**Risk and Issue Logs**

**Table 5: Risk Log Matrix**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S.N** | **Description** | **Category** (financial, political, operational, organizational, environmental, regulatory, security, strategic, other) | **Likelihood of risk** (scale of 1 to 5 with 5 being the most likely)**A** | **Impact** (scale of 1 to 5 with 5 being the highest impact)**B** | **Risk factor (A x B)** | **Mitigation measures if risk occurs** | **Date risk is Identified** | **Last Updated** | **Status** |
|  1 | Planning and Programming  | Others  | P=3  | P=3  | 9  | Review and revise local level planning guidelines to incorporate results-based planning tools  | November 2016  | January2017 | Periodic Planning Guidelines revised by incorporating results based planning tools  |
|  2 | Budget release  | Financial  | P=3  | P=3  | 9  | Ensure timely budget release from FCGO and from DTCO to to implement activities as per the action plan/work plan | November 2016  | January2017 | PCU regularly followed to assure timely release of fund to LBs  |
|  3 | Establishment and transition of programme recruitment Facility(PRF)  | Operational  | P=3  | P=3  | 9  | Design PRF | November 2016  | January2017 | MoFALD made an arrangement of LGCDP focal persons in DDCs and Municipalities  |
|  4 | Local Election  | Political  | P=3  | P=3  | 9  | Programme document will be reviewed and revised if local election takes place as per the government plan  | November 2016  | January2017 | Election is likely to take place in April 2017  |
|  5 | Frequent change in management  | Organizational  | P=3  | P=3  | 9  | Civil Service Act will be followed  | November 2016  | January2017 | No change  |
|   | State restructuring  | Political  | P=3  | P=3  | 9  | Prepare transition Plan | November 2016  | January2017 | LLRC has proposed 721 local units including 4 Metropolitan Cities and 8 Sub-metropolitian cities. LLRC submitted report to GoN on 6 January 2017  |

**Table 6: Issue Log Matrix**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.N** | **Type** | **Date****Identified** | **Description and Comments** | **Resolution measures recommended** | **Status of the issue** | **Status Change Date** |
| 1   | Financial  |  November 2016  | Poor financial record keeping in VDCs, Delay in release of fund to LGs  | Operationalize VDC accounting software. It is planned to implement in 1000 VDCs.  Maintain database on the release and receive of funds in LBs  | VDC accounting software functional in 240 VDCs . Record keeping and accounting system improved in 240 VDCs  A matrix has been developed to update the transfer of funds and information collection from LBs is in progress  | January2017 |
| 2   | Operation  |  December 2016  | Monitoring and reporting system is weak in local bodies  | Web-based reporting software developed and DDCs &Municipalities staff, oriented  | Web-based reporting introduced in all DDCs and municipalities  |  January2017 |
|  3  | Implementation  | December 2016  | Ward Citizen Forums are involved in local level planning. WFCs role needs to expand to cover oversight activities.  | Ward Citizen Forum members oriented on local level planning. 39% WCFs engaged in monitoring and oversight of community infrastructure projects  | About 54 %% WCFs engaged in monitoring and oversight activities  |  January2017 |
| 4  | Implementation  | December 2016 | Livelihood Improvement Plan introduced in Citizen Awareness Centers formed in DAG 4-VDCs. It is require introducing in the entire citizen Awareness Centers.  | Livelihood Improvement Plan introduced in 1796 Citizen Awareness Centers (CACs) | 4704 CACs received livelihood grants to implement livelihood improvement plan  |  January2017 |
| **5**  | Implementation  | December r 2016  | District and Municipality Social Mobilization committee are not effective  | Composition of District /Municipality Social Mobilization Committee changed by including WCF and CAC members  | District and Municipality Social Mobilization Committee members oriented on their role and responsibility. LGCDP focal persons have been instructed to follow regularly D/MSMC activities. | January2017 |