



Yearly Program Assessment Report Second Year Feb'2022-Jan'2023

Technical Partners



City Partner



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List of Abbreviations Used

AWC – Aanganwadi Centre
CBW – Capacity Building Workshop
CFFTJ – Child and Family Friendly Traffic Junctions
CPZ - Children Priority Zones
CSG – Child Safety Guidelines
ECCD – Early Childhood Care and Development
ECD - Early Childhood Development
KMBCCC - Knowledge Management & Behavior Change & Communication
M&E - Monitoring & Evaluation Framework
MoMs – Minutes of the Meetings
NACTO – National Association of City Transportation Officials
PHC – Primary Health Centre
PMSU – Project Management Support Unit
PMU – Project Management Unit
PRI – Public Representatives Institutions
PWD – Public Works Department
RA – Research Associate
RBA - Rapid Behavioral Assessment
SE – Superintendent Engineer
SFK – Street for Kids
SMT- Senior Management Team
SP – Sensory Park
TAG – Technical Advisory Group
TL – Team Leader
UD – Urban Design
UDI – Urban Development & Institutional
UMC – Udaipur Municipal Corporation
USCL – Udaipur Smart City Limited

1 About Urban95 Program

1.1 Urban95

Realizing the need to transform its urban built environment into more Infant, Toddler, and their Caregivers (ITC) responsive and ITC friendly, City of Udaipur in Rajasthan has agreed to be part of Urban95 Program, and in process has joined hands with BvLF. The Urban95 program in Udaipur is divided into two phases, Phase-I & II. The Phase-I of the Program that commenced in June 2019, is for a period of 18 months and concluded in November 2020. Following the success of Phase-I and its wide appreciation, it was decided to implement the Phase-II of the program starting from Feb'21 and extending for 36 months till Jan'24.

1.2 Urban95 Phase-II Udaipur

Phase-II focuses upon scaling up and sustainability of various projects/initiatives through various “lighthouse” projects in neighborhoods, streets & junctions, parks and health facilities, based upon Phase-I initiatives and learnings. It targets to incorporate Urban95 components in policy, enhance institutional capacities through trainings and peer learning, and to build a broad coalition of support by involving relevant stakeholders in projects and other initiatives to be undertaken over the period of 36 months.

In this context, ICLEI- Local Government for Sustainability, South Asia (also the Phase- I technical partner) in collaboration with Ecorys India Pvt. Ltd. has been engaged as a 'Technical Partner' by BvLF to set up a PMU, stationed at Udaipur for planning, designing and implementing various activities proposed under the Phase-II, along with overall overseeing & monitoring of the project activities with support from Udaipur Municipal Corporation (UMC) and other government stakeholders during the entire project duration.

Along with PMU, a Project Management Support Unit (PMSU) has also been setup for the entire program duration, which will act as local representative of BvLF. PMSU's mandate is to manage and coordinate Urban95 Phase-II Program with strategic and operational requisites. Appointed PMU will work in close coordination with the PMSU in this Program.

Key objectives of the Phase-II of Urban95 Program are as follows;

- 1) Include Urban elements friendly to Infants, Toddlers, and Caregivers (ITCs) in highly visible urban infrastructure projects, with a renewed focus on green (and blue) infrastructure, public spaces, early childhood urban services and informal settlements;
- 2) Institutionalize Urban95 policies and guidelines, including; ITC-friendly norms, child safety guidelines, design elements, and procurement rules etc., in city's development and management;

- 3) Build capacity of the early childhood workers, city managers, and other technical teams to be able to support and respond better to the needs of young children and their families;
- 4) Prepare Udaipur to imbibe post-Covid-19 ITC-supportive interventions in city planning and project implementation with a focus on resilience;
- 5) Serve as a lighthouse for cities in the state and country, those keen on incorporating an Urban95 “Infant, Toddler, Caregiver friendly lens “in city planning and policies.

2 Purpose & Objectives of the Report

2.1 Purpose

As per the scope of work for PMU, the Yearly Program Assessment Report is one of the deliverables to assess program progress over a span of one year and it has to be submitted at the end of each year. Its purpose is to document the overall progress achieved in the second year of the implementation of Urban95 Phase-II with major observations & key learnings. It is also envisaged to identify challenges faced, bottlenecks and constraints during the implementation of the program and identify measures to mitigate the obstacles so that implementation process can be made more smooth and effective in next of program.

The key learnings observed in the second year of the Urban95 Phase-II shall be converted into actions to achieve the desired results, to minimize the challenges faced & to smoothen the overall progress in third year of the program.

2.2 Objectives of the Report

The objectives of this report are as given below:

- A. Showcasing the 2nd year (Feb'22- Jan'23) progress via suitable measures/ actions taken based on learnings from 1st year (Feb'21- Jan'22);
- B. To map the progress made in the 2nd year of the Urban95 Phase- II program w.r.t. the scope of the work and the work plan as well;
- C. To highlight the outcome of the important meetings, training programs, stakeholder engagements etc., organized in this duration.
- D. To highlight the challenges/hurdles faced due to external and unforeseen factors (Engineer's strike at UMC, delay in approval of semi- permanent projects due to UMC Mayor's predicament on the same;
- E. To document the key learnings gained from the second year of the project
- F. To pave the way forward for effective implementation of future activities.

2.3 Report Structure

Report is structured in following sections;

- A. Section 1 & 2 is about program background and purpose of this document.
- B. Section 3 gives a snapshot of progress made in last one year and achievements.
- C. Section 4 gives a more elaborative view of progress made as per the deliverables of the second year & further targeted timelines for completion of the pending activities.
- D. Section 5 provides details of the Progress Review Meetings and Project Steering Committee held with UMC for discussing the progress and taking various approvals.
- E. Section 6 identifies progress indicators mapped through stakeholder engagements, field visits, organizing workshops etc. in the second year of the program.
- F. Section 7 is about key challenges/ obstacles faced during last one year.
- G. Section 8 identifies the key learnings gained in the first year of the Program.

- H. Section 9 identified the proposed actions & way forward for the second year of the Program to curb the delays happened.
- I. Section 10 is about the recommendations for pathway to scale for the second year work with an objective of scale and sustainability.

