

**FLAGSHIP 4 ADVISORY COMMITTEE
MINUTES (meeting #12)**

Friday 04 October 2013
12.30am – 2.00pm
UNDP, 4th Floor KSK building

Attendees:

Mrs Laxmi Pandey, Under Secretary, Ministry of Federal Affairs and Local Development (Chair)
Ms Becky-Jay Harrington, Flagship 4 Coordinator (secretary)
Ms Moira Reddick, Secretariat, NRRC
Mr Alex Berzosa, DIPECHO VII Consortium Coordinator
Mr Bimal Gadai, Humanitarian & DRR Coordinator, Oxfam (representing DIPECHO)
Mr Sam Rose, DFID
Mr Avani Dixit, UNDP
Mrs Mona Aryal, Nepal Red Cross Society
Mr Monica Maharjan, Ministry of Urban Development
Mr Brice Geraux, IFRC senior intern

Apologies

Mr Santosh Sharma, CARE Nepal (representing AIN TGDM)

Meeting Notes**Agenda item 1 – Welcome & introduction from Mrs Laxmi Pandey**

Mrs Laxmi Pandey welcomed everyone, as today is her first committee meeting. Today's meeting will be about CBDRM in the urban context. We will have the update from NRRC (review recommendations), then we will highlight the key points from the 2013-2015 strategy. We will also discuss the draft Community Based Disaster Risk reduction Framework.

Agenda item 2 – Update from Flagship 4 coordinatorUrban CBDRR workshop and advisory committee involvement

Becky-Jay presented the latest update on the 2013 activities including:

- F4 handbook: will be printed next month, once endorsed by MoFALD and will be ready to be distributed at the symposium
- The Symposium date has been moved to the 3rd of December 2013. Mrs Pandey will ensure MoFALD secretary involvement, along with the involvement of a municipality focal person.
- Becky-Jay presented the agenda of the Symposium which includes: NSET (Municipality building code implementation); British RC (KTM case study and KAP analysis), Northumbria University (recent research results), Practical Action and Action aid (Pokhara case study), IFRC (Urban VCA) etc. There will be have multiple presentations going on at the same time, as there are 15 presenters for the day.
- It is now important to focus on market place selection and target the relevant products.
- The one page form proposal submission is still open until the 21th of October.

Moira Reddick highlighted the point that we don't just want people to present their programs but there is a need to identify successful ones and explain why they have been successful. This is a challenge that we need to face, it is a discussion which allows us to target areas of learning. We have to make sure relevant documents will be presented, urban contexts in Europe or in South Asia are different, we should contextualize the debate.

Bimal Gadai explained that Oxfam is actually producing two papers, one on rural context and the other one on urban context, they should discuss which is best.

Avani (UNDP) can provide something on communication achievement and learning.

The greater the number of proposals, the more there will be to filter, hopefully increasing the quality of the presentations.

ACTIONS

- **Urban CBDRR symposium review committee.** The objective of this group is to meet 1-2 times (between 23-30 October) to review the presentations submitted for the symposium, select appropriate presentations and provide feedback to presenters, along with possible follow up discussions. If any of your organizations have a particular expertise on Urban CBDRR will be ideal if you could participate in this process.
- **The committee members are requested to report back by Tuesday to Becky-Jay on what their contribution to the symposium will be, including be part of the review committee.**
- **Becky-Jay will provide a short ToR on the presentation expectations to ensure high quality discussion during the symposium.**

Agenda item 3 – Update from NRRC

Moira Reddick presented the last updates from NRRC.

Top line recommendations: NRRC has been recommended to be extend until 2020 if it aligns with the Government's priorities (recognising the initial 2015 target were very ambitious) The flagship structure (5 different flagship) will remain as they are until 2015, however if the NRRC was to continue to 2020, this would most likely be restructured to reflect the nationwide risk assessment and the government priorities. Flagship 4 was considered to be a model for the other Flagships and everyone around the table should be pleased with the progress made to date.

