



Ministry of Federal Affairs and General Administration (MoFAGA)
Provincial and Local Governance Strengthening Programme (PLGSP)

1st Technical Assistance Committee Meeting Minute

Meeting Date: 31 January 2025

Meeting Chaired by: Mr. Rudra Singh Tamang, Joint Secretary, MoFAGA and National Programme Director, PLGSP

Meeting Co- chaired by: Mr. Julien Chevillard, Deputy Resident Representative, UNDP Nepal

Meeting Convener: Ms. Bandana Jha, Under Secretary, MoFAGA and National Programme Manager, PLGSP

Participation: Provincial Programme Directors, Representatives from Local Government Associations, PLGSP JFADPs, UNDP and Programme Coordination Unit (PCU) team (annex-2)

Decisions:

1. Technical Assistance Committee (TAC) approved Technical Assistance to PLGSP Annual Work Plan (AWP) for 2025 Work Plan and its budget of USD 2,830,741.40 for the year 2025.
2. TAC noted the TA funding gap of USD 5.6 million and recommended MoFAGA to organize joint meetings of JFADPs, MOFAGA, MoF and UNDP to explore additional funding opportunities to make up the gap.
3. TAC noted TA Progress of 2024 and TA Project Completion Report.
4. TAC noted TA staff recruitment and advised UNDP to accelerate it to complete the process as soon as possible.
5. TAC appreciated UNDP initiative for PLGSP inception preparation and advised to expedite the process so that all activities are completed by end of June.
6. TAC noted UNDP TA audit actions and portfolio approach.

Annex-1 Discussion:

1. Chairing and opening Remarks by NPD:

Upon chairing the meeting, NPD Mr. Rudra Singh Tamang welcomed all TAC members and invitees and informed that the TAC meeting would be focused on main agenda of AWP approval and other updates from Technical Assistance Partner, UNDP. NPD also informed that the TA support modality has been changed in the reprogrammed PLGSP and thus follows a mix modality of Country Office Support to National Implementation Modality (CO support to NIM) and Direct Implementation Modality (DIM) of UNDP.

Self-introduction of all attendees was held after the welcome remarks of the NPD.

2. Brief Presentation

Upon the request of NPD, UNDP made a brief presentation on technical assistance AWP 2025 with a total budget of USD 2,830,741.40; TA progress in 2023/24 including transition management between 16 July to 15 October 2024; reprogrammed PLGSP preparation activities; TA recruitment update (all staff joining by 1st of March 2025); update on UNDP audit and spot check findings and update on PLGSP vehicle handover to GoN (for Provincial Research and Training Academies). A detailed breakdown of the AWP 2025 activities according to the TA portfolio document outputs (in accordance with PLGSP outputs) was presented with the individual activity budget. Most of the budget allocation is on TA staff salary and PLGSP inception preparation activities along with very limited TA specific activities. Following the TA portfolio approach, the work plan is of two parts- one for CO support to NIM and other related to DIM where MoFAGA and UNDP are respective responsible parties for implementation. The presentation is in annex-3 for a reference.

3. Remarks from TAC Participants

OPMCM representative advised for a better coordination between PLGSP and OPMCM so that the inter-governmental relationship issues could be dealt in better way following the federal-province interrelation act and parliamentary action points.

Representatives of Local Government Associations (LGAs) and Association of District Coordination Committees (ADCCN) welcomed reprogrammed PLGSP provision of their representation as member in PLGSP National Steering Committee and invitee member in this TAC. LGAs vowed to see if their request to reconsider the LGs as cost center in PLGSP could be possible which if realized would be key departure to address the issue of low expenditure faced in the earlier phase of PLGSP. They also requested PLGSP to pay attention on the institutional development of associations and partnerships with them to effective implementation of reprogrammed PLGSP through their networks. They also advised to act on PLGSP provision of provinces requesting their associations to nominate the members of Provincial Steering Committees for PLGSP.

