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Planning Commission  
Government of India  
(State Plans Division)

Yojana Bhawan,  
Sansad Marg,  
New Delhi-110001  
Dated: 11.01.2013

**Sub: Summary Record of the 3rd National Steering Committee meeting of the Human Development towards Bridging Inequalities (HDBI) project held on 14 Dec 2012- reg.**

A copy of the Summary record of the 3<sup>rd</sup> National Steering Committee meeting of the Human Development towards Bridging Inequalities (HDBI) project held on 14 Dec 2012 at Planning Commission is circulated herewith.

  
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## HUMAN DEVELOPMENT TOWARDS BRIDGING INEQUALITIES PROJECT

3rd National Steering Committee Meeting  
14 December 2012, 2:30 pm at Planning Commission, New Delhi



Empowered lives.  
Resilient nations.

**Subject: Summary record 3rd National Steering Committee Meeting held on 14 December 2012 at Yojana Bhawan, New Delhi**

1. The third meeting of the National Steering Committee (NSC) was held under the Chairmanship of Shri. T K Pandey, Joint Secretary, (State Plans) and National Project Director (NPD), on 14<sup>th</sup> December 2012 at Yojana Bhawan, New Delhi to monitor and evaluate the progress of project "Human Development towards Bridging Inequalities (HDBI)" and endorse the Annual Work Plan (AWP) 2013. The list of participants is at Annexure I.

### AGENDA ITEM 1: OPENING REMARKS BY CHAIR & NATIONAL PROJECT DIRECTOR

2. The National Project Director welcomed the state representatives and representative from MOSPI to the meeting. He also mentioned that despite some delays, the states are progressing in terms of work status under the HDBI project. He then requested Deputy Country Director (Programme), UNDP, to address the gathering on behalf of UNDP.

### AGENDA ITEM 2: INAUGURAL REMARKS BY COUNTRY DIRECTOR, UNDP

3. The Deputy Country Director, UNDP in her remarks mentioned that human development is central to the UNDP mandate and India has done a lot of work in terms of human development reporting. It is testimony to this fact that the new International Centre for Human Development (IC4HD) is being established in India, with a broader agenda to bring out the linkages between the regional and international knowledge base. She concluded by saying that linking human development to planning in order to address inequality through inclusive growth is essential.

4. The NPD then facilitated a round of introductions by all participants present at the meeting, and then requested the Project Manager to conduct the remainder of the meeting. The Project Manager introduced the Agenda Items and requested the NSC to deliberate upon them and approve or endorse as the case maybe.

### AGENDA ITEM 3: SUMMARY RECORD 2ND NATIONAL STEERING COMMITTEE MEETING HELD ON 24TH AUGUST, 2012 AT YOJANA BHAWAN, NEW DELHI

5. The Project Manager presented the key points of the previous NSC held on 24th August 2012 and requested the NSC to endorse the minutes of that meeting.

6. The NPD appraised the NSC on the fund flow modality. The LoA modality was agreed in the 2<sup>nd</sup> NSC meeting was being dropped in favour of fund flow through 'reimbursement modality'. As per the reimbursement modality, the States would spend funds from their budget and seek reimbursement from the project. He advised State Government to budget the full amount (and not only the state's share) in their next year's budget so that this modality could be followed. The two LoAs that have already been signed by state governments under the project will be rescinded and the new modality of reimbursements will be followed. In the special case where a state has not budgeted for the activities under HDBI but is prepared to undertake them, the option for first installment as

advance could still be made available to them in the interim so that activities are not hindered. The DCD, UNDP added that this was an efficiency measure, in order to streamline funding according to utilization by states. The previous modality was proving to be problematic because under the UN budgetary expenditure guidelines, the incomplete utilization of funds advanced to some states was preventing the UNDP from advancing funds to other states that required it. Therefore, a system where states spent their own money and then requested reimbursements from the UNDP was considered to be more appropriate.

