

**APPENDIX 1**

**COPY OF THE PRE-APPLICATION MEETING MINUTES**

## Natasha Lalie

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**From:** Mahlatse Shubane <MSHUBANE@dffe.gov.za>  
**Sent:** Tuesday, 05 July 2022 10:48  
**To:** Natasha Lalie  
**Cc:** Makhosi Yeni; Thembisile Hlatshwayo; Olivia Letlalo; dKlerkWF@eskom.co.za; MuswubMD@eskom.co.za; DuvenaLD@eskom.co.za; ClaassC@eskom.co.za; SerameTJ@eskom.co.za; BamboSN@eskom.co.za; JilaTX@eskom.co.za  
**Subject:** FW: DFFE Reference No: 2022-03-0032\_Pre-Application Meeting for Amendment of Solar PV EMPr's  
**Attachments:** 21167-11-Min-002-Pre-Application Meeting\_DFFE-Amendment of Solar EMPrs\_Rev0 Draft3 - DFFE Comments.pdf

Dear Natasha,

Please find the approved minutes.

Best regards,

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**From:** Natasha Lalie <Natashal@zitholele.co.za>  
**Sent:** Monday, 04 July 2022 14:29  
**To:** Mahlatse Shubane <MSHUBANE@dffe.gov.za>; Makhosi Yeni <MYeni@dffe.gov.za>; Thembisile Hlatshwayo <THLATSHWAYO@dffe.gov.za>; Olivia Letlalo <OLetlalo@dffe.gov.za>  
**Cc:** dKlerkWF@eskom.co.za; MuswubMD@eskom.co.za; DuvenaLD@eskom.co.za; ClaassC@eskom.co.za; SerameTJ@eskom.co.za; BamboSN@eskom.co.za; JilaTX@eskom.co.za  
**Subject:** RE: DFFE Reference No: 2022-03-0032\_Pre-Application Meeting for Amendment of Solar PV EMPr's

Dear Mahlatse

We note the comments from the DFFE, which has been addressed in Point 10 of the attached revised minutes.

Please confirm receipt of the revised minutes.

We note that the PPP Plan is not required.

Regards  
Natasha

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**From:** Mahlatse Shubane <[MSHUBANE@dffe.gov.za](mailto:MSHUBANE@dffe.gov.za)>  
**Sent:** Monday, 04 July 2022 11:30  
**To:** Natasha Lalie <[Natashal@zitholele.co.za](mailto:Natashal@zitholele.co.za)>; Makhosi Yeni <[MYeni@dffe.gov.za](mailto:MYeni@dffe.gov.za)>; Thembisile Hlatshwayo <[THLATSHWAYO@dffe.gov.za](mailto:THLATSHWAYO@dffe.gov.za)>; Olivia Letlalo <[OLetlalo@dffe.gov.za](mailto:OLetlalo@dffe.gov.za)>  
**Cc:** [dKlerkWF@eskom.co.za](mailto:dKlerkWF@eskom.co.za); [MuswubMD@eskom.co.za](mailto:MuswubMD@eskom.co.za); [DuvenaLD@eskom.co.za](mailto:DuvenaLD@eskom.co.za); [ClaassC@eskom.co.za](mailto:ClaassC@eskom.co.za); [SerameTJ@eskom.co.za](mailto:SerameTJ@eskom.co.za); [BamboSN@eskom.co.za](mailto:BamboSN@eskom.co.za); [JilaTX@eskom.co.za](mailto:JilaTX@eskom.co.za)  
**Subject:** RE: DFFE Reference No: 2022-03-0032\_Pre-Application Meeting for Amendment of Solar PV EMPr's

Dear Natasha,

The Department would like to apologise for the late response on the aforementioned subject and please be so kind to accept our apology.

Kindly find the comments to be addressed on the attached document.

Please note that PP plan is no longer required.

