



Inception Report and Work Plan

for the period

05 September 2023- 31 October 2024

SESID

Sustainable energy systems for industrial development in South Africa

Project number: ENCP 21X

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1. INTRODUCTION

The Project aims to reduce GHG emissions and accelerate the decarbonization of industrial parks through providing support to IP managements, tenants, municipalities and other core stakeholders. Though the project intervention the Government and local authorities will be enabled to ensure a conducive IP-associated policy and regulatory environment, especially with regard to energy generation and consumption is established (long-term outcome). Municipalities, IPs and industrial establishments will have a sufficient information basis for individual strategies and investment decisions. This and low-carbon and sustainable energy demonstration projects for dissemination of experiences will allow IP managements and manufacturing businesses to gain confidence and sufficient evidence of the technical, economic, social and environmental viability of sustainable energy solutions for industrial production in the urban-industrial-energy nexus. As a result, municipalities, IPs and industrial establishments exploit, adopt and replicate the experiences from the demonstration activities. In addition, the project preparation facilitation will help the Government and the financial sector to enhance the financial and investment environment to de-risk investments in sustainable energy infrastructure in IP.

The Project has 4 components:

- 1. Fostering the coordination towards sustainable energy transformation of IPs by creating a conducive enabling environment under consideration of social equity;
- 2. Demonstration of low-carbon and sustainable energy through IP pilots;
- 3. De-risking scheme for upscaling and replication of sustainable energy solutions in IPs;
- 4. Monitoring and Evaluation; establishing and implementing effective project monitoring and evaluation mechanisms as well as capturing progress and lessons learnt.

Industrial parks and SEZs project participants, six industrial parks and SEZs are selected for the first phase of the project. The map in figure 1 below shows the name and location of participants.



Main Outputs for the Current Period of the Work Plan

The key outcome for the current phase is the submission of the inception report and workplan in order to have the first payment of the project released. As stipulated on the Implementation partner agreement the first payment will be USD 195,472.00

Other activities that have taken place include site visits to IPs and SEZs in preparation and build up to the project launch. The launch took place October 5th, 2023. Site visitation dates are listed below.

Coega development corporation (The CDC)	30 August 2023
The East London Industrial Development Zone (ELIDZ)	31 August 2023
Atlantis SEZ Company (ASEZCo)	20 September 2023
Phuthaditjhaba Industrial Park	Visit pending as head office had to
	priorities other activities. Site will be
	visited on 24-26 of October 2023.
	Awaiting company confirmation of
	date.
AECI Umbogintwini Industrial Complex	19 September 2023
Ekandustria Industrial Park	22 September 2023

In addition, the project name was discussed and finalized at the inception meeting held with UNIDO on September 14th, 2023. The project will be known as (SESID) Sustainable Energy Systems for Industrial Development.

The table below list activities to be undertaken during the first year of implementing the project,

Activities to be executed by the NCPC-SA	Deliverable	Timeline
during the project's inception phase		
Secure relevant national approval for the project fund	National approval secured	Complete
flow arrangement (Annex XII)		
Finalize the TOR for the National Project	TORs finalized and	Complete
Coordinator and Project Administration Assistant to	published	
form the PMU		
Finalize the TOR and establish the PSC in	PSC members confirmed,	November 30,
collaboration with the other PEEs	and PSC formally established	2023

Activities to be executed by the NCPC-SA	Deliverable	Timeline	
during the project's inception phase			
Set up the PMU by designating internally, or recruiting externally project management personnel	PMU established with PMU personnel recruited, PMU hosting arrangements finalized, and office space set-up	December 22, 2023	
Prepare reporting templates (technical and financial) in consultation with UNIDO	Templates prepared and shared with the other PEEs for their consideration	December 22, 2023	
In coordination with UNIDO, prepare Annual Work Plan and Budget, including procurement plan with Terms of Reference for project delivery partners, for	First Annual Work Plan and Budget, incl. Procurement Plan with TORs for project delivery partners ¹	December 22, 2023	
the first year of project execution			
Finalize the gender mainstreaming action plan based on the draft included in the Gender Analysis Report	Gender mainstreaming action plan approved by UNIDO and presented to the PSC members	February 29, 2024	
Finalize the Monitoring and Evaluation Framework, integrating indicators from Project Results Framework, ESMP, Gender Mainstreaming Action Plan and Stakeholder Engagement Plan	Monitoring and Evaluation Framework approved by UNIDO and presented to the PSC members	November 30, 2023	
Finalize contractual agreements with project delivery partners (if any)	Agreements with Project Delivery Partners signed	December 22, 2023	

Table 1:

During the execution of the Project, the NCPC will initiate the activities listed below. Detail of deadlines and budget please refer to Annexure 1: The Workplan excel spreadsheet.

