



HUMAN DEVELOPMENT TOWARDS BRIDGING INEQUALITIES PROJECT



4th National Steering Committee Meeting
25 September 2013, 10.30am at Planning Commission, New Delhi

*Empowered lives.
Resilient nations.*

Subject: Summary record 4th National Steering Committee Meeting held on 25 September 2013 at Yojana Bhawan, New Delhi

1. The fourth 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 25th September 2013 at Yojana Bhawan, New Delhi to monitor and evaluate the progress of project "Human Development towards Bridging Inequalities (HDBI). 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 mentioned that this project was the third in a series of partnerships of the Planning Commission and the UNDP on Human Development and aims at encouraging states to prepare more State and District level Human Development Reports that mainstream the theme of inequality in their analysis and recommendations. After facilitating a round of introductions by all present, the NPD brought to everyone's notice that a significant development in the intervening period since the last NSC has been the reduction in the overall project budget. However, he asserted that the focus of the project is on building a HD community for sharing national and international expertise, best practices and capacity development and not on the quantum of resources of the project. The State governments had sufficient resources of their own to undertake these activities, but participation in the project offered strategic advantages. He also informed the group on the reduced geographic extent of the project, which would now cover only 15 states (as opposed to the previously proposed 19), of which 9 states would be UNDAF states.

3. Amongst recent achievements under the project he highlighted the release of the Delhi Human Development Report 2013 which included a Public Perception Survey, the initiation of project activities in 7 states, receipt of approval from the DEA to include Nagaland in the project. He stressed on the need to accelerate the pace of activities, the need for states to set up project teams urgently. He urged the states of Maharashtra and Bihar to release their State HDRs at the earliest, and also urged the state government of Odisha to expedite the release the DHDRs. He informed the participants about the new dynamic interactive web portal for the project being developed that will allow the states to update on the status of their activities, upload drafts and discuss and debate on issues. He alerted the group that the Annual Work Plan for 2014 had to be prepared by December, and directed the states to submit their budgets for the coming year by 30th November 2013. The NPD then requested the Deputy Country Director (Programme), UNDP, to address the gathering on behalf of UNDP.

AGENDA ITEM 2: INAUGURAL REMARKS BY COUNTRY DIRECTOR, UNDP

4. The Deputy Country Director, UNDP in her remarks mentioned that with the new Country Programme Action Plan (CPAP), there has been a reduction in the budget of the HDBI project. The new CPAP is focused on promoting innovation, sharing knowledge, reducing poverty and supports greater resource allocation for the social sector by governments. With the new CPAP, the UNDP is also moving into the mode of service provision, wherein central and state governments will be able to

procure technical assistance from the organisation. Welcoming more opportunities to work with state governments, the DCD closed her address to the group.

5. The NPD 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 14TH DECEMBER, 2012 AT YOJANA BHAWAN, NEW DELHI

6. The Project Manager presented the key points of the previous NSC held on 14th December 2012 and requested the NSC to endorse the minutes of that meeting.

7. **The NSC endorsed the minutes.**

AGENDA ITEM 4: ACTION TAKEN ON THE DECISIONS OF PREVIOUS NSC HELD ON 14TH DECEMBER, 2012

8. The Project Manager presented the ATR on the decisions taken at 2nd NSC meeting held on 14th December 2012.

9. **The NSC took note of the progress, and**

- a. **reiterated that the Maharashtra and Bihar SHDRs should be released at the earliest so that data does not become outdated.**
- b. **The Karnataka State Government to share the English language version of their DHDR training manual at the earliest so it could be uploaded on the project website for the benefit of other states.**
- c. **States that had not submitted the Roster of Experts were requested to submit immediately.**

AGENDA ITEM 5: PROGRESS REVIEW OF THE HDBI PROJECT

i. **AWP 2013**

10. The NSC was informed that the total expenditure under AWP 2013 to date was 60 per cent, i.e. INR 1.61crore of the total INR 2.7crore. The unutilized balance for the year (as on 20 Sept 2013) is INR 1.09crore.

11. The status of the activities in the states was briefly discussed, followed by an update on the status of key national-level activities. It was reported that work on the Bundelkhand HDR was progressing on track, and the fieldwork in the various identified districts had been completed. The NSC was informed that RFPs for the Tribal HDR are to be advertised to invite proposals. The Programme Analyst apprised the NPD of the fact that the background papers which are a part of the Tribal HDR could feed into the work of the High Level Committee created under the aegis of the Ministry of Tribal Affairs (MoTA) which is charged with preparing a report on the socio-economic, health and educational status of the tribes in India. The NPD welcomed the suggestion but stressed that these background papers must be analytical and must be able to view tribes as different from each other rather than as one composite aggregate facing the same set of issues. It was also reported that after the completion of the study on data availability for the targets of the XI Plan, a similar study has been commissioned for the XII Plan and work on the paper has already begun, the contract for the preparation of the HD Atlas was going to be awarded shortly, the good practices resource book was at the stage of finalization and validation of cases to be included, the project

webpage was running on the Planning Commission website and a national level training on HD indices had been conducted for State level officers.