Regards,

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**From:** Natasha Lalie <[Natashal@zitholele.co.za](mailto:Natashal@zitholele.co.za)>

**Sent:** Thursday, 19 May 2022 09:39

**To:** Mahlatse Shubane <[MSHUBANE@dffe.gov.za](mailto:MSHUBANE@dffe.gov.za)>; TBooi@dffe.gov.za; Makhosi Yeni <[MYeni@dffe.gov.za](mailto:MYeni@dffe.gov.za)>;

MMatlala Rabothata <[MRABOTHATA@dffe.gov.za](mailto:MRABOTHATA@dffe.gov.za)>; Thembisile Hlatshwayo <[THLATSHWAYO@dffe.gov.za](mailto:THLATSHWAYO@dffe.gov.za)>

**Cc:** [dKlerkWF@eskom.co.za](mailto:dKlerkWF@eskom.co.za); [MuswubMD@eskom.co.za](mailto:MuswubMD@eskom.co.za); [DuvenalD@eskom.co.za](mailto:DuvenalD@eskom.co.za); [ClaassC@eskom.co.za](mailto:ClaassC@eskom.co.za);

[SerameTJ@eskom.co.za](mailto:SerameTJ@eskom.co.za); [BamboSN@eskom.co.za](mailto:BamboSN@eskom.co.za); [JilaTX@eskom.co.za](mailto:JilaTX@eskom.co.za)

**Subject:** DFFE Reference No: 2022-03-0032\_Pre-Application Meeting for Amendment of Solar PV EMPr's

**DFFE Reference No: 2022-03-0032**

Dear Colleagues

Please find attached the minutes of the Pre-Application Meeting that was held on 12 April 2022 (10h00 to 11h00) via MS Teams for your review and comment. Kindly send us your comments on the minutes by no later than 26 May 2022.



Kindly find attached the Public Participation Process (PPP) Plan for review and approval.

Kind regards

**NATASHA LALIE** [MSc. Environment and Society, EAPASA 2021/3611 - Registered EAP]

Environmental Assessment Practitioner



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[natashal@zitholele.co.za](mailto:natashal@zitholele.co.za)

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**AMENDMENT OF ENVIRONMENTAL MANAGEMENT PROGRAMMES (EMPr's) –  
PROPOSED SOLAR PHOTOVOLTAIC (PV) FACILITY AND ASSOCIATED  
INFRASTRUCTURE AT THE LETHABO, MAJUBA AND TUTUKA POWER  
STATIONS**

**PRE-APPLICATION MEETING – DRAFT MINUTES**

**CLIENT** : Eskom Holdings SOC Ltd  
**CONSULTANT** : Zitholele Consulting (Pty) Ltd  
**PROJECT NO.** : 21167  
**DATE** : 12 April 2022  
**TIME** : 10h00 to 11h00  
**VENUE** : MS Teams  
**REFERENCE** : 21167-11-Min-002

**PRESENT**

Ms. Natasha Lalie (Zitholele)	NL	Mr. Mahlatse Shubane (DFFE)	MS
Mr. Lou Duvenage (Eskom)	LD	Mr. Willem De Klerk (Eskom)	WdK
Ms. Olivia Letlalo (DFFE)	OL	Mr. Tshepo Serameng (Eskom)	TS
Ms. Mpho Muswubi (Eskom)	MM	Mr. Cornel Claassen (Eskom)	CC
Ms. Yvonne Mazibuko (Eskom)	YM	Ms. Xoli Jila (Eskom)	XJ
Ms. Matlala Rabothata (DFFE)	MR	Ms. Sephiwe Bambo (Eskom)	SB
Ms. Makhosi Yeni (DFFE)	MY	Ms. Thembisile Hlatshwayo (DFFE)	TH

**APOLOGIES**

None




ITEM	DISCUSSION POINTS	ACTION, DATE
<b>1</b>	<b>AGENDA</b>	
1.1	<p>The Agenda items were accepted by all as follows:</p> <ol style="list-style-type: none"> <li>1. Welcome and Introductions</li> <li>2. Project and Process Description                             <ol style="list-style-type: none"> <li>a. Project description and scope</li> <li>b. Conditions of the Environmental Authorisation (EA)</li> <li>c. Final Site Layout Plan</li> <li>d. Updating of relevant Plans</li> <li>e. Public Participation Process (PPP) Plan</li> </ol> </li> <li>3. Proposed project schedule</li> <li>4. DFFE specific requirements</li> <li>5. Discussion</li> <li>6. Way Forward</li> </ol> <p>There were no requests for additions to the agenda.</p>	Note

