made;
- The guideline must show how to administer, manage and gazette EMF;
- The guideline should target key issues of capacity building and education;
- The relationship between EMF and SOER needs to be explained;
- The required level of detail with respect to the GIS component must be addressed.

Breakaway group 2: Establishing links with planning instruments/processes (Chaired by Ayub Mohamed, Director Integrated Environmental Management, DEA&DP)

The following were the key recommendations that were presented by the group:

- There should be guidance as to how EMFs can be incorporated into IDPs and SDFs;
- The confusion around the context of SEAs and EMFs must be addressed;
- It was noted that the timing of the EMFs often make it difficult to easily integrate it into planning processes;
- The status of EMF was questioned and clarity on this issue needs attention;
- The topic of scale and in particular of how EMF will address Erf level decision-making;
- The purpose of EMFs is questioned, it should not just be to manage NEMA regulations;
- While EMFs offers the opportunity to strengthen particular plans i.e. SDFs give “teeth” to these plans. It should, however be noted that the environmental process may then be the scapegoat that halts development;

- The social economic sphere of EMFs needs revision and contextualization;
- Strategic Environmental Management Plans must incorporate sustainable criteria. The question arose “Are there environmental objectives in the IDPs?” these need to be considered and ascertained;
- The process of EMFs has a time constraint that must be acknowledged, in that the area that has been identified as sensitive by the time the process is complete, the area may no longer be sensitive;
- The issue of capacity and funding of EMFs must be addressed; and
- The synergy between incorporating planners into the EMF process and incorporating environmental practitioners into the planning processes is an essential component of an effective system.

**Breakaway group 3: Establishing links with conservation initiatives
(Chaired by Willeen Olivier, Assistant Director Biodiversity Planning,
DEAT)**

The following were some of the key recommendations that were presented by the group:

- The inclusion of existing data (i.e. C-plans etc) must be consolidated as a baseline for the EMFs;
- EMFs must look at National and Provincial targets rather than just local targets;
- Issue of scale – what should be the bioregional scale?;
- The EMF process needs to synergise what already exists;
- The implementation process of EMFs and Bioregional Plans needs to be addressed;
- The Bioregional Plan is not a stand-alone plan – it must be incorporated into the EMF and vice versa;
- The priorities of EMFs need to be identified;

- The guideline must look at synergy and discrepancies between conservation plans and EMF.

6. Environmental management process and methodology

This session was divided into 3 presentations, each followed by a question and answer session. The presentations each had a specific objective and would enable the process flow and methodology of EMFs to be identified and understood.

6.1 Presentation 1: Starting an EMF by *Khanyiso Mtolo, Deputy Director Decision Support Tools, DEAT.*

The presentation addressed defining the need for EMF in terms of Agenda 21 resolutions, the Constitution of the RSA, NEMA (S24(3)) and NEMA regulations 2006 (regulations 69, 70 and 71).

The rationale for development of an EMF was discussed and explained in detail. The identification of key role-players in the EMF process as well as the appropriate levels of responsibility of these role-players was detailed. A key component of the initiation process was described as “Drafting the Terms of Reference”, which needs to be clear in all aspects to ensure that what needs to be attained is requested/communicated explicitly.

6.2 Presentation 2: EMF Process requirements by *Surprise Zwane, Deputy Director Strategic Decision Support, DEAT.*

The presentation aimed at describing the important aspects within an EMF area and also contextualized what should be achieved with an EMF. The process flow from initiation to implementation was diagrammatically communicated.

The establishment of the status quo as a component of the process was discussed and important aspects that need to be considered as part of this addressed. It was also highlighted that the desired state be recognized and spatially represented in the same format as in the status quo report to enable comparison. Based on the spatial component of the desired state of the environment and bio-physical constraints and opportunities, the study area must be divided into “environmental control zones”³. It was also noted that some level

³ The use of the term “environmental control zones” was a contentious issue and will be discussed further on.

of institutional maturity is required to effectively implement an EMF and to ensure the alignment and linkages of planning systems with the EMF process.

6.3 Presentation 3: Using SEA as a process to produce an EMF by *Paul Claassen, Facilitator.*

The presentation distinguished between SEA, which is a process and EMF which is a desired product of the process. This is essential in showing the relationship between SEA and EMF. The SEA process should be integrated into the EMF development process. The process of SEA provides a process that assists in:

- Focusing effort on sustainability;
- identification of opportunities and constraints;
- setting criteria for acceptable change;
- appropriate public participation;
- consideration of alternative scenarios; and
- introduce the concepts of precaution and continuous improvement.