**7. The NSC endorsed the minutes, and agreed on the funds flow mechanism through Reimbursement modality.**

**AGENDA ITEM 4: ACTION TAKEN ON THE DECISIONS OF PREVIOUS NSC HELD ON 24 August 2012**

8. The Project Manager presented the ATR on the decisions taken at 2<sup>nd</sup> NSC meeting held on 24 August 2012. The NPD reiterated that this round of State Human Development Reports (SHDRs) must be prepared with a theme of inequality within the state. He advised the States that the HDRs should not be a mere statistical composition, and should instead be a thematic report. Assistant Country Director, UNDP informed the NSC about new measures focusing on inequality such as the inequality adjusted HDI and encouraged States to use such measures.

9. The Project Manager informed the NSC that the Project brief, Proposal template (including budget sheet) have been shared with the States. The NPD also requested states to make use of the proposal template and submit proposals at the earliest. He also informed the States that the Project Team is in place and States can consult the project team in the preparation of the proposal, if need be. He further, observed that in order to get visibility for this project, it was necessary to create a critical mass of participating states.

**10. The NSC took note of the progress and urged the State Governments to submit the revised proposal and new proposals at the earliest.**

**AGENDA ITEM 5: PROGRESS REVIEW OF THE HDBI PROJECT**

**i. Overview of the State proposals**

11. NSC was briefed on the progress on State proposals. Proposals received from States of Karnataka, Maharashtra, Assam have been approved. Activities have commenced in the states of Karnataka and Assam and accordingly funds have been provided for Q4 of 2012. Proposals were also received from Tamil Nadu, Nagaland and Gujarat; and accordingly observations have been sent and revised proposals are being awaited. Proposal from Delhi & Himachal Pradesh has been received and is under consideration. Consultations are on-going with the States of Punjab, Odisha and West Bengal and hopefully will be received soon.

**ii. Presentations from the States on progress of projects:**

12. Nodal officers from the States of Karnataka, Assam and Maharashtra presented on the progress made under the project at the State level.

13. **Tamil Nadu:** The Nodal Officer from the Government of Tamil Nadu elaborated on the overall state plans for reducing regional imbalances and how the state foresees dovetailing of the project with this overall plan. He mentioned that the state was already identifying agencies to carry out the work that was earmarked under state funds. There are several pre-existing committees in the state so the

identification of resource persons will be easier. He foresaw a lot of expertise flowing into the project and welcomed it.

14. **Karnataka:** The Nodal Officer from Government of Karnataka mentioned that preparation of DHDRs has been initiated and presented an elaborate time bound plan for preparation of DHDRs for all the districts in the state which was appreciated. The State is in the process of conducting trainings for the various teams that have been identified to prepare the DHDRs for each district. Upon the NPD's enquiring whether there was any particular theme for the DHDRs, they said that the districts had been asked to take up a theme. The NPD stressed that it was important to take up a theme because of the apparent conflict between growth and poverty. The Gini Coefficient calculations for the states present a picture of convergence in terms of the bottom five states catching up in growth rates. However, per capita incomes are diverging because poorer states which have a higher economic growth rate may have a higher population growth rate. The fact that states with a higher per capita income are improving further and state with a lower per capita income continue to be situated low on the scale is disturbing. Questions that become pertinent in such a situation are: Why are there poor pockets in rich/more developed states? Why are some states not developing? The answers can be found in issues of human development, connectivity, lack of environment for investments, lack of skills, low level of urbanization, geographical factors etc. A proper district level analysis will throw light on these causal factors. It is important to connect different data tables and indices, try to identify linkages and undertake analysis of thematic issues. Therein lies the value add potential of the DHDRs. The NPD urged all states to take up a thematic element in the reports, saying that it is important to frame questions, investigate the causality, form associations/linkages, identify responses and take up priority actions.

15. UNDP enquired whether the trainings for the district teams in Karnataka were being conducted in English or Kannada. Upon being told that the trainings were in both languages, she suggested that it would be useful to share these training manuals/modules with the other states. The NPD advised the representatives from Karnataka to share their training resources with the Project Manager, who could then upload it on the website for the access of all other states. ACD, UNDP also reiterated the importance of taking up a theme in the DHDRs, and to focus on this in the training. Additionally, she requested the Government of Karnataka to use UNDP funds for all activities upto the end of 2012, so that these expenditures could contribute towards demonstrating the utilization of advanced funds. The representatives from Karnataka agreed to this. UNDP also commended the use of local expertise in Karnataka for preparation of HDRs and advised states to use local expertise. Use of external resource institutions is not encouraged in the project.

