

## Ministry of Federal Affairs and Local Development

### Local Governance and Community Development Programme II

#### Minutes of the Sub- NAC Meeting

17<sup>th</sup> March 2016

The Ministry of Federal Affairs and Local Development has organized the 16<sup>th</sup> Sub-National Advisory Committee meeting on 17 March 2016 under the chair of Mr. Reshmi Raj Pandey, Joint Secretary/National Programme Director to discuss progress status of LGCDP II, financial status, Programme Recruitment Facility, Mid-Term Review of LGCDP II and Fiduciary Risks Reduction Action Plan. Key highlights, discussion points and decisions are given below.

#### Welcome Remarks

Mr. Reshmi Raj Pandey welcomed participants and reported that LGCDP II is running smoothly in line with the Annual Strategic Implementation Plan 2015/16. Mr Pandey also informed that LGCDP is currently in a difficult position due to funding crisis.

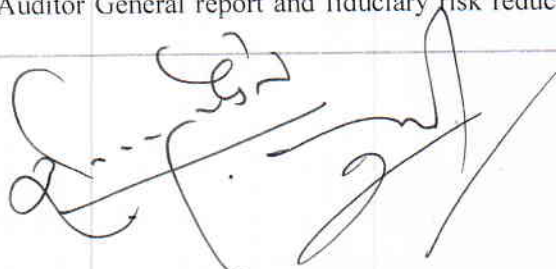
Moving forward, he highlighted important achievements such as contracts awarded to construct 71 temporary VDC buildings, vacancy announcements for the post of Programme Officers at DDCs & Municipalities and formation of local bodies restructuring Commission. He underlined that MoFALD has achieved 42.8 % progress in financial area during the last two trimesters, despite blockade and unrest in Terai region. It was informed that due to inadequate budget for 2015/16, Annual Strategic Implementation Plan required revision. Also, National Reconstruction Authority has authorized MoFALD for reconstruction of permanent VDC permanent buildings.

#### Opening Remarks by DP Chair-Mr. Diepak Elmer, Deputy Head of Mission, Embassy of Switzerland in Nepal

The DP Chair on behalf of development partners appreciated efforts of MoFALD and expressed solidarity to the government on its efforts to strengthen decentralization and local governance in the difficult political transition. The commitment was further reiterated with the meeting of development partners in Dhulikhel for two days that came up with 'Dhulikhel Declaration' on strengthening local governance reform in Nepal. The meeting agreed in supporting GoN roadmap to implement federalism as per the spirit of new constitution in a more coordinated way and therefore urged the government to take lead in the process.

Furthermore, the DP chair congratulated GoN for commissioning Mid Term Review of LGCDP while acknowledging budget deficit for the programme which will have implication to the ASIP of this as well the next fiscal year. The issue has been noted well by DPs and has had rigorous discussion around it. Nevertheless, it was obvious that the ASIP activities cannot be fully implemented for the last fiscal year, owing not just to the fund shortage but also because activities are not relevant in the changed context. Thus, DPs urged GoN to prioritize activities for the last fiscal year, those that are key for local governance reform. In addition, DP chair also welcomed the GoN decision to establish local bodies restructuring commission as per new constitution, thereby gaining wider political consensus and accomplish its tasks in stipulated time.

On the other hand, the DP chair also highlighted the slow progress on temporary VDC shelter with less spending of Livelihood improvement Programme (LIP) budget to CAC members in some districts. Likewise, strongly urged GoN to act upon the Auditor General report and fiduciary risk reduction action plan.



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Finally, DPs acknowledged that LGCDP is a well-designed programme both in terms of Donor harmonization and supporting decentralization process and appreciated MoFALD's commitment to support the programme while reiterating DPs commitment to support in the future as well.

