

Government of Nepal

Ministry of Federal Affairs and Local Development

Local Governance and Community Development Programme

Name of Meeting

NAC- SC Meeting (34)

DATE: 30 OCTOBER 2013

LOCATION: MINISTRY OF FEDERAL AFFAIRS AND LOCAL DEVELOPMENT, SINGHDURBAR

TIME START: 12:00 TIME END: 14:00

COORDINATOR: MR. GOPI KHANAL, JOINT SECRETARY

Agenda	Decisions made	Action (if any) to be taken by whom and by when:
Introduction	Mr. Gopi Khanal welcomed the participants and briefed about the main agenda of the meeting. The main agenda of the meeting was to discuss and approve the Policy and Programme Support Facility programme document. He informed that in the spirit of aligning UNJP management structure with LGCDP-II this meeting also considered as LPAC meeting.	
Highlight on PPSF programme document	Mr. Purusottam Nepal highlighted in brief the sources of fund, area of support, management & coordination arrangement, funding arrangement and strategy of Policy and Programme Support Facility (PPSF). He mentioned that PPSF is a programme support facility under the umbrella of the Government's framework for LGCDP II through UN Joint Programme (UNJP) arrangement. Estimated budget of UNJP is US\$ 13.5 million of which US\$ 12.5 million is funded and US\$ 1.0 million is unfunded. Accordingly, UNDP, UNCDF, UNV, DFiD, Norway and Danish will to contribute US\$ 1.8 million, US\$0.4 million, US\$0.4 million, US\$ 8.0 million, US\$ 1 million and US\$ 1 million respectively in UNJP.	

	<p>Mr. Nepal also mentioned that PPSF currently has a funding shortfall of US\$ 1 million. It was pointed out that the new version of PPSF programme document provides scope for innovations field testing in line with other LGCDP-II programme documents.</p>	
<p>Highlight on basic features of PPSF</p>	<ul style="list-style-type: none"> • Mr. Yam Nath Sharma briefed the committee on formulation principles, basic features, outcomes, budgeting & financing and management arrangement. He mentioned that objective and purpose of PPSF/UNJP is same as the LGCDP II while the outcomes and outputs are different. PPSF supports the LGCDP-II through three pillars/outcomes: <ul style="list-style-type: none"> – Pillar 1: Implementation support – Pillar 2: CD and policy support – Pillar 3: DPs coordination and QA 	
<p>Discussion</p>	<p>The committee members thanked the MoFALD and UNJP for updated version of PPSF programme document and appreciated that feedback from the first review meeting held on 7th October had been incorporated.</p> <p>It was pointed out that the Accountability and Civic Oversight Specialist in Programme Coordination Unit and Accountability Expert in each of the six Regional Coordination Units are crucial posts.</p> <p>MoFALD clarified that livelihood improvement plan and local economic development interventions are their priority within the current budget constraints and that these activities will be based on lessons learned from aligned programmes.</p> <p>It was clarified that the budget for pillar III includes one international DP Coordinator and Governance Analyst, a full time national Programme and Monitoring Analyst and a part time national PFM Analyst.</p>	

	<p>It was also clarified PFM experts will be re-introduced in RCUs, but will now be required to be chartered accountants and these roles will be funded by SPMP.</p> <p>It was agreed a capacity development strategy is urgently needed to align and prioritize capacity development initiatives. MoFALD committed to setting up a joint committee that will include LDTA.</p> <p>The committee requested Programme Coordination Unit to share plan on establishing the Programme Recruitment Facility including milestones on transition from PPSF to PRF.</p> <p>It was agreed that the PPSF documents needs to be flexible to adjust to external changes and needs such as the expected completion of local election in the near future.</p> <p>The committee decided to approve Policy and Programme Support Facility (PPSF) programme document.</p> <p>The committee also decided to request UNDP for staff hiring procedure through UNDP, Human Resource Development on fast track basis.</p> <p>Mr Khanal briefed the meeting on the importance of Livelihood Improvement Plan (LIP) in selected districts (preference for terai), and that this initiative should be based on the lessons learned from LGCDP-I, LRP, CSP and others</p>	
AOB	<p>It was agreed to set up a joint team to review the audit report of the Office of the Auditor General and LGCDP's financial monitoring report.</p>	

ATTENDANCE LOG

S.NO	NAME	DESIGNATION	ORGANIZATION
1	Mr. Gopi Khanal	Joint Secretary	MoFALD
2	Mr. Purusottam Nepal	Under Secretary/Programme Manager	MoFALD/LGCDP
3	Mr. Jaydeep Biswas	Governance Advisor	DFID
4	Mr. Yam Nath Sharma	Assistance Country Director	UNDP
5	Mr. Bholu P. Dahal	Governance Advisor	Norway
6	Mr. Rune Qvale	JFA Coordinator	LGCDP
7	Mr. Siddhanta Vikram	Senior PFM Specialist	ADB
8	Mr. Durga Khatiwada	Programme Officer	UN Women
9	Ms. Animu Hageuan	1 st Secretary	Denmark Embassy
10	Mr. Tirtha Man Tamang	Programme Officer	UNFPA
11	Mr. Nama Raj Adhikar	Sr. Programme Officer	JICA
12	Mr. Prakash Regmi	Sr. Programme Officer	SDC
13	Mr. Kalanidhi Devkota	Executive Secretary	MUAN
14	Ms. Heema Khadka	Asst. Country Director	UNDP
15	Mr. Pragyant Joshi	Programme Officer	UNCDF
16	Mr. Shankar Nepal	Under Swecretary	MoFALD
17	Dr. Raghu Shrestha	M& E Specialist	LGCDP
18	Mr. S.P Shrestha	SM Specialist	LGCDP
19	Mr. Ek Raj Sigdel	ES	LGCDP
20	Mrs. Nirmala Thapa	GIS Specialist	
21	Mr. Khim Lal Devkota	FD & PF Specialist	LGCDP
22	Ms. Geetika Chhetri Lama	LGCDP coordinator	UNV
23	Mr. Kamal Jnawali	Section Officer	MoFALD/LGCDP
25	Mr. Ram Krishan Lamichane	Section Officer	MoFALD
25	Mr. Surendra Bhandari	AFO	LGCDP
26	Ms. Sangita Bhattari	TA	LGCDP
27	Mr. Deepak Neupane	GIS Specialist	LGCDP
28	Ms. Ranju Shukla	OS	LGCDP

Minute recorded by Raghu Shrestha, minute forwarded by Purusottam Nepal, minute endorsed by Bodh Raj Niroula