



स्थानीय विकास प्रशिक्षण प्रतिष्ठान

(स्थानीय विकास प्रशिक्षण प्रतिष्ठान ऐन, २०४८ द्वारा स्थापित)

"An Autonomous, Professional, Client
Centered, Gender Responsive
National Institute of Excellence in the
area of Local-Self Governance."

Local Development Training Academy

(Established by Local Development Training Act, 2049)

LDTA >>>

Local Level Planning Process

Lalitpur NEPAL

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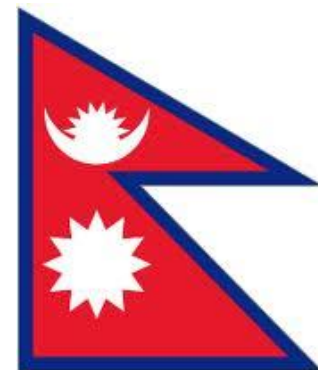
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CIRDAP-33rd TC Meeting

18-20 04 2018, Nadi, Fiji

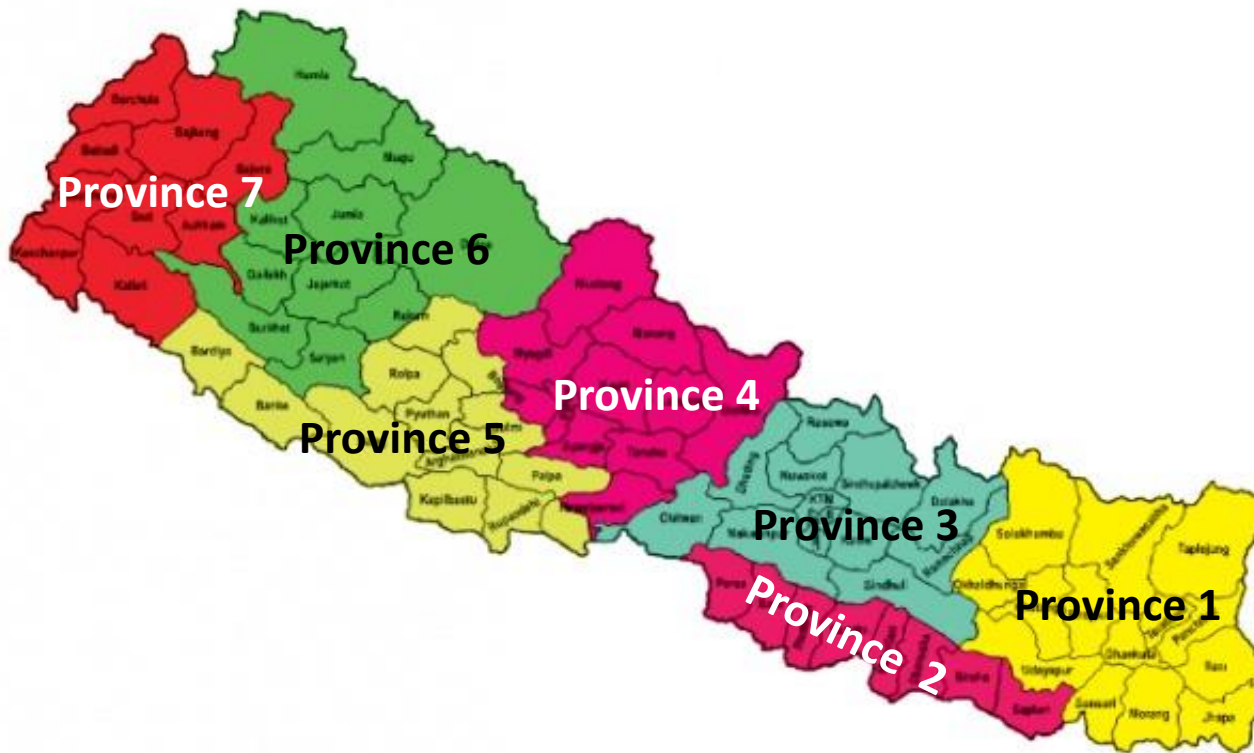


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>>> Learning-Researching-Networking

Nepal Profile

- Federal Democratic Republic of Nepal
- Province – 7 and Local Level - 753



Elected Representatives in Local Levels

[illegible]

Local Level Planning Process

- Local Government has to prepare and implement its **annual plan** within its jurisdiction for local development in addition to periodic, mid-term expenditure framework and sectoral strategies