#### Progress Status

Mr. Eshor Raj Poudel, National Programme Manager highlighted the status of previous NAG decisions, FMR, budget deficit, ASIP revision and proposed budget options for 2016/2017, PRF status and Mid Term Review which is given below:

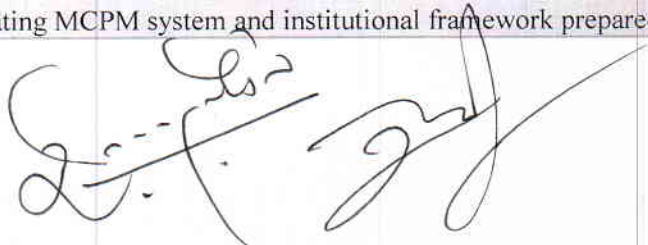
##### 1. Status update on actions taken on decision of 6<sup>th</sup> NAC meeting

Most of the NAC decisions are complied with are listed below:

- To prepare all necessary acts, rules and regulations on revenue administration and sharing at all the level of the government from sub-national to national, consultants are on board and drafting process initiated
- Separate sub output focusing on Municipal development formed and functional under the chair of section Chief- Municipal Management section (Ka.)
- CFLG National Steering Committee meeting complied with the sub-NAC decision to revise the CFLG declaration target for districts and Municipalities/ VDCs as per the recommendation.
- Task Team constituted and functional under the leadership of Federal Affairs Section chief to revise the output 8 and 9 in the light of new Constitution of Nepal in relation to federalization/decentralization and the new commissions.
- FRRAP Task Force under the leadership of Joint Secretary Planning and Foreign Aid Coordination Division formed to revise FRRAP and prepared the final draft report and shared with all stakeholders.

##### 1. Physical Progress

- 510 LSPs have been contracted to facilitate the social mobilization activities at local level.
- 75% WCF have replaced ¼ members as provisioned in SM Manual 2071
- A total of 12,158 WCFs have been categorized, of which 76 % are under Cat A & B.
- 2817 new CACs formed against the target of 5000 CACs, with this the number of CACs reached to 7326 ( 219,780 members)
- UCPA conducted in 19,903 wards of 2803 VDCs and 1796 settlement of 1473 wards of 191 Municipalities.
- 15 CACs federated into cooperative.
- 66 CSOs' 249 staffs participated in refresher training
- Compliance monitoring in 75 districts, 197Municipalities and 2073 VDCs
- All LDOs and Executive Officers participated in compliance monitoring.
- Planning, Monitoring and Admin. Officers, Social Development Officers and DGEs and UGEs participated in compliance monitoring, oversight and grievance redressal issues.
- Draft report on the study of LBs equalization formula based on geographical location and revenue optimization prepared.
- Inception report on the study of updating MCPM system and institutional framework prepared.





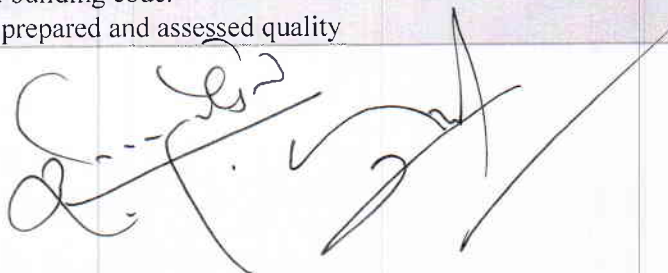
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- Out of the total 159 new municipalities, orientation on MCPM indicators for 73 municipalities completed.
- Draft report on the study of institutional arrangement for intergovernmental transfer in Nepal (LBFC restructure to assume responsibility for fiscal federalism) prepared.
- ToR prepared and circulated on Natural Resource Commission coin sided with the Fiscal Commission
- Roll out of VDC Accounting Software:
  - 1196 VDCs have software and more than 1500 staff have been trained, 217 VDCs have been using the software, refresher training is going on,
- DDC FAMP and AORTS:
  - Provided training for 15 DDCs' internal auditors using own sources,
  - Assessment of audit suggestion of 15 DDCs started,
- LBFAR & PEFA:
  - Draft of Charts of Accounts & financial reporting template is in final stage,
  - Support to promote model PFM initiatives and institutions in two districts initiated,
- Financial Compliance Monitoring:
  - Financial Compliance Monitoring completed in 5 DDCs, 9 municipalities and 5 VDCs based on 6 thematic areas,
- Local PEFA Report
  - Draft report shared with all stakeholder
  - MoFALD to finalize and forward the report to PEFA secretariat
- LDOs and Eos (234) participated in 7 days orientation on Local Governance.
- 3648 Local bodies staff and 6454 stakeholders (LAs, NGOs, Political Parties) participated in trainings (Periodic/Master Plan, Results Based Planning, Cross-cutting issues: CFLG, GESI, EFLG and DRR, DPMAS, web-based reporting and MIS, cost effective housing, and Monitoring & Evaluation, MCPM).
- 1458 officials of LBs trained on ICT.
- 138 VDCs, 18 Municipalities and 22 DDCs introduced Performance Contract for their staff.
- 58 Municipalities and 53 DDCs assessed capacity development needs and updated the existing CD plan as per the national CD strategy.
- 23 quality labs are in operational and proving services to LBs.
- Draft WASH Approach Manual for LBs and Training Manual on Local Infrastructure Development Works prepared.
- 67 municipalities prepared draft MTMP.
- Training manual on VERSP prepared and 46 local staffs trained.
- MoU signed with Central Bureau of Statics for initiating National Survey on Vital Event Registration.
- Community Mediation Program implemented in 25 DDCs (in each district, CM centre established in 3 VDCs and one Municipality).
- Municipality staff trained on building code and building by-laws ( 56 municipalities engineers)
- 26 Municipalities have implemented building code.
- 9 additional District Periodical Plan prepared and assessed quality