The presentation also identified links between SEA and EMF, highlighting the following areas:

- Identification of issues (define priorities);
- Scoping and situation assessment (status quo);
- sustainability parameters (desired state); and
- develop a plan from alternatives (SEMP).

6.4 Parallel breakaway group sessions

Breakaway group 1: Specific issues to be considered for the EMF Guideline Document (*Chaired by Sibusisiwe Hlela, Director Capacity and Support, DEAT*)

The following were the key recommendations that were presented by the group:

- The process of the EMF needs to be highlighted specifically with respect to the public participation process;
- The guideline must describe the link with other planning systems;

- The purpose of the EMF needs clarification and specific attention;
- There must be a strong focus in the guideline on the Institutional Issues;
- There should be some minimum requirements of EMFs, however these should not be designed to constrain the potential use of EMF or the process in anyway;
- Clear definition on the
 - a. Issue of sensitivity of Environment, and
 - b. Issue of attributes of Environment;
- The end products of the EMF needs to be identified and described and what should be achieved;
- Terminology with respect to “control zones” needs strong attention and should be clearly avoided; and
- There should be a specific chapter which addresses EMF methodology.

Breakaway group 2: How can EMFs contribute to cooperative governance? (Chaired by Elisabeth van der Merwe, Executive Manager Environmental Planning and Coordination, Ekurhuleni Metropolitan Municipality)

The following were the key recommendations that were presented by the group:

- The guideline must identify the roles and responsibility of the various spheres of government;
- The guideline must ensure that clear distinction is made between these roles and responsibilities at various levels of government;
- There must be well defined Service Level Agreement (SLA) between the different spheres of government;
- The SLAs should define the desired state of the co-operative governance, roles and who is supposed to do what;
- The EMF can force and achieve co-operative agreements;
- The EMF can highlight areas of co-operative agreements;
- It is essential to establish network agreements between officials first and that escalated these to higher level of co-operation;

- The practical agreements for implementation of EMF needs and requires continuation after formalization of EMF, this should be acknowledged; and
- The point above refers to the issue of sustainable co-operative governance, which is a necessity.

Breakaway group 3: How should one decide on areas that require EMFs? (Chaired by Surprise Zwane, Assistant Director Strategic Decision Support, DEAT)

The following were some of the key recommendations that were presented by the group:

- There are clear “Red Flags” which may include: conservation value, developmental pressure, open space management strategies, etc;
- It should be aligned with the planning process and SDFs and follow the same thought process;
- The rate of change within the environment with respect to land transformation is a clear indicator;
- The control and command use can be applied where capacity is currently limited; and
- The development of standards that need to be adhered to for sustainability.

7. Elements of Environmental Management Frameworks

7.1 Presentation 1: Deciding on the “type” of EMF required and setting standards for EMF by *Paul Claassen, Facilitator.*

The key factors that determine the “type” of EMF were discussed and essentially expand on two key factors i.e. the nature of environment and the nature of development pressures.

There are a number of aspects that need focus on, when the nature of each EMF is determined by the context of the EMF area and these include e.g. conservation in urban areas, energy in suitable wind areas, threatened ecosystems in leisure, etc.

The scale of an EMF was a recurring theme during the workshop. The presentation addressed this issue and two important points were:

- The scale of an EMF should be adequate to identify and locate environmental attributes that are sensitive and may be impacted on, and
- The scale should be adequate to locate impacting activities accurately.

In other words, variable scales can be used and is dependant on the nature of the environment and the types of pressures.

The presentation also touched on the thresholds and acceptable level of change with respect to EMFs. It was noted that EMFs can be used to reflect thresholds and acceptable levels of change. These, however have to be determined through acceptable processes in the generation of the EMF, or be incorporated from other sources.

7.2 Presentation 2: Spatial elements by *Lourens du Plessis, Partner, MetroGIS.*

This showed the workings of a live EMF GIS system. Two examples were used both on different platforms, namely the Siyanda EMF (ArcGIS application) and the Ekurhuleni EMF (Planet GIS application). The demonstrator gave an overview of what is achievable using GIS. The issue of scale was again mentioned and cleared up using live examples with respect to scale of hydrology (e.g. 1:1 500) as opposed to sand dunes in desserts (e.g. 1:1 000 000).