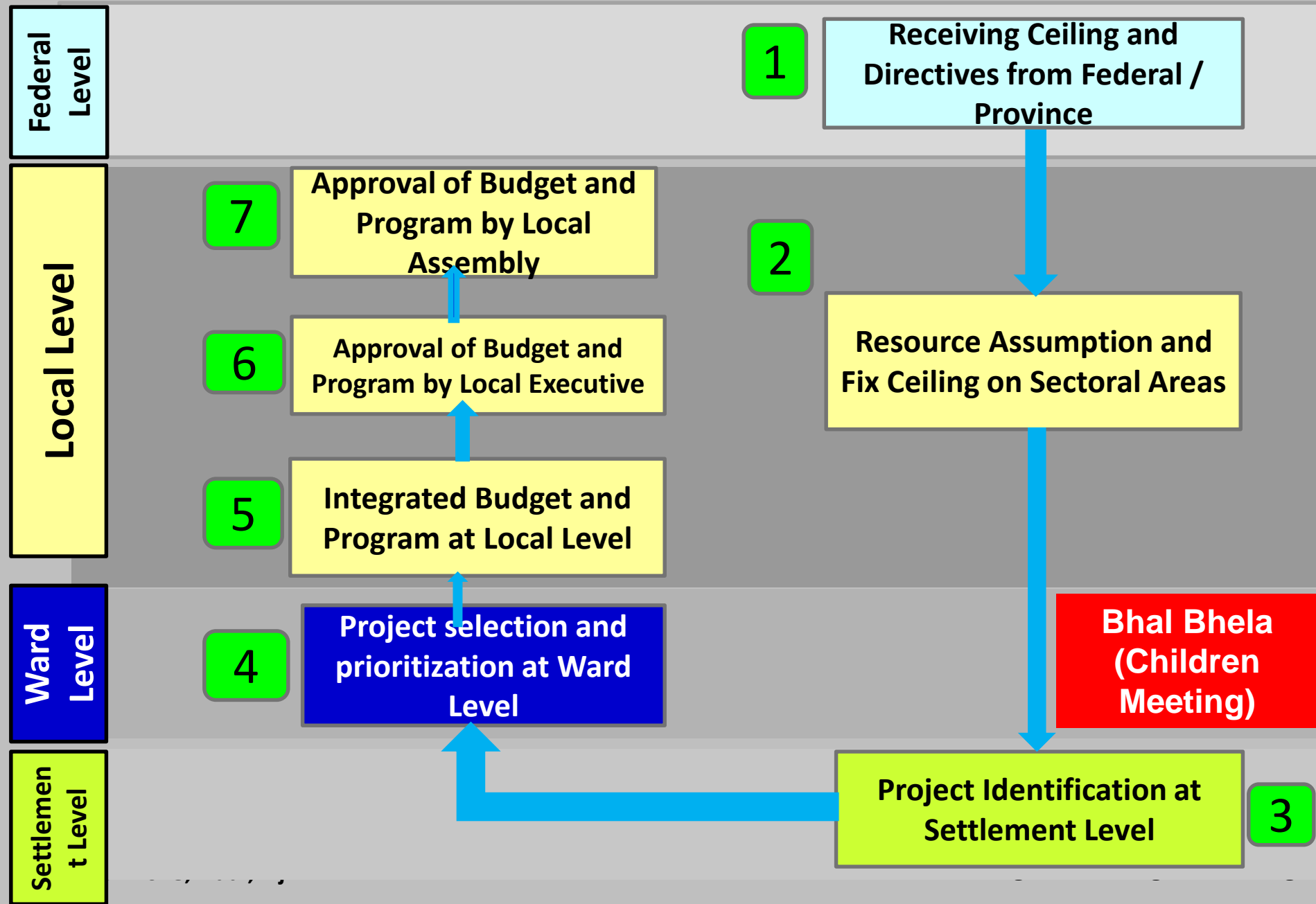
Basis for Local Level Planning Process

- **Nepal Constitution**
- **Local Government Operation Act, 2074**
- **National Natural Resource and Fiscal Commission Act, 2074**
- **Inter-governmental Fiscal Management Act, 2074**
- **Policy, act and standards issued by Federal and Provincial Governments**
- **Federal and Provincial Periodic Plans**
- **Federal and Provincial Economic Policy**
- **International commitment and convention**

Factors to be considered while doing LLPP

- Ensure consistency with the Federal and Provincial – Policy, Goal, Objectives, time frame and process
- Make prioritization as per periodic plan and mid-term expenditure framework
- Give attention on environment conservation, climate change adaptation and disaster risk management
- Include GESI component
- Ensure participation of target groups, stakeholders etc.