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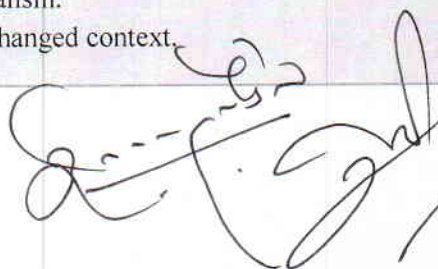
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- Training on 'Result Based Planning': total 223 key planning officials of 75 districts participated
- Revised "District Periodic Plan Guideline, 2072" has been approved.
- "Participatory Annual Planning Formulation Guideline" revised.
- 75 DDC & 58 Municipalities adopted CFLG
- Gender budget audit completed in 13 VDCs, 3 MuNs and 20 DDCs.
- MOFALD' organized coordination meeting with sectoral ministries.
- EFLG has been expanded to covering additional 10 more municipalities
- Pro-poor Green recovery plan on Myagdi and Kavrepalanchowk prepared.
- Prepared document by integrating related laws, regulations and other important circulations of MoFALD.
- MoFALD prepared draft roadmap for functionalizing federal system.
- Commission formed for restructuring of local bodies.
- ToR developed for legal framework to constitute National Dalit Commission, Indigenous Commission, Madhesi Commission, Tharu Commission and Muslim Commission.
- A study on management of existing LB staff and restructuring of organizational structure initiated.

#### 2. Issues and challenges

Some of the main issues and challenges are listed below:

- Expansion of CACs might not be possible as envisaged in the SIP target-18,000 due to budget constrain.
- Due to Terai unrest and also pending court case, hiring of 45 LSP stalled
- Delay in execution of CSOs activities in Tarai districts.
- Sindhupalchok, Baglung, Dang, Taplejung, Sangkhuwasava, Rupandehi, Sunsari, Humla, Darchula, Morang, Dolpa, Gorkha, Achham, Dhankuta, and Khotang DDCs have sent letter to LBFC expecting necessary direction about the non-compliance to perform MCPM assessment of VDC secretaries.
- Direct funding authorization should be issued through MoFALD and financial reporting should be made as per the authorization.
- Institutionalize assessment of Performance based contract in LBs
- Capacity gap for handling MIS system in VDCs.
- Harmonizing various models of community mediations practiced by MOFALD, USAID, DFID, JICA and others.
- Successful restructuring of local bodies in the stipulated timeline.
- Transitional road map in the context of federalism.
- Amendment of Acts and Regulations in the changed context.





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#### **3. Financial highlights**

Financial progress of LGCDP II during the second trimester stands at 42.8%.

