



GOVERNMENT OF KHYBER PAKHTUNKHWA
LOCAL GOVERNMENT, ELECTIONS AND
RURAL DEVELOPMENT DEPARTMENT

**MINUTES OF MONITORING OF DISTRICT ADP SETUP OF DISTRICT OFFICES HELD
ON OCT 28, 2015 UNDER THE CHAIRMANSHIP OF SECRETARY LG&RDD, KP.**

In compliance with the directives of the Chief Secretary Khyber Pakhtunkhwa conveyed vide office letter No PSO/CS/KPK/1-3/2014 dated October 16, 2015. A meeting with following departments was held on October 28, 2015 at 1500 hrs under the chairmanship of Secretary LG&RDD in his office. List of participants is attached at “**Annex-A**”.

The Secretary LG&RDD welcomed the participants and explained the purpose of the meeting. He explained that huge financial allocation are being made for the three tiers of local governments and there is need to put in place an effective monitoring and evaluation mechanism to ensure quality development works and avoid any chance of duplication. He also stressed upon the devolved departments to extend all cooperation to make the new local government system a success by providing important data about their existing facilities and service delivery on Village Council Level.

The representatives of the devolved departments shared their views and suggestions for mapping of existing data and M&E arrangement in place in the districts. Representative of P&D informed the meeting, that his department has circulated P&D guidelines for local governments which provide for elaborate monitoring and reporting mechanism of development schemes of all the three tiers of local governments. He further informed that apart from division/district monitoring system F&P offices in the districts are being strengthened and capacitated to handle the upcoming planning and monitoring responsibilities in an effective manner.

DECISIONS:

1. Planning Cell of LG&RDD will circulate a prescribed Proforma (being refined in consultation with the Bureau of Statistics, P&D, KP) to all the devolved departments in hard and soft within two days.
(Action by Planning Cell, LG&RDD)
2. All Devolved Departments were requested to provide data of their existing services and facilities on Village/ Neighborhood Council basis to the Planning Cell of LG&RDD for compilation and further necessary action. C&W will however, provide data of their existing roads (with names, length and starting and end point) Irrigation Department will also provide information of their canal roads and civil channels maintained by them.
(Action by all devolved departments and Irrigation Department)
3. All devolved department shall nominate, within two days, “Focal Person” with contact details for regular updates and information sharing with the local government department.
(Action by all devolved departments)
4. All TMA’s will also provide data on the existing municipal infrastructure VC/NC wise.



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(Action by all TMA's).

5. P&D will share the P&D guidelines with the devolved departments and district governments which besides others, contain an elaborate monitoring and reporting mechanism for development schemes being executed by the three tiers of local governments.

(Action by P&D).

6. All devolved departments were advised to download the list of village and neighborhood councils from the local government website namely www.lgkp.gov.pk for populated of data and information.

(Action by all devolved departments)

7. P&D was also requested to share details of their “Devolution Support Cell” with the local government department and if needed, a similar cell will also be established in the LG&RDD for mid-course corrections on the development front.

(Action by P&D and LG&RDD)

8. On query by the chair, he was informed that all the devolved departments have their established offices, working as per approved staff in all the district and no major issue was reported in this regard.

Meeting ended with a vote of thanks.



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LIST OF PARTICIPANTS

MEETING ON MONITORING OF DISTRICT ADP SETUP OF DISTRICT OFFICES

(28/10/2015)

S#	NAME/ DESIGNATION/ Dept	SIGNATURE
1	Syed Jamal ud din Shah, Secy LGERD.	
2	Adil Siddiq DG, LGERD.	
3	Said Lehman, DS, LGERD.	
4	Sajid Gul Secretary ^{Delimitation} _{Authority}	
5	Rafiq Jan Asstt Chief P&D Dept	
6	Sher Gul Khan/Health/CPD	
7	Engr. Shakir Habib/DPM/CRW	Directcpmcrw@gmail.com
8	NASIR LATIF D(SLT) PHED	
9	Engr. M. Zahid Narys AD(tech) ^{DG HSE} _{P&D}	
10	S. Murtaza Shah D(DP) ^{Dept} _{PHED}	
11	Idrees Azam, Chief Planning offic, E&S Educ. Dev.	
12	Tahira Yasir CPO (Garis)	
13	Shahid Khatuli, C.C.B.	
14	Salim Khan TMO-Town	
15	Anwar Kamal Dep. Director Irrigation Dept.	(engranwar.kamal@gmail.com)
16	SYED ISHTIAQ Hussain Shah (CPO) SIFT ^{ishtiaq82}	SYED : ishtiaq82@gmail.com
17	Syed Zafar Ali Shah Secy LCB	28/10/15
18	Javed Anwar TMO Kohat	