



Training Workshop for Municipal Governments on the implementation of Asset Management Action Plans (AMAPs)

organized by the United Nations Department of Economic and Social Affairs (UN DESA) in partnership with the United Nations Capital Development Fund (UNCDF) and the President's Office-Regional Administration and Local Government Tanzania

Dodoma, Tanzania, 21-24 January 2019

The training workshop will be conducted by the United Nations Department of Economic and Social Affairs (UN DESA) and the United Nations Capital Development Fund (UNCDF) in collaboration with the President's Office Regional Administration and Local Government (PO RALG). The workshop is part of the broader United Nations effort to strengthen financing for sustainable development at the local level through the development of municipal asset

Management Action Plans (AMAPs). The Sustainable Development Office of UN-DESA focuses on local governments in four target countries (Uganda, Kenya, Rwanda, and Tanzania). The main objective of the workshop is to train local government officials on the implementation of an asset management action plan (AMAP) as part of their medium-term budget and a long-term sustainable development plan. The workshop will provide government officials with the knowledge and skills to address the asset management needs of municipalities.

Preliminary Programme

Sunday, 20 January 2019	
Participants arrive in Dodoma	
Monday, 21 January 2019	
8:00 a.m. – 9:00 a.m.	Registration
9:00 a.m. -9:30 a.m.	Welcoming remarks by high-level officials from PQRALG, Tanzania
9:30-10:00am	Workshop overview by UNCDF and UNESA
10:00 a.m. - 11:30 a.m.	Central government perspectives on the challenges of asset management local governments in Tanzania Speakers from PQRALG, Ministry of Finance, Ministry of Land and the Public Procurement Regulatory Authority (PPRA)
11:30 a.m. - 11:45 a.m.	

Tuesday, 22 January 2019

9:00 a.m. - 10:30 a.m. Brief opening and overview by UNCDF and DESA

Presentation of results from breakout session (1)

- Presentation of asset management framework
- Mwanza official
- Arusha official
- Tanganyika official

[Ideally the presentation will be made at the working level by a newly designated asset management champion or focal point in each municipality/town]

- Interactive dialogue
Moderator: UN DESA/UNCDF

10:30 a.m. - 11:30 a.m. How to design an Asset Management Action Plan (AMAP)

Step 2: Identifying current asset management stakeholders and setting a performance goal for priority assets in line with the municipal asset management framework and national policies and regulations

Wednesday, 23 January 2019

<p>9:00 - 10:00 a.m.</p>	<p>Presentation of results from breakout session (3)</p> <p>Presentation of asset management assessment</p> <ul style="list-style-type: none"> - Mwanzaofficial - Arushaofficial - Tangaofficial <p>[Ideally the presentation will be made at the working level by a newly designated asset management champion or focal point in each municipality/town]</p> <ul style="list-style-type: none"> - Interactive dialogue <p>Moderator: UN DESA/UNCDF</p>
<p>10:00 - 11:30 a.m.</p>	<p>How to design an Asset Management Action Plan (AMAP)</p> <p>Step 5: Identify concrete actions that help address the gaps and link the management of the asset to the municipal budget.</p> <p>Instructor: Ms. Linda Newton</p>
<p>11:30 - 11:45 a.m.</p>	<p>Coffee Break</p>
<p>11:45 a.m. - 1:00 p.m.</p>	<p>Breakout session (4)</p> <ul style="list-style-type: none"> - Local Governments identify short and long term actions to improve asset management techniques for priority asset(s) <p>(Each session would be joined by Central Government staff UN DESA and UNCDF representative)</p>
<p>1:00 - 2:30 p.m.</p>	<p>Lunch break</p>
<p>2:30 - 4:00 p.m.</p>	<p>The road ahead: Local Government officials present their AMAP timeline and share requests for capacity development</p> <p>Presentations by</p> <ul style="list-style-type: none"> - Mwanzaofficial - Arushaofficial - Tangaofficial <p>Interactive dialogue:</p> <p>(UN DESA and UNCDF should discuss with LG officials show they best support of the implementation of AMAPs.)</p>
<p>4:00 - 4:30 p.m.</p>	<p>Workshop evaluation by participants</p>

4:30 - 5:00 p.m. Concluding remarks by town clerks and UNCDF and UNDESA and PORALG

Thursday, 24 January 2019

10:00 - 11:30 a.m. Training of Trainers (ToT) Session 1

Applying the AMAP diagnostic tool (word, excel and online tools)

Instructor: Ms. Linda Newton

11:30

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Concept note

Background

Asset management both at the local and national level is a multifaceted and complex effort. It is the process of transparent and comprehensive inventory, valuation, lifecycle management (acquisition, operation, maintenance and disposal), strategic portfolio review, reporting and auditing of assets. It is also a multi-stakeholder effort. For example, at the municipal level, it requires the involvement of the city director, the mayor, the local council and multiple local departments, including planning, accounting, health, education, road, engineering, procurement and community development. At the same time, it must follow national guidance and coordinate with other layers of the government that manage assets located in municipalities.

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practices against the stated objectives and a clear identification of gaps and areas for improvement; and (vi) the formulation of concrete actions by relevant stakeholders that address the identified gaps and link proposed actions to improve the management of the asset to the current and medium-term municipal budget.

This hands-on training support is thus timely since it will introduce to the participants the concept of proactive asset management to local governments and provide guidance to local authorities for

by UN DESA and UNCDF help assess asset management needs at the local level. Specifically, the training will address

- (i) Sharing experiences of current asset management practices in local governments with participants;
- (ii) Training of Trainers (ToT) To help central government officials and interested municipal officials to assist other municipalities and districts in the assessment of their current level of local asset management;
- (iii) Training local government officials in the formulation and implementation of a long term, customized asset management framework, including an asset management action plan (AMAP);
- (iv) Hands on support to local governments to develop AMAP and design/ implement Assets Management System