

Government of the People's Republic of Bangladesh  
Planning Commission  
Programming Division  
Urban Resilience Project (URP):  
Project Coordination & Monitoring Unit (PCMU)  
Bhaban-13, (2nd Floor), Sher-e-Bangla Nagar, Dhaka.

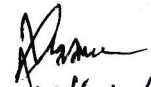
No-20.06.0000.024.06.014.15/12

Date: 19/01/2020

**Subject: Minutes of the 11<sup>th</sup> Project Steering Committee (PSC) meeting on "Urban Resilience Project (URP)".**

The undersigned is directed to send herewith the minutes of the 11<sup>th</sup> Project Steering Committee (PSC) meeting on "Urban Resilience Project (URP)" chaired by Mr. Md. Nurul Amin, Secretary, Planning Division and Member, Programming Division, Planning Commission held on 12 January, 2020 for your kind information and further necessary action.

**Enclosure:** As stated.

  
19/01/20  
(Jahan Ara)

Deputy Director  
Phone: 9180904

**Distribution: (not according to seniority)**

1. Senior Secretary, Ministry of Disaster Management and Relief, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Local Government Division, Bangladesh Secretariat, Dhaka.
3. Secretary, Economic Relations Division, Sher-e-Bangla Nagar, Dhaka.
4. Secretary, Ministry of Housing and Public Works, Bangladesh Secretariat, Dhaka.
5. Secretary, Implementation Monitoring and Evaluation Division, Sher e Bangla Nagar, Dhaka.
6. Chairman, Rajdhani Unnayan Kartipakhkha (RAJUK), 1, Rajuk Avenue, Dhaka.
7. Director General, Department of Disaster Management (DDM), Mohakhali, Dhaka.
8. Director General, Fire Service and Civil Defense Department, Kazi Alauddin Road, Dhaka.
9. Chief Executive Officer, Dhaka North City Corporation (DNCC), Gulshan, Dhaka.
10. Chief Executive Officer, Dhaka South City Corporation (DSCC), Nagar Bhaban, Dhaka.
11. Chief Executive Officer, Sylhet City Corporation, Sylhet.
12. Project Director, URP: DDM Part, Department of Disaster Risk Management, Mohakhali, Dhaka.
13. Project Director, URP: RAJUK Part, RAJUK Bhavan, Rajuk Avenue, Gulshan-1, Dhaka.
14. Project Director, URP: DNCC Part, Dhaka North City Corporation, Gulshan-2, Dhaka.
15. Director, URP: PCMU, Programming Division, Planning Commission.

**M & E Consulting Firm**

Team Leader, House-469 (level-3), Road-31, New DOHS, Mohakhali, Dhaka -1206.

**The World Bank**

MS. Swarna Kazi, TTL, URP, World Bank, Dhaka.

**C.C for information and necessary action:**

1. P.S. to the Secretary, Planning Division and Member, Programming Division, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
2. P.O. to Chief, Programming Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.
3. P.O. to the DG/PD, URP: PCMU, Programming Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.

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Urban Resilience Project (URP):  
Project Coordination and Monitoring Unit (PCMU)  
2<sup>nd</sup> Floor, Bhaban-13, Sher-e-Bangla Nagar, Dhaka-1207

**Subject:** Minutes of the 11<sup>th</sup> Project Steering Committee (PSC) meeting on "Urban Resilience Project (URP)".

**Date** : 12 January, 2020

**Time** : 10:00 a.m.

**Venue** : Conference Room of Planning Division, Sher-e- Bangla Nagar, Dhaka.

**Chairperson** : Mr. Md. Nurul Amin, Secretary, Planning Division and Member, Programming Division, Planning Commission

**Participants** : List of participants is enclosed in Appendix-'A'.

2. **Presentation:** At the outset, the Chair welcomed the members of the PSC and officials attended the meeting. After exchanging pleasantries, he requested the Director General (DG)/Project Director (PD), URP: PCMU to present the agenda of the meeting. With the permission from the Chair, he mentioned that the Sixth (6<sup>th</sup>) Quarterly Progress Report (QPR) from 1 July to 30 September, 2019 of the URP would be presented and discussed by the M&E consulting firms for the approval of the PSC. Then, the DG of PCMU stated that an internal review meeting and a Technical Committee meeting had been held previously to review this report. After that he requested acting team leader of GOPA & SSIL (consultants) to present the 6<sup>th</sup> QPR. The Acting Team Leader (ATL) of the M&E consulting firm presented the report in PowerPoint to the PSC.