Agenda item 4 – 2013-2015 Strategy

National wide risk assessment

The NRRC will have to conduct a collective country wide risk assessment in 2014. NRRC partners will be given the opportunity to contribute to the risk assessment. The risk assessment will inform the new plan of action 2015-2020.

Moira Reddick; we need to join forces to fill any gaps. It is important to look at everyone's data, observe which areas are prone to earthquake, etc., update them, and how they can be used them under the DRR prism. That will help us to find out which organisation is the best to update new data.

9 minimum characteristics outcome indicators

In recognition of the NRRC review, Flagship 4 needs to clarify the numbers around the Flagship 4 target. As such outcome indicators and an impact assessment need to be designed to monitor the impact of investment from Flagship 4 partners. An outcome indicators working group will be compiled to complete this task: similarly to the output indicators, the working group will meet 2-3 times (between 23 October – 30 December) to discuss, develop and test outcome indicators for the 9 minimum characteristics. It would be great if one M&E people from Flagship 4 partners could be involved in this discussion.

Policy task force

Ms Pandey described how MoFALD/ MoHA will assemble a policy task force on disaster management and include other relevant ministry's including MoUD and MOA. One of the first issues for the Government policy task force will be reviewing the community based disaster management framework and decided on how to move forward. A draft TOR has been drawn up and will be approved by the Government task force, along with the support technical working committee in the first meeting.

Technical working group: MoHA / MoFALD DRM framework

Technical support committee to Government policy task force: this group will most likely exist for 6 months and provide research, advice and technical input into the Government policy task force that will be formed shortly. The primary objective of the technical working group is to support the Policy task force in

their function of building on the draft Inclusive Community-Based Disaster Management Framework developed by the Ministry of Home Affairs and Ministry of Federal Affairs and Local Development.

The Technical support committee will be led by Flagship 4, as they are a neutral body and a coordination mechanisms for all the implementing partners. Note members of this technical support committee will need to be available to meet frequently and be able to invest time into research. Members also need to have a comprehensive knowledge of CBDRR/M in Nepal. A TOR for the working group has been designed in conjunction with MoFALD/ MoHA and will be distributed to all members.

Information gap

Ms Pandey explained that MoFALD need a better understanding of how CBDRR project implementation is progressing, and is critical that all project information is inputted into Flagship4.

Becky-Jay has already used different ways to gather information (phone call, email, visits, clinics), but we need strong leadership from the MoFALD to direct organisations to provide this information. MoFALD have specific concerns around the following areas:

- there should be a “door” where everybody has to register the project, supervised by the government which standardizes the registration process. (for the moment we have 2 gate way: donors and ministry)
- When you have to submit your mid-term review, to be valuable your project needs to be registered on the webpage.
- NGOs should have an agreement with MoFALD, if they are not registered there is no approval.

ACTIONS

- **Moira Reddick to draft TOR for nation wide risk assessment and share amongst steering committee members for comment.**
- **Miss Pandey, on behalf of the MoFALD will send out a letter to Flagship 4 partners to request updated data to be inputted into the Flagship 4 database**
- **3 workings groups will be established and committee members are asked to discuss these with the networks they represent, as to who will be on the working groups and send their names to Becky-Jay in the next week.**
 - 1 **Outcome indicators working group**
 - 2 **Technical working group supporting the CBDRM framework**
 - 3 **Urban symposium working group**
- **MoFALD / MoHA will call the first policy task force meeting in the next month and approve the Policy task force TOR and technical working group TOR. After this meeting the first technical working group meeting will be held (expected to be in September).**

Agenda item 5 – Any other Business

Miss Pandey reviewed the major points of the meeting and she will report back to MoFALD of relevant actions going forward. Miss Pandey explained that MoFALD is going to implement the building code in 13 municipalities, and plan on scaling up to 50 VDCs in the next 12 months.

ACTIONS

- **MoFALD requested that flagship 4 members provide their data to the Flagship 4 website, as to maintain accurate records of CBDRM activities in Nepal.**

Next meeting –December 2014