3 Highlights of the Second Year Progress

Highlights of Second Year Progress from Feb'22 to Jan'23																									
COMPLETED & PROGRESSING ACTIVITIES	<p>a) Inception Report along with the work plan was finalized in the month of March'22 with approval from PMSU.</p> <p>b) Technical Proposal was finalized in the month of March'22 with additions & changes in discussions with PMSU.</p> <p>c) The Launch Workshop video (as part of the collaterals) of the Launch workshop was finalized in the month of March'22 after several revisions.</p> <p>d) The activity related with Rapid Behavioural Assessment (RBA) which was initiated in Year-1 was completed in the month of Dec'22 (Year-2). The final exercise was led by Centre for Change & Communication India (CCC-I) with the support from PMU in the month of April'22 and with a dissemination session with the concerned stakeholders this exercise was completed in Dec'22. Further stage wise details of the activity is as under:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>S.No.</th> <th>Stages</th> <th>Timelines/Remarks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Instrument Preparation</td> <td>Finalized in Year-1 (Nov'21)</td> </tr> <tr> <td>2</td> <td>Pre-Testing</td> <td>Finalized in Year-1 (Dec'21)</td> </tr> <tr> <td>3</td> <td>Instrument finalization</td> <td>Finalized in Year-2 (April'22)</td> </tr> <tr> <td>4</td> <td>On-ground Survey</td> <td>Finalized in Year-2 (April & May'22)</td> </tr> <tr> <td>5</td> <td>Data work including the transcription</td> <td>Finalized in Year-2 (May'22)</td> </tr> <tr> <td>6</td> <td>Report Finalization</td> <td>Finalized in Year-2 (Sep'22)</td> </tr> <tr> <td>7</td> <td>Dissemination of Learnings gained from RBA with concerned stakeholders</td> <td>Finalized in Year-2 (Dec'22)</td> </tr> </tbody> </table>	S.No.	Stages	Timelines/Remarks	1	Instrument Preparation	Finalized in Year-1 (Nov'21)	2	Pre-Testing	Finalized in Year-1 (Dec'21)	3	Instrument finalization	Finalized in Year-2 (April'22)	4	On-ground Survey	Finalized in Year-2 (April & May'22)	5	Data work including the transcription	Finalized in Year-2 (May'22)	6	Report Finalization	Finalized in Year-2 (Sep'22)	7	Dissemination of Learnings gained from RBA with concerned stakeholders	Finalized in Year-2 (Dec'22)
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	e) On the basis on the initial learnings gained from the RBA (Top line findings shared by CCC-I), the structuring of the Rapid Action Plan was initiated in the month of June'22 from PMU side which was in progress till the end of the Jan'23.																								
f) The activity related with Monitoring & Evaluation (M&E) Framework was initiated in the month of Oct'21 by PMU in co-ordination with PMSU (round-1) on which progress was made till Dec'21. Based on PMSU's suggestions this activity was put on hold in Dec'22 and was again initiated in July'22 with the support of the DevInsights (M&E Team/Experts from BvLF on-boarded in April'22) and was finalized in the month of Dec'22.																									
g) The Urban95 ITC Dashboard was initiated in Oct'22 after the completion of the M&E Report. The representative framework was under progress for its finalization.																									
h) Pre- Feasibility presentation for the Child Priority Zone-Neemach Kheda was initiated in Oct'22 after brainstorming exercises lead by CCC-I which was under progress till the end of Jan'23.																									
i) With regards to the Child Safety Guidelines (CSG) discussion was held with the global team/TAG on the updated framework prepared by PMU in Dec'22. The work related with the finalization of thee updated framework was under progress by Jan'23 and it is targeted by PMU team to initiate the draft report after the approval on framework.																									
j) The Stakeholder Engagement Report (7-12 Years) was finalized in the month of April'22.																									

	<p>k) After the completion of the Feasibility Report of the 'Development of 1.5 kms Connected/ Shared Street and 3 Family Friendly Junctions' in August'22, a semi- permanent intervention was planned to be implemented on selected stretch (mix of UMC and UIT stretch), however it was put on hold from UMC Mayor with the reasoning that it can be taken up later after seeing the results/ outcomes of other on- ground activities (implementation of semi- permanent projects at AWC, Manoharpura and PHC at Sec- 11, Hiran Magri and also of Ashok Nagar CPZ.) Discussion with officials was underway for implementing the intervention till the end of Jan'23.</p> <p>l) On the ECD Policy, PMU team has submitted their part to Parents+ team after discussion with them in form of suggestions on the draft prepared (1st Round).</p> <p>m) The Yearly Program Assessment Report for the 1st Year (Feb'21-Jan'22) was finalized in Nov'22.</p> <p>n) As per the discussion with UMC & concerned stakeholders the site for the Development of Sensory Park was selected as Gulab Bagh. The Feasibility Report of the same was finalized in Dec'22, and the work on the DPR is in progress.</p> <p>o) Potential sites for the Retrofitting Projects of AWC & PHC were identified in discussion with the concerned stakeholders (UMC, ICDS and Health Dept.).</p> <p>p) The Stakeholder Engagement Report (13-18 Years) was finalized in the month of Oct'22.</p>
<p>IMPLEMENTED PROJECTS</p>	<p>a) As part of Urban95 Phase-I two semi- permanent projects/ interventions were finalized for implementation in Urban95 Phase-II (after changing the sites). New sites of PHC Sec-11, Hiranmagri & Aanganwadi Centre Manoharpura were finalized among the potential sites and their design and conceptual were finalized by August'22. These projects were delayed in their implementation due to various reasons including delay in awarding contracts due to the engineers strike followed by Diwali vacations, taking NOC's from the concerned departments, G-20 event in the city etc. The implementation works of both the semi-permanent projects were completed in the month of Jan'23 and one semi-permanent project of the PHC Sec-11, Hiranmagri was inaugurated in Jan'23. It was targeted to inaugurate the other semi-permanent project related with AWC in the 1st week of Feb'23.</p> <p>b) The semi-permanent project related to the CPZ-Ashok Nagar was implemented and inaugurated in Sept'22 and accordingly, the work on the DPR was initiated.</p>
<p>EVENTS & WORKSHOPS</p>	<p>a) The Capacity Building Workshop (CBW-01) under the Urban95 Phase-II was held in the month of Dec'22 on the theme of "Site Finalization".</p> <p>b) The 1st Urban95 Kids Festival in the city was held in the month of March'22 in the Gulab Bagh (City Level Park) of Udaipur in which young children from various schools, children from Aanganwadis, Creche, and children along with their caregivers from the city participated. This city level event was held for 2 days.</p>

<p>TEAM UPDATES</p>	<ul style="list-style-type: none">a) Mr. Pushendra Srivastava, joined as Team Leader in the month of July'22.b) Mr. Ershad Ahmed was on-boarded as short term expert (consultant for KMBCC position) in the month of April'22.c) Creative Footprints (Consultants) started working on the project related to the development of 1.5 kms shared street and 03 family-friendly junctions in April'22d) Mr. Harbhajan Chugh was onboarded as an advisor to the project in April'22.e) Two intern positions were also finalized to support the project activities in Feb'22
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4 Progress Mapping with respect to Milestones

Details of progress of the activities mapped for the Second Year Work Plan along with the roll over activities from 1st Year are given below;

SN	Project Milestones (As per Work Plan Feb 2021 to Jan 2023)*	Activities initiated	Activities Completed (Till Jan 2023)	Activities (ongoing/ carry forward to third year of program)	Remarks
0 Month Activities					
0	Acceptance of service contract, on-boarding of agreed-upon team, final technical proposal and updated work plan	<ul style="list-style-type: none"> 4 experts on-boarded the PMU team by Feb'21 while the full team (6 members) on-boarded by April'21 	<ul style="list-style-type: none"> Acceptance of the Service Contract Technical Proposal & Work Plan were finalized in March'22 New Team Leader joined in July'22 while short-term KMBCC Expert joined in April'22. 		Permanent deployment of full-time KMBCC expert is yet to be finalised
Feb 2021 to July 2021 (0-6 Months)					
1	Organising Launch Workshop		<ul style="list-style-type: none"> Workshop was organized in August'21. 	<ul style="list-style-type: none"> Launch workshop video (collaterals) was finalized in March'22. 	-
2	Support in organising 1st PSC Meeting under Urban95 Udaipur Phase-II	<ul style="list-style-type: none"> Formation of PSC was initiated 	<ul style="list-style-type: none"> PSC was formed in June'21 1st PSC Meeting held on 12th April'22 2nd PSC Meeting held on 29th Sept'22. 		
3	Submission of Inception report	<ul style="list-style-type: none"> Work initiated on Inception Report in Feb' 21 	Inception Report along with the Work Plan was finalized in March'22.	<ul style="list-style-type: none"> Updated Work Plan submitted on 20th Jan'23 (Year 2) 	