Activity to be performed by the NCPC		erformed by the NCPC	Deliverable	Deadline
PEM	Output 1.1	The coordinative capacity for sustainable energy solutions in IPs are strengthened on municipality and IP management level(s)	Coordination plan for up to 6 selected municipalities, IPs / SEZs and neighbouring communities Minimum four annual extended-stakeholder meetings at each selected industrial zone Quarterly roundtables conducted.	

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 $^{^{1}\,}$ In the case of the first annual work plan, UNIDO approval will suffice if the PSC is not established for its approval.

PEM Output 1.2	Analysis of typical energy profiles is made available to IPs, industrial establishments, the government and municipalities supported by introduced energy audits	Detailed technical design of the webbased data system, based on international good practices. Data collection mechanism put in place, including identification and mapping of data suppliers (including 6 selected IPs / SEZ and representative tenants / industrial establishments) Propose data sharing agreements for furnishing the system finalized between key data suppliers and NCPC-SA / dtic. Data system operationalized on baseline/benchmark of typical energy intensities of relevant industrial activities in South Africa Protocols for post-project management of the system and data collection and analysis submitted for adoption by the dtic. Annual online reports on data aggregated and processed by the system shared with dtic (minimum 2 reports) Two (2) training sessions for data suppliers and users of the system, including two (2) training reports	

PEM 1.	Output .3	IP management and tenant companies are provided with guidance on establishing IP energy strategies at local sites that are sustainable and foster social inclusion	Guidance for best practices on how to approach energy analysis and strategies at the IP / SEZ levels provided through guidelines report. 3 Technical Roadmap: Integrated energy planning strategies in selected municipalities, IPs / SEZs and neighbouring communities 1 Policy Roadmap: Proposals for regulatory and financial aspects related to energy demand and supply, e.g., IPP licensing, feed-in regulation and potential regulations for public-private-partnerships (PPP)	
PEM O	Output .1	Sustainable energy infrastructure at IP pilot projects demonstrating sustainable energy solutions at IP level is developed	Energy audits and rapid assessment for up to 3 IPs / SEZs to identify potential fields of enhancements Feasibility studies for each demonstration project, including technical and financial assessment, as well as socio-economics impacts State of the art energy solutions implemented at selected pilot IPs / SEZs for demonstrating the technical and economic feasibility Monthly and annual operation reports on the pilot, including pilot performance and net environmental, social and economic benefits compared to baseline, uploaded to the data system Conduct before and after energy user questionnaires based on the	

		mon	toring methodology (6 users)
		lesso impa unde and for	e (3) case studies including ans learned, social and equity cts, contributing to an increased arstanding of financial viability (required) de-risking instruments the application of sustainable gy solutions in IPs / SEZs
P	PEM to submit a half-year progress re		half-year progress report submitted to UNIDO and PSC (in line with requirements specified in the M&E plan, this also includes monitoring on the gender action plan)
P	PEM	to submit a half-year financial report, including a documentation of all payments (e.g. invoices for flight bookings, signed per diem roster of funded workshop participants, copies of boarding cards) and information on the status of the project account against budget approved for the various inputs (budget lines)	half-year financial report approved by the PSC

Table 2

Pending Outputs from Previous Work Plan Period(s)

Currently there is no work pending for the project.

2. ACTIVITY BASED WORK PLAN

For section 2, please refer annexure 1. The excel spreadsheet has the following:

- Project activities;
- Project timeline;
- Project budget.

For each activity, description of tasks to be undertaken, including:

- Methodology, including the recommendation of experts;
- Resources required;
- Responsibility for each task;
- Deliverables.

3. TIMELINE

For section 3 please refer annexure 1. The excel spreadsheet has the following:

- Project activities;
- Project timeline;
- Project budget.

4. BUDGET

For section 4 please refer annexure 1. The excel spreadsheet has the following:

- Project activities;
- Project timeline;
- Project budget.