ITEM	DISCUSSION POINTS	ACTION, DATE
<b>2</b>	<b>WELCOME AND ATTENDANCE</b>	Note
2.1	NL opened the meeting and welcomed all attendees.	
2.2	All present introduced themselves. A record of the meeting attendees are listed in the minutes ( <i>Appendix 1</i> ).	
<b>3</b>	<b>PROJECT DESCRIPTIONS</b>	Note
3.1	<p>NL indicated that the amendment of the EMPr's will be for the following projects:</p> <ol style="list-style-type: none"> <li>1) Lethabo Solar PV Plant</li> <li>2) Majuba Solar PV Plant</li> <li>3) Tutuka Solar PV Plant</li> </ol> <p>She provided a summary of the proposed solar PV plant, and associated infrastructure that will be constructed.</p> <p><i>N.B. Please refer to the PowerPoint presentation in Appendix 2.</i></p>	Note
<b>4</b>	<b>SCOPE OF WORK</b>	
4.1	<p>NL added that Zitholele will amend the EMPr's for each solar PV plant as per the conditions of the EA.</p> <p>A site-specific EMPr will be compiled for each solar PV plant with a Final Site Layout Plan for approval by the DFFE.</p> <p>The amended EMPr's will include the following:</p> <ul style="list-style-type: none"> <li>• Plant Rescue and Protection Plan;</li> <li>• Updated Revegetation and Habitat Rehabilitation Plan;</li> <li>• Updated Alien Plant and Open Space Management Plan;</li> <li>• Permit Application for the relocation of Protected Plant species;</li> <li>• Specialist study for the identification and tagging of Protected and Important species as per the conditions of the EA; and</li> <li>• Identification and pegging of Protected Species as well as identification of a relocation site.</li> </ul> <p>NL indicated that the search for Protected plant species took place during the summer flowering season.</p>	Note
<b>5</b>	<b>CONDITIONS OF THE EA</b>	
5.1	NL stated that Conditions 12 and 14 of the EA requires a Final Site Layout Plan which must include several requirements that are listed in the presentation ( <i>refer to the PowerPoint presentation in Appendix 2</i> ).	Zitholele (TBC)
<b>6</b>	<b>FINAL SITE LAYOUT PLAN</b>	
6.1	NL stated that the Final Site Layout Plan in the amended EMPr will include the authorised locations of the solar PV plant, its associated substation and powerlines.	Zitholele (TBC)

ITEM	DISCUSSION POINTS	ACTION, DATE
7	<b>PUBLIC PARTICIPATION PROCESS (PPP) PLAN</b>	
7.1	<b>NL</b> enquired if a PPP Plan is required. <b>MY</b> replied that it must be submitted with the minutes of the Pre-Application Meeting.	Zitholele (May 2022)
8	<b>PROJECT SCHEDULE</b>	
8.1.	<b>NL</b> provided a schedule for the anticipated dates for submission of the Final Amended EMPr to the DFFE.  DFFE confirmed that the Department will review the Final Amended EMPr in 30 days and not 107 days.	Zitholele (May 2022)
9	<b>DFFE Specific Requirements</b>	
9.1	<b>MS</b> indicated that the EMPr amendment must be undertaken in accordance with the conditions of the EA.  <b>OL</b> stated that the sensitive areas on the site must be made clear on the Final Site Layout Plan. <b>NL</b> replied that this will be complied with.  <b>OL</b> stated that the Generic EMPr for the development and expansion of substation infrastructure for transmission and distribution of electricity and the Generic EMPr for the development and expansion for overhead electricity transmission and distribution infrastructure must be completed and submitted to the DFFE. She added that there must be a separate EMPr for the proposed solar PV plant and other associated infrastructure.	Zitholele (June 2022)
10	<b>DISCUSSION</b>	
10.1	<b>NL</b> enquired if the DFFE will allow the Application for amendment of the EMPr's for the following projects, viz, (1) <i>Proposed Majuba Solar PV Plant</i> , (2) <i>Proposed Tutuka Solar PV Plant</i> and (3) <i>Proposed Lethabo Solar PV Plant</i> to be submitted simultaneously with the 'draft' amendment EMPr that will be available for public review and comment for 30 days. DFFE agreed that this is acceptable. DFFE will comment on the 'draft' amendment EMPr. Upon finalisation of the amendment EMPr, DFFE will review the report in 30 days and issue a decision on the amendment of the EMPr.  The amendment of the EMPr's for the above projects are being submitted as per the conditions of the EA's.  DFFE confirmed that they do not accept hard copies and that the Application for Amendment of the EMPr and the 'draft' amendment EMPr must be submitted via the DFFE online portal.  <b>TB</b> confirmed that DFFE will issue an acknowledgement letter once the Application form and the 'draft' amendment EMPr is submitted.  <b>NL</b> stated that the condition of the EA states that the Fire Management Plan must be implemented during the construction and operation of the facility. Does this mean that the Plan which was included in the original EMPr requires amendment? <b>OL</b> replied that the Plan does not have to be amended. The amendment EMPr must state that this Plan be implemented for the construction and operational phases.  <b>NL</b> enquired if <b>MY</b> must be communicated with, should there be any changes or further queries from Zitholele, as we have already conducted	Zitholele (July 2022)