SN	Project Milestones (As per Work Plan Feb 2021 to Jan 2023)*	Activities initiated	Activities Completed (Till Jan 2023)	Activities (ongoing/ carry forward to third year of program)	Remarks
4	Submission of Rapid Behavioural Assessment (RBA)	<ul style="list-style-type: none"> Activity initiated in June'22 with the submission of draft instruments. 	<ul style="list-style-type: none"> RBA task was completed through a dissemination session organised on 15th Dec'22. 	-	<ul style="list-style-type: none"> .
5	Submission of Rapid Action Plan	<ul style="list-style-type: none"> Work initiated on the Structuring of the Rapid Action Plan in July'22. 	-	<ul style="list-style-type: none"> Work in Progress 	<ul style="list-style-type: none"> Final document was under progress till the end of Jan'23.
6	Submission of Monitoring and Evaluation (M&E) framework	<ul style="list-style-type: none"> Preparation of the M&E Framework started in September'21 	<ul style="list-style-type: none"> Activity was finalized in Dec'22 	-	<ul style="list-style-type: none"> Draft M&E framework was submitted by PMU to PMSU in Dec'21. Activity started again with M&E Team from BvLF (DevInsights) in July'22 and was finalized in Dec'22.
7	Submission of Urban95 ITC Master Checklist	<ul style="list-style-type: none"> ITC Master Check-list document was initiated in April'21. 	<ul style="list-style-type: none"> Discussion held with the Global experts in 3rd week of Dec'22. 	<ul style="list-style-type: none"> Work in Progress 	<ul style="list-style-type: none"> Final Document from PMU side is targeted to be submitted in 1st week of Feb'23.
8	Development of Urban95 ITC dashboard	<ul style="list-style-type: none"> Preparation of the dashboard initiated in Sept'21 (1st Round) Second round was initiated in Oct'22) 	<ul style="list-style-type: none"> Representative Dashboard demo presentation was conducted by 4th week of Jan'22 	<ul style="list-style-type: none"> Work in Progress 	<ul style="list-style-type: none"> It is targeted to complete this activity by March'22.
9a	Submission of feasibility reports - Children Priority Zones (CPZs) – Ashok Nagar	<ul style="list-style-type: none"> Pre-Feasibility Presentation initiated in Nov'21 		<ul style="list-style-type: none"> Feasibility Report is under progress. 	-

SN	Project Milestones (As per Work Plan Feb 2021 to Jan 2023)*	Activities initiated	Activities Completed (Till Jan 2023)	Activities (ongoing/ carry forward to third year of program)	Remarks
9b	Submission of feasibility reports - Children Priority Zones (CPZs) – Neemach Kheda	<ul style="list-style-type: none"> Activity initiated through brain storming session organised in Oct'22 by CCC-I 		<ul style="list-style-type: none"> Pre-Feasibility Report is under Progress. 	
10	Submission of Monthly Progress Reports (0-6 months & 7-12 months)	<ul style="list-style-type: none"> Monthly Progress Reports were submitted to PMSU regularly 	<ul style="list-style-type: none"> Monthly Progress Reports were approved through PSC Meetings. 	-	-
11	Submission of ITC Stakeholder Engagement Status Report		<ul style="list-style-type: none"> Activity was finalized on 4th Jan'22 and approved in PSC meeting. 	-	-
12	Conducting First Capacity Building Training Workshop (CBW-01)	<ul style="list-style-type: none"> Structuring of the CBW was initiated in Nov'21. 	<ul style="list-style-type: none"> First CBW workshop was organized on 22nd Dec'22 	-	•
Aug 2021 to Jan 2022 (7-12 Months)					
13	Implementation of 2 Semi-Permanent interventions identified in Phase-I (AWC and PHC)	<ul style="list-style-type: none"> Site visits were conducted in Dec'21 Technical designs finalized in July'22 Tendering process was initiated in August'22 	<ul style="list-style-type: none"> Both the Semi-Permanent projects were completed in Jan'23. Semi-Permanent Project of PHC Sec-11, Hiranmagri was inaugurated on 21st Jan'23. 	<ul style="list-style-type: none"> Work in Progress 	<ul style="list-style-type: none"> The semi-permanent project related to the AWC could not be inaugurated due to the unavailability of the officials. It was targeted to inaugurate it by the first week of Feb'23.
14	Submission of Feasibility Report-development of 1.5 kms child friendly shared street & three family-friendly junctions	<ul style="list-style-type: none"> Site identification process was initiated in Nov'21 and was finalized in the 1st PSC meeting in April'22 	<ul style="list-style-type: none"> Feasibility Report was finalized on 7th August'22 		<ul style="list-style-type: none"> It was targeted to initiate the semi-permanent works on the Saheli Marg (UMC) stretch by March'23.
15 A	Submission of DPRs for CPZ-Ashok Nagar	<ul style="list-style-type: none"> The activity was initiated on 27th Oct'22. 	<ul style="list-style-type: none"> Updated DPR submitted on 16th Jan'22 	-	<ul style="list-style-type: none"> It was targeted to complete this activity by Feb'22.

SN	Project Milestones (As per Work Plan Feb 2021 to Jan 2023)*	Activities initiated	Activities Completed (Till Jan 2023)	Activities (ongoing/ carry forward to third year of program)	Remarks
15 B	Submission of DPRs for CPZ-Neemach Kheda	<ul style="list-style-type: none"> Work in Progress on the Pre-Feasibility Presentation 	-	<ul style="list-style-type: none"> Yet to be started 	<ul style="list-style-type: none"> Activity shall be started after finalization of the Feasibility Report.
15 C	Submission of DPRs for 1.5 Km child friendly stretch & three family friendly traffic junctions	<ul style="list-style-type: none"> Activity initiated in the month of Jan'22. 	-	<ul style="list-style-type: none"> Work in progress to implement the semi-permanent intervention on the UMC stretch. 	<ul style="list-style-type: none"> DPR has been initiated to finalize detailed drawings BOQ. Target was assumed to complete this activity by July'22.
16	Submission of Tender documents for bidding 2 CPZs	<ul style="list-style-type: none"> Activity to be initiated after finalization of the DPRs. 	-	<ul style="list-style-type: none"> Work in Progress on the DPRs 	<ul style="list-style-type: none"> It is targeted to complete this activity by March or April'23.
17	Submission of Project Progress Report on implementation and monitoring of - 2 CPZs	<ul style="list-style-type: none"> Due to the delays in the selection of the sites this activity could not be started 	-	<ul style="list-style-type: none"> Yet to be started 	<ul style="list-style-type: none"> Activity to be started with the start of the on-ground Implementation.
18	Submission of Early Childhood Development Policy document	<ul style="list-style-type: none"> Structuring was initiated in Dec'21. Suggestions were submitted by PMU on the draft Framework. 	-	<ul style="list-style-type: none"> Work in Progress 	
19	Submission of Child Safety Guidelines for Udaipur city	<ul style="list-style-type: none"> Preparation of the CSG was initiated in April'21. Updated Framework of (CSG) was discussed with the global team on 19thDec'22. 		<ul style="list-style-type: none"> Work in Progress 	<ul style="list-style-type: none"> Draft Report to be initiated after finalization of the Framework.
20	Yearly Program Assessment Report (Feb'21-Jan'22)	<ul style="list-style-type: none"> The report was initiated in Feb'22 	<ul style="list-style-type: none"> Activity completed on 15th Nov'22 	-	-
21	ITC stakeholder Engagement Status Report	<ul style="list-style-type: none"> The report was initiated in Feb'22 	<ul style="list-style-type: none"> Activity completed on 3rd April'22. 	-	-