Provincial Programme Directors (PPDs) expressed their happiness to be part of the TAC decision process. PPDs also highlighted the implementation of this year PLGSP ASIPB has started albeit

delayed and wanted clarity on reprogrammed PLGSP process. They also advised to deploy TA team as soon as possible so that TA team could provide expertise in PLGSP implementation.

Development Partners (DPs) congratulated for the TA agreement between MoFAGA and UNDP and for organizing this first TAC meeting of reprogrammed PLGSP and endorsed TA AWP 2025 with the anticipation that this work plan will be helpful to realize the reprogrammed PLGSP intent of transformations addressing Provincial and Local Governments (PLGs) capacity requirements. DPs appreciated the TA progress in 2024 and requested UNDP to share the TA project completion report of PLGSP-TA (2019-2024) once finalized. The DPs expressed their positive notes on recruitment process indicating UNDP process's transparency & inclusivity and the diversity policy and requested to carry out an analysis on the inclusion. They also advised to expedite the onboarding process including a full fledges induction to the new team which will enable them for effective delivery and learning process. DPs also advised to accelerate the identification of flexible positions to the provinces and their recruitment. DPs also proposed to develop a PLGSP annual calendar of work and a favorable working environment across all units to the TA team.

DPs stressed on the funding gap for TA post 2027 and thus urged GoN to support in filling this gap where DPs are positive for additional funding to PLGSP with an earmark to TA support. DPs reiterated that this additional funding process needs further discussion specially with the Ministry of Finance where MoFAGA facilitation would be crucial. DPs also advised PLGSP to focus for strategic support to OPMCM (for advancement of Inter-Governmental Relations), Provincial Research and Training Academies (for better institutionalization) and organize the meeting of the Provincial Technical Assistance Committees (PTACs) in all provinces.

Action points from the discussions:

Strategic Support to OPMCM:

PLGSP should plan strategic support to the Office of the Prime Minister and Council of Ministers (OPMCM) to address issues related to Inter-Governmental Relations (IGR).

Reporting of Unbundling Activities:

The programme should report on the activities identified in the unbundling report.

Institutionalizing PRTAs:

There is a need to institutionalize the Provincial Research and Training Academies (PRTAs) by providing strategic support.

Provincial Participation in TA Recruitment:

Ensure the active participation of provincial authorities in the recruitment process for the remaining two flexible Technical Assistance (TA) positions.

Induction Package for TA Staff:

A comprehensive induction package should be prepared for the TAs, which should include details on the shifts PLGSP has made and the new approaches adopted.

Skill Transfer by Transformational TAs:

It is important to ensure that the transformational TAs effectively transfer their skills to provincial staff, and that this is not viewed as capacity substitution.

Source of Funding in AWP:

The source of funding should be clearly stated in the Annual Work Plan (AWP) presented during the TAC meeting.

Consultation with Provinces in Future TA Planning:

Provinces should be consulted during the future planning process for TAs.

PLGSP Event Calendar:

There is a need to prepare a calendar that captures all important events related to PLGSP.

4. Remarks from UNDP as Co-chair:

UNDP thanked all stakeholders for their engagement in reprogramming of PLGSP that has introduced a lot of flexibility in programming and TA provision which it hoped would yield better results. UNDP will carry out an assessment of inclusivity of TA staff recruited. UNDP also informed that it would consult provinces soon to identify flexible positions and other inception activities that have already in progress where province support would be vital. UNDP will also expedite to support organizing PTACs thereby hope to engage all stakeholders at provincial levels as well. UNDP informed that it would engage more with LGAs on top of regular PLGSP activities.

UNDP highlighted application of its Portfolio Approach in PLGSP-TA, first of its kind globally. It indicated that the key feature of this approach is flexibility and thereby application of fast learning in the implementation. UNDP is planning to hold sense making exercise with all stakeholders once or twice a year to see the usefulness and inform following TACs accordingly. UNDP thanked again for the approval of the TA AWP 2025.

5. Closing Remarks by NPD:

NPD declared the approval of TA AWP 2025 with a budget of USD 2,830,744.67. He also informed that PLGSP implementation has started where MoFAGA is visiting the provinces to enable it. He also informed that a formal 'PLGSP launching event' will be organized in the provinces soon so that the event will be utilized as a sense making forum for the key provincial stakeholders. Before closing the meeting, he thanked all for their active participation and constructive suggestions.

