

**Minutes of the 5th Project Steering Committee Meeting on Local Governance
Support Programme (LGSP) II 2012-2013 (Extended to 30 June 2014)**

Dili, 11 June 2014

I. Participants

No.	Name	Organization	Title
1	HE. Jorge da Conceição Teme	Ministry of State Administration RDTL	Minister
2	Ms. Noura Hamladji	UNDP Timor-Leste	Country Director a.i.
3	Mr. Miguel de Carvalho	Ministry of State Administration RDTL	Director General for Local Development
4	Mr. Abilio Caitano	Ministry of State Administration RDTL	Director General for Administrative Decentralization
5	Mr. Alessandro Righetti	UNCDF Timor-Leste	CTA LGSP
6	Mr. Ambrose Mugisha	UNDP Timor-Leste	Project Manager SSRI Project
7	Mr. Joao Pereira	UNDP Timor-Leste	Programme Officer for Governance
8	Mr. Domingos Soares	UNDP Timor-Leste	LGSP Policy Coordinator
9	Ms. Rita Suti Roque	UNCDF Timor-Leste	LGSP Legal Advisor
10	Mr. Domingos Mesquita	UNCDF Timor-Leste	LGSP Project Officer
11	Ms. Margarida B. dos Santos	Ministry of State Administration RDTL	Executive Secretary Ministry of State Administration RDTL
12	Ms. Liboria Savio	UNDP Timor-Leste	LGSP Operations Manager
13	Ms. Cecilia Gonçalves	UNDP Timor-Leste	LGSP Communication Assistant
14	Ms. Zelia Gusmão	Ministry of State Administration RDTL	Protocol Officer for Minister of MSA
15	Mr. Ernesto CDRF S.	Ministry of State Administration RDTL	Media Officer MSA

II. The Agenda

1. Opening Remarks by H.E. Mr. Jorge Teme, Minister of MSA, RDTL (Chair of the meeting)
2. Consideration and Endorsement of minutes of last PSC meeting led by H.E. Mr. Jorge Teme, Minister of MSA, RDTL (Chair of the meeting)
3. Remarks Ms. Noura Hamladji, UNDP Timor-Leste Country Director a.i.
4. Remarks Mr. Alessandro Righetti, CTA of LGSP on behalf of Ms. Shalina Miah, Regional Office Manager UNCDF Asia Regional Centre
5. Approval of LGSP Closure and Transfer of LGSP budget balance and Assets to Sub-National Governance and Development Programme (SNGDP) Chaired by HE. Minister Jorge Teme
6. Presentation of the LGSP achievements by Mr. Domingos Soares, LGSP Policy Coordinator

7. Discussions and Questions and Answers on the Presentation of LGSP Achievements.
Chaired by H.E. Mr. Jorge Teme, Minister of MSA, RDTL
8. Any Other Business, Participants, chaired by H.E. Mr. Jorge Teme, Minister of MSA, RDTL
9. Closing Remarks by H.E. Mr. Jorge Teme, Minister of MSA, RDTL

III. Discussions

1. Welcome Remarks from Minister of MSA RDTL

HE. welcomed the participants to the PSC meeting and highlighted the following points:

- This PSC meeting is very important as it is for the closure of LGSP.
- On behalf of the Government of Timor-Leste, HE. congratulated UNDP and UNCDF for their working hard to support Timor-Leste in decentralization and local development.
- HE. commended that the LGSP has played a very important role in supporting the Government in conception, planning and implementation of decentralization and local development. This happened because of the good cooperation between MSA, UNDP, UNCDF and donors.
- HE. affirmed that the GoTL still needs the support LGSP contributed and hence the need to be sustained. This is because decentralization and local development efforts are only at the initial stage and still a long way to go to have municipalities established and functional and good governance assured. Lack of quality local development appears everywhere in the districts. These happen because of inadequate of human resource capacity. Financially may not be the big issue but human resource technical capacity still remains a major issue. inadequate capacity may lead to misuse of money. Therefore the GoTL continues to open to development assistance support from Development partners to further strengthen the capacity of Timorese.
- HE. commends LGSP for providing substantial technical assistance the Ministry of State Administration . LGSP has done a lot of good work and good results. The Ministry will continue to work hard to absorb the technical assistance provided to make it more fruitful and beneficial to the attainment of social and economic development.
- HE. acknowledged that his Ministry is still devising strategies to harmonize and co-ordinate assistance from various players for maximum results and benefits to the people of Timor Leste. HE is spearheading efforts to create a system of cooperation to accommodate and co-ordinate technical advice and support towards attainment of good results. The Ministry will establish better communication.