SN	Project Milestones (As per Work Plan Feb 2021 to Jan 2023)*	Activities initiated	Activities Completed (Till Jan 2023)	Activities (ongoing/ carry forward to third year of program)	Remarks
22	Submission of Feasibility Reports – One Sensory Park	<ul style="list-style-type: none"> Activity initiated on 8th July'22. 	<ul style="list-style-type: none"> Feasibility Report finalized on 11th Nov'22. 	-	-
23	Submission of feasibility reports - One Aanganwadi Centre	<ul style="list-style-type: none"> Potential sites were identified in July'22. 	<ul style="list-style-type: none"> Potential sites discussed with DD ICDS & CMHO, Medical & Health Department. 	<ul style="list-style-type: none"> Finalizing the site Designing and implementation of the project. 	Target was assumed to complete this activity by March'22.
24	Submission of Tender Documents for 1.5km connected shared street & Three child and family friendly Traffic Junction	<ul style="list-style-type: none"> Activity could not be initiated. 	-	<ul style="list-style-type: none"> Finalization of the DPR Implementation of the project. 	<ul style="list-style-type: none"> Yet to be started
25	Submission of Tender Documents for one city-scale Sensory Park & one Anganwaadi Centre	<ul style="list-style-type: none"> Activity could not be initiated. 	-	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Tender documents preparation shall be initiated in March'23
26	Comprehensive stakeholder engagement on draft ECD Policy & CSG document	<ul style="list-style-type: none"> Activity could not be initiated in 2nd Year. 	-	<ul style="list-style-type: none"> Work in Progress 	<ul style="list-style-type: none"> To be conducted in the first week of Feb'23
27	Conducting CBW-02	<ul style="list-style-type: none"> Activity initiated in the last week of Jan'23. 	-	<ul style="list-style-type: none"> Work in Progress 	<ul style="list-style-type: none"> Targeted to be conducted in March'23
28	Conducting CBW-03	<ul style="list-style-type: none"> To be initiated in the 3rd Year 	-	<ul style="list-style-type: none"> Yet to be started 	Targeted to be organised in April'23-
29	Organizing the first Urban95 Kids Festival in the city	<ul style="list-style-type: none"> Activity initiated in Jan'22 with the identification of site for organising the activity. 	<ul style="list-style-type: none"> The 1st Urban95 Kids Festival was organised on 4th & 5th March'22. 	-	<ul style="list-style-type: none"> Collaterals and the video of this activity was finalised on 5th Sept'22.
30	Submission of project progress report on implementation and monitoring of	<ul style="list-style-type: none"> To be initiated in the third year 	-	-	-

SN	Project Milestones (As per Work Plan Feb 2021 to Jan 2023)*	Activities initiated	Activities Completed (Till Jan 2023)	Activities (ongoing/ carry forward to third year of program)	Remarks
	- CPZ 01 - ASHOK NAGAR				
31	Submission of project progress report on implementation and monitoring of - CPZ 02 - Neemach Kheda	<ul style="list-style-type: none"> To be initiated in the third year 	-	-	-
32	Submission of monthly progress reports (13-18months)	<ul style="list-style-type: none"> MPRs were submitted to PMSU for review. 	<ul style="list-style-type: none"> MPRs were approved through PSC Meetings. 	-	-
33	ITC stakeholder engagement status report (13-18months)	<ul style="list-style-type: none"> Activity initiated on 2nd Sept'22 	Activity completed on 14 th Oct'22	-	-
34	Project Progress Report on implementation and monitoring of - 3 CFFJ& SS of 1.5 Kms, Sensory Park and one AWC	<ul style="list-style-type: none"> To be initiated in the third year 	-	-	-
35	Conducting CBW-04	<ul style="list-style-type: none"> To be initiated in the third year 	-	-	-
36	Hosting first Urban95 Phase-II Annual Conference for Knowledge Sharing	<ul style="list-style-type: none"> To be initiated in the third year 	-	-	-
37	Monthly Progress Reports (18-24months)	<ul style="list-style-type: none"> MPRs were submitted to PMSU for review. 	<ul style="list-style-type: none"> MPRs were approved through PSC Meetings (Approved till Sept'22) 	-	-
38	Yearly Programme Assessment Report (Feb'22-Jan'23)	<ul style="list-style-type: none"> To be initiated by Feb'23 	-	-	-

SN	Project Milestones (As per Work Plan Feb 2021 to Jan 2023)*	Activities initiated	Activities Completed (Till Jan 2023)	Activities (ongoing/ carry forward to third year of program)	Remarks
39	ITC stakeholder engagement status report (19-24)	<ul style="list-style-type: none"> • To be initiated by Feb'23 	-	-	-

5 Project Review & Steering Committee Meetings

- A) **PSC meetings:** In order to showcasing the project progress with the UMC, two PSC Meetings were organized (12th April'22 & 29th Sept'22) to seek approvals on the selection of the new project sites and to take design & cost approvals on the ongoing projects for finalizing the feasibility Reports and Detailed Project Reports. The decision procured from the PSC meetings has helped the program to move forward while UMC and other stakeholders ensured their support for the upcoming activities. For reference (list of approved documents & Sites) Minutes of the PSC Meetings 1 and 2 are attached as Annexure 1 & Annexure 2.
- B) **Progress Review Meetings with BvLF:** Two review meetings were held with the BvLF team on 25th March'22 and 20th July'22 and basis the outcome of these meetings, the following actions were taken by the ICLEI-SA and Ecorys India teams;
1. **Onboarding of short-term KMBCC expert-** 1 short term KMBCC Expert has been hired in March'22 in order to complete the delayed tasks and deliverables.
 2. **On-boarding of Consultant** – Creative Footprints have been hired in March'22 regarding the activity/task related to development of 1.5 kms child friendly shared street and three family friendly junctions.
 3. **On-boarding of Project Advisor** – Mr. Harbhajan Chugh onboarded as the Project Advisor in the Program in the month of April'22 to provide technical support to PMU on the Program activities. He was engaged for half of a month during April'22 and May'22 month while full-time in June'22 month.
 4. **Hiring of Additional Resources (interns)-** 2 interns have been mobilized by Jan'22 for a year to support the PMU team in escalating progress in design-related and field related works.
 5. **Onboarding of the New Team Leader** – The new Team Leader, PMU Urban95 Phase-II was formally on boarded in July'22.
 6. **Regular discussions** with concerned officials and representatives of the UMC have helped the PMU team to streamline the Program activities according to the project needs.

6 Progress Indicators

With regards to making progress under the project deliverables, various activities were conducted in the second year of the program which includes conducting meetings with various Government departments, organizing Capacity Building workshops, conducting on-ground engagements and sites visits for identification of potential sites. The details of the stakeholder engagements carried during the second year of the Program are provided as under:

1 Meetings with various Government departments in the city with respect to various deliverables/tasks			
S.No.	Government department	Agenda	Number of Meetings
A	UMC	For organizing the PSC Meeting	02
		Refurbishing work of the Deendayal Park	04
		Discussing the potential sites for the CPZs	02
		Discussing the Learnings of the Urban95 Academy Program of LSE	01
		For Organizing the Kids Festival	05
		Discussing the Semi-Permanent Project Sites	05
		For creation of the Permanent Tab of Urban95 Program on the UMC website	07
B	Police	Inviting the officials to the PSC Meeting	02
		Inviting the officials in the Capacity Building Workshop	02
C	ICDS	Discussing the potential sites for the semi-Permanent projects of AWC	10
		Meetings regarding participation of the children from AWC in the Kids Festival	03
		Regarding taking NOC's for the semi-permanent project	02
D	Medical & Health	Discussing the potential sites for the semi-Permanent projects of PHCs	07
		For Kids Festival	02
		Regarding taking NOC's for the semi-permanent project	02

2 Events/Workshops Held			
S.No.	Events	Agenda	No. of Stakeholders
A	1 st Urban95 Kids festival	Meetings with various departments (UMC, UIT, ICDS, Education, Health, Police, Collector office), NGOs/CBOs, Schools, Creche, for inviting them in the 1 st Urban95 Kids Festival.	14
		Participation of Stakeholders from Government departments	20 (Approx.)
		Total Participation	3400
	CBW-01	Inviting Stakeholders in the Workshop (In Person invitation to Govt. department officials	15

B		– UMC, UIT, Medical & Health Department, Police Etc.)	
		Participation of Stakeholders from Government departments	10
		Total Participation (In person + Online)	60 (39+19)
C	RBA Dissemination	Meetings for inviting Stakeholders in the Workshop	06
		Participation of Stakeholders from Government departments	11
		Total Participation	28
D	Inauguration-Semi-Permanent Projects	CPZ-Ashok Nagar	
		Participation of stakeholders from Govt. Departments	7
		Total Participation	28
		PHC Sec-11, Hiranmagri	
		Participation of stakeholders from Govt. Departments	13
		Total Participation	50 (Approx.)