#### **4. Proposed budget revision of ASIP 2015/16 to be endorsed by upcoming NAC**

Output 1= 11% reduced  
Output 2- 7% reduced  
Output 3- 0.3% reduced  
Output 4- 39% reduced  
Output 5- 39% reduced  
Output 6- 12% reduced  
Output 7- 3% reduced  
Output 8- 6% reduced

Total ASIP budget ( JFA, SPMP, TA, Aligned, direct)- 8.4% reduction  
JFA- 21.6% reduction  
SPMP- 62% reduction

#### **5. Funding situation for FY 2015-16 and FY 2016-2017**

FCA account- USD 21.52 mil  
Balance commitment by DPs- USD 12.03 mil  
Total available fund- USD 33.5 mil  
LGCDP ASIP budget for FY 2015-2016 USD 29 mil  
Available for FY 2016-2017: USD 4.5 mil

#### **6. Proposed options for 2016/2017**

**Option 1:** Available budget in JFA is USD 4.5 million

- Can support only output 1 (SM salary + 50% LSP) for 30 districts

**Option 2:** Available budget in JFA (USD 4.5 mil) + SPMP (USD 13.1 mil) =USD 17.6million

- Can support output 1 in 75 districts + 50% of CSOs under output 2

**Option 3:** Available budget in JFA + SPMP + support from aligned programme CDP, SajadhariVikas (in total USD 25 mil)

- Can support output 1, output 2 and output 4

**Option 4:** If additional funds made available by JFA DPs to meet requirement of USD 30 million for 2016/17

- All the 9 outputs can be supported in line with SIP

#### **7. Update on PRF**

- Position for Programme officer and Social Development officer in DDCs – Examination scheduled and at various stages of recruitment.
- Programme Officers and Engineer in municipalities – Examination scheduled and at various stages of recruitment. 32 municipalities could not receive the application due to internal problem.

#### **8. Update on temporary VDC building construction as of 25<sup>th</sup> Jan 2016**

71 contract awarded, 107 issued tender notice out of 178 VDCs.

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##### Key Discussions and Comments

Discussion on the status of NAC decisions

##### Norway:

- Develop roadmap for internalization of federalism. It needs to be shared with all participants for comments. Meantime, the whole plan needs to be linked and coordinated with the Prime Minister's office.
- It was reported that a template has been prepared; will it be sufficient to fully assess the last minute disbursement. Has it been shared with local bodies?
- It was informed that the targeted budget utilization is included in the result based monitoring. The report should be made available in each Sub NAC.
- Regarding challenges and issues highlighted in each output groups, it would also be appreciated to also highlight how the ministry is planning interventions to mitigate those challenges. Energy related demands should also be created from WCFs and CACs included in Output 1

GIZ: Meeting of the align partners regularly to develop a uniform reporting without providing additional burden to the existing system.


##### UNDP:

- Preparation of a position paper along with a roadmap on federalization was one of the key decisions of the NAC meeting. Inter-ministerial coordination is vital in the preparation of such position paper and other preparatory works including formulation of rules and regulations to support the revenue system in the new federal structure.
- The credibility of the performance contract arrangement might be in risk to extend the performance contracting with the VDC secretaries without documenting what have been the issues and lessons learnt from the contracting with the LDOs and executive officers.
- Without knowing the overall picture, including the structure and functions of the local government units, it would be challenging to start working on the staffing structures at the local level. It is important that LGCDP respond to the need of the Local Level Restructuring Commission as the Commission will lay the ground work for future local governance.
- There is an urgent need to realign the Output 9- to be responsive to the changing political scenario.

UNICEF – Under output 1, budget was embarked to spend NPR 6000 in each VDCs and NPR 3000 in each municipality to consult children. It is important to highlight achievements in this platform.

##### UNWomen:

- Progresses reports should be uploaded to the website to make it more accessible and informative.
- UNWomen has supported LGCDP via TA. UNWomen has conducted activities such as Gender Responsive Budget orientation to LDOs, EOs, planning officers in all 75 districts. It has not been recorded because there is no process for it.



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**MoFALD :**

Regarding CLFG roll out strategies, meetings held with civil societies on how to streamline activities and funding arrangement. Meeting to be held with Sectoral ministries within couple of weeks.