2. Consideration and Endorsement of the minutes of last PSC meeting led by H.E. Mr. Jorge Teme, Minister of MSA, RDTL (Chair of the meeting)

- HE. invited the meeting participants to review the Minutes of the previous PSC meeting held on 12 December 2013. The meeting adopted and further approved the minutes as a true record of the previous PSC meeting.

3. Remarks from Ms. Noura Hamladji, UNDP Timor-Leste Country Director

- Ms. Hamladji thanked Minister for calling the PSC meeting. She remarked that the

meeting is a sad PSC as it is for closing the LGSP and the departure of Mr. Alessandro Righetti, the CTA of LGSP. She highlighted the historical background and key milestones of the UNDP / UNDCF supported programme including with the pilot Local Development Programme in LGSP I to ,Integrated District Development Programme (PDID) under LGSP II and lately with support to decentralization.

- She took the opportunity to thank the Government of Timor-Leste, Ministry of State Administration, for the excellent collaboration and for the financial support and trust to UNDP for the implementation of Administrative Pre-deconcentration. She also thanked the LGSP team for the excellent work, with special thanks to Alessandro Righetti, CTA LGSP, who is leaving, for his excellent work leading the LGSP team in achieving remarkable results. She also thanked the donors, Irish Aid and the Norwegian Government for their generous contribution to the LGSP since the beginning of the Project in 2007.
- I think Noura also alluded to the fact that UNDP is still committed to working with GoTL to further strengthen the capacity and enhance service delivery at districts and community levels; within the framework of the new SNGDP

4. Remarks by Mr. Alessandro Righetti representing UNCDF Director for Regional Office Bangkok

- Mr Righetti expressed delivered apologies and deep regret for the cancelation of the visit of Ms. Shalina Miah, UNCDF Bangkok Regional Office Manager to participate in the PSC meeting. This was due to a mission from New York that required Ms. Shalina's presence in Bangkok. Hence, Mr. Righetti, indicated he was representing UNCDF at the PSC meeting.
- Mr. Righetti said, he has been the Chief Technical advisor of the LGSP for the last four years. He feels proud of the collaboration established with Ministry of State Administration to implement the LGSP to contribute to poverty reduction and local development in Timor-Leste. He highlighted that during its implementation, new initiatives emerged in LGSP: the restarting of decentralization; the initiation of the Small Scale Rural Infrastructure Project (SSRI) for climate resilience of PDID projects; District Strategic Development Plan (DSDP) initiative; the capacity building of local government in alignment with the issue of human resources within Ministry of State Administration RDTL. Two of the eight modules delivered, six modules need to be followed up. He commended the LGSP for achieving most of its targets despite more needs to be done: the continuation of support to PDID is required to ensure it becomes the key government strategy for local development; and PDID quality need more support.
- To end his remark, Mr. Righetti proposed the following suggestions to the PSC for consideration, discussion and decision:
 - Mr. Domingos Soares to be the officer in-charge during the absence of the CTA of the LGSP while transitioning LGSP to SNGDP;
 - LGSP leftover budget and assets be transferred to Sub-National Governance and Development Programme (SNGDP);
 - The LGSP staff with similar Terms of Reference to the SNGDP be automatically transferred to SNGDP as appropriate to the three project outcomes;
 - The official completion of the LGSP by 30 June 2014 be endorsed and approved;

- Given the nature of transiting and continuity of LGSP to SNGDP, it is proposed not to have a final evaluation of LGSP; instead a final report 2007-2014 be prepared.
 - **Director General MSA for Local Development, Mr. Miguel de Carvalho proposed:** The closure of LGSP is in alignment with its timeframe. But transfer of LGSP staff to SNGDP is important to continue support PDID implementation and support to the emerging decentralization.
5. **Approval of LGSP Closure and Transfer of LGSP budget balance and Assets to Sub-National Governance and Development Programme (SNGDP) Chaired by HE. Minister Jorge Teme.** The PSC approved the LGSP closure and transfer of LGSP budget balance and Assets to SNGDP.
 6. **Presentation of the LGSP achievements. Mr. Domingos Soares presents the achievements of LGSP:** He highlighted the key achievements of LGSP in 2014, particularly the results achieved during January to June 2014: Support to Bottom-up PDID planning for 2015; Support to policy discussions on new PDID Decree Law for Harmonization with PNDS, PDA structures; support to DSDP expansion to Viqueque and Ermera districts; Capacity Development at the local level with the two of the eight modules targeted; support to design and planning of Pre-deconcentration capacity building; and support to legal and regulatory framework of PNDS and other local development programme. Mr. Soares also highlighted the development processes of the new programme of UNDP-UNCDF support to MSA 2014-2018. On the results achieved under SSRI Project: Capacity development for climate resilient infrastructure with inception workshop rolled-out in three districts: Ermera, Liquica, and Baucau; 90 districts and sub-districts staff trained; 30 EVAS team members trained in identification, assessment, design and BoQs for climate resilient infrastructure; and 9 PDID Projects identified to be supported by SSRI in three districts (Baucau, Ermera and Liquica) for 2015.