3	On-Ground Surveys/Activities		
S.No.	Activity	Agenda	No. of Stakeholders
A	RBA	Interactions with various stakeholders including staff of AWC & PHC, Garden cleaning staff & community members at selected ITC Destinations via FGDs, KII, PLA etc.	205
B	1.5 Kms	Interactions with caregivers at Saheli Nagar site during the intercept survey	25 (Approx)
C	CPZ-Neemach Kheda	Intercept Surveys with caregivers	12
D	CPZ-Ashok Nagar	Intercept Surveys with caregivers	15

4	Site visits conducted for identification of potential sites for various projects/intervention/event		
S.No.	Site For	Agenda	No. of Field Visits
A	Kids Festival	For finalization as well handling the ground works	08
B	Aanganwadi Centers	No. of field visits for identification of potential site Aanganwadi Centers (Semi-Permanent Project)	06
C	Primary Healthcare Centre	No. of field visits for identification of potential site Public Healthcare Centre	05
D	Child Priority Zones – Neemach Kheda	No. of field visits for identification of potential site for CPZ	04
E	Sensory Park	No. of field visits for identification of potential site for (Semi-Permanent Project)	03

F	Retrofitting Projects	No. of field visits for identification of potential site (AWC & PHC)	25
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5			
Review Meetings			
S.No.	Meeting	Agenda	No. of Meetings
A	PRM	Project Review Meeting with UMC	02
		Project Review Meeting by Global Experts	01
A	PSC Meeting	Project Steering Committee Meeting 12 th April'22 & 29 th Sept'22	02

Note

- (1) *Interactions with representatives & officials of the UMC (Mayor, Dy. Mayor, UMC Commissioner, Superintending Engineer, Executive Engineer, Assistant Engineers, Junior engineers & supporting staff) have been carried out on routine basis for discussing/finalizing the tasks and Approvals.*
- (2) *Regular field visits were carried to the sites of the semi-permanent projects to monitor and complete the works.*
- (3) *The details of these activities have been covered in the Stakeholder Engagement Reports of the second Year Program.*

7 Issues and Challenges

A. Change in Semi-Permanent Project Sites – As per the Urban95 Phase- II project scoping, 2 semi- permanent projects, i.e. **AWC at Pula and PHC at Dhanmandi** were carry forwarded by Phase-1, as they were not been implemented COVID- 19 lockdown. The design and cost for both the sites were finalized and approved in Urban95 Phase-I itself and it was just the on-ground implementation of the same which was to be taken up in Phase- II.

The PMU Team then revisited the above said sites to see for any changes in the site conditions before proceeding for permissions/ approvals from UMC for its on-ground implementation. AWC, Pula design and costing was revised based on the discussions with the school Principal & other teachers (AWC, Pula being the shared AWC with primary school) and their needs (specific installation of 20 M x 2.5 m parking shade made of PVC along with its necessary ancillary infrastructure). All the revisions in the design and cost were discussed with PMSU and UMC officials along taking their approval as the revision has a significant cost factor to it.

Moving further, both the interventions and their costing were presented in the 1st Project Steering Committee (PSC) meeting held in the month of April'22 for the committee approval.

However, PHC Dhanmandi intervention was canceled by District Program Manager, Medical & Health Department citing the reasons that the current design is not feasible because of infrastructural & other changes taken up by the Medical & Health Dept. in the interim period- an extension of parking and installation of the shading element, construction of RCC seating space within the open area, wherein the entry gate has been proposed as part of the design).

Based on his suggestions, a new design proposal for PHC Dhanmandi was prepared by PMU and submitted to PMSU for their consideration and approval.

Further discussions on the alternative design proposal were discussed with the PMSU and the following way forward was finalized;

- a. The new design for PHC Dhanmandi was found '**not suitable**' due to Infrastructure constraints,
- b. AWC, Pula site was not found feasible due to low attendance of the children and discussions held in the PSC meeting wherein the UMC commissioner and DPM, Urban suggested looking for an alternative location since there are challenges with the accessibility to this AWC (refer Mom of 1st PSC meeting).

Given the above scenario, PMU has discussed for alternative sites for AWC and PHC with respective depts. and prepared the comparative analysis of the same with suitable Parameters.

However the internal process for approval and then sharing with PMSU also took time due to on- off engagement of an Advisor appointed to lead PMU in absence

of full time Team Leader. Based on this comparative analysis AWC Manoharpura and PHC Sec-11 were finalized as new site for semi –permanent projects.

B. Delays in Implementation of the Semi-Permanent Projects - Implementation of both the semi-permanent project at PHC Sec-11, Hiranmagri & AWC Manoharpura were delayed due to numerous reasons. In the starting it got delayed due to the delay in approval by Mayor which was followed by the strike of the Junior Engineers at UMC (Sept'22). Due to the strike the Letter of Award could only be issued in Oct'22 but the actual work could only be started after the Diwali vacations held in Oct'22. One of the major reasons for the delay was the incompetency/inability of the UMC contractors to deliver the required work due to the dynamic nature/components of the project. The contractors were guided on a routine basis through numerous field visits to achieve the desired work which was time taking.

C. Finalization of Technical Proposal – Finalization of the Technical Proposal (this document has been commented on by several personnel after allotment of project to the Technical Partner) & reshuffling of the activities in the work plan has also resulted in the delay in the overall project progress. However, this document was finally approved on 24th March '22.

D. Manpower Deployment- Efforts were made by Senior Management Team from both the technical partners for filling up the Team Leader position, but the same could only be filled in July'22 which ultimately delayed the project progress. Although an Advisor has been appointed in the interim period (from April'22 onwards) in absence of full time Team Leader but this has not proven fruitful due to his limited engagement with the Program (15 days a month only) initially and full time engagement in June'22 & July'22 the activities started moving forward.

PMU team also faced problem with **KMBCC Expert leaving the Project** within six months, as it has impacted the 'Behaviour and SBCC' inputs in all the project activities providing delays in finalizing the activities. However, a consultant was put in place in the second year of the program for providing inputs on the ongoing activities..

E. Back and forth process of documents – Numerous times to & fro of the document at various levels (experts/teams etc.) has resulted in increase in the overall time in finalization of the activities which ultimately caused delays.

For better understanding task of Monitoring & Evaluation Framework (M&E Framework) and Child Safety Guidelines can be taken. Here are the details of the back & forth related to the document:

I. M&E Framework

S/n	Round	Overall Time	Remarks
1	Round 1 14 th Oct'21-10 th Dec'21	Almost 2 months	Round-1 of the Monitoring & Evaluation Framework was progressed by PMU team (handled by UD Expert) in discussion with PMSU and the draft

			document was shared. Further the activity was put on hold by PMSU in Dec'23 .
2	Round 2 19 th July'23 -15 th Dec'23	Almost 5 months	Theory of Change, Results Framework and Indicator matrix were developed and finalized in discussion with DevInsights (External Consultants from BvLF) and PMSU.

II. Child Safety Guidelines

The framework of the Child Safety Guidelines could not be finalized after numerous discussions in the 1st two years of the project, causing a delay in finalizing the document.

The key learnings observed by the PMU team are provided in the subsequent section of the report.

8 Key Learnings- What Worked Well and What Didn't?

While evaluating the second year of the program, it has been observed during numerous discussions with city stakeholders that there is a strong need for the kind of the projects proposed as a part of Urban95 Phase-II in Udaipur, given the situation that Udaipur seriously lacks in such kind of specifically designed and interlinked ITC facilities.

Moreover city stakeholders also don't have exposure towards such concepts, activities and importance of such ITC dedicated facilities etc. However, with the persistence efforts of team via continuous engagement with them for keeping them actively engaged with program objectives and activities in form of meetings, events, Kids Festival and other on-ground implementation activities and many more the team was able to achieve progress in the second year of the Urban95 Phase-II. Here are the details of the activities which worked well and which didn't in the 2nd year of the project.

ACTIVITIES WHICH WORKED WELL

A. Organizing Events and showcasing on-ground engagements

1. Organizing 1stUrban95 Kids Festival in the city, implementation of the two semi-permanent projects at PHC Sec-11, Hiranmagri & AWC and semi-permanent project at CPZ-Ashok Nagar to test the Feasibility has showcased on-ground project progress and also helped the project to gain further support from UMC & concerned stakeholders for conducting other activities of the project.