Government of Nepal
Ministry of Federal Affairs and General Administration

Province and Local Government Strengthening Program (PLGSP)



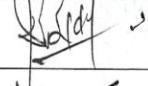

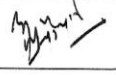


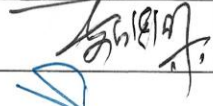
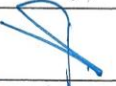

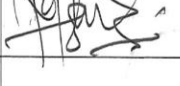
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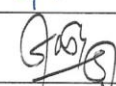













Date: 18th Magh 2081 (31st January 2024)

Time: 1:00 pm onward

Venue: DCC Meeting Hall

Attendance

S.N.	Name	Designation	Organization	Signature
1	Mr. Rudra Singh Tamang	Joint Secretary, National Program Director	MoFAGA, PLGSP	
2	Mr. Raju Prasad Guragain	Province Program Director	Koshi Province	
3	Mr. Rajan Nepal	Province Program Director	Madhesh Province	
4	Mr. Ritesh Kumar Shakya	Province Program Director	Bagmati Province	
5	Mr. Keshab Raj Dhakal	Province Program Director	Gandaki Province	
6	Mr. An Prasad Nepal	Province Program Director	Lumbini Province	
7	Mr. Ananda Saru	Province Program Director	Karnali Province	Virtual attendance
8	Mr. Basanta Prasad Koirala	Province Program Director	Sudurpaschim Province	
9	Ms. Bandana Jha	Under Secretary, National Program Manager	MoFAGA, PLGSP	
10	Mr. Deepak Dhakal	Officer 8 th	Koshi Province	
11	Mr. Julien Chevilland	Deputy Representative	UNDP	
12	Ms. Mette Nielsen	Governance Team Leader	FCDO, British Embassy	
13	Mr. Madhu Bishwokarma	Gov. Advisor	FCDO, British Embassy	
14	Ms. Kristina Storholt	Deputy Head of Mission/HoC	Royal Norwegian Embassy	

S.N.	Name	Designation	Organization	Signature
15	Ms. Kristine Storholt	Deputy Head of Mission/HoC	Royal Norwegian Embassy	
16	Mr. Tor Kristian Anestad	Governance Program Manager	Royal Norwegian Embassy	
17	Ms. Shradha Rayamajhi	Governance Advisor	Royal Norwegian Embassy	
18	Mr. Matthias Meier	Head of Cooperation	SDC	
19			SDC	
20	Mr. Namit Wagley	Governance Advisor	SDC	
21	Mr. Narce Genner	Head of Cooperation	EU Delegation	
22	Ms. Kaluwa Vergamota	Project Officer	EU Delegation	
23	Mr. Sunil Prasad Keshari	Administrative Officer	MoFAGA, PLGSP	
24	Ms. Kasmira Pandey	Account Officer	MoFAGA, PLGSP	
25	Ms. Binda Magar	Policy Advisor Gov & ARR Program	UNDP	
26	Mr. Tek Tamata	Portfolio Manager	UNDP	
27	Mr. Padam Bhushal	Project Co-ordination & QA Analyst	UNDP	
28	Rajendra Pyakurel	Executive Director	NARMIN	
29	Smriti S. Bajracharya	Prog. Manager	British Embassy	
30	Kalanidhi Devkota	ED	MuAN	
31	Levinatha Gyawali	US	DCMCM 9857032238	
32	Bhadesh Dash	FGS	PLGSP / UNDP	
33	Arijun Niraula	DCMCM, Under Secretary	DCMCM	
34	Bharat Kumar Bhattarai	ED	जिल्ला समन्वय समिति कास्की Association of District Coordination Committees	
35	Ranju K.C.	C. Operator	PLGSP, MoFAGA	
36	Ram Bahadur Oli	No. sd.	PLGSP	
37	Suresh Bhandari	Admin and Logistics Analyst	PLGSP	

Annex-3 Presentation