Mr. Soares presented the highlight of the LGSP financial situation during the six month work plan of 2014 no-cost-extension as follows:

The 2014 No-Cost Extension budget : \$ 2,719,964

- Total Expenditure : \$ 1,611,618
- Balance : \$ 1,108,346 (*to be carried-over to SNGDP*)
 - GoTL CSA with UNDP :\$600,000
 - UNDP TRACK :\$100,000
 - JPAA (Irish and Norway):\$408,346

IV. Conclusion and Decision

- The PSC approved unanimously the Minutes of the PSC meeting 12 December 2013.
- The PSC approved the transfer of LGSP II 2012-2013 and the No-cost extension to June 2014 budget balance, staff with similar Terms of Reference to the Positions of SNGDP, and assets to the new programme of cooperation between the GoTL –

UNDP & UNCDF “*Sub-National Governance and Development Programme (SNGDP) 2014-2018*”.

- The PSC approved the nomination of Mr. Domingos Soares as the Officer In-Charge Chief Technical Advisor (CTA) for LGSP till 30 June 2014 and for SNGDP to commence on 1st July 2014 until the CTA of SNGDP recruited and is onboard.
- The new programme of cooperation between the GoTL – UNDP & UNCDF “*Sub-National Governance and Development Programme (SNGDP) 2014-2018*” to be signed on 17 June 2014 at 3PM TL hours at MSA.
- The PSC approved not to have a final evaluation rather a final report of 2007-2014 is to be submitted and approved.

V. Closing Remarks

HE. Minister Teme, on behalf of the Government of Timor-Leste, extended thanks and profound appreciation to LGSP team and the partnership with UNDP and UNCDF for the successful implementation of LGSP toward poverty reduction in Timor-Leste. HE. added that since independence the Government of Timor-Leste has been in partnership with the United Nations to support the people of Timor-Leste. He Expressed optimism that the SNGDP will continue to support the ongoing programme such as PDID and decentralization while considering responding to any emerging needs such as suco election, and others. HE. believe that the SNGDP will bring good shape and type of better cooperation, coordination and approaches with international communities for better support to the Timorese.

HE. commended Mr. Alessandro Righetti the CTA of LGSP as a very good communicator and always helpful. HE. thanks him for his contribution and wishes him a safe journey.

Prepared by 
João Pereira
Programme Officer for Governance
Governance Unit UNDP Timor-Leste

Endorsed by 
Ms. Noura Hamladji
Country Director a.i.
UNDP Timor-Leste
16/06/2014

Approved by 
HE. Jorge da Conceição Teme
Minister
Ministry of State Administration RDTL









REPÚBLICA DEMOCRÁTICA DE TIMOR-LESTE

Ministério da Administração Estatal

Dili, 11 June 2014

PSC Meeting

No.	Name	Organization	Position	Signature
1	Jorge da C. Taveira	MOSTA	Minister	
2	Margarida dos Santos	MOSTA	Executive secretary	
3	Ribeiro Lúcia Roque	LGSP	Legal advisor	
4	Miguel de Almeida	DOR	DR	
5	Atilio José Caetano	DGPA/ESA	DG	
6	Alexandre Ripplert	UNEDF	CTA / LGSP	
7	João Pereira	UNDP	Program officer	
8	Ambrose Inyigsha	SSK/UNDP	Project Manager	
9	Donna Lopes Torres	LGSP	P&C coordinator	

10	ERNESTO OPRYS.	MEDIA MAB	Photographer	
11	Cecilia T. Gonçalves	UGSP/UMPP	Comm. Ass.	
12	Zélica Guimarães	MOSA	Proced. Minister	
13	Nora Hamladji	UNDS	Country Director	
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