B. Importance of Project Review Meetings (PRM)

1. Organizing two Project Steering Committee Meetings (PSCs) in the second year has helped the project to move ahead as approvals on the design & costing of the various projects were given by the Committee members through which the further progress was initiated.

C. Stakeholder Engagements

1. Stakeholder engagements with the communities and with various Govt. departments have helped the stakeholders to understand the program's need in the city.
2. It has been observed that regular interactions with UMC and continuous meeting with other relevant city stakeholders has resulted in positive outcomes & has given higher visibility to the project;
3. Sharing program updates with stakeholders (dissemination of information) by PMU through dissemination/workshops has helped in creating credibility about program among various city stakeholders;
4. Moreover, regular interaction and coordination with these stakeholders has resulted in important decisions making such as finalizing the designs of the project

which were useful in finalizing the Feasibility Reports (FRs) & the Detailed Project Reports (DPRs).

5. Coordination with media has helped sharing objectives of Urban95 with urban populace, thereby enhancing awareness and credibility of program among general populace.

D. Importance of convergence with other departments

1. While engaging with the Government officials from various departments in the city, it was felt that regular interactions are required with the agencies/departments responsible for the project implementation in the city specially the Urban Improvement Trust (UIT). It is envisaged to have more engagements with UIT in form of meetings etc. for better project implementations & for future scalability of the projects.

ACTIVITIES WHICH DID NOT WORK WELL

A. Work Plan

1. Delay in finalizing the technical proposal and overall work plan due to various reasons along with shuffling of activities has caused delay in the program progress.

B. Team Management

1. Delay in finalizing the vacant positions and moreover, finding the able replacement of important position such as Team Leader caused the delay in finalizing the program activities and taking them forward in absence of able supervision and guidance.

C. Delays in finalization of Feasibility Reports and Detailed Projects Reports of Projects

1. Delays in the finalization of the Feasibility Reports and DPRs due to various reasons including numerous times to & fro of the document ultimately slowed down the project progress and caused delays in timely implementation of projects.

The proposed actions to resolve issues & challenges faced by the PMU team are provided in the subsequent section of the report.

9 Proposed Actions and Way Forward

As suggested by BvLF during the review meetings with SMT in the first year of the project the actions were taken (in form of filling vacant position of TL, hiring short term KMBCC expert, Project Advisor, consultant & interns) which helped activities to progress further in the 2nd year of the program.

PMU was able to organize two PSC Meetings, conduct stakeholder engagements, initiate and complete two semi-permanent interventions at a PHC & AWC, complete various activities including the RBA Study, was able to make progress under various on-going documents like Child Safety Guidelines, ITC Master Check-list etc., has helped the team to gain further support required from UMC and the concerned departments. Steps undertaken after the Progress Review Meetings with UMC has helped the project to overcome from the time overruns of the first year and the program progress is quite visible in the second year.

Moreover, moving forward new activities along with the leftover from first & second year are already in pipeline such as the implementation of the semi-permanent at the 1.5 kms stretch, new retrofitting projects for one AWC & one PHC, finalizing the Urban95 Dashboard, finalizing several documents like CSG & Master Check-list, Rapid Action Plan, organizing the 2nd Urban95 Kids Festival, organizing the CBWs, implementing the large projects like Sensory Park, development of 1.5 kms shared street, Child Priority Zones of Ashok Nagar and Neemach Kheda, organizing the Annual conferences etc.

Several actions have been proposed in the third year taking learnings from the second year to tackle issues faced by PMU including; time over runs (delay in deliverables) quality improvement etc. **Proposed actions are as given below;**

- A. **Resource Augmentation through short-term experts and interns** – It is proposed to continue having interns and the short-term experts to have additional support as this has helped to gain progress in the second year of the program.
- B. **Regular Stakeholder Engagements** – PMU shall target to have regular & rigorous stakeholder engagements with all the concerned stakeholders to hasten the project activities and to successfully implement the large projects with their support. Regular meetings shall be conducted with UMC officials for resolving the administrative issues and to successfully implement the infrastructure projects.
- C. **Organizing Project Steering Committee (PSC) Meetings** – PMU team shall target to organize PSC Meeting with the concerned stakeholders for showcasing project progress, to take their support and to take approvals on various activities for their finalization.
- D. **Regular Program Review Meetings (PRMs)** – PMU shall target to have joint Program reviews meetings among PMU, PMSU and SMT at regular intervals to discuss the progress, to resolve issues and to discussing strategies/plan for implementation of the upcoming project activities for successful completion of the project activities by Jan'24.

- E. **Organizing Technical Discussions with PMSU, TAG team and Global Experts** – It is proposed to organize technical discussions on various documents on as & when/need basis on core documents like ITC Master Check-list, Child Safety Guidelines, and Early Childhood Policy (ECD) for their finalization.
- F. **Organizing Events and Workshops** – PMU targets to organize various events like 2nd Urban95 Kids Festival, Capacity Building Workshops, Annual conferences etc. in the third year of the program with an aim to capacitate the stakeholders including the communities, officials & representatives from Govt. departments, Urban developers and practitioners for integration of the ITC lens in their routine works and projects.

Way Forward

Despite of conducting various activities in the second year of the program covering the spill over activities from the first year of the program, several activities could not be started on time as per the revised work plan and consequently several deliverables got delayed in the second year of program.

However the momentum was gained in the second year of the program and various activities including implementation were initiated in the second year. It is targeted by the PMU team to successfully complete the project activities by Jan'24/third year of the program including the large project implementations.

10 Recommendations for Pathway to Scale


As discussed in the previous sections actions were taken by SMT based on discussions with BVLf specially regarding filling the vacant positions. Regular meetings were conducted with UMC and rigorous follow ups were conducted with the UMC officials and representatives with regards to the project activities. PMU team envisage to continue the additional human resource including the short term expert (till the completion of the activity) and the consultant for development of 1.5 kms shared connected street & three family friendly junctions. Based on learnings from 2nd year (initiated) below are the recommendations for pathway to scale.

- A. Using Media for dissemination of Project Activities-** It has been found that use of social media platforms, electric & print media helped in disseminating the information related to project activities which ensured participation from the stakeholders in the city level events also, dissemination of the information also helped in promoting the project objectives. Therefore it is suggested to have more engagements with the media involved in all aspects of the program from time to time to disseminate information and increase awareness/ to bring consensus among a variety of stakeholders.
- B. Increased Focus on ECD Lens** – The PMU team will focus on promoting awareness and knowledge of Early Childhood Development (ECD) subject among development agencies and stakeholders, with the aim of integrating ECD into government projects that benefit children and their caregivers.
- C. Inclusion of behavioral challenges in Infrastructure projects** – To benefit users; it is advisable to identify the behavioral challenges faced by ITCs before implementing any infrastructure projects. This can be achieved through meetings, surveys, FGDs, studies, and other means, in collaboration with stakeholders. The Urban95 Project's activities can serve as a reference for this approach, which can also be incorporated into day-to-day operations of UMC & the development agencies.
- D. Engagements with Government Departments** - It is also understood that the Urban95 program needs to be implemented/expanded in coordination with the actions/projects of other government departments (such as UMC, ICDS, UIT, Medical & Health department). In this regard, it is suggested that the PMU take steps to increase wide stakeholder engagements and improve coordination with other Government departments in the next year of the program.
- E. Community Participation** – It is recommended to conduct more engagements with the community to bring the necessary support required for the implementation of the projects, to promote their usage among the parents & their caregivers and to foster a sense of ownership among them. This shall help in maintaining the facilities as well.


