Sustainable Energy Systems for Industrial Development Project

Third Project Steering Committee Meeting

Date: 25 June 2025

Time: 10:00 – 12:00

Microsoft Teams

1. Welcome, attendance and apologies

The chairperson Mr Thami Klaasen opened the meeting and welcomed all attendees.

Attendance	
Mr Thami Klaasen	**The Department of Trade Industry and Competition (the dtic)**
Mr Shaun Moses	**The Department of Trade Industry and Competition (the dtic)**
Mr. Mchenge Nyoka	**United Nations Industrial Development Organization (UNIDO)**
Ms Karin Reiss-Haimbala	**United Nations Industrial Development Organization (UNIDO)**
Ms Theresa Grader	**United Nations Industrial Development Organization (UNIDO)**
Mr. Lee–Hendor Ruiters	**National Cleaner Production Centre-South Africa (NCPC-SA)**
Ms Julie Wells	**National Cleaner Production Centre-South Africa (NCPC-SA)**
Ms Sibo Morapela	**National Cleaner Production Centre-South Africa (NCPC-SA)**
Ms Mthunzi Mangqalaza	**Department of Electricity and Energy (DEE)**

Ms Brenda Phahlamohlaka	**Department of Electricity and Energy (DEE) (Alternative)**
Prof Sampson Mamphweli	**South African National Energy Development Institute (SANEDI)**
Mr Kittessa Roro	**Council for Scientific and Industrial Research (CSIR)**
Apologies	
Mr Ntsikelelo Mkhithiza	**Department of Electricity and Energy (DEE)**
Dr Silas Mulaudzi	**South African Local Government Association (SALGA)**
Ms Shahkira Parker (GEF Operational Focal point office)	**Department of Forestry, Fisheries and Environment (DFFE)**
Secretariat	
Ms Jessica Adams	**National Cleaner Production Centre-South Africa (NCPC –SA)**

2. Opening Remarks:

Ms Karin Reiss-Haimbala a, Programme Manager at UNIDO's headquarters in Vienna, introduced herself and expressed gratitude for the organization of the Project Steering Committee meeting. She emphasized the strategic importance of the SESID project, which focuses on transforming industrial zones in South Africa towards low-carbon, energy-efficient, and sustainable energy solutions.
She placed the project within the broader global context, highlighting:

- South Africa's G20 Presidency and UNIDO's involvement in the Energy Transition Working Group, which prioritizes "sustainable industrialization hubs."
- The goal to develop a policy brief and host side events to promote these hubs, potentially leading to a Global Alliance**.**
- The relevance of industrial hubs for low-carbon manufacturing, decarbonization, improved energy access, and innovation.

Ms Karin Reiss-Haimbala congratulated South Africa on receiving Climate Investment Fund (CIF) support, with potential synergy between CIF investment planning and outcomes from the SESID project. She also noted the following:

- The upcoming Global Green Industrialization Dialogue (July 7–8, Vienna), which aims to foster a globally inclusive green industrialization pact amid rising protectionism.
- The importance of the midterm review of the SESID project, urging collaboration to refine and ensure impactful delivery.
- Synergies with a new Flanders-funded project on embedded renewable energy generation at industrial parks, and appreciation for NCPC-SA's role.

Ms Karin Reiss-Haimbala closed by thanking project stakeholders and GEF focal point in absentia for their support and collaboration. She also acknowledged the change in the management of project within NCPC-SA, with Mr Victor Manavhela handing over the project to Mr Lee-Hendor Ruiters.

3. Confirmation and Adoption of previous PSC Minutes – 9 December 2025

- – Mr Mthunzi Mangqalazi noted that his title was captured as Ms instead of Mr in the previous PSC minutes. A change was effected during the meeting.
- SANEDI on the minutes is spelt small letters which should be in CAPS – corrected
- The minutes for the second PSC meeting that took place on 9 December were adopted

4. Matters Arising from Previous PSC Meeting

- The Technical Working Group (TWG) will be formulated before the next (third) PSC meeting. Mr Lee-Hendor Ruiters confirmed that this action was achieved, and the following actions will be discussed in his presentation.
- PSC members were asked to propose organisations for inclusion in the Technical Working Group to the Project Management Unit (PMU). The PMU will develop Terms of Reference (ToR) for the Technical Working Group, send out invitations to identified organisations or institutions.
- The PMU will also start working on the establishment of Finance Working Group, so that the first meeting can take place in 2025.
- The PMU will present the Work Plan for Year 2 in the third PSC meeting.
- The selection criteria for pilot sites were discussed as a draft – it is subject for finalisation in the next PSC meeting. The copy of the document will be shared with the PSC members.