7.3 Presentation 3: Verification and ground truthing by *Shonisani Munzhedzi, Resource Management, City of Jo'burg.*

The purpose of the presentations was to report on the assessment that was undertaken to define the concept of biodiversity in a highly urbanised setting as well as to determine the state of biodiversity in the City of Jo'burg for identified priority areas, to verify captured spatial data and to propose management recommendations. The presentation followed a logical process firstly giving a description of the priority areas, then highlighting the key biodiversity priority areas and then reporting on the findings of the ecological assessment. The

assessment enabled the state of biodiversity within the City of Jo'burg to be ascertained and incorporated into the State of the Environment Report.

7.4 Presentation 4: Incorporating climate change issues and energy by Janet Bodenstein, Head of EMFs and Review, City of Cape Town.

This presentation looked at two particular dimensions:

1. Incorporating issues of energy into EMFs, and
2. Incorporating issues of climate change into EMFs, as it affects sea level and the coast in Cape Town.

Within the issue of energy, key aspects that were identified included the basic infrastructure that is current and that is proposed, the opportunities, constraints and the implications of suitable/unsuitable activities within the context of the environment. The city has divided the region in particular zone and has mapped the aspects discussed above. This enables these aspects to then be incorporated into EMFs/SDPs for sustainable planning and development via a number of basic areas. The alternative energy sources e.g. wind, biomass, solar, etc. were also highlighted and potential energy source areas mapped in particular areas.

The incorporation of Climate Change into EMFs has particular relevance in some areas which needs to be explicitly identified, as not all areas will be subject to significant change. The City of Cape Town has modeled the risk of sea level rise using three different scenarios. The different scenarios have been mapped using GIS software and enable planning to monitor and assess both development and environmental risk. Some key recommendations with respect to existing development in risk areas include:

- The City of Cape Town will not cover rehabilitation expenses on privately owned land as a consequence of storm surge events;
- The City of Cape Town will not be held responsible for damage to privately owned infrastructure; and
- Decision-making in the CPZ will be made in the interest of the broader community.

It was concluded that both energy and climate change must be integral components of EMFs where relevant and necessary.

7.5 Presentation 5: Responding to pro-poor objectives by *Keith Wiseman, Environmental Management, City of Cape Town.*

In particular this presentation shed some light on how an essential dimension of a planning tool such as the EMF/SDP must be aligned with objectives that focus on addressing and alleviating poverty.

Some of the perceptions and realities that were identified include:

- Perceptions:
 - The 'environment' is the concern of the rich.
 - EIAs slow down development.
 - Butterfly eggs are more important than people.
 - Population and poverty cause environmental damage.
- Realities:
 - Poorest live in the worst environments.
 - Richest consume majority of resources.
 - EIA often the focus for NIMBY⁴ objections.

These perceptions and realities are key in enabling the focus of integrated environmental management and poverty.

Incorporated within the City of Cape Town's IDP are key objectives that relate to poverty and some of the strategic approaches to incorporating the IDP objectives into the EMF/SDP are:

- Align national, provincial and city strategies;
- provide decision support tools;
- map constraint and opportunity areas;
- direct the form and location of new investment;
- identify strategic investment opportunities; and

⁴ NIMBY – Not in my back-yard

- reduce red tape and provide clarity on development possibilities.

The presentation also highlighted integration areas and the content of the EMF and the SDP with respect to the above strategic approaches. As a conclusion the way forward was detailed in:

- Integration of service delivery plans – capital projects identified in strategic sector plans – housing, transport, energy;
- identification of priority action zones;
- public and stakeholder participation;
- institutional alignment – Land use and EA procedures; and
- reducing red tape.