- F. Formation of budget head for Urban95 in the UMC budget** - It is recommended creating a distinct budget category in the UMC's annual budget specifically for Urban95 initiatives. This budget would be exclusively allocated to support the ITC-related projects and associated activities in the city.
- G. Capacity Building of the UMC Officials & Representatives** – While efforts have been made to capacitate the UMC officials & representatives on the ECD subject through various channels such as meetings and capacity-building workshops, it is advisable to equip UMC officials and representatives with the skills necessary to organize events like the Urban95 Kids Festival, which could be sustained beyond the project's completion next year.
- H. Aligning Urban95 Program objectives with other programs of Government** - The Urban95 program should consider aligning with the infrastructure plans and resource allocation of development agencies, particularly the UMC, UIT, and other organizations, including projects like the Smart City Mission. This convergence will promote the program's long-term sustainability.

Annexures

Annexure -1 Minutes of the 1st PSC Meeting



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क्रमांक:- निर्माणा/१२-२३/१२ दिनांक:- १९.०५.२०२२

URBAN95 UDAIPUR PHASE-II PROJECT STEERING COMMITTEE MEETING

Minutes of the Meeting

BACKGROUND:

The first Urban95 Udaipur Phase-II Project Steering Committee (PSC) meeting was organized by Udaipur Municipal Corporation(UMC) in their Mini Meeting hall on 12th April'22 at 10:45am till 1:00 pm. The objective of this meeting was to review the program progress and to provide approvals on the identified sites for semi-permanent interventions/ program activities/ documents presented by the Programme Management Unit (PMU)comprises of ICLEI-SA & Ecorys and Parents+ comprises of JatanSansthan with the support of Program Management Support Unit (PMSU) under the Urban95 Udaipur Phase-II Program.

ATTENDEES:

- Mr.Himmat Singh Barhat, Commissioner (UMC) &Chairaman (PSC)
- Ms. Rushda Majeed, Country Representative, BvLF& Member (PSC)
- Ms.Shashibala Singh, Executive Engineer, UMC& Member (PSC)
- Mr. Vaibhav Saroha, DPM (Urban), Medical &Health Department& Representative Member (PSC)
- Ms. Nidhi Rani Joshi, CDPO, ICDS& Representative Member (PSC)
- Mr.Fateh Singh, Traffic Sub-Inspector, Police Department& Representative Member (PSC)
- Mr. Amit Upadhyay, Programme Manager, PMSU (Urban95 Phase-II)
- Mr.Akhilesh Tank, City Coordinator, PMSU (Urban95 Phase-II)
- Mr. Prakash Kumar Paul, External Advisor, BvLF
- Ms Sana Mulla, Administration, BvLF
- Mr.Emani Kumar, Executive Director, ICLEI-SA
- Mr.RanveerShaktawat , Deputy Director, JatanSansthan
- Ms.SurabhiYadav, Team leader, Parent+
- PMUteam members: Mr. Abbas Kiklai (Urban Designer-UD), Mr.YougalTak (Urban Development and Institutional-UDI), Mr. Om Prakash (Early Childhood Development-ECD) and Mr.Rahul Rathi (Research Associate-RA)
- Parent+ team members: Ms.NeeluChaudhary (Documentation and Knowledge Management-DKM), Ms.UshaChoudhary (Early Childhood Development-ECD), Mr.Prashant Singh (Social, Behaviour



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Communication Change and IEC-SBCC & IEC), Mr. Manish Yadav (Sr. Programme Designer-PD), Ms.JasminderKaur (Urban Planner-UP), Mr.PushkarNayak (Monitoring and Evaluation- M&E)

POINTS OF DISCUSSION:

- Program Manager, PMSU greeted the PSC members and requested the Commissioner, UMC, and Country Representative, BvLF to start the meeting with a welcome note.
- Commissioner, UMC welcomed all the PSC members and other participants in the meeting and expressed to expedite the on-ground implementation and timely completion of the projects targeted under the Urban95 Phase-II Programme. Country Representative, BvLF thanked Commissioner, UMC and gave a brief introduction of the BvLF. She shared the vision of the Urban95 Program in the global and national context and requested the Program Manager to proceed with the meeting.
- Program Manager, PMSU shared the details and objectives of PMU and Parent+ teams in the Urban95-Phase II Programme through a presentation. He highlighted the importance of early childhood development through creating suitable built environment and the importance of Parenting coaching and responsive behavior for catering to the needs of young children (0-5 years) and the factors which influence the development of young children. Further, he requested the PMU team to present their agenda points for discussions and approvals.
- **Presentation by the PMU team:** The PMU team members have shared the targets assumed in the Urban95 Phase-II project for upcoming months, details on the proposals for approvals, and highlighted the progress with the ongoing activities with the PSC. The details are given below;
 - **Snapshot of the Urban95 phase-II progress and onwards targets:** UDI expert presented the snapshot of the agenda having the documents requested for approvals and discussions. He highlighted the progress made in the Urban95 Phase-II programme and the submissions targets assumed for the upcoming quarter of this year (till July'22). It was highlighted that PMU is targeting to start implementing these projects by June'22.
 - **Development of 02 Child Priority Zones (CPZ):** UD expert presented the scope and the sites considered for developing the 02 CPZ viz. Neemuch Kheda, Ashok Nagar and Meera Park & Sahiwalo ki Gali neighborhoods. He presented the existing situation of the Infant toddlers and caregivers (ITC) related facilities and provisions observed in these areas, Identification of the early childhood development anchor Institute acting as a potential magnet for the young children's engagement on day-to day basis, existing behavioral challenges restricting usage of the anchor institute and its catchment zone of 600 mts and trip behaviors from the young children's and their caregivers. A detailed comparison of all three sites was presented and approval from the PSC was requested on progressing with Neemuch Kheda and Ashok Nagar Neighbourhood's development.
 - **Development of 1.5 km of Connected Street and 03 Family Friendly Junctions:** UD expert presented the site selection parameters followed by the prospective locations considered for the evaluation viz. Saheli Marg, RoopSagar Pal location and NeelaTalab pal location.



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He presented the existing situation of the available right of way, Infrastructure situation and behavioral barriers observed interacting with the residents including caregivers. Reasons for the restricted and limited engagement of young children with these road sections were discussed in length. A detailed comparison of all three sites was presented and approval from the PSC was requested on progressing with the Saheli Marg road and Sukhadia Road sections.

- **Semi-Permanent Interventions at 01 Anganwadi Center (AWC) and 01 Primary Healthcare center (PHC):**UDI expert presented the objectives of proposing semi-permanent Interventions proposed at AWC, Pula and PHC, Dhanmandi facilities. He presented the existing layout and situation of the facilities followed by the critical barriers which required to be addressed for making these facilities more engaging for the young children, support their age-appropriate development needs , escalating their enrolments and provisions for their caregivers. The design proposal, associated costing and responsibility of the UMC and PMU in the development of the proposed provisions in the AWC, Pula and PHC, Dhanmandi were presented and requested for approval from the PSC.

DPM, Medical and Health Deptt., highlighted the lacking of the suitable Infrastructure provisions for the young children and their caretakers towards their accessibility and safe crossing of the 100 ft road adjoining the AWC, Pula. He discussed the feasibility of the waiting area, entry/exit provisions and vehicular movement limitation for the PHC, Dhanmandi facility area. He suggested to check alternative facilities also for the proposed intervention at AWC and re-evaluate the PHC design with respect to the space availability for the feasible vehicular movement.

Commissioner, UMC agreed with the suggestions given by the DPM, Medical and Health Deptt. and updated that a flyover is proposed on the 100 ft road adjoining the AWC,Pula center for catering to the traffic issues and once it's developed the accessibility and safety issues for the caregivers and young children approaching AWC, Pula will likely be addressed. He suggested that a joint visit of the UMC and Health department officials shall be done to PHC, Dhanmandi to relook into the parking and mobility issues highlighted by the DPM and accordingly the decision for Implementation shall be taken. He highlighted that the design concept and objectives considered for the PHC, Dhanmandi is found suitable.