5. Introduction of SESID Technical Working Group

Mr Lee-Hendor Ruiters shared a detailed overview of the project work plan and activities, focusing on energy assessment and stakeholder engagement under the workplan for the first year of implementation.

He emphasized the need for coordinated virtual/hybrid events due to potential stakeholder overload from multiple programs.

Discussion on Roundtable Sessions

Ms Brenda Phahlamohlaka requested clarity on the approach, target participants, and location of round tables.

Mr Lee-Hendor Ruiters and Ms Julie Wells explained:

- Aim to map and engage existing round tables, focusing on industrial parks and energy stakeholders.

- Virtual/hybrid format preferred for inclusivity and cost-saving.
- Coordination with other programs (Global Eco-Industrial Parks, Flanders-funded
- Low Carbon Positive Energy Industrial Spaces) to avoid stakeholder fatigue.
- Planned 2-day physical conference in October combining several program needs.

Ms Karin Reiss-Haimbala requested clarity on operational roles and project team structure.

- Mr Lee-Hendor Ruiters confirmed that Lindelani Mkhize has been appointed as the project lead, handling day-to-day management, supported by technical experts Mbali Moroe and CSIR Energy Centre colleagues. Mr Lee-Hendor Ruiters will share the team structure with the PSC members.

  Project Management Unit (PMU) meets bi-weekly to monitor progress. Weekly check-ins with teams are ongoing.
- The monitoring process focused on maintaining momentum and addressing lagging activities.

Mr Shaun Moses was introduced by Mr Lee-Hendor Ruiters as the Chairperson for the SESID Technical Working Group (TWG).

Mr Shaun Moses thanked Mr Lee-Hendor Ruiters and the Chair for the opportunity and appreciates the trust placed in the Technical Working Group (TWG) by the Project Steering Committee (PSC). Although quarterly meetings were initially planned, the TWG chose to meet more frequently to help address delays and support the project's progress.

- A key delay was the lack of information needed to provide input on the selection criteria for pilot sites. This was addressed during the TWG meeting on 19 June, where project managers gave comprehensive presentations on the industrial spaces, helping members understand the context, constraints, and opportunities.
- The TWG is planning site visits in July to engage directly with the management of these industrial spaces. The Chair's earlier point about the importance of skills development and capacity building in these areas is echoed, with suggestions made to explore support through members' existing programmes.
- The TWG has received both the presentations and a draft of the selection criteria, which will be circulated for input. After the site visits, the TWG will endorse or refine the draft criteria accordingly.

ACTION:

- **Mr Lee-Hendor Ruiters to share the team structure with the PSC members.**
- **TWG site visits to each industrial space**

6. Progress Update on SESID Project Implementation

Site visits conducted at industrial zones.

- 4 extended stakeholder meetings held (Nov–Dec 2024) under Component 1.

Energy Assessments:

- Service provider appointed.
- Delays experienced due to challenges in recruiting participating companies.
- Assessments were meant to inform pilot demonstration project selection.

Coordination Plans:

- Draft framework developed to guide energy-related stakeholder engagements.
- Frameworks now being written for each zone to be used in upcoming stakeholder meetings.

Gender Mainstreaming:

- Draft gender action plan under development.
- Expert consultations held; further capacity allocated to finalize it.
- Recognized as a cross-cutting priority across components.

Quarterly Roundtables:

- Planning underway; next roundtable to focus on energy for industrial spaces.

Pilot Demonstration Projects:

- Selection delayed due to outstanding assessments and selection criteria still in progress.

Budget Update:

- R12 million transferred to NCPC.
- Funds allocated to completed, ongoing, and upcoming activities.
- Some activities from Work Plan 1 rolled over into Work Plan 2.

