

 <b>environment &amp; tourism</b> Department: Environmental Affairs and Tourism REPUBLIC OF SOUTH AFRICA	<b>Bid No:</b>	E1092
	<b>Reporting Period:</b>	16 May to 6 July 2007
	<b>Report Submitted:</b>	3 Aug 2007
	<b>Compiled by:</b>	Gerrit Kornelius & Titus Baloyi
	<b>Revision:</b>	0.0 (3/08/07)
	<b>DEAT Project Manager:</b>	Sylvester Mokoena , Atmospheric Policy, Regulation and Planning
<b>Document Type:</b>	<b>C1: DRAFT IMPLEMENTATION PLAN FOR S21 OF THE AQA</b>	
<b>Project Title:</b>	<b>LISTED ACTIVITIES AND MINIMUM EMISSION STANDARDS</b>	

## 1. INTRODUCTION AND BACKGROUND

As part of the above project, the consultants are required to develop an implementation plan (deliverable C1) in accordance with the provisions made on the project terms of reference.

## 2. OBJECTIVES OF THE IMPLEMENTATION PLAN

The objectives of the Implementation Plan are:

- To provide a plan of actions for the effective and efficient implementation of section 21 of the National Environmental Management: Air Quality Act (AQA) to a standard that allows the Minister to publish the required notice in the Gazette.
- Provide a platform for key stakeholders to provide comments and inputs on the process

## 3. OVERVIEW OF IMPLEMENTATION ACTIVITIES

The implementation plan comprises seven (7) key activities, with stakeholder engagement and skills transfer being integral to each. These are:

1. Identification and listing of overseas emission standards and measurement protocols for the activities or sectors listed in output B2 (transition project output review success indicators);
2. Assigning Listed Activities to sector committees;
3. Obtaining agreement with sector committees on standards and measurements methods to be applied or used;
4. Obtaining public input on activities and standards;
5. Drafting notice for Minister;

6. Drafting letters to other affected Ministers and MECs;
7. Amending draft notice incorporating public input.

These activities are described in the subsections that follow. The following abbreviations, acronyms and symbols will assume meanings provided hereunder, namely:

AIRG	Affected Industry Reference Group
C	Complete
DEAT	Department of Environmental Affairs and Tourism
dti	Department of Trade and Industry
F	Formal Skills Transfer
IF	Informal Skills Transfer
IP	In Progress
LP	Lack of Participation
NA	Not Applicable
NAQMSRG	National Air Quality Management Stakeholder Reference Group
NAQO	National Air Quality Officer
NEAF	National Environmental Advisory Forum
P	Pending

### 3.1 Identification and Listing of Overseas Emission Standards and Measurement Protocols

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
<p>Identify suitable sets of emission standards</p> <p>Emission standards will be identified on the basis of international best practice (mainly American and European practices) as well as local circumstances and applicability of such standards.</p> <p>Consultations with AIRG, NAQO and NAQMSRG will be an integral part of the process to ensure timely</p>	DEAT, NAQO, AIRG, NAQMSRG,	Proposed Standards				31/7/2007	C	

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
skills transfer and buy-in.								
List sectoral activities according to output B2 and propose modifications	DEAT	Activity List				31/7/2007	C	
List measurement method for each activity For the purposes of skills transfer, a meeting will be held with relevant DEAT officials to explain the rationale behind the measurement methods, as well as pros and cons of such methods. This will be critical in the implementation of the AQA, and will form part of the Implementation Manual and the Capacity Development Plan (Outputs D1 and D2).	DEAT, AIRG, NAQMSRG, NEAF	Measurement Methods List				15/8/2007		LP
Identity and list cross-cutting standards Criteria: <ul style="list-style-type: none"> <li>• Activities occur across more than one sector</li> <li>• Activities impact widely</li> <li>• Numerical or measurable technology-based standards can be set</li> </ul>	DEAT	Cross-Cutters List		✓		15/8/2007		

### 3.2 Assigning Listed Activities to Sector Committees

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer	Due Date	Status	Risk
-----------------------	--------------	--------------	-----------------	----------	--------	------

			NA	F	IF			
Request BUSA to identify further sector committees A letter was written to BUSA requesting them to identify further sector committees from their list of members. The purpose of further identification was clearly spelt out.	BUSA, DEAT	New Sector Committees added to the list				09/7/2007	C	
Obtain BUSA input	BUSA, DEAT	Input Distributed to DEAT & others				31/7/2007	C	
Assign activities on output B2 to sector committees Preliminary assignments to be sent to identified sector committees for agreement	Sector Committees	All relevant activities assigned			✓	15/8/2007		LP
Obtain agreement from sector committees on assignment Agreement to be formal (written) or at least by email; final list on project web site.	Sector Committees	Assignment Accepted or Rejected	✓			30/8/2007		

