

Reporting Unit:	[...] PPP UNIT- PRIVATE AND FINANCIAL SECTOR DEVELOPMENT PROJECT
Country:	[...] Sierra Leone
STANDARD PROGRESS REPORT 2016	
No. and title:	[...] No.2 PPP UNIT ANNUAL PROGRESS REPORT
Reporting period:	[...] January to December 2016

I. PURPOSE

The activities for 2016 in private sector development will build on the success, experience and lessons learned from the support during previous few years in this area. After strong start in 2015, the previous programme support yielded results in strengthening GoSL capacity in structuring PPPs based on the international standards and experience. The 2016 work plan builds on these achievements and will intensify capacity building efforts based on the newly passed legislation, train staff of the PPP Unit and continue providing hands-on technical advice and training on structuring particular PPP transactions and the capacity of the PPP unit staff to analyse, tender and negotiate PPP transactions is improved and technical support provided to specific PPP investment transaction.

The Private and Financial Sector Development Project (PFSDP) has five activities as follows:

- Carry out PPP-specific training activities (courses & internships) for PPP staff
- Procurement of IT network configuration
- Conduct a pilot of PPCP for provision of basic services to selected Local council (including awareness raising on the need for business registration and involvement of women in the process).
- Upgrade of the PPP website content to improve sensitization on procurement process and best practices (including promotion of inclusive process, addressing women's vulnerability due to high illiteracy level).
- Support to PPP Unit capacity with office equipment and stationary
- Train and sensitize selected MDA personnel & target Local Government Authorities (LGAs) on infrastructure PPPs and Social Impact Projects (PPCPs/LED).

The UNDP project is expected to produce the following outputs:

- Improve the capacity of at least 8 professionals at the PPP Unit to analyze, tender and negotiate Public Private Partnership (PPP) transactions
- Improve PPP unit website and IT systems
- Provide 1 PPP training in relation to private sector mobilization
- Complete a PPCP pilot program in one of the provincial district
- Improve on the PPP unit activities through provision of stationery and equipment

These activities will directly contribute to the implementation of the strategic economic objectives of the Government provided for in the Agenda for Prosperity and, more importantly they will respond to the pressing needs to continue effective dialogue between the public and private sector amidst the Ebola related challenges.

The PPP unit is the project management unit and some activities were contracted out to

service providers.

II. RESOURCES

The total Grant from UNDP to finance the 5 activities listed above under the PFSD project is Le 749,250,000.00 for the year 2016, which is the equivalent of USD 135,000 using an official UN-exchange rate of Le 5,500 for the month of March 2016.

III. RESULTS

The activities contained in the Attachment 3 of the LOA have been fully completed and related outputs/outcomes achieved. The activities were implemented in line with specifications highlighted in the Annual Work Plan for 2015. The Unit's web site and IT network configuration have been developed and fully operational.

Capacity of PPP Unit professional staff have been further strengthened to with improved ability to analyse, tender and negotiate PPP transactions. This has positively impacted on work processes and quality of delivery. Knowledge acquired and lessons learnt from the intensive training programs in Ghana were phenomenal in facilitating PPP projects including feasibility study reports for solar energy, negotiation of PPP agreements for hydro projects, contract management on lease concession for the four fish landing sites.

A key outcome of the UNDP supported PFSDP project is the tremendous growth in visibility of the PPP unit through the creation of the website & IT network configuration, the increasing sensitization and awareness raising through engagement with the Makeni City Council & other stakeholders on a pilot study on revenue mobilization on a PPCP approach. The consultant's report and subsequent stakeholders training workshop presented an opportunity for the Unit to market its program & activities within the makeni municipality.

The PFSD project also provided an opportunity for 8 professional staff of the unit to benefit from capacity development in Ghana and Italy and one of which is a female staff.

The PPP unit is the Project Implementation Unit and has no established implementing partner but work with contractors on execution of activities under the project.

There was no emerging issues during the implementation phase that is critical for reporting purposes.