Ms Thembi Kodisang	Signature:
Senior Project Manager – Energy	Vincentia Kodisang (Oct 30, 2023 21:12 GMT+2)
NCPC-SA	Date: 19 October 2023
Mr. Victor Manavhela	Signature:
Principal Project Manager	Victor Manayhela (Oct 31, 2023 10:26 GMT+2)
NCPC-SA	Date: 24 October 2023

Sustainable energy systems for un Budget for implementing partner		nt in South Africa (Financial year	Sept 2023-Oct 2024)			
	Cost to GEF	Inkind cost to NCPC-SA				
IP-Staff and other personnel IP-Travel	800 000 500 000					
Site visit and scoping exercise	300 000	100 000				
Project Launch		100000				
		Inception	Phase Activities			Comments
Resource/ Expert	Methodology	Responsibility	Deliverable	Timeline	Budget	All costs are estimated
Secure relevant national appro NCPC and UNIDO	val for the project fund flow Contracting	v arrangement (Annex XII) Senior project manager	National approval secured	31-Oct-23	1	Complete
		Project Administration Assistant		31 000 23		complete
Senior Project Manager	Contracting	T Kodisang	TORs finalized and published	30-Sep-23	0	Complete
3. Finalize the TOR and establish	the PSC in collaboration wit	h the other PEEs/ MOA signing w	rith 6 Ips/SEZs		l	
Senior and Project Manager	Contracting	T Kodisang	PSC members confirmed, and PSC formally established	30-Nov-23	0	
 Set up the PMU by designating 	internally, or recruiting external	ernally project management per:	sonnel I		I	
Senior Project Manager	Contracting	T Kodisang	PMU established with PMU personnel recruited, PMU	22-Dec-23	800 000	
			hosting arrangements finalized, and office space set-up			Complete
 Prepare reporting templates (t Senior Project Manager and 			Templates prepared and shared with the other PEEs		ı	
UNIDO Cordinator	Document drafting	T Kodisang and M. Nyoka	for their consideration	22-Dec-23	0	
In coordination with UNIDO, po execution	repare Annual Work Plan a	nd Budget, including procureme	nt plan with Terms of Reference for project delivery partr	ners, for the first year o	f project	
		T Kadisasasad	First Annual Work Plan and Budget			
Senior Project Manager and project managers	Document drafting	T Kodisang and Project manager	Procurement Plan with TORs for project delivery	22-Dec-23		
7. Finalize the gender mainstream	l ning action plan based on th		partners[1]		0	Inkind
Project managers and	Consultation	N. Maja and K. Kgakwe	Gender mainstreaming action plan approved by UNIDO	29-Feb-24	150 000,00	
Consultant			and presented to the PSC members			
			ults Framework, ESMP, Gender Mainstreaming Action Pla Monitoring and Evaluation Framework approved by		agement Plan	
UNIDO	Document drafting	UNIDO	UNIDO and presented to the PSC members	30-Nov-23		
 Finalize contractual agreement Project Managers 	s with project delivery parti Contracting	Project Managers	Agreements with Project Delivery Partners signed	Ongoing	1 0	Inkind
10. Project Launch and project na		r roject managers	ingreements war roject between a trainers signed	ongoing		THE TOTAL PROPERTY OF
Senior Project Manager and	Event	T Kodisang and Kelebohile				
Comms Site visitation with UNIDO to intro	duce project to introduce p		Launch event with speakers	05-Oct-23	100000	Inkind
Senior project manager, project						
manager and UNIDO coordinator	meetings	NCPC Project manager	later death a to all and a to a think a to 10 a 1007.	24 0 22	00000	to blood
			Introduction to all project participants (Ips/SEZs)	31-Oct-23	80000	Inkind
Resource/ Expert	Methodology	Execution Responsibility	Phase Activities Deliverable	Timeline	Budget	
	•		•	Timemic	Dauget	
			d on municipality and IP management level(s)			
1.1a: Coordination plan for up to National Programme manager	6 selected municipalities, IP Document drafting	NCPC energy project managers		27-Oct-23	I 0	
		at each selected industrial zone			-	
Project managers and Comms	Events			30-Aug-24	-	
Project managers and Comms 1.1c: Quarterly roundtables cond	Events ucted	at each selected industrial zone	Stakeholders Meeting		150 000	
Project managers and Comms 1.1c: Quarterly roundtables cond Project managers and Comms	Events ucted Events	at each selected industrial zone NCPC energy project managers NCPC energy project managers	Stakeholders Meeting Stakeholders engagement	30-Aug-24	150 000	Output 1.2 activites are for
Project managers and Comms 1.1c: Quarterly roundtables cond Project managers and Comms	Events ucted Events	at each selected industrial zone NCPC energy project managers NCPC energy project managers	Stakeholders Meeting	30-Aug-24	150 000	
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