PMU & Governance Structures

PMU established, expanded beyond core team to include:

- Communications
- Skills development
- Quality & technical standards

Secretariat roles:

- Ms Sibo Morapela – supports technical working groups.
- Ms Jessica Adams – supports PSC-related functions.

Ongoing coordination with CSIR's Energy Centre for technical expertise.

Proposed establishment of a Gender Working Group, despite not being in the original project plan.

7. Presentation and discussion of Year 2 Work Plan

Work Plan 2 – Overview & Planned Activities

Component 1: Coordination & Knowledge

- Finalization and presentation of Coordination Plans at stakeholder meetings.
- Delivery of Quarterly Roundtables throughout the year.
- Development of:
    - Web-based data system (multi-year; budget: ±R1.3–R1.5 million).
    - Best practice guide, technical roadmap, and policy roadmap (ToRs drafted).
- Capacity building and training:
    - Skills development team to lead.
    - Establishment of a Help Desk and Communities of Practice.

Component 2: Demonstration Projects

- Focus on conducting technical & financial feasibility studies for pilot projects.
- Includes transaction advisory support to prepare investment-ready projects.

Cost dependent on project scale: R20M–R100M+ (e.g., RE and battery storage).

- Alignment with:
    - IDC, DBSA, and
    - CIF (Climate Investment Fund) opportunities noted by Ms Karin Reiss-Haimbala (UNIDO).

Component 3: De-risking & Scaling

- Matchmaking platform for stakeholders to be launched.
- Annual conference planned:
    - To showcase SESIDand related projects (e.g., GEIPP, Flanders-funded initiatives).
    - Communications team to lead planning and coordination.

Procurement & Terms of Reference

- ToRs in development for:
    - Data system
    - Policy gap analysis
    - Integrated energy strategies
- Supplier committees to include:
    - Technical experts from CSIR
    - Representatives from working groups

ACTION:

- **Finalize pilot selection criteria with the Technical Working Group.**
- **Launch procurement and implementation of identified activities.**

8. PSC Member Inputs, endorsements and recommendations

The PSC members endorsed the workplan 2

9. SESID Mid Term review and M&E scope

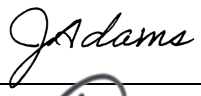
- Mr. Nyoka provided an update on the status of the Midterm Review (MTR)
- He confirmed that UNIDO is the implementing agency, responsible for overall oversight, coordination, and reporting, while NCPC-SA serves as the executing entity, managing on-the-ground implementation activities.
- The purpose of the MTR is to ensure accountability, promote learning, and allow for project course correction if necessary.
- UNIDO has appointed two independent consultants to conduct the MTR:
- Mr. Stefan Melnitzky
- Dr. Tebogo Maleka

  Contracts for both consultants commenced in May 2025.
- Consultants have received all relevant project documents and deliverables to date.
- The Country Mission is scheduled for 1–10 July 2025. The mission will:
- Assess project progress since inception
- Identify key challenges and risks, along with mitigation strategies
- Evaluate overall project performance and effectiveness
- The mission will involve engagement with:
- Project Steering Committee (PSC) members
- Technical Working Group members
- Beneficiary stakeholders (e.g., Industrial Park Managers)
- PSC and other key stakeholders are requested to confirm availability for the mission meetings. While in-person meetings are preferred, virtual participation will be accommodated where necessary.
- Mr. Nyoka emphasized that stakeholder input is critical to ensure a credible and meaningful evaluation.
- Following the mission, a draft MTR report will be produced and shared with PSC members for feedback.
- The final report, to be completed by August 2025, will include:
- Assessment of project performance
- Identification of risks
- Recommendations for improvement

- Mr. Nyoka concluded by stressing that the MTR is a critical learning and steering tool, and active participation by PSC members is essential to its success.

10. Next Steps and Key Dates

- Mr Lee-Hendor Ruiters' presentation and the workplan 2 will be shared together with the minutes of the meeting.
- Mr Lee-Hendor Ruiters will share the team structure with the PSC members.
- Mr Lee-Hendor Ruiters to confirm the date for first round table discussion by 31 July 2025.
- Launch procurement and implementation of identified activities under workplan 2
- A calendar with all the relevant dates will be circulated to the PSC members by 31 July 2025.

	Name	Signature
Secretariat	Jessica Adams	
Chair	Thami Klassen	