7- Step Local Level Planning Process



Local Level Planning Process

Steps	Particular	Time Frame	Remarks
1	Receiving Ceiling and Directives from Federal / province	Chaitra End (14 April)	
2	Resource Assumption and fix ceiling on Sectoral Areas	Baishkha 15 (30 April)	
3	Project Identification at settlement level	-	
4	Project selection and prioritization at ward level	-	
5	Integrated budget and program at Local level	Asar 5 (20 June)	
6	Approval of budget and program by local executive	Asar 10 (25 June)	
7	Approval of budget and program by local Assembly	Asar 30 (15 July)	

Criteria for Project Prioritization at Ward Level

1. Making support in **poverty reduction**
2. **Getting quick result and high productivity**
3. Creating more **job** and increasing **income**
4. **Receiving high public participation in cost sharing**
5. Maximum use of **local resources** and **skills**
6. **Helping in inclusive development**
7. Ensuring sustainable development and environment conservation
8. **Promoting local language and culture**

Resource Assumption and Fix Budget Ceiling Committee

1. Mayor / Chairperson – Coordinator - 1
2. Deputy Mayor / Vice Chairperson – Member - 1
3. 4- Executive Members including women, Dalit or Minority nominated by Coordinator – Member - 4
4. Chief Executive Officer – Member Secretary - 1

Budget and Program Preparation Committee

1. Deputy Mayor / Vice Chairperson – Coordinator - 1
2. Executive Members Chairing Sectoral Committees – Member - 5
3. Chief Executive Officer – Member - 1
4. Chief Planning Section – Member Secretary - 1

Project Implementation

- **Within 7-day** after approval of Budget and Program by Local Assembly, the **Mayor/ Chairperson** has to give authorization to **Chief Executive Officer** (CEO) to spend funds in order to implement the approved Budget and Program effectively and efficiently
- Similarly, **within 15-day** of getting authorization from Mayor/Chairperson, the CEO has to give **written letter with responsibilities** to concerned department / division /Section / Unit Chief and Ward Secretary to implement the budget and program

Project Implementation

- After receiving letter from CEO, they have to prepare and submit the **implementation action plan** to CEO **within 7-day**
- CEO can make suggestion on the submitted implementation action plan if necessary and they have to incorporate the suggestions in their final implementation action plan within **5-day**
- CEO integrates all **implementation action plan** to Local Executive for approval

Monitoring and Evaluation of project at Local Level

Monitoring and supervision committee

- Deputy Mayor / Vice Chairperson - Coordinator – 1
- Two executive members nominated by Chief/chairperson including at least one women – Members – 2
- Chief Executive Officer – Member – 1
- Chief, Planning division/ section – Member Secretary -1
- Other can be invited as and when necessary

Monitoring and Supervision Methods

- The committee has to prepare **annual monitoring plan** within 15 days after approval of implementation plan by Local Executive
- The **report** of the results of monitoring and supervision should be submit and **Local Executive Meeting** once in **every 2 months**
- Local Executive can provide **necessary instruction** to all concerned agencies to improve weakness for effective and efficient implementation of program
- All **concerned agencies** are responsible to follow the instructions given by Local Executive

Monitoring and Evaluation of project at Ward Level

Ward Level Monitoring Committee

- Ward Chairperson - Coordinator – 1
- Ward Members – Members – 4
- Ward Secretary – Member Secretary -1
- Other can be invited as and when necessary

Payment of project

- All projects should do **public audit** before final payment

Impact Evaluation

- 2 years after completion of project, the local level has to conduct the **impact evaluation**
- Rural Municipality – **above NRs. 50 millions (USD 500,000)**
- Municipality – **above NRs. 100 millions (USD 1,000,000)**
- Sub-Metropolitan City and Metropolitan City – **above NRs. 250 millions (USD 2,500,000)**

CIRDAP and CLIs

- CIRDAP can **disseminate** this practice of Local Level Planning Process to its CMCs/CLIs
- CIRDAP can organize the **training program** for CMCs/CLIs
- CIRDAP also uses it as **resource materials**
- CLIs can **use** with some adjustment in their own context

Thank you ! Vinaka !