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c/o Allandale Road & Maxwell Drive, Waterfall City, Midrand  
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ITEM	DISCUSSION POINTS	ACTION, DATE
	a Pre-Application Meeting. <b>MS</b> confirmed that <b>MY</b> be communicated with.	
<b>11</b>	<b>Way Forward</b>	
11.1	<b>NL</b> stated that the amendment of EMP <sub>r</sub> process will then run its course, where the Department will be consulted regarding the process going forward.	Note
<b>12</b>	<b>CLOSURE</b>	
12.1	<b>NL</b> thanked all attendees for their participation and closed the meeting. With no further matters arising, the meeting ended at approximately 10h45.	Note

ACTION	FUNCTION	NAME	DATE	SIGNATURE
Prepared	Environmental Assessment Practitioner (EAP)	Ms. N. Lalie	19.04.2022	
Reviewed	Project Associate	Dr. M. Vosloo	19.05.2022	
Approved	Divisional Lead	Dr. M. Vosloo	19.05.2022	
Approved	Makhosi Yeni	Ms. Makhosi Yeni		

**APPENDIX 1: ATTENDANCE REGISTER**



Meeting Summary

Total Number of Participants

14

Meeting Title

DFFE Ref: 2022-03-0032\_Pre-Application Meeting for Amendment of EMPr's for Solar PV Plants

Meeting Start Time

12/04/2022, 09:57:32

Meeting End Time

12/04/2022, 10:50:03

Meeting Id

ae43afb1-7a8b-4684-8f5e-a8e866efa488

Full Name	Join Time	Leave Time	Duration	Email	Role	Participant ID (UPN)
Natasha Lalie	12/04/2022, 09:57:32	12/04/2022, 10:47:08	49m 36s	Natashal@zitholele.co.za	Organiser	Natashal@zitholele.co.za
Mahlatse Shubane	12/04/2022, 09:57:43	12/04/2022, 10:48:18	50m 34s	MSHUBANE@dffe.gov.za	Presenter	mshubane@environment.gov.za
Willem De Klerk	12/04/2022, 09:58:00	12/04/2022, 09:59:37	1m 37s	dKlerkWF@eskom.co.za	Presenter	dKlerkWF@eskom.co.za
Willem De Klerk	12/04/2022, 10:24:28	12/04/2022, 10:47:03	22m 34s	dKlerkWF@eskom.co.za	Presenter	dKlerkWF@eskom.co.za
Olivia (Guest)	12/04/2022, 09:58:40	12/04/2022, 10:50:03	51m 23s		Presenter	
Thando Booii	12/04/2022, 09:59:12	12/04/2022, 10:47:05	47m 53s	TBooi@dffe.gov.za	Presenter	tbooi@environment.gov.za
Mpho Muswubi	12/04/2022, 09:59:48	12/04/2022, 10:47:00	47m 11s	MuswubMD@eskom.co.za	Presenter	MuswubMD@eskom.co.za
Lou Duvenage	12/04/2022, 09:59:48	12/04/2022, 10:47:05	47m 16s	DuvenaLD@eskom.co.za	Presenter	DuvenaLD@eskom.co.za
Cornel Claassen	12/04/2022, 09:59:48	12/04/2022, 10:46:56	47m 7s	ClaassC@eskom.co.za	Presenter	ClaassC@eskom.co.za
Tshepo Serameng	12/04/2022, 09:59:52	12/04/2022, 10:47:05	47m 12s	SerameTJ@eskom.co.za	Presenter	SerameTJ@eskom.co.za
Sephiwe Bambo	12/04/2022, 10:00:23	12/04/2022, 10:47:03	46m 39s	BamboSN@eskom.co.za	Presenter	BamboSN@eskom.co.za
Makhosi Yeni	12/04/2022, 10:01:13	12/04/2022, 10:47:02	45m 48s	MYeni@dffe.gov.za	Presenter	myeni@environment.gov.za
MMatlala Rabothata	12/04/2022, 10:06:44	12/04/2022, 10:07:08	23s	MRABOTHATA@dffe.gov.za	Presenter	mrabothata@environment.gov.za
Thembisile Hlatshwayo	12/04/2022, 10:13:30	12/04/2022, 10:46:57	33m 26s	THLATSHWAYO@dffe.gov.za	Presenter	thlatshwayo@environment.gov.za
Xoli Jila	12/04/2022, 10:14:37	12/04/2022, 10:44:29	29m 51s	JilaTX@eskom.co.za	Presenter	JilaTX@eskom.co.za