16. **Maharashtra:** The Nodal Officer mentioned that the Maharashtra SHDR is close to release and is currently pending approval from the Chief Minister. The government is also conducting a workshop for all District Collectors in January 2013.

17. **Assam:** The Nodal Officer from Assam provided an update on the State Consultation and informed the group about the scope of the research activities that have been planned under the HDBI project in Assam. He also spoke about the Wellbeing index that is being developed in Assam with expertise from the Flinders University, along the lines of the Bhutan Gross National Happiness Index. The ToT for master trainers at the state level is scheduled to begin shortly. This training will include 97 trainers who have already been trained by the UNDP. These master trainers will then train people at the district level. Fieldwork is due to commence in January 2013, and the report preparation has been contracted to the Omeo Kumar Das Institute of Social Change and Development (OKDISCD). The NPD suggested that the Government of Assam and all other states take the example of Karnataka and develop a strong project management strategy.

**iii Other States Governments:** The Project Manager requested representatives from other State Governments for their remarks.

18. **Sikkim:** The representative from Sikkim stated that the Government of Sikkim was already in an advanced stage of preparation of their SHDR and this is why they did not apply for funding support under the project. They have an advisory council led by Dr. A.K. Shivakumar, and there is also a Human Development Cell under the Chief Minister's office. This cell houses three officers on special duty, in addition to a project manager and an IEC manager hired for the project. They have made efforts to make the preparation of the Sikkim SHDR a participatory process by organizing several workshops and consultations. While the report was to focus on sustainable development goals of the state, they wanted to take into account youth aspirations. After conducting interviews with youth across different ages ranging from school students from Class 9 and above, to college students, working professionals, young entrepreneurs etc, they have selected the theme of promoting sustainability and happiness. They are covering various sectors in the report, such as education, skill building, youth and livelihoods, gender, health, social policy etc. Several subject specific background papers have also been prepared by consultants. The SHDR is currently being finalized by the editorial team. A website is being created and success stories will be uploaded on it. The report will also contain an MDG factsheet. The final SHDR will be available in English and will also be translated into the local languages (Nepali, Bhutia and Lepcha) and should be ready by March/April 2013.

19. **Nagaland:** The representative from Nagaland mentioned that they had received feedback on their original proposal, and that they were currently revising their proposal. Their report will throw light on specific areas such as livelihood issues for differently-abled children and children living with HIV/AIDS. She requested for clarity on cost sharing and wanted to know if the project could fund the entire proposal or whether it was essential for the state to put in its own funds. Given that Nagaland is a North Eastern state, the NPD assured the representative from Nagaland that he would take the matter up with the concerned state officials. The representative also mentioned that they are discussing the use of tribal/youth forums as avenues for dissemination. The NPD suggested greater focus on Eastern Nagaland as it is particularly backward, to which the representative responded by saying that this will be done with the DHDRs. The Nodal Officer requested Planning Commission and UNDP to consider providing full financial support to the project. **NPD mentioned that this will be discussed with the Secretary Planning for the State of Nagaland and the request will be duly considered under the HDBI project.**

20. **Bihar:** The Nodal Officer from the Government of Bihar mentioned that their report has been finalized and will go into print in a month's time.

21. **Gujarat:** The Nodal Officer from Gujarat said that nine DHDRs are at the final approval stage at the state level. Currently 10 districts have been selected by the state government for the preparation of new DHDRs by local government education institutions. The proposal template has been received and the revised proposal will be sent shortly.

22. **Uttar Pradesh:** The Chief Secretary, Planning informed that he has not been aware of the project till date and it was for the first time that he received information regarding the NSC. The Project Manager and the NPD assured him that information has been sent regularly and the updated information will be sent to into his office. He mentioned that they are using satellite images to study the environment, terrain and other factors that are affecting service delivery in UP.

23. **Odisha:** The representative from the Government of Orissa said that they will develop their proposal immediately after the assembly elections in the state. He mentioned that Orissa was in a good position to prepare the SHDR because they have already prepared an SHDR previously.

1. **Delhi:** The representative from the Government of Delhi mentioned that they had contracted the Institute for Human Development (IHD) for the preparation of the Delhi SHDR. The process has started in November 2012 it is expected to reach completion by July 2013.