3. **Discussion:**

Agenda wise discussion and decisions are described below:

Sl. No.	Agenda	Discussion	Decisions
1.	Review of Quarterly Progress Report (July–September, 2019)	1. About URP: RAJUK Part, the acting team leader of M&E consulting firm informed the PSC that progress under Component B was suspended by RAJUK for 2-3 months over the assignment of an interim Team Leader of S-4 (for Sub-component B-1: Vulnerability Assessment of greater Dhaka metro area) with whom RAJUK was displeased, and refused to approve any deliverables from the firm during this time. As a result, there were "major delays in finalizing many important B-1 deliverables." This slow progress and low expenditure rates compared to quarterly allocations continued in the 2 <sup>nd</sup> quarter of the current fiscal year (FY 2019-2020).	PD, RAJUK part will resume all activities under Component B now that new TL of consulting firm (NKY) has been installed in Dhaka. He will take all necessary steps to eliminate the current backlog of stalled deliverables under Components B and C, and will





	<p>Progress under B-2 (Risk-Sensitive Land-Use Planning practices) was more of a “mixed bag” of progress on some deliverables, but also continuing significant delays in maintaining progress on others. The ATL noted, however, that communication and the flow of information with the consulting firm for Component B (NKY) had improved recently.</p> <p>Under Component C, there were a total of 12 deliverables completed while 17 more were behind schedule and still “on-going.” Updated monitoring data for the 2<sup>nd</sup> quarter indicated that 08 of the 10 deliverables due between September 1 and December 30 were also now behind schedule, indicating a serious backlog of deliverables that are now behind schedule. Finally, the Deputy Project Director, URP: RAJUK mentioned that the tender for the Urban Resilience Unit (URU) building has been floated and bids have been received. After detailed discussion, the Chair stressed the urgency and importance of RAJUK to expedite the evaluation and approval process of the winning tender of the URU building as quickly as possible.</p> <p>2. About URP: DNCC part, the ATL of the M&amp;E consulting firm informed the PSC that progress under this part (Sub-components A-2, A-3 &amp; A-4) were progressing well compared to other implementing agencies. However, due to the need to retender a few goods packages, progress appears slow, but it should not be of any concern to URP decision-makers. There follows a short discussion between DNCC and FSCD regarding some minor repairs and additional equipment that is needed at some of the warehouses. After this discussion, the Chair directed DNCC to attend to the concerns of FSCD and maintain the pace of implementation with its usual efficiency.</p> <p>3. About URP: DDM part, the ATL of the M&amp;E consulting firm mentioned that the progress of this part has improved significantly due to the commencement of the Training, Drills and Exercises (TED) Program. In response, the PD of URP: DDM part mentioned that the tenders for the renovation works of ERCC and NDRMTI have been approved and work has started recently. After some discussion, the Chair directed that PD, URP: DDM to take all necessary actions to accelerate the renovation works for the ERCC and NDRMTI.</p>	<p>significantly increase expenditure levels more in line with expected quarterly allocations.</p> <p>In addition, the PD, RAJUK part will expedite the evaluation and approval process of bids received under the tender of the URU building as quickly as possible.</p> <p>PD, DNCC will work with DSCC and FSCD to address any remaining concerns over facilities and equipment, and will maintain its usual pace of implementation efficiency.</p> <p>PD, URP: DDM will take all necessary actions to accelerate the renovation works for the ERCC and NDRMTI office space in the DDM building.</p>
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2.	Acceptance of the Sixth Quarterly Progress Report (6 <sup>th</sup> QPR from July 1 – September 30, 2019)	1. After a long and detailed discussion of all implementation issues, the Draft Final 6 <sup>th</sup> QPR was unanimously endorsed by the PSC meeting. The M&E consultants were requested to revise the report based on input received from PSC participants and to reflect the discussion and decisions of the meeting.	The M&E consulting firms will revise the QPR based on the discussion and observations of the meeting and include the latest physical and financial progress of all concerned IAs.
3	Miscellaneous	1. The Task Team Leader of the World Bank mentioned that the contract with the M&E consulting firm should be extended up until 30 April 2022. She asked the PSC to expedite the approval process of the Revised DPP as soon as possible. After a brief discussion, the Chair directed all parties involved to incorporate the extension with all urgency possible.	All PDs of the URP should take all necessary steps to extend and revise their RDPPs. PCMU will extend the contract with the M&E consulting firm, the internal audit firm, and a Financial Management Specialist during the current quarter (by March 30, 2020).

5. The meeting ended with a vote of thanks from the Chair.

*MA*  
16.01.2020

(Md. Nurul Amin)  
Secretary, Planning Division  
and  
Member, Programming Division,  
Planning Commission.



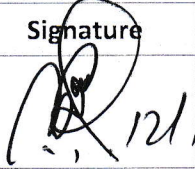
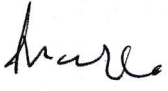


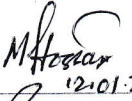


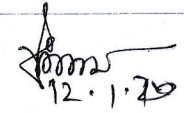


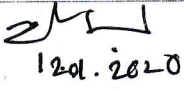
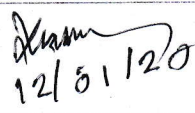
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 Bhaban-13 (2nd Floor), Sher-e-Bangla Nagar, Dhaka.

**Subject : The 11<sup>th</sup> Meeting of the Project Steering Committee (PSC) on 'Urban Resilience Project (URP: PCMU)'.**

**Date :** 12 January, 2020 at 10:00 am.

**Venue :** Conference Room of Planning Division, (Bhaban-10, Room No-03) Dhaka.

**Chairman:** Mr. Md. Nurul Amin, Secretary, Planning Division and Member, Programming Division, Planning Commission.

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