**APPENDIX 2: MEETING PRESENTATION**

**AMENDMENT OF ENVIRONMENTAL MANAGEMENT PROGRAMMES (EMPR'S)  
FOR PROPOSED SOLAR PHOTOVOLATIC PLANTS  
LOCATED AT THE LETHABO, MAJUBA AND TUTUKA POWER STATIONS**

**Pre-Application Meeting with Department of Forestry,  
Fisheries and the Environment**

Reference Number: 2022-03-0032

Natasha Lalie  
12 April 2022  
21167

# Agenda

1. Welcome and Introduction
2. Project and Process Description
  - a. Project Description and Scope
  - b. Conditions of Environmental Authorisation
  - c. Final Site Layout Plan
  - d. Updating of relevant Plans
  - e. Public Participation Process (PPP) Plan
3. Proposed project schedule

# Agenda...continued

4. DFFE specific requirements
5. Discussion
6. Way forward

# 1. Welcome and Introductions

- Eskom Holdings SOC Ltd appointed Zitholele to amend the EMPr's for three solar PV Plants and associated infrastructure located at Lethabo, Majuba and Tutuka Power Stations.
- EA's obtained in 2016 for all projects and the validity period of the EA has been extended to July 2026 i.e. further 5 years.

## 2a. Project Description and Scope

- Lethabo, Majuba and Tutuka Solar PV Plants will consist of several arrays of PV solar panels with a net generating capacity of 75MW, 65MW and 65.9MW respectively.
- Proposed solar PV plants to accommodate the following infrastructure:
  - Solar panels (fixed/tracking technology).
  - Mounting structures for the solar panels.
  - Central inverter/transformer stations.
  - An on-site substation or switching station.
  - A power line.
  - Internal access roads.
  - Associated buildings including a workshop area for maintenance, storage, and control facility with basic services such as water and electricity.

## 2a. Project Description and Scope

- Zitholele to amend the EMPr's for each solar PV plant project.
- Compilation of a Plant Rescue and Protection Plan.
- Update of Revegetation and Habitat Rehabilitation Plan.
- Update of Alien Plant and Open Space Management Plan.
- Permit Application (s) for the relocation of Protected Plant Species (as governed by National and Provincial Legislation).
- Specialist study for the identification and tagging of Protected and Important species as per Environmental Authorisation (EA) conditions requirements.
- Identification and pegging of the Protected species, as well as identification of a relocation site.



## 2b. Conditions of the EA's

- Condition No. 5: *“Any changes to, or deviation from, the project description set out in this authorisation, must be approved, in writing, by the Department before such changes or deviations may be affected. In assessing whether to grant such approval or not, the Department may request such information, as it deems necessary to evaluate the significance and impacts of such changes, or deviations and it may be necessary for the holder of the authorisation to apply for further Authorisations in terms of the Regulations”.*
- Condition 12 and 14 of the EA requires a Final Site Layout Plan. Therefore, it is imperative that the layout plan includes the following:
  - 1) Position of the solar facility and its associated infrastructure;
  - 2) All sensitive features e.g. Heritage sites, areas of protected plant species, wetlands, pans, drainage channels that will be affected by the facility and its associated infrastructure;
  - 3) All existing infrastructure on site e.g. roads, buildings, substations, powerlines etc; and
  - 4) No-go areas and buffer areas.

## 2c. Final Site Layout Plans

- Final Site Layout Plan in the amended EMPr's to include the authorised locations of the solar PV plant, proposed powerline route alignment and the proposed substation.

# Public Participation Process (PPP) Plan

- Is this still required by DFFE?

# 3. Project Schedule

Preliminary Programme	
DFFE Pre-Application Meeting	12 April 2022
Updated Plans for EMPr	30 April 2022
Draft Amended EMPr for public review	26 May 2022
30 day public review period	26 May 2022 to 28 June 2022
Final Amended EMPr to DFFE	1 July 2022
DFFE review of Amended EMPr	(30 days)
DFFE Approval of Amended EMPr	1 August 2022

# 4. DFFE Specific Requirements

# 5. Discussion

# 6. Way Forward