25. **Himachal Pradesh:** Secretary, Planning mentioned that the proposal has already been submitted and awaiting approval from the Planning Commission. He suggested that it would be useful to make a record of all good practices in mainstreaming human development in the budgetary and planning processes. A best practices checklist in mainstreaming the process would be of good use to strengthening the initiatives of different states. The NPD appreciated this suggestion and agreed that all states should share their toolkits. He added that it would be good to prepare a document on how public services are measured, with an outcome for budget allocation. This could help reorient public expenditure management, focusing on bringing in equity and making public expenditure more affordable.

26. **Rajasthan, Jharkhand, Punjab:** The representative from Government of Rajasthan, Jharkhand and Punjab informed that they will be submitting proposals as per the template at the earliest.

27. **Other observations:** Programme Analyst, UNDP highlighted the use of local state institutions as a good practice. The Nodal Officer, Karnataka felt authenticity was a key element to be ensured- if the report makes references to any externally available data, then that data should be readily available. The NPD then suggested that it might be good to split the reports into two volumes- the first volume could be a summary of all the findings, i.e. a brief reader-friendly document covering all aspects. The second volume could contain all the data. Nodal Officer, Karnataka also suggested that a half day seminar can be organized to talk about the framework and indices for better understanding of the states. The Project Manager assured him that the AWP contained plans for national level consultations on the HD Atlas, the Bundelkhand HDR, the Tribal HDR etc.

28. **NSC noted the progress made by the States of Karnataka and Assam; advised Maharashtra to initiate activities at the earliest; and urged all the other States, particularly Odisha, Punjab, Rajasthan, Jharkhand to prepare and submit proposals as per the project brief on a priority.**

ii. **Strengthening of Statistical Systems**

29. Project Manager informed about the Baseline study on 'Status of Availability of Data on Monitorable Targets in the National Plan at National and State levels. The representative from MoSPI observed that the draft base paper on the availability of statistical data pertaining to the national and state monitorable targets in the XI Plan has highlighted several data gaps. He requested the NPD and Project Manager for a copy of the complete paper along with the tables for closer scrutiny. He said that it is often difficult to find disaggregated data even at the state level for the North Eastern states because they are often clubbed for reasons of sample size. Data gaps will be faced by all states, and so a methodology will have to be adopted to fill these gaps. However, some methodologies that have been used in the past have been ridiculed by experts and therefore, it would be good to have a national level expert panel to suggest a common methodology to address the data gap issue. If states suggest methodologies, then the panel of experts could deliberate on them and provide their suggestions to arrive at a uniform methodology that can be used across all states, thereby facilitating not only the highest possible level of accuracy but also comparability. The proxies used by states to fill data gaps will have to be common across all states and their accuracy will have to be decided by domain experts. For instance, in the case of health related data, the experts would have to be from an institution such as the International Institute of Population Sciences (IIPS), Mumbai, which has years



of experience in the conducting the National Family Health Surveys (NFHS). The NPD agreed and suggested that the team could also contact the Central Statistical Organisation (CSO), stating specific problems in data availability and seeking possible solutions from domain experts. The NPD said that since the representatives from Karnataka mentioned they had already prepared a methodology/template of proxies that could be used, this could be circulated and presented to subject experts in different states for their views. The NPD informed the group that the Planning Commission will write to MoSPI on this matter, because they are very keen to have the DHDRs prepared in a manner that will add value to the efforts of those working in the area of human development. The Planning Commission will look forward to guidelines from MoSPI based on their previous work and expertise, which will then be disseminated to the states.

30. Project Manager informed NSC that the HDBI project participated in the OECD's 4<sup>th</sup> World forum held in New Delhi from 16-19 October 2012. A stall on the Human Development was set up at the knowledge fair. The stall showcased the SHDRs and DHDRs; films on HD; State Factsheets and HDR reports. The response was immense with more than 50 requests for various HD products.

