


United Nations Development Programme
Country: St. Vincent and the Grenadines and the OECS
Annual Work plan

Project Title	Promoting Access to Clean Energy Services in St. Vincent and the Grenadines (PACES)
UNDP Strategic Plan- Environmental and Sustainable Development	Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded.
Primary Outcome: Outcome 1	
UNDP Strategic Plan Secondary Outcome – Outcome 5	Countries are able to reduce the likelihood of conflict and lower the risk of natural disasters, including from climate change.
UNDAF / SPD Outcome (s)	Outcome 1- Improved governance and regulation of environmental and energy issues for more resilient economies by 2016.
Expected CPAP Output (s)	Enhanced capacity of national, sub-regional and regional institutions and stakeholders to: effectively manage natural resources; build resilience to adverse impacts of climate change and natural anthropogenic hazards; improved energy efficiency and use of renewable energy; improved policy, legal, regulatory and institutional frameworks for environmental and energy governance.
Implementing Partner	Energy Unit of the Ministry of National Security (MoNS)
Responsible Parties	VINLEC (Implementing Entity) / Ministry of Health, Wellness and Environment (MoHE) (Responsible Partner)

<p>Programme Period: 2014 – 2017 Key Result Area (Strategic Plan): Sustainable Development Pathways</p> <p>Atlas Award ID: 00080915 Project ID: 00090426</p> <p>Start Date: July 1, 2014 End Date: June 30, 2017</p> <p>PAC Meeting Date: March 10, 2016 Management Arrangements: NIM</p>	<p>2017 AWP Budget: \$961,012.75 USD</p> <p>Total resources required: \$91,351,484 USD Total allocated resources: \$91,351,484 USD</p> <ul style="list-style-type: none"> • GEF- \$1,726,484 • Energy Unit - \$ 725,000 • VINLEC - \$10,300,000 • Barbados Light & Power Holdings - \$ 78,000,000 • Private Property Owners - \$600,000 <p>TOTAL: \$91,351,484 USD</p>
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Agreed by Government of St. Vincent and the Grenadines

 January 30, 2017
Date/Month/Year

Agreed by UNDP

Date/Month/Year



GEF/ Promoting Access to Clean Energy Services in St. Vincent and the Grenadines (PACES)

Project Steering Committee Meeting Minutes

Date: November 8, 2016

Time: 9 am – 12 pm

Venue: Telecom Conference Room

Meeting Called by: Permanent Secretary Mr. Godfred Pompey

Facilitator: Mr. Ellsworth Dacon

Note taker: Ms. D'Andre' Jackson

Introduction

The meeting was called to order by the Chairman, PS Pompey, who then instructed Louise Tash to pray for the proceedings of the meeting. A hearty welcome was then done by Ellsworth Dacon followed by an introduction of all those in attendance.

Project Update & 2016 – 2017 Work-plan

1. The activities of the 2016 – 2017 work-plan were explained by the Project Director.
2. The Terms of Reference (ToR) for the review of the Electricity Supply Act would be perused by the Attorney General as well as VINLEC to ensure that the deliverables and scope of work outlined in the ToR are in accordance with all partners.
3. The National Energy Policy is currently being reviewed by ECLAC and a draft is expected to be completed by the end of 2016. The draft document would be circulated to the National Energy Committee for feedback.
4. Carbon War Room Rocky Mountain Institute is currently being engaged to develop an Integrated Resource Plan (IRP) at the cost of \$300,000 USD. The electrical utility would subsequently sign on to this consultancy. It is expected that this activity will take an estimate of six (6) months to be conducted. It has a high technical component and some stakeholder interaction. The purpose of the IRP is to establish the optimal resource option for the utility.
5. The matter of the funds being shifted was addressed. The DRR highlighted that the shifting of funds within a certain threshold needs to all be approved by the Project Steering Committee.
6. Achievements of the project are measured against the indicators listed in the PACES Project Document.
7. PACES will be co-financing \$50,00 USD to the Climate Change Unit of the Government of St. Vincent and the Grenadines for the implementation of the Monitoring Review and Verification (MRV) framework that is currently being developed.
8. In relation to the capacity building and awareness of component 2, Mr. Myers highlighted the value of teaching the students about the foundation and importance of RE. He noted along with



Dr. Jerrol Thompson that at least ten (10) RE things should be pin pointed that every person should know at the end of PACES existence. There is also a need be a young champion/ambassador to promote RE in St. Vincent and the Grenadines.

9. Renac has been identified as the preferred institution to conduct the solar PV training and workshop. They have conducted a similar workshop in Jamaica. GIZ through the support of CARICOM will be utilised to facilitate the workshop. There is a possibility of a collaboration with VINLEC. The \$70,00 USD allotted to this activity will be revised.
10. The matter of the power surge at the 5 kW Charging Station at the Administrative Complex was addressed. It was concluded that there should have been a surge protection installed and as such the project is in the process of procuring a surge protector.
11. The 50kW Solar PV system at the Belle Isle Correctional Facility was also damaged by a power surge which was caused by a lightning storm. The power surge damaged both inverters and the communication device; these are currently being replaced by the contractor under the equipment warranty. It is expected that this set back will not affect the launch scheduled for November 28, 2016.
12. Concerning the feedback by ECCA for the Solar PV installation at AIA, PS Pompey has consented to facilitating the conversation and receiving an update.

Decision Made

- PACES to work with VINLEC to conceptualise the most optimal way of conducting the Solar PV training workshop that will target the critical individuals.
- VINLEC to work along with the project to facilitate an activity where students are given the opportunity to visit some of the Renewable Energy technologies in St. Vincent and the Grenadines.
- Mr. Ricardo Adams – site engineer- to assess the damage to the PV system at the Belle Isle Correctional Facility.
- The target group of participants for the Solar PV training is inclusive of the following: electrical inspectorate, private RE businesses, technical personnel.
- Reschedule the readiness assessment from the third week in January to another date.
- The extra 50kw for the Argyle International Airport was approved by the entire Project Steering Committee Members. Installations are scheduled to begin January 16, 2017.
- The project will request an extension of 18 months given the limited time frame to complete the list of activities and outstanding funds that need to be allocated to a deliverable.
- Next Project Steering Committee Meeting is slated for the end of March 2016
- Work-plan revision is due by the end of November 2016.

Any Other Business

- PACES to provide Dr. Matthias with the anti-glare information that ECCA requested.
- The Attorney General will review the contract soonest for the AIA Solar PV installation which will then be made available to the contractor, RENOVA, for feedback.
- VINLEC to provide the ToR for the feasibility study of the transmission lines for the geothermal project.



- Mrs. Janeel Miller-Findlay will send a letter to Mr. O'Malley stating the request for the projects' extension of up to 18 months.

Attendees:

1. Godfred Pompey – Permanent Secretary of Ministry of National Security, Air and Sea Port Development
2. Ellsworth Dacon – Director of the Energy Unit/ PACES Project Director
3. Chisa Mikami – UNDP Deputy Resident Representative
4. Leshan Monroe – PACES Project Officer
5. D'Andre' Jackson – PACES Administrative Assistant
6. Rudy Matthias – CEO International Airport Development Company
7. Louise Tash – Senior Economist
8. Carlos Wilson – Representative of the Ministry of Health
9. Dr. Jerrol Thompson – Chairman of the Energy Committee
10. Thornley Myers – CEO of VINLEC
11. Hudson Nedd – Permanent Secretary – Ministry of Transport and Works.