8. Environmental Management Frameworks Case Experiences

The opportunity was given to authorities who have begun or in some form completed an EMF for their region. This was a very informative session and enabled relevant experiences gained to be shared with the participants and also resolved some aspects of the EMF process. The presentations had different constraints and opportunities. This highlighted the uniqueness of EMFs and showed how adaptive the process can be. It also enabled a discussion session which looked at the concerns that arose out of this session. Each presentation was followed by a questions and answer session which gave the participant an opportunity to pose relevant concerns and impeding issues, these were dealt with by the speakers in the form of responses which drew on experience gained while perusing the EMF process. The presentations included:

- 8.1 Presentation 1: Siyanda EMF by *Basani Ndindani, Assistant Director Impact Management, DTEC***
- 8.2 Presentation 2: Ekurhuleni EMF by *Elsabeth van der Merwe, Executive Manager Environmental Planning and Coordination, EMM***
- 8.3 Presentation 3: Tshwane/Johannesburg Regional EMF by *Shamilla Jhupsee, Director Environmental Planning and Impact Assessment, GDACE***

- 8.4 **Presentation 4: Sedibeng EMF** by *Lizette Venter, Assistant Manager Environmental Planning, Sedibeng Municipality*
- 8.5 **Presentation 5: Great Kei Boknes EMF** by *Gerry Pienaar, Senior Manager Impact Management, DEAET*
- 8.6 **Presentation 6: Cape Town EMFs** by *Janet Bodenstein, Head EMFs and Review, City of Cape Town*
- 8.7 **Presentation 7: Emakhazeni EMF** by *Alleta Gobian, Deputy Director Strategic Environmental Management, DALA, Mpumalanga*
- 8.8 **Presentation 8: Umhlatuze EMF** by *Christian Tham, Assistant Manager, Environmental Planning and Coordination Services, DAEA*

9. Closing discussions

A number of key issues came out of the workshop and the following were discussed specifically in the closing discussion:

- Concurrence between the provincial and national authorities;
- the use of control zones in EMF; and
- the EMF guideline.

9.1 Concurrence

DEAT feels very strongly that concurrence should be a control or approval function, especially in instances where the EMF incorporates the identification of geographical areas and the specification of activities in terms of NEMA sections 24(2)(b) and (c).n The place (time) at which concurrence is required in the EIA regulations, however suggest that concurrence was rather intended to solicit agreement in opinion in respect to the need of an EMF and does not imply that provincially instigated EMFs have to be approved by DEAT.

It was further argued that the identification of geographical areas and the specification of activities was a separate action and should be done separately after the completion of an EMF. The EMF therefore “suggests” the geographical areas and the specified activities. On the other hand this was seen as duplication of effort and resources especially in respect to public participation.

This aspect needs to be addressed in the EMF guidelines and may even require an amendment to the EIA regulations.

9.2 Control zones

Control zones are an element that is not required by the EIA regulations but became practice due to its inclusion in the TORs that have been developed from the same template over time. The draft EMF guidelines suggested other terms and in several instances EMFs that have been completed also developed different approaches.

This aspect should be addressed in the EMF guideline.

9.3 EMF guideline

There was a strong view from participants that the EMF guideline should be a comprehensive document that addresses all the issues identified during the workshop. The guideline should at least achieve the following:

- Provide for minimum standards without limiting the ability of EMFs to focus on local environments, pressures and issues;
- provide for EMFs to be developed in stages/phases, over time, from relatively uncomplicated instruments that provide a context for EIA in an area to more complex instruments that are or can be integrated into planning systems;
- provide criteria for sustainable development to be used in EMFs, including issues such as climate change;
- provide criteria to ensure that pro-poor action is implemented in EMF areas;
- provide guidance on the use of existing information and the necessity to generate new information;
- provide guidance on cooperative government; and
- provide guidance on the integration with other instruments (including other EMFs) across areas, scales and jurisdictions.

The workshop was closed by Ms Emmarie Otto, the National and Provincial Advisor of the UEMP Environmental Management Programme.



environment
& tourism

Department:
Environmental Affairs and Tourism
REPUBLIC OF SOUTH AFRICA



South Africa – Denmark Urban Environmental Management Programme (UEMP)

Environmental Management Framework (EMF)

Information Sharing Workshop

REVISED PROPOSED PROGRAMME

Date: Thursday 13 November and Friday 14 November, 2008

Venue: Innovation Hub Conference Centre, Auditorium No. 2,
Innovation Centre Building, No. 6 Mark Shuttleworth Street,
Innovation Hub, Corner of Hotel and Meiring Naude Roads,
Tshwane, Gauteng.

Facilitator: Paul Claassen

Purpose of the workshop:

1. Create a common understanding of EMFs.
2. Determine ways in which EMFs can be used together with or be integrated with other instruments.
3. Provide inputs to the EMF Guideline that is to be prepared by the Department of Environmental Affairs and Tourism.