It was highlighted that on revenue side, a separate natural resource and fiscal commission will be formed. There should be some sort of understanding between MoFALD, MoF and the Commission. .

**Performance contract impact:** LDOs have to submit their progress report as per the scores based on self-assessment during the ministry's review workshop. Any suspicion, ministry will intervene. Thus, it has been mainstreamed in the system.

The ministry will support in the restructuring process depending on the budget.

Align partner reporting template has been developed and will be shared.

**Discussion on Budget deficit and options presented**

**Norway:** Is option 3 principally discussed and agreed within MoFALD? If so, can it be the principal to stand on the future as well and can form a basis for next phase of LGCDP.

**UNDCF:** PPSF funds are linked. Revision of the result and resource framework. Some of the activities are also linked with PPSF funds. In this regard, how the selection and prioritization of activities within the outputs groups are made? The result and resource framework suggests prioritizing activities based on targets to be achieved.

**NPD:** The Ministry is open to additional budget if there are no other options. However, the management would like to hear opinion and options from other donors.

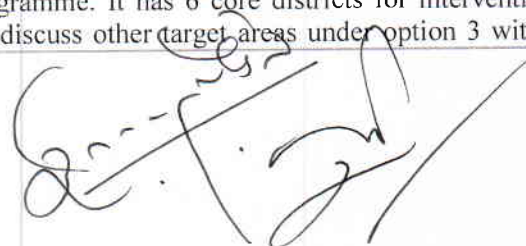
**Denmark:** Government of Denmark will provide additional USD 4million to the programme for this financial year. The money was originally pledged for the reconstruction of municipality building.

**NPD:** Regarding ADB 30 million under the second tranche under SPMP, there are 13 conditions. Most difficult condition is the Medium Term Budgetary Framework (MTBF). Discussions are ongoing with the Ministry of Finance and National Planning Commission alongside ADB officials. MoF has asked the management to follow NPC present guideline on 3-year expenditure system.

**Norway:** The Government of Norway acknowledges current programme difficulty and is exploring the situation. However, there is no commitment yet.

**DFID:** In principal, DFID is supportive of providing additional funding/resources. However, not in a position to take a decision at the moment. It will also be dependent on couple of things, such as MTR report, likely announcement of local election and a choice between initial indicative commitment between VDC reconstruction and LGCDP.

**USAID:** 'Sajhedhari' has 18 months left for the programme. It has 6 core districts for intervention and targeted VDCs. However, the programme is open to discuss other target areas under option 3 within the





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constraints of SajdheriBikas.

**SDC:** As for the position of Switzerland, in the light of significant budget cut received, SDC will not likely be able to contribute fund additional for the remaining of the programme.

Option 1 to 4 is not the only options available. There are other options that must be explored as well. SPMP budget may or may not come through. The most feasible options would be to implement all output as planned.

**NPD:** The GoN budget ceiling for the next FY has been curtailed due to blockade and earthquake.

**Norway:** Proposed to rework the options in a small team and explore different possibilities. Also, discuss these issues alongside a draft skeleton of ASIP.

#### Norway:

- Programme officer's recruitment process should be onboard by 31<sup>st</sup> March. The date could not have postponed. For those that are still to meet the deadline there needs to have a mechanism to follow up so that it is fulfilled on time.
- FRRAP: Meeting to be held soon in presence of the new secretary.

**UNDP:** Donor partners would like to hear issues around hiring difficulties regarding PRF so that the committee is aware and necessary action can be taken.

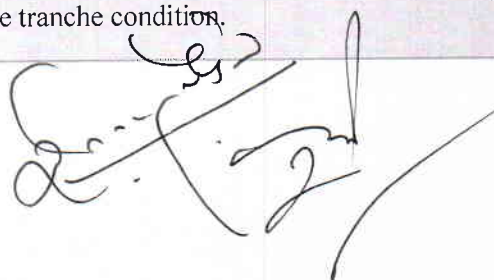
**NPD:** Out of 342 vacancies, 32 municipalities could not receive the application due to internal problems. Some of them have stated that hiring external staffs will interfere with local bodies' self-governance process. Ministry is having internally discussion on tackling the situation and take appropriate actions.