31. **It was agreed that**

- a. Planning Commission will share Draft Statistical Base Paper with annexures to MoSPI for detailed review.
- b. Government of Karnataka to share their methodology/template for addressing data gaps in monitoring human development targets with the Project Manager. And the Project Manager will further share it with UNDP, MOSPI and other States.
- c. Planning Commission to contact MoSPI/CSO on developing a technically sound methodology to address the issue of data gaps

iii. **Research proposals**

32. The Project Manager informed the NSC on the RFPs floated for the Bundelkhand HDR, Tribal HDR, HD Atlas and Good Practices on Service Delivery Mechanism. The Project Manager also informed on the Preparation of Best Practices: case studies available at the Planning Commission.

33. **NSC noted the progress made on the RFPs and advised that information regarding Bundelkhand HDR be shared with the Government of Uttar Pradesh and Madhya Pradesh. NSC endorsed the Preparation of Best Practices: case studies available at the Planning Commission.**

iv. **HD Advocacy (for academic institutions)**

34. The Project Manager informed the NSC on the proposal received from PRATHAM. And requested the State Governments of Assam & Maharashtra to extend support to the project.

35. **NSC requested the State Governments of Assam & Maharashtra to extend support to this initiative at the State and local level.**

v. **Capacity Development for HD**

36. The Project Manager informed the NSC on the EOI: Human Development Curriculum. **NSC took note of the progress on this component and endorsed the proposal.**

vi. **HDBI project Webpage**

37. The Project Manager informed the NSC on the HDBI project webpage is being designed.

38. **NSC requested**

- a. the Government of Karnataka to share English language DHDR team training manuals/modules with Project Manager, to upload on website for use/adaptation by other states.
- b. The State Governments to provide information, including links to the State government project pages, to the Project Manager to be upload on the webpages.

39. Other points of discussion:

a. Citizen's Surveys: The NPD mentioned that in addition to service delivery, it was important to ask people for feedback on the services provided. If a good tool for citizen satisfaction surveys can be developed, it could be adapted for use by different states. Many states now have Public Service Guarantee Acts. Services can be assessed by tracking: a) physical targets, b) financial targets, and c) citizen's feedback. It would be useful to assess the value of these services through citizen's surveys. The sampling design, survey design, length of survey, questions etc can be made with the help of experts in the field and can be adopted by any department. ACD, UNDP emphasized that the PAHELI tools that already exist could be adapted for this purpose. Also, an HD dashboard could be created. The NPD also said a blog or discussion forum could be provided on the website in order to make it more interactive and engage citizens, especially the youth in thinking and talking about human development.

b. Roster of Experts: The Project Manager mentioned that a roster of experts on human development and persons with subject specific expertise is being developed by the team. The NSC reflected on the draft list and said that contact details would be required for each of the experts. The representative from Maharashtra suggested that all the states could provide the team with the names and contact details of experts who have acted as experts/resource persons for their SHDRs or DHDRs, to add to their resource pool.

40. **The Project Manager to share the template for preparing the Roster of Experts with all the State Governments to provide information.**

vii. **Administration & Financial Status HDBI project 2012**

41. The Project Manager informed the NSC that the Project Team is in place and equipped to support and facilitate the preparation of proposal and support technical & financial reporting as required under the project.

42. NSC was also informed on the financial status of the project. NSC noted the Actual Expenditure of Rs. 1,11,76,749 and Advance amount of Rs. 64, 74,000; and the Unutilised amount of Rs. 2,08,69,251 against the total amount as per AWP 2012 of Rs.3,85,20,000.

**AGENDA ITEM 6: Annual Work-Plan 2013**

43. The AWP 2013 was presented by the Project Manager for the deliberation and endorsement by the NSC. The total budget proposed is Rs. 4.08 crores.

44. The Deputy Country Director UNDP apprised the NSC of the financial constraint in 2013 and advised that a conservative expenditure plan should be prepared for 2013. This was also important in light of the expenditure progress in 2012.

45. NSC broadly endorsed the AWP 2013 and requested Planning Commission and UNDP to further fine tune the workplan and the budgets accordingly.

**AGENDA ITEM 7: CLOSING REMARKS**

46. In the closing remarks, the Project Manager thanked the State Governments for their involvement and commitment to the project and extended the support of the Project team. She also thanked the NPD and the DCD, UNDP, Representative from MoSPI, experts and participants for their valuable contribution to the project and making the discussion fruitful.

47. The meeting ended with the Vote of Thanks to the Chair.

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