12. **The NSC noted the progress against the AWP 2013. And further:**
 - a. **Urged the States to strengthen the practices of documenting their initiatives with rigour so that the value of successful initiatives as replicable practices is not lost. He recommended hiring external expertise if required but definitely also building internal capacities towards this end.**
 - b. **Observed that the project webpage in his current form was a little static and needed to become more interactive by sharing updates received from States on their activities and promoting dialogue and discussion.**
 - c. **Advised States to set-up Project Steering Committees (SPCs) , if not yet done, to steer the direction and pace of activities.**

ii. **Overview of State's Progress**

13. Progress of the states of Assam, Delhi, Gujarat, Himachal Pradesh, Karnataka, Maharashtra, Tamil Nadu, Nagaland, Odisha and Bihar was presented to the NSC.

14. Progress was discussed in terms of the status of activities undertaken, constitution of a State level PSC/SLEC, and utilization of budget under AWP 2013. Budget utilization was reported to be 39 per cent of the budgeted INR 3.24crores.

15. **The NSC took note of the progress made by States and advised the States**
 - a. **To set-up the State Level Project Steering Committees (SPCs) at the earliest.**
 - b. **To submit AWP's for 2014 by the 30th November 2013. They were also informed that any unutilized funds would lapse at the end of each calendar year.**
 - c. **To submit utilization certificate for Oct-Nov by 5th December 2013 and for Dec by 20th Dec 2013.**

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

16. Representatives from the States of Delhi, Gujarat, Himachal Pradesh, Karnataka, Maharashtra and Tamil Nadu presented on the progress made under the project in their States.

17. **Delhi:** The representative from the Government of the NCT of Delhi reported that the Delhi Human Development Report had been released by the Hon'ble Vice President of India and the Hon'ble Chief Minister of Delhi on 31st August 2013. This Report is available online and has been completed in a record time of less than a year and includes a path breaking Public Perception Survey which was conducted with over 8000 households. Moving ahead, the Government will be identifying information gaps, proposing a list of 'dashboard indicators', publishing summary reports or statistical bulletins on select indicators, preparing thematic discussion papers and policy briefs, and conducting dissemination and advocacy workshops in the state on the key findings of the Report. A one day methodology workshop on the concept and indicators of human development will also be conducted. The NPD while commending the Delhi HDR remarked that the Delhi HDR was indeed a positive example in terms of the participatory approach adopted to measure and report progress on human development indicators.

18. **Gujarat:** The representative from the Government of Gujarat mentioned that as soon as District Human Development Reports were received from selected districts, they would start the process of preparing District Human Development Plans. As regards the development of training modules on HD, an EoI has been prepared and the process of selecting a University/Institute for the work is underway. The Officer also proposed the preparation of a Vision 2022 document for the State of Gujarat, which will put on paper planned goals/targets for the state to achieve by the year 2022.

Additionally, work on the State HDR is slated to commence in 2014. The NPD advised the Nodal Officer that 'Vision 2022' was a welcome initiative under the project but because it was not included in the proposal submitted by Gujarat and approved under the project, a revised version of the proposal suggesting the inclusion of this activity must be submitted so that the Planning Commission and UNDP can provide their agreement on the same.

19. **Himachal Pradesh:** The representative from the Government of Himachal Pradesh reported that the State has already constituted the State Level Empowered Committee (SLEC) under the Chairmanship of the Chief Secretary, and the SLEC has its first meeting on 11th September 2013. The project is being implemented by the Himachal Pradesh Human Development Research and Coordination Society (HPHDRCS) which is housed in the Planning Department. A three-day workshop on gender budgeting has already been conducted by the State ATI. The NPD brought up the issue of differential access to services within the state and felt it would be worthwhile to study and present findings on the differential access that different populations enjoyed to services especially in hilly, snow-affected areas etc. Also, the SLEC revised the Action Plan for the calendar year 2013 to a budget of INR 33.90 lakhs in consultation with the project team. RFPs for three studies viz. 1. low sex ratio in the age group of 0-6years, 2. analysis of financial allocation and expenditures vis-à-vis human development, and 3. assessment of the socio-economic status of the nomadic Gujjars in Himachal Pradesh will be advertised soon.