#### Closing Remarks:

**DFID:** Mr. Bishnu Adhikari mentioned that there seems to be three funding scenario for next year's budget- i) US\$ 4.6 million from this year savings along with US\$ 4 million commitment made by Denmark, ii) Denmark commitment and potential US\$ 13.1 million from SPMP iii) complete US\$ 30 million. Would it be possible to prepare three scenarios funding for next year along with work plan? During the time of negotiation, might able to further confirm other funding. Or, by the next NAC meeting agree on a funding option.

The other point is that continuation of LGCDP with contribution of ADB via SPMP is vital as PFM is the core activity. Without the performance improvement in the financial arrangement at the local level, the programme accomplishment will be futile. Irrespective of SPMP additional funding, GoN should allocate some additional resources so that some of the core PFM activities could be retain for next year even if at the cost of other activities.

Finally, there may be sufficient physical condition to fulfill the tranche condition. It is about putting together necessary evidence and documentation to meet the tranche condition.

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**NPD:** Mr. Reshmi Raj Pandey thanked participants for their active participation and valuable suggestions. Mr. Pandey mentioned that MoFALD will explore additional government budget that can be made available for LGCDP in discussion with Planning and Foreign Aid Coordination Division of MoFALD for 2016/17. The role of CACs/WCFs and VDCs secretaries have been instrumental in supporting communities and local bodies during major events such as the recent earthquake and social campaigns which has been recognized by line agencies and policy makers alike; thus more power is being decentralized to the local level. Therefore, it is vital to continue the support for WCFs and CACs.

#### Decisions:

- Form task force to explore different possibilities on budget options for the FY 2016/17
- Prepare draft ASIP 2016/17 with budget options.
- Form task team headed by DP chair comprising representatives from UN, MoFALD, DFID, Norway and Denmark to explore additional fund for 2016/17.

#### Participants List:

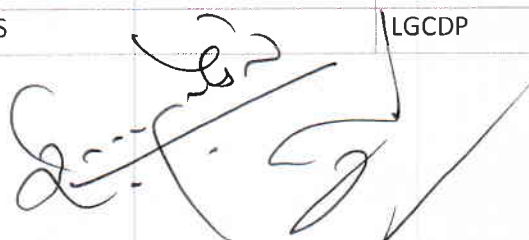
S.NO	NAME	DESIGNATION	ORGANIZATION
1.	Mr. Reshmi Raj Pandey	Chair and Joint Secretary/NPD	MoFALD
2.	Mr. Purna Chandra Bhattarai	Joint Secretary	MoFALD
3.	Mr. Dhan Bahadur Shrestha	Joint Secretary	MoFALD
4.	Mr. Eshor Raj Poudel	Under Secretary/NPM	MoFALD
5.	Dr. Hari Paudel	Joint Secretary	MoFALD
6.	Mr. Diepak Elmer	DP Chair/Deputy Head of the Mission	Embassy of Switzerland
7.	Mr. Paul Degenkolbe	Chief Technical Advisor	GIZ
8.	Mr. Prakash Regmi	P. O	SDC
9.	Mr. Chakra Pani Sharma	US	MoFALD
10.	Ms. Kristine Blokhuis	Deputy Representative	UNFPA
11.	Mr. Tirtha Man Tamang	PO	UNFPA
12.	Ms. Maki Tsumagari	Governance and Policy Dialogue Advisor	JICA
13.	Mr. Nama Raj Adhikari	SPO	JICA
14.	Ms. Anajali Thakali	Deputy Coordinator	WB/PRAN
15.	Ms. Pragyan Joshi	Programme Officer	UNCDF
16.	Mr. Parshuram Upadhyay	Exe. Director	NAVIN
17.	Mr. Krishna Bahadur Katwal	SDE	IDD/MoFALD

