

*Minutes of the meeting held in the chamber of Chief Secretary held on 14.02.2017 at 05:00 pm for debriefing the Project activities as part of Short Technical Mission of the World Bank, February 14-15, 2017*

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The Chief Secretary chaired the meeting.

The following were present

- 1) Mr. P. Balakiran IAS, Project Director, KLGSDP & Director of Panchayats
- 2) Ms. Catalina Marulanda, Urban Practice Manager for South Asia Region, World Bank
- 3) Mr. Uri Raich, Task Team Leader, WB
- 4) Mr. Harsh Goyal, WB
- 5) Mr. Anand Mathew, Consultant, WB
- 6) Dr. V.P. Sukumaran, Deputy Project Director, KLGSDP
- 7) Mr. Aji Divakar, Finance Management Specialist, KLGSDP

The meeting started at 05:00 pm. The Chief Secretary welcomed the World Bank Team and the Project Director briefed the progress of activities of KLGSDP Project. After detailed deliberations, the following decisions were taken for smooth completion of the project activities within the closing date of 30.06.2017.

- 1) The Task Team Leader (TTL) World Bank raised serious concern regarding the availability of funds immediately after 31<sup>st</sup> March 2017. As the Project is ending in 30<sup>th</sup> June 2017, the availability and release of funds for spillover Projects of KLGSDP is vital for meeting the Project dead line. In this context, the Chief Secretary promised all possible assistance for release of those funds through Finance Department before mid April 2017. The Project Director, KLGSDP shall submit a note to Government requesting the release of spill over balance funds from 01 April 2017 onwards for the smooth fund flow for the utilization of Performance Grant by the Grama Panchayats and Municipalities by including entire balance funds under KLGSDP in the vote on account for 2017-18.
- 2) Project Director, KLGSDP shall inform the Grama Panchayats and Municipalities to complete the tender process and execution of agreements for implementation of sub projects by backward LGs before 31<sup>st</sup> March 2017. They may also be informed that the World Bank funds under KLGSDP will not be available to the such projects which are contracted after 31<sup>st</sup> March 2017.
- 3) The Grama Panchayats and Municipalities shall be instructed to raise part bills on each stage of completion of works under KLGSDP. State Performance Audit Team shall ensure that the bills are raised in time by physically verifying the same by visiting the Grama Panchayats and municipalities once in a fortnight.
- 4) The Executive Engineers and Assistant Executive Engineers, LSGD shall be directed through a letter from the Chief Engineer to issue Technical Sanction (TS) to all KLGSDP Projects before 28 February 2017.

- 5) KILA shall take immediate steps to complete all the manuals and get them vetted by the vetting committee for getting the GOs.
- 6) KILA shall immediately start the State wide capacity development strategy for all LGs as per KLGSDP contract.

The meeting was concluded at 05:30 pm.

*for kind approval*  
*Kiran*  
*16/2/17*

**P. Bala Kiran IAS**  
Project Director  
Kerala Local Government Service Delivery Project  
Dept. of Local Self Govt. Kerala

Chief Secretary  
17.2.17  
**S.M. VIJAYANAND**  
Chief Secretary