20. **Karnataka:** The representative from Government of Karnataka mentioned that all 30 districts were being covered under the project and DHDRs were being prepared for them. All Urban Local Bodies and Lead Agencies had been trained by July 2013, and data collection and simultaneous writing of reports was going on currently. Quality monitoring groups have been set up, and handholding is done where required. All Reports are expected to be drafted by 15th October 2013. Data gaps are being noted so that they can be looked into before the next round of DHDRs is prepared. Technical manuals are being printed and will be shared by the next week. He also mentioned that two to three cases were being taken from each district for inclusion in the DHDRs, whether they were positive or negative. These cases are selected for inclusion only if they have been approved by the Karnataka Evaluation Authority along with technical personnel from Universities and research institutions. In addition, he mentioned that HDRs on women, tribes and minorities were being prepared outside of the HDBI project, but that they would be released at the same time as the DHDRs and the SHDR for comprehensiveness. The Nodal Officer also reported that the SLEC met last month in Bangalore to discuss draft chapterisation of the SHDR which was later revised with comments received. The next meeting has been scheduled for October and the Chief Secretary is due to finalise the chapter plan in that meeting. Nodal persons are coordinating data collection from government departments and aiding the process of preparation of the report. The Draft SHDR is expected to be ready by February 2014 and the final SHDR is expected to be ready by June. Meanwhile, workshops at the Zila Panchayat level will be conducted in order to vet the district reports before sending them to the state level. The NPD praised the Government of Karnataka for their clear model and emphasis on creating sustainable capacities with an internal line of command while harnessing the expertise of external agencies. He requested the Nodal Officer from Karnataka to make a presentation or prepare a paper on the Karnataka Evaluation Authority, which he held up as a good example of positive structural change.

21. **Maharashtra:** The Nodal Officer from the Government of Maharashtra mentioned that the Maharashtra SHDR is close to being released and is currently undergoing some revisions. It is hoped that the SHDR will be published before November 2013. Various training and sensitization workshops have also been conducted with government officials at the district level and Universities. 10 District Profiles have been prepared, the remaining will be completed by October end. Printing of the Nandurbar DHDR is in process. Research on the impact of seasonal migration on the HD indicators in Nandurbar district has also been completed. A website on human development in the state is being

designed by YASHADA. Activities are being planned for sensitization of elected representatives in 7-8 districts, a workshop with University professors for writing research papers on HD, DHDR background papers writers' meet and presentation of block profiles to experts and DPOs.

22. **Tamil Nadu:** The representative from the Government of Tamil Nadu reported that District level committees have been formed and resource institutions have been identified. The Madras Institute of Development Studies has been selected for the preparation of the State HDR. Data collection, scrutiny and verification for the HD indices in the DHDRs and SHDR have been completed. A workshop on the computation of HD indices is being planned for October 2013. It was noted that the Empowered Committee constituted in the State could function as Project Steering Committee of the project.

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

23. **Assam:** Although the representative from the Government of Assam was unable to join the NSC, the status update to the NSC was shared by the Nodal officer. The Project manager briefly mentioned on the progress in the State. The Omeo Kumar Das Institute of Social Change and Development (OKDISCD) is preparing the SHDR. Training of Trainers has been conducted and the schedules for data collection have been field tested. A Wellbeing Index is being prepared along the lines of the Bhutan Happiness Index. District and Block level sensitization workshops have been conducted before fieldwork commenced, and data collection from 41000 households across the state covering 95 CD blocks, 97 urban areas is going on. A State level Steering Committee under the Chairmanship of the Chief Secretary Assam with members from health, education, social welfare, Rural development has been constituted to steer the project. The survey is expected to be completed in December 2013, and district level post-survey workshop will be conducted in 2014. ToRs are being developed for a study on data gaps, a video film on inequalities and disparities in the state, a study on access to basic services by SCs, STs and religious minorities. A study on the bottlenecks in the implementation of the MGNREGS has been completed and the draft will be printed upon approval from the Government of Assam. EOIs are being prepared for workshops on HD topics at Universities and other higher educational institutions.

24. **Bihar:** The representative from the State of Bihar reported that the SHDR is under review and feedback would be provided soon for finalization of the Report.