4. Build partnerships in the UEMP through information sharing.
5. Strengthen the interaction and possible links between national, provincial and municipal authorities in formulating EMFs.

TIME	TOPIC	PRESENTER
DAY 1, THURSDAY 13 NOVEMBER 2008		
9:30 – 10:00	TEA & COFFEE ON ARRIVAL / MEETING WITH CHAIRS & PRESENTERS OF THE DAY	
10:00 – 10:05	WELCOME (5 min)	Sibusisiwe Hlela, Director Capacity and Support, DEAT
10:05 – 10:10	GENERAL INTRODUCTION (5 min) <ul style="list-style-type: none"> • Origins of EMFs • Provision for EMFs in the EIA Regulations, 2006 • Expectations 	Facilitator
10:10 – 12:30 (2 hrs 15 min)	SESSION 1: CONTEXT OF EMFS <ul style="list-style-type: none"> • Introduction to the session (5 min) 	Facilitator
	Presentation 1: Context in terms of NEMA (10 min) <ul style="list-style-type: none"> • EIA • Geographical areas and specified activities • National and provincial guidelines 	Amanda Britz, Deputy Director Policy and Legislation, DEAT
	Presentation 2: Context in terms of local planning (15 min) <ul style="list-style-type: none"> • SDF • IDP 	Riaan van Eeden, Manager Spatial Planning, City of Cape Town
	Presentation 3: Context in terms of open space strategies (25 min) <ul style="list-style-type: none"> • Open space strategies • What comes first? 	Soobs Moonsammy, Head Development Planning and City Enterprise, City of Ethikweni
	Presentation 4: Relationship with Bioregional Plans (15 min) <ul style="list-style-type: none"> • Bioregional planning • What comes first? 	Jeff Manuel, Specialist Advisor, SANBI Biodiversity Planning and Mainstreaming Division
	Questions and answers session (15 min)	All
	Parallel breakaway groups (30 min)	All
	<ul style="list-style-type: none"> • Breakaway group 1: Specific issues to be considered for the EMF Guideline Document 	Chair: Sibusisiwe Hlela, Director Capacity and Support, DEAT
	<ul style="list-style-type: none"> • Breakaway group 2: Establishing links with planning instruments/processes 	Chair: Ayub Mohamed, Director Integrated Environmental Management, DEA&DP
	<ul style="list-style-type: none"> • Breakaway group 3: Establishing links with conservation initiatives 	Chair: Willeen Olivier, Assistant Director Biodiversity Planning, DEAT
Groups report back and discussion (40 min)		All
12:30 – 13:15	LUNCH	
13:15 – 15:15 (2 hrs)	SESSION 2 : EMF PROCESS AND METHODOLOGY <ul style="list-style-type: none"> • Introduction to the session (5 min) 	Facilitator
	Presentation 1: Starting an EMF (15 min) <ul style="list-style-type: none"> • Defining the need and specific reasons for an EMF • Establish the appropriate levels of responsibility and partners • Drafting a TOR for an EMF 	Khanyiso Mtolo, Deputy Director Decision Support Tools, DEAT
	Presentation 2: EMF Process requirements (15 min) <ul style="list-style-type: none"> • Focus on what is important in the EMF area 	Surprise Zwane, Assistant Director Strategic Decision Support, DEAT