IV. CHALLENGES AND LESSONS LEARNT

Implementation constraints and/or challenges

- Late receipt of first tranche of the disbursement under the project which we received on 31st March 2016 which implies that implementation commenced in the second quarter.
- The project resources were remitted in local currency to the tune of Le 749,250,000 which is an equivalent of US\$ 135,000 at a rate of Le 5,500. However, the effective impact foreign exchange rate fluctuations which presently is estimated at Le 7,500 have a big impact on project delivery especially on the overseas training activity. This lessens the social and economic impact of the project.
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Lessons Learned

- Delivery timelines on project activities should be properly aligned with the starting date matching the expected time that UNDP is certain that the first tranche of remittance to the PPP unit will be actioned.
- It will be more beneficial if project Grant funding are remitted to the Unit's US Dollar account in foreign currency (preferably US\$) to mitigate the effect of foreign exchange rate fluctuations.
- Future funding should add on activities that will escalate visibility of the UNDP & the Unit through increased PR campaigns, training of beneficiaries and implementation of PPCP or LED projects across the country.

V. FUTURE WORK PLAN

Please find attached Appendix i.

VI. FINANCIAL IMPLEMENTATION

The project was fully implemented with respect to each of the six activities as specified in the LoA. The total expenditure incurred on implementation of the PSDP project is Le 749,137,475 which represents approximately 100% of the Le 749,250,000.00 Grant received from UNDP during the year 2016. The financial implementation of the project is excellent as the Unit completed 100% drawdown on funds allocated for the project in 2016.

APPENDIX I: PPP UNIT ANNUAL WORK PLAN FOR JANUARY TO DECEMBER
 2017

No	Planned Activity	Expected Output	Budgeted Amount US\$	Implementation Timeframe			
				Q1	Q2	Q3	Q4
1	PPP-specific training for staff	To strengthen knowledge-base of staff on PPP models, economic viability analysis, business or financial model and procurement & negotiation skills	100,000	***	***		
2	Nationwide training and sensitization workshop for MDA personnel & Local Government Authorities (LGAs) on Infrastructure PPPs and Social Impact Projects (PPCPs/LED)	To increase knowledge and awareness on the benefits of PPPs and capacitate MDA & LGAs personnel on PPP/PPCP concepts, financing, procurement and the legal & regulatory environment. Also, empower the Unit to establish PPP ambassadors or focal persons within MDAs	150,000	***	***		
4	Public Relation, Media and Outreach (including printing of PPP testimonials, brochures, banners & flyers)	To enhance visibility of the PPP unit activities as well as public knowledge on PPPs and additionally to improve on public awareness as to UNDP's support to the Unit on trainings, PPCPs, institutional strengthening and short-term technical advisory support	250,000	***	***	***	***
5	Roll-out and implementation of the Makeni City Council Revenue Mobilization on a PPCP arrangement to Kono, Bo and Kenema	To strengthen revenue collection of the respective Local Councils and enhancing more resources for undertaking much needed developmental programs in their municipalities. Also, reduce reliance on the Consolidated fund	150,000	***	***		
6	Resourcing with equipment, furniture & fittings the Kambia Town Youth Resource centre & guest house for effective management by a private partner	To compliment GoSL/Donor partners efforts and broadening Kambia district revenue base whilst at the same time preventing deterioration of facility through inactivity	200,000	***	***	***	



**PUBLIC PRIVATE PARTNERSHIP UNIT
OFFICE OF THE PRESIDENT
Republic of Sierra Leone**



PPP UNIT 4th QUARTERLY EXPENDITURE REPORT TO UNDP FOR THE PERIOD 1st OCTOBER 2016 TO 15th DECEMBER 2016

PROJECT NAME: PRIVATE & FINANCIAL SECTOR DEVELOPMENT PROJECT

BENEFICIARY: PUBLIC PRIVATE PARTNERSHIP (PPP) UNIT (OFFICE OF THE PRESIDENT)

SPONSOR: UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)

DATE: 15th December, 2016

EXPECTED CP OUTPUTS and indicators including annual targets	PLANNED ACTIVITIES <i>List all activities to be undertaken during the year towards stated outputs</i>	Planned Budget		Payments and Expenditures			REPORT ON IMPLEMENTATION PROGRESS
		Budget Description	LoA Amount Le	Payments received/ Opening balance Le	Expenditures Le	Balance Le	
CP Output: 1.3. National and local capacity to establish and participate in public-private partnerships is enabled to generate economic opportunities for pro-poor sustainable livelihoods especially for female-headed households and youth at national and local levels.	Carry-out PPP-specific training activities (courses and internships) for PPP staff	75700 - Training	277,500,000	277,500,000	295,855,425	-18,355,425	The Unit facilitated the participation of the Program Manager to attend an important PPP Seminar on Regulations for Local Councils in October 2016. UNDP allocated US\$ 50,000 as at March 2016 exchange rate but using prevailing exchange rate of Le 7,500, the total expenditure of Le 295,855,425 is only equivalent to US\$ 39,447.
	Procurement of IT network configuration service	72800-IT Equipment	16,650,000	16,650,000	16,650,000	Nil	Activity completed in Quarter 2