### 3.3 Obtaining Agreement with Sector Committees on Standards and Measurement Protocols

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
Submit overseas emission standards and measurements methods to sector committees These will be sent through in electronic formats, by either e-mail or in CD roms.	Sector Committees	Standards Submitted		✓		30/8/2007		

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
Obtain agreement on standards and measurement methods, sector committee meetings if required Written agreements to be filed.		Feedback provided			✓	30/11/2007		
Conducting a joint workshop between the APPA Transition Project and the Listed Activities Project. The objectives of the workshop would be to understand opportunities and constraints that may have been encountered on the Transition Project, as well as to plan for possible opportunities and constraints that are likely to affect the Listed Activities Project. This will help in planning and introducing mitigation measures on time.	Transition Project, DEAT	Agreement on Standards and Measurement Protocols		✓		30/11/2007		

### 3.4 Obtaining Public Input on Listed Activities and Standards

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
Intermediate public meeting and inputs at Lekgotla				✓		10/10/2007		
Final AIRG Meeting	DEAT, AIRG			✓		30/11/2007		
Publish all relevant information on the project website		Information Posted			✓	Ongoing - Within 7 days of		

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
						DEAT approval		
Final public meeting?	DEAT, NAQMSRG,	Meeting held			✓	15/11/2007?		
Incorporate public comments Motivated feedback provided to commenting party and filed		All comments summarised and Incorporated				30/12/2008		

### 3.5 Drafting Notice for the Minister

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
Draft S21 Notice All comment from AIRG and NAQMSRG formally addressed	DEAT, AIRG, NAQMSRG, dti	Draft Complete		✓	✓	30/12/2007		
Submit draft S21 Notice and Summarised version (for newspaper advertisement) to DEAT	DEAT	Notice Submitted	✓			15/1/2008		
Obtain Department Approval	DEAT	Notice Approved	✓			30/01/2008		

### 3.6 Drafting Letters to other affected Ministers and MECs

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
<p>Draft Letters to other affected Ministers and MECs</p> <p>The letters will be drafted to affected Ministers and MECs outlining the implications of listing activities, the support that is anticipated from them, as well as areas that require specific cooperation and coordination.</p>	DEAT, Provinces	Letters Drafted		✓		30/12/2007		

### 3.7 Amending Draft Notice Incorporating Public Input

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
<p>Arrange for a public meeting after the publication of the draft notice</p> <p>All Interested and Affected Parties identified to date will be inviting to attend the public meeting. Invitations will include the purpose/objective of the public meeting, preparatory work that they need to do or reports or documentations that participants may review prior to the meeting as well as the draft agenda.</p> <p>Invitations will be posted, e-mailed (and where</p>	Public, Sector Committees, DEAT, AIRG, BUSA, etc	Minutes or Workshop Report		✓	✓	31/1/2008		

Activity Descriptions	Stakeholders	Indicator(s)	Skills Transfer			Due Date	Status	Risk
			NA	F	IF			
necessary, faxed) to participants.								
Obtain input from public meeting	Participants	Input Incorporated and reflected on Reports			✓	28/2/2008		
Compile database and populate		Database available and up to date			✓	15/3/2008		
Motivate for amendments		Motivation Letter or Report		✓		30/3/2008		
Produce final S21 notice		Notice Ready for Gazetting	✓			30/8/2008		

#### 4. IMPLEMENTATION PLAN RISK MANAGEMENT

The following table provides a brief overview of key risks that require management attention. Probability and Severity are indicated on a scale of 1-10 where 1 is low and 10 is very high:

Risk	Impact	Mitigating Action	Probability	Severity
Lack of participation from key AIRG stakeholders	Lack of buy-in and ownership	Proper communication of project objectives and all deliverables with all stakeholders. Meetings with individual industry (sector) groups as required.	5	10

Derailing of the Implementation Plan by public Stakeholders	Delays in Implementation of the Project.	Ensure that public are involved. Seek partnerships with NGO's.	2	8
Lack of communication with other Depts./ Spheres of government	Delays in implementation	Identify other government participants and communicate (invitation to AIRG meetings, NAQMSRG meetings)	2	8

**Assumptions**

The above risks and mitigation measures are based on the following assumptions:

- That upon approval, DEAT will provide necessary support to the consultants to ensure seamless execution of the implementation plan.
- Stakeholder representatives will remain consistent throughout the project.
- Skills Transfer Plan will be developed to ensure tracking of specific skills being transferred to relevant DEAT personnel. DEAT will identify such relevant personnel and dedicate a portion of their time into this project.

**5. CONCLUSION**