	<ul style="list-style-type: none"> Establish the status quo/baseline information The desired state of the environment – vision Control zones and other impact management mechanisms 	
	Presentation 3: Using SEA as a process to produce an EMF (15 min) <ul style="list-style-type: none"> SEA as a best practice process EMF the product 	Facilitator
	Questions and answers session (15 min)	All
	Parallel breakaway groups	All
	<ul style="list-style-type: none"> Breakaway group 1: Specific issues to be considered for the EMF Guideline Document (30 min) 	Chair: Sibusisiwe Hlela, Director Capacity and Support, DEAT
	<ul style="list-style-type: none"> Breakaway group 2: How can EMFs contribute to cooperative government? (30 min) 	Chair: Elisabeth van der Merwe, Executive Manager Environmental Planning and Coordination, EMM
	<ul style="list-style-type: none"> Breakaway group 3: How should one decide on areas that require EMFs? (30 min) 	Chair: Surprise Zwane, Assistant Director Strategic Decision Support, DEAT
	Groups report back and discussion (45 min)	All
14:15 – 14:30	TEA AND COFFEE	
14:30 – 16:30 (2 hrs)	SESSION 3 (PART 1): ELEMENTS OF EMFS <ul style="list-style-type: none"> Introduction to the session (5 min) 	Facilitator
	Presentation 1: Deciding on the “type” of EMF required and setting standards for an EMF (20 min) <ul style="list-style-type: none"> Factors that should determine the type/contents of an EMF Local, district and regional scales Identifying pertinent issues in the EMF area Defining acceptable levels of change and thresholds 	Facilitator
	Presentation 2: Spatial elements (20 min) <ul style="list-style-type: none"> Scale and accuracy Need for detail Core data sets Refinement of existing data sets through core data sets 	Lourens du Plessis, Partner, MetroGIS
	Presentation 3: Verification and ground truthing (15 min)	Shonisani Munzhedzi, Director Natural Resource Management, City of Jo'burg
	Presentation 4: Incorporating climate change issues and energy (15 min)	Janet Bodenstein, Head EMFs and Review, City of Cape Town
	Presentation 4: Responding to pro-poor objectives (15 min)	Keith Wiseman, Manager Environmental Management, City of Cape Town
	Questions and answers session (15 min)	All

DAY 2, FRIDAY 14 NOVEMBER 2008

08:15 – 08:45	TEA & COFFEE ON ARRIVAL / MEETING WITH CHAIRS & PRESENTERS OF THE DAY	
08:45 – 10:00	SESSION 3 (PART 2): KEY ELEMENTS OF EMFS	Facilitator
	Parallel breakaway groups (30 min)	All
	<ul style="list-style-type: none"> Breakaway group 1: Specific issues to be considered for the EMF Guideline Document (30 min) 	Chair: Sibusisiwe Hlela, Director Capacity and Support, DEAT

	<ul style="list-style-type: none"> Breakaway group 2: Sustainable development criteria for EMFs 	Chair: Paul Hardcastle, Deputy Director, Integrated Environmental Management, DEA&DP
	<ul style="list-style-type: none"> Breakaway group 3: When to use existing information and when to generate new information 	Chair: Danie Smit, Deputy Director Environmental Impact Evaluation Sensitive Environments, Antarctica and Islands
	Groups report back and discussion (45 min)	All
10:00 – 10:15	TEA & COFFEE	
10:15 – 12:30	SESSION 4: EMF CASE EXPERIENCES	Facilitator
	Presentation 1: Siyanda EMF (15 min)	Basani Ndindani, Assistant Director Impact Management, DTEC
	Presentation 2: Ekurhuleni EMF (15 min)	Elsabeth van der Merwe, Executive Manager Environmental Planning and Coordination, EMM
	Presentation 3: Tshwane/Johannesburg Regional EMF (15 min)	Shamilla Jhupsee, Director Environmental Planning and Impact Assessment, GDACE
	Presentation 4: Sedibeng EMF (15 min)	Lizette Venter, Assistant Manager Environmental Planning, Sedibeng Municipality
	Presentation 5: Great Kei Boknes EMF (15 min)	Gerry Pienaar, Senior Manager Impact Management, DEAET
	Presentation 6: Cape Town EMFs (15 min)	Janet Bodenstein, Head EMFs and Review, City of Cape Town
	Presentation 7: Emakhazeni EMF (15 min)	Alleta Gobian, Deputy Director Strategic Environmental Management , DALA, Mpumalanga
	Presentation 8: Umhlatuze EMF (15 min)	Christian Tham, Assistant Manager, Environmental Planning and Coordination Services, DAEA
	Questions and answers session (15 min)	All
12:30 – 13:15	LUNCH	
13:15 – 14:15	SESSION 5: VALUE OF EMFS	Facilitator
	<ul style="list-style-type: none"> Introduction to session 	
	Discussion 1: Key learning points (20 min) <ul style="list-style-type: none"> Do EMFs add value? Strong points of EMFs Weak points of EMFs 	All
	Discussion 2: EMF guideline recommendations (20 min) <ul style="list-style-type: none"> Process Content General 	All
	Workshop conclusion (20 min)	Facilitator
14:15 - 14:20	CLOSURE (5 min)	Emmarie Otto, UEMP National and Provincial Advisor, Environmental Management Programme, Royal Danish Embassy