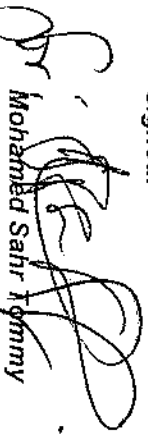
EXPECTED CP OUTPUTS and indicators including annual targets	PLANNED ACTIVITIES List all activities to be undertaken during the year towards stated outputs	Planned Budget			Payments and Expenditures			REPORT ON IMPLEMENTATION PROGRESS
		Budget Description	LOA Amount Le	Payments received/ Opening balance Le	Expenditures Le	Balance Le		
	Conduct a pilot of Public Private Community Partnership (PPCP) for provision of basic services to selected Local Council (incl. awareness raising on the need for business registration & involvement of women in the process)	71300 - Consultancy	249,750,000	249,750,000	255,225,000	-3,075,000	Consultant completed the study on revenue mobilization for Makeni City Council using a PPCP approach and conducted a comprehensive stakeholders workshop in Makeni on the 28 th November 2016. The Unit has completed its obligations to the Consultant	
	Upgrade of the PPP Website Content to improve sensitization on procurement process and best practices (including promotion of inclusive process, addressing women's vulnerability due to high illiteracy level)	71300 - Consultancy	22,200,000	22,200,000	22,165,000	35,000	UNDP sponsored the creation of the PPP Unit website in 2015. Work is on-going towards upgrading the website content to improve on procurement process and best practices (including promotion of inclusive process and gender issues). Completed in Quarter 2	
	Action 1.5. Support to PPP Unit capacity with office equipment and stationery	72500 - Supplies	44,400,000	44,400,000	44,400,000	Nil	In April 2016, the Unit procured assorted quantities of stationery items and office equipment to support its daily operations. Completed in Quarter 2	

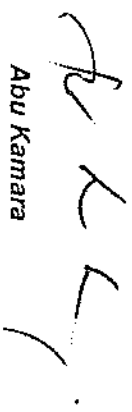
EXPECTED CP OUTPUTS and indicators including annual targets	PLANNED ACTIVITIES List all activities to be undertaken during the year towards stated outputs	Planned Budget		Payments and Expenditures			IMPLEMENTATION PROGRESS
		Budget Description	LoA Amount Le	Payments received/ Opening balance Le	Expenditures Le	Balance Le	
	Train and sensitize selected MDA personnel & target Local Govt. Authorities (LGAs) on infrastructure PPPs and social impact projects (PPCP/LED)	75700 - Workshop/ Meeting	111,000,000	111,000,000	111,000,000	Nil	Two regional workshops were completed in Bo for the south-east region (from 21 st to 22 nd June 2016) and Makeni for the north-west region (from 23 rd to 24 th June 2016). The workshop title is "Regional Training Workshop on PPP/PPCP Fundamentals and Benefits and targeted local government authorities and MDA personnel. Completed in Quarter 3
	Sundry Expenses (bank charges, exchange rate, etc.)	74500 - Sundry (bank charges)	27,750,000	27,750,000	3,842,050	22,833,850	Being cost of operating the PPPU/UNDP RCB account and covers foreign exchange losses, commission on turnover, GST levy and other charges
		Total:	749,250,000	749,250,000	749,137,475	112,525	The residual sum of Le 112,525 equal the bank statement balance as at 16 th December 2016

**The PPP Unit has implemented all activities in the Annual Work Plan scheduled for the 2016 PFSDP allocation. Overall implementation is 100% completed as at 15th December 2016. The Unit received 100% of the Grant from UNDP to the tune of Le 749,250,000 and has expended a total of Le 749,137,475.*

We thank you so much for your continuing support to the Unit.

Signed:


 Mohamed Sahr Tommy
 Admin & Finance Officer


 Abu Kamara
 Coordinator