

# Flagship 4 Advisory Group Meeting Minutes

2 May 2014

## Participation:

SN	Name	Designation/Organisation
1	Gopi Khanal	Joint Secretary/MOFALD
2	Moira Reddick	NRRC secretariat
3	Sam Rose	DFID
4	Chinastu Endo	Flagship 5 (observer)
5	Deepak raj Bhatt	NRCS technical coordinator
6	Rajan Ghimire	DIPECO representative (Oxfam)
7	Bhishnu Karel	AIN TGDM representative (CARE)
8	Rajendra Rubakheter	Section officer, MoHA
9	Becky-Jay Harrington	Flagship 4 coordinator, IFRC
10	Alisha Ghimire	Flagship 4 information officer
11	Niru Pradhan	Flagship 4 coordination support

Apologies:

- Ms Laxmi Pandey, Under Secretary MoFALD
- Mr Pradip Koirala, Under Secretary, MoHA
- Ms S. Shrestha, Section officer, MoUD

## Agenda and discussion points:

### Welcoming remarks

Mr Gopi Khanal welcomed all the Flagship 4 advisory committee members to MoFALD.

### Committee representation

The NRRC Secretariat noted that in recent months several organisations have articulated that they are not being adequately represented at the advisory committee and steering committee levels within the NRRC structure. However it was noted that at the beginning of NRRC, it was agreed that DP-Net would represent AIN at the Steering committee level and this structure was not questioned during the NRRC mid-term review. It was noted that collectives such as AINTGDM and DIPECHO need to strengthen the way in which they represent and actively engage the organisations they represent. Specifically at the steering committee level Head of agencies are the appropriate level to engage in the committee and represent AIN. It was also noted by the NRRC secretariat that if organisations were not happy with the level of representation at the various advisory committees and steering committee, that organisations need to resolve this internally and it is not an issue for the NRRC or Government to interfere with.

### Actions

1. To ensure that coordination is increased between F4 advisory committee and DIPECHO and AINTGDM partners respectively, flagship 4 will be invited to attend future meetings.
2. It was agreed that Flagship 4 will also send messages to the DIPECHO partners and AINTGDM google groups in order enhance communication.
3. As many efforts have already happened over the past few years and the NRRC are already having conversation at this level (AIN country directors) and again try and engage with AIN representative to NRRC to increase coordination.

## Flagship 4 update

### 2014-15 outcomes

Flagship 4 coordinator went through the 5 revised outcome statements for Flagship 4. These outcome statements have been revised and updated to reflect the progress in Flagship 4 and also take into consideration the prioritisation of Flagship 2 and Flagship 5. Other Flagship leads have also been given the opportunity to comment on the objectives. Committee members did not have any objectives to the revision of the outcome statements and were happy that they reflected the progress and areas that need to be addressed Flagship 4 going forward.

Flagship 4 also distributed the background document for the outcome statements titled 'changing context of CBDRM in Nepal since 2011', which attempts to articulate the progress, change and areas that need to be addressed moving forward.

*Flagship 4 2014-2015 outcome statements have been approved by the advisory committee*

### Actions

4. Revised 2014-2015 outcomes to be circulated to Flagship 4 members and posted online
5. Flagship 4 background paper documenting 'changing context of CBDRM in Nepal since 2011', also to be circulated and posted online.

### 2014 work plan

The Flagship 4 coordinator thanked all the agencies who had contributed to the overall Flagship 4 work plan, which will be placed online and has already been distributed to Flagship 4 implementing partners. The consolidated implementing partners work plan will be a 'live' document and allows organisations and Government to identify points of synergies and potential duplication for the coming year. The Flagship 4 coordinator then went into detail of the specific Flagship 4 work plan against the agreed outcomes and highlighted 5 areas of work for 2014:

- Impact assessment
  - In order to demonstrate impact of investment in CBDRM in Nepal, evidence needs to be collected both by individual agencies and as a collective. As such, Flagship 4 will be designing, in collaboration with partners and Government an impact assessment.
  - Flagship 4 will be asking Government and donors what sort of evidence they needs to demonstrate the impact of investment and partners will be asked what questions they have around problems and areas of change.
- DRM harmonisation process
  - 4 Government ministries (MoHA, MoFALD, NPC, MoUD) and 8 non-Government partners (Practical Action, Mercy Corps, Oxfam, UNDP, NRCS, Handicap International, CARE, UNICEF) have worked together to analyze the existing 3 district levels plans (DPRP, DDMP & LDRMP) and provided suggestions and evidence into the formation of the draft DRM harmonized guidelines.
  - The draft DRM harmonized guidelines are with the Government subcommittee leads. MoFALD and MoHA have agreed that they will call a meeting with the Government subcommittee leads by 15 May to discuss the next steps, including a 2-3 workshop with all DRM stakeholders to discuss and gather feedback on the draft DRM harmonized guidelines.
  - The NRRC has requested a short policy paper be written on the process to be submitted to the NRRC steering committee May policy meeting.