25. **Chhattisgarh:** The representative from the State of Chhattisgarh reported that they will be submitting a proposal with overall funding of INR 5 crores, with a request of INR 1crore from the HDBI project. The draft proposal is under finalization in consultation with the Project Manager and will be submitted shortly. He requested technical support for preparing DHDRs and requested that funds provided by the project to the State should be untied. The NPD and the DCD, UNDP assured him that technical support will be provided. The DCD also said that under the new CPAP, it would be possible for UNDP to procure a team to assist the Chhattisgarh Government in the process of preparing DHDRs using the State's funds. The NPD emphasized the need for the State Government to develop local capacities. The Nodal Officer received all view points and also reported that the state had prepared a Roster of Experts which he would share with the project team the same day.

26. **Madhya Pradesh:** The representative from Madhya Pradesh requested for a 20 : 80 pattern of shared funding between the State and the HDBI project, but that he had learned that the HDBI project would only provide funding support up to a monetary limit and therefore, the State share would need to be higher. He requested technical support from the UNDP, especially from the state officers of the UNDP. The Project Manager assured him that the project team would also be available to support the State. The NPD observed that Madhya Pradesh was the first state in India to release an

SHDR, and has also come up with innovative tools such as the village planning tool, forest tool, primary school evaluation tool etc, and therefore they were in a good position to release a sound, analytical report. The representative also reported that they would propose to work with Universities, to building capacities, to prepared an SHDR, support the Bundelkhand DHDR preparation, strengthening of state statistical systems to generate data on MDGS etc. The State Government was advised to submit a proposal soon.

27. **Odisha:** The representative from the Government of Odisha reported that he had submitted a revised proposal the same day. The proposal now contains the elements of thematic studies and strengthening the capacity of the planning department to undertake HD measurement, reporting and planning, and the Government is awaiting approval from the Planning Commission and UNDP to begin with activities. He mentioned that the State Government was willing to fund DHDRs from its own funds, but required technical assistance from experts as suggested by the UNDP as there are not many resource persons available to them. He clarified that the five DHDRs, which had already been prepared had taken very long to be released due to the fact the clearances took longer than expected and because of administrative hassles- the government wanted to release all five DHDRs together along with the PAHELI report. But since that did not happen, the view was changing and the Government was considering consulting with the Planning Commission and UNDP to release the Reports.

28. **Rajasthan:** The representative from Government of Rajasthan reported that he had submitted the State Government's proposal the same day. The state already has prepared one SHDR and fourteen DHDRs (2008-09). They have a rich pool of local experts in Rajasthan as well as the Institute of Development Studies and are confident they can bring out a good report with such expertise. He mentioned that the State was awaiting approval from the Planning Commission and UNDP to commence with activities.

29. **Uttar Pradesh:** The representative from the Government of Uttar Pradesh mentioned that they were providing support to the Bundelkhand HDR.

30. **MOSPI:** A representative from the MOSPI requested Planning Commission's support in reaching out to states through the office of the Chief Secretaries of States to submit MDG Reports. The NPD assured him that a letter had been sent from the Planning Commission to all Chief Secretaries with this request. He said that this would be a very useful report as the MDGs relate directly to human development. He said that for the present round of the exercise, it is not necessary to go down to the district level and complicate the process by involving the use of proxy indicators as comparability across States has to be maintained. The Assistant Country Director, UNDP pointed out that under the Government of India and UNDP Joint Programme on Convergence, a list of proxy indicators has already been prepared. The NPD requested the UNDP to share this useful resource with the States.

31. **UNDP Finance Department:** A UNDP representative from the Finance Department addressed the NSC on certain matters concerned with management of project finances. States were advised to send the UCs for the last quarter to the Planning Commission latest by 10th December. She also informed the group that the UNDP conducts an audit of all its projects, and therefore UCs sent to the PC must be supported by proper accounting documentation. She also requested states which have unutilized funds from the last HD project to surrender these finances on an urgent basis. In addition, she advised the states to maintain books of State and UNDP accounts separately, as auditors will only look at the expenditures made out of UNDP funds.

32. **NSC noted the progress made by the States of Assam, Delhi, Gujarat, Himachal Pradesh, Karnataka, Maharashtra and Tamil Nadu and urged other States to send their**

proposals urgently.. NSC stressed on the urgency to review and approve the proposals from Odisha and Rajasthan,

iv. Strengthening of Statistical Systems

33. The Project Manager reported that the Base Paper on Statistical Data for Measuring Monitorable Targets for the XI Five Year Plan has been finalized and printed and shared shortly. The preparation of a similar Paper for the XII plan targets at the national and state levels has been commissioned. The contract has been awarded and the paper will be completed by December 2013.

34. It was also reported that a training workshop on HD indices had been conducted on 11-12 April 2013 with 71 participants of which 42 were from the States.

35. **The NSC took note of the progress.**

v. Research papers

36. The Project Manager informed the NSC about the status of the Bundelkhand HDR, Resource Book on Good Practices, HD Atlas and Tribal HDR.