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18.	Mr. Bishnu Adhikari	Governance Advisor	DFID
19.	Mr. Mahesh Aryal	SDE	IDD/MoFALD
20.	Mr. Chiranjivi Timsina	US	MoFALD
21.	Ms. Nigma Tamrakar	GRB Tech Expert	UN Women
22.	Mr. Gopal Adhikari	US	MoFALD
23.	Mr. Kerth O. Leslie	PRAN PM	World Bank
24.	Mr. Khem Raj Ojha	US	MoFALD
25.	Mr. Ramesh Sharma	Admin. Officer	LGCDP
26.	Ms. Martina Voss	Programme Officer	UNV
27.	Ms. Marie Thrane	Counsellor	Danish Embassy
28.	Mr. Shankar Nepal	Director	DOCR
29.	Ms. Meghan Nalbo	Deputy Director, Democracy + Governance Officer	USAID
30.	Mr. Narahari Bhandari	US	MoFALD
31.	Mr. Prakash Dahal	US	MoFALD
32.	Mr. Bholu Pd Dahal	Governance Advisor	Norwegian Embassy
33.	Mr. Vibeke Sorum	First Secretary	Norwegian Embassy
34.	Mr. Yam Nath Sharma	Asst. Country Director	UNDP
35.	Mr. Shiv Raj Pokhrel	Governance Specialist	LGCDP
36.	Ms. Reshu Karki	CO	LGCDP
37.	Mr. Mohan P. Dhakal	PFM Specialist	DP Cell/LGCDP
38.	Mr. Parakram Sharma	DTL	SPMP TA
39.	Mr. Hem Raj Lamichhane	FDS	MoFALD
40.	Mr. Raju Shrestha	AFO	ADDCN
41.	Mr. Birendra Parajuli	Accountability & Civil Oversight Specialist	LGCDP
42.	Mr. Keshav Acharya	CDS	LGCDP
43.	Mr. Chandra Prakash Sigdel	CDS	LGCDP
44.	Ms. Sangita Bhattarai	TC	LGCDP
45.	Mr. Jagannath Adhikari	PS	LGCDP
46.	Ms. Nirmala Thapa	GESI Specialist	LGCDP
47.	Mr. Yam Nath Neupane	PMFS	LGCDP
48.	Mr. Ek Raj Sigdel	LES	LGCDP



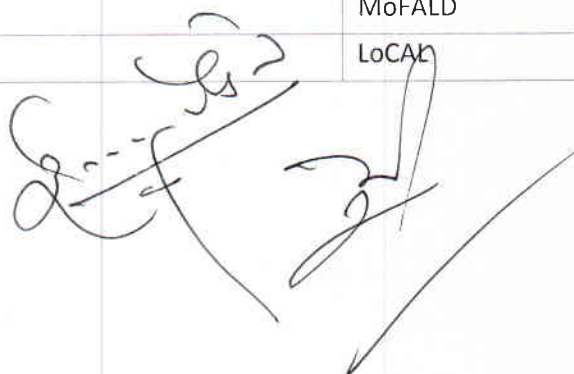


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49.	Mr. Nagesh Badu	Programme Coordinator UNV	LGCDP
50.	Mr. Hari Pangyani	AO	LGCDP
51.	Ms. Minakshi Bhurtel	Section Officer	MoFALD
52.	Mr. Narayan Poudel	SO	
53.	Mr. Anil Chandrika	DP Coordinator	DP Cell
54.	Mr. Durga Prasad Khatiwada	Programme Specialist	UNWoman
55.	Mr. Himlal Adhikari	Account Officer	MoFALD
56.	Mr. Bandhu Pd Bastola	US	MoFALD
57.	Ms. Sita Pariyar	US	MoFALD
58.	Mr. Khim Bahadur Rayamajhi	US	MoFALD
59.	Mr. Rajesh Gautam	US	LBFC
60.	Ms. Kalpana Shrestha	US	LBFC
61.	Ms. Yuka Kitamatsu	Resident Representative	JICA
62.	Mr. Anupam Paudel	ICTV	LGCDP
63.	Mr. Abhishek Shrestha	ICTV	LGCDP
64.	Mr. Bidur Kumar Khatri	ICTV	LGCDP
65.	Mr. Ramesh Neupane	US	MoFALD
66.	Mr. Ramesh KC	US	MoFALD
67.	Ms. Puspa koirala	EE	LoCA

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