- Urban CBDRM guidance
  - Being mindful that the Government of Nepal is now formulating a DRM SWAP for Nepal and new funding cycles from donors will begin in 2015, we, as the DRM community need to begin to gather lessons learnt from the CBDRM, specifically urban context and being to formulate guidance for Nepal's future urban CBDRM interventions. As a first step, EU and DFID funded Urban CBDRM interventions will be invited to share their lessons learnt / best practices and suggestions for guidance in an initial meeting on 13 May. This work will then be discussed with other interested parties more widely.
- Mainstreaming
  - Flagship 4, in partnership with Flagship 4 partners and flagship 5 will have an initial scoping meeting on mainstreaming issues (both the national and district levels) that need to be addressed in Nepal moving forward. Specifically we will discuss district level processes and lessons learnt and what work needs to be supported for the 2015-2016 financial year.
  - Oxfam and CARE both noted that they will be having workshops at the district level in 3<sup>rd</sup> week of May to further understand the process of mainstreaming at the district level to date and document lessons learnt. Flagship 4 confirmed they will send at least 1 person to help document and support this discussion.

#### Actions

6. Compiled implementing partners 2014 work plan to be circulated to all and posted online.
7. Flagship 4 specific 2014 work plan to be circulated and posted online.
8. Flagship 4 to write policy paper on draft DRM harmonised guidelines for the upcoming NRRC steering committee in May
9. Initial discussion on mainstreaming work between Flagship 4 and Flagship 5 to go ahead 7 May.

#### **Report on progress, challenges and ways forward**

Ms L. Pandey requested, through Flagship 4, that all implementing partners prior to the meeting to report against the following criteria: progress of intervention, challenges/ problems and way forward / recommendations. Flagship 4 coordinator conveyed Ms Pandey's request that a reporting structure for the Flagship 4 partners be developed and that partners report on a regular basis. Reporting will allow all partners, including the Government, to have an overview of the work currently being undertaken in CBDRM. The timeframe for reporting was discussed and it was agreed that reporting every 6 months was achievable for all partners and also in line with the NRRC steering committee reporting timeframe (ie. June and December being the reporting periods). It was also agreed that implementing partners would need an agreed reporting format.

Data collection, including updating the LDRMP data and the Flagship 4 database is very important way to also add to the CBDRM reporting and activities in Nepal. In recognition of previous poor level of reporting and difficulties in gathering information by Flagship 4 it would be most useful and efficient if MoFALD was able to send a circular to implementing partners requesting the reporting information.

A copy of agency reports submitted for review during the meeting, see annex 1.

#### Actions

10. MoFALD to send official circular to development partners requesting the following information from partners:
  - a. Reporting template, mechanism and 6 month timeframe
  - b. Update of Flagship 4 database

c. Update of LDRMP planned and implemented

**NRRC update**

NRRC secretariat updated members that Flagship 2 and Flagship 5 have been undergoing a process of re-prioritising their respective outcomes and that both Flagships had consulted widely and were working closely with the Government. It was agreed that the revised outcomes would be shared with all Advisory committee members. The NRRC secretariat also briefed that the May NRRC Steering committee would be happening in the next 2 weeks and that approximately 8 policy briefs would be circulated prior to the meeting (of which 2.5 would be contributed by from Flagship 4: EWS, DRM harmonisation process and mainstreaming (with Flagship 5)).

In additional NRRC communications will now be requesting a list of upcoming events from implementing partners so all of us working in CBDRM can better organise ourselves and prevent any duplications.

Actions

11. NRRC to share updated Flagship outcomes will partners.
12. Flagship 4 implementing partners requested to submit dates (even approximate dates) of national level workshops, trainings and conferences, for circulation to all NRRC members.

**AOB– presentation on CBDRR Framework**

Flagship 4 coordinator spoke about the upcoming AMCDRR conference in Bangkok June 22-26. Flagship 4 has requested that AINTGDM call a meeting with all INGOS/ INGOs to discuss potential side events, and supporting Government colleagues to attend the meeting. Flagship 4 will be coordinating 1 side event on mainstreaming with partners and supporting DIPECHO partners for an early warning system side event as well. NRCS are also having a side event with regional partners on School based DRM.

Actions

13. AINTGDM to call a short meeting before the DRM platform on 6 May to discuss organisation's contribution to AMCDRR in June.

**Important dates**

- 6 May: AINTGDM meeting on AMCDRR
- 7 May: initial scoping meeting on mainstreaming with Flagship 5 and Flagship 4 partners
- 9 May: initial assessment design discussion with EwF team
- 13 May: urban guidance discussion with ECHO and DFID partners
- 3<sup>rd</sup> week May: Lessons learnt workshop in Dhaledhura on mainstreaming (with Oxfam and potentially CARE)
- 17-25 May: Ms Pandey out of the country on mission
- 27-29 May: NRCS/ British Red Cross urban workshop for 6 red cross national societies
- 4-5 June: simulation exercise (tentative)
- 11 June: regulatory barriers to emergency shelter workshop
- 22-26 June: Asian Ministerial conference for DRR - Bangkok