37. **The Bundelkhand HDR** is being prepared by Sanket Development Group. Field visits, meetings and data collection have been completed in all 13 districts of the Bundelkhand region and a stakeholder consultation will be conducted soon after consolidating findings from field visits and secondary research into a draft report.

38. For the **Resource Book on Good Practices in Social Sector Service Delivery**, 38 case studies have been received from States, of which 13 have been shortlisted as meeting the evaluation criteria. OneWorld Foundation India has drawn up an additional list of cases from around the country. The shortlisted cases are under discussion and field visits will be undertaken shortly to validate these cases.

39. **For the Tribal HDR**, ToRs for the 6 background papers proposed for the Tribal HDR have been approved by the Ministry of Tribal Affairs. However, they will be revisited and revised in response to the NPDs views expressed earlier in the meeting and RFPs will be floated soon.

40. The recruitment process for the **HD Atlas** is close to completion and it is expected that a contract will be awarded soon.

41. The RFP for **Training on HD and procurement of services** will have to be re-advertised as it was closed last time due to non-availability of a suitable agency.

42. RFPs on Environment sustainability and HD linking climate change action plans to state plans will be floated soon and states were requested to volunteer for the pilot initiative. The representatives from Himachal Pradesh, Karnataka, Madhya Pradesh, Gujarat and Odisha indicated their willingness to participate in this initiative. The Reserve Bank of India-College of Agricultural Banking (RBI-CAB) may be approached to organized a two-day training programme related to 'Human Development' and inclusive growth owing to their previous collaboration with the Planning Commission and UNDP on District Planning and HD training.

43. **NSC noted the progress made on the research activities and advised**

- a. the Project Team on the Good Practices Resource Book stating that States must be aware of the cases that were not submitted by them but have been shortlisted for validation. It is only after the States have endorsed inclusion of those cases that validation visits should be made.**

b. that RFP for the training on HD and procurement of services was not necessary as it could be organized using internal expertise of the Planning Commission/UNDP.

vi. **HDBI project Webpage**

44. The Project Manager informed the NSC the HDBI project webpage is available on the Planning Commission website under the State Plans division. However, a new interactive webpage is being designed by the NIC and is expected to be launched by mid-2014. This webpage will have interactive features like discussion forums, blogs, online reporting, etc.

45. **The NSC took note of the progress and requested States to proactively share information about their activities with the Project Team so that these could be updated on the project webpage.**

vii. **Administration & Financial Status HDBI project 2013**

46. The funds flow for the project follows the 'reimbursement modality' as agreed in the 3rd NSC meeting (pg. 2 of the Minutes of the meeting). Accordingly the States are required to submit UCs as per the format shared. The UC is to be supported by reports and documents as applicable. The same is reimbursed as approved by NPD.

47. An Audit clinic has been scheduled after the NSC meeting to further brief the partner States on the financial management and reporting requirements under the HDBI project.

48. **The NSC noted the progress and agreed on the following timelines:**

- a. **30th November 2013: States submit AWP's and budgets for 2014 (quarterwise break-ups)**
- b. **01st December 2013: States submit definite activity with proposed expenditures for activity for the month of Dec 2013.**
- c. **05th December 2013: UCs for the months of October and November to be submitted to the Planning Commission**
- d. **20th December 2013: UCs for the month of December to be submitted to the Planning Commission**

AGENDA ITEM 6: OBSERVATIONS AND REMARKS BY STATE GOVERNMENTS

49. State Government representatives desired some clarifications regarding the deadlines set by the NSC and these were explained to them.

AGENDA ITEM 7: ANY OTHER ITEM WITH PERMISSION OF THE CHAIR

50. No other items were discussed.

AGENDA ITEM 8: CLOSING REMARKS

51. In the closing remarks, the NPD thanked all the State Governments for their participation.

52. The Project Manager thanked the State Governments for their involvement and commitment to the project. She expressed gratitude on behalf of the project team to the NPD and the DCD, UNDP, Representatives from MoSPI, experts and participants for their valuable contribution to the project and making the discussion fruitful.

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







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**HUMAN DEVELOPMENT TOWARDS BRIDGING
INEQUALITIES PROJECT (HDBI)**

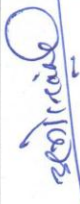





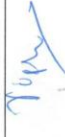


4th National Steering Committee Meeting & Audit Clinic
25 September 2013, 10:30 am, Room no. 134,
Planning Commission, New Delhi










List of participants



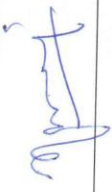
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42				