- UDI and RA experts presented the objective and outcomes of the Urban95 phase-II launch workshop, Urban95 Kids Festival collateral, Inception report, Monthly Progress Reports (MPRs) and Stakeholder engagement (0-6 & 7-12) reports to the PSC and requested their approval.
- ECD expert shared the progress on the Rapid Behaviour Assessment (RBA) study with the PSC members. He highlighted that the field surveys for identifying behavioral barriers and motivators in the targeted ITC facilities (Street, AWC, PHC, Creche and Park) are concluded in March'22, data processing and analysis are in progress and the survey outcomes shall be discussed with the UMC and other PSC members in the initial weeks of May'22.



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- UD expert shared that the ITC Master Checklist document preparation is in progress and targeted by the April'22 month-end. He highlighted that this document intends to facilitate UMC and other city agencies for the identification of the suitable materials to be used in their city Infrastructure projects based on the prevailing Schedule of Rates for enhancing the young children's experience, their engagement and supporting the tendering system.
- **Presentation by the Parent+ team:** Jatan's Deputy Director through a Presentation shared the progress made in the Parent+ program with the PSC till March'22 followed by the details on all the ongoing and completed activities/ documents and the targets assumed for the upcoming activities in the upcoming months. The details are as given below;
 - **Project Progress until March 2022** –Deputy Director, Jatan along with a progress snapshot has presented that 05 neighborhoods (NeemuchKheda, Pulan, Khempura,Brahmpuri (JogiWada) and Goverdhan Villas) are finalized for taking up various surveys and activities planned under the Parent+ program.
 - He presented the details of the Inception Report, Stakeholder Interaction meeting Report for Introducing Parent+ team to the city agencies/major stakeholder's, presenting Parent+ objective and showcasing the progress, Monthly Progress (0-6 months) reports and requested their approval. Subsequently, he presented the objective, process and outcome of all other ongoing activities and documents to the PSC.
 - He shared that the formats finalization of some important activities such as Baseline Evaluation study formats, Knowledge Assessment & Practise (KAP) assessment report, safety audits at 10 AWCs, parenting campaign, first community sensitization and awareness-raising workshops, Early Childhood Development (ECD) Policy document and Training Programmes for Anganwadi's workers (AWW), crèche owner and playschool teacher are in progress and the field surveys for some tasks are targeted from the April'22 month. ECD expert hashighlighted the details on the Baseline Evaluation and KAP assessment and their importance in the Parent+ Programme.
 - He requested to the PSC that the approved document may be permitted to be uploaded on the UMC's and other PSC member's department websites for the larger visibility.
- Program Manager, PMSU requested Commissioner, UMC and other PSC members to share their approval on the documents presented by the PMU and Parent+ teams.



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DECISIONS TAKEN BY THE PSC:

- The following documents was approved by the PSC;

S.No	Documents	Agenda	PSC decision
1	PMU		
1.1	<ul style="list-style-type: none"> Implementation of 02 Children Priority Zones (CPZs) –NeemuchKeda, Ashok Nagar Implementation of 1.5kms connected shared street& 03child and family friendly traffic Junctions – Sahelimarg&Sukhadia Marg 	Approval on finalizing site locations for preparing Feasibility report, DPR and Implementation	Approved
1.2	Implementation of Semi-Permanent Projects <ul style="list-style-type: none"> Aanganwadi Centre at Pula Primary Healthcare Centre at Dhanmandi 	Approval on the design, cost and Implementation	<ul style="list-style-type: none"> AWC- Approved PHC-Concept Approved (Design and cost shall be updated basis the site visit outcomes to be done by UMC and Health Departments officials)
1.3	Monthly Progress Report (0-6 month and 6-12 month)	Approval on document	Approved
1.4	Stakeholder Engagement Report (0-6 months and 6-12 months)	Approval on document	Approved
1.5	Inception Report	Approval on document	Approved
1.6	Launch Workshop	Approval on Collateral	Approved
1.7	Urban95 Kids Festival	Approval on Collateral	Approved
2	Parent+		
2.1	Inception Report	Approval on document	Approved
2.2	Stakeholder interaction meeting report	Approval on document	Approved
2.3	Monthly Progress Reports	Approval on document	Approved

- Commissioner, UMC suggested that all targeted timelines and the activities planned for the on-ground implementation of the Programme shall be strictly adhered and the outcomes shall be shared with the PSC in the next meeting. He also highlighted that all the preparatory documents formats, documents and ongoing field progress shall be shared with the relevant City department's so that they must be aware of the progress made in the urban95 Phase-II program.
- Commissioner, UMC gave approval on uploading the PSC approved PMU and Parent+ document's on UMC's website. Other PSC members also shared that the necessary support will be provided by them for uploading the Urban95 Phase-II approved documents on their websites.

The meeting was concluded with a vote of thanks by the Program Manager, PMSU.



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Commissioner

Udaipur Municipal Corporation

Annexure -2 Minutes of the 2nd PSC Meeting



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Sr. No. Ni.Vi.Ja/2022-23/967 Date: 29/10/2022

URBAN95 UDAIPUR PHASE-II PROJECT STEERING COMMITTEE
MEETING
Minutes of the 2nd PSC Meeting held on 29th Sep'22

A. BACKGROUND

The 2nd Urban95, Udaipur Phase-II Project Steering Committee (PSC) meeting was organized by Udaipur Municipal Corporation (UMC) in the conference hall of Udaipur Smart City limited on 29th Sep'22 at 12:00 am till 2:00 pm. The objective of this meeting was to review the program progress and to provide approvals on the costs of the various projects/ program activities/ documents presented by the Programme Management Unit (PMU) comprises of ICLEI-SA & Ecorys and Parents+ comprises of Jatan Santhan with the support of Program Management Support Unit (PMSU) under the Urban95 Udaipur Phase-II Program.

ATTENDEES:

- Mr. Himmat Singh Barhath, Commissioner (UMC) & Chairman (PSC)
- Mr. Roshan Patel, Additional Superintendent of Police (ASP), Udaipur & Representative Member (PSC)
- Ms. Rushda Majeed, Country Representative, BvLF & Member (PSC)
- Mr. Pankaj Kumar Dwivedi, Deputy Director, ICDS & Member (PSC)
- Mr. Chandra Shekhar, DEEO, Udaipur & Member (PSC)
- Ms. Shashibala Singh, Executive Engineer, UMC & Member (PSC)
- Ms. Nidhi Rani Joshi, CDPO, ICDS & Representative Member (PSC)
- Mr. Fateh Singh, Traffic Sub-Inspector, Police Department & Representative Member (PSC)



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- Mr. Amit Upadhyay, Programme Manager, PMSU (Urban95 Phase-II)
- Mr. Akhilesh Tank, City Coordinator, PMSU (Urban95 Phase-II)
- Mr. Prakash Kumar Paul, External Advisor, BvLF
- Ms. Avantika Arjuna, Senior Manager, ICLEI South Asia
- Mr. Sk. Salim Altaf, Associate Director, Ecorys
- Mr. Pushpendra Srivastava, Team Leader, PMU
- Ms. Surabhi Yadav, Team Leader, Parent+
- PMU team members: Mr. Abbas Kikali (Urban Designer-UD), Mr. Yougal Tak (Urban Development and Institutional expert-UDI), Mr. Om Prakash (Early Childhood Development expert-ECD) and Mr. Rahul Rathi (Research Associate-RA)
- Parent+ team members: Ms. Neelu Chaudhary (Documentation and Knowledge Management expert-DKM), Ms. Usha Choudhary (Early Childhood Development expert-ECD), Mr. Prashant Singh (Social, Behaviour Communication Change and IEC expert-SBCC & IEC), Mr. Manish Yadav (Sr. Programme Designer-PD), Ms. Jasminder Kaur (Urban Planner-UP).

B. MEETING INCEPTION

- i. The meeting was initiated by the Program Manager, PMSU with the greetings to the PSC members and requesting the Commissioner, UMC and Country Representative, BvLF to start the meeting with a welcome note.
- ii. Commissioner, UMC welcomed all to the 2nd PSC meeting and expressed to expedite the completion of the projects targeted under Urban95 program maintaining good quality of work and outcomes. He expressed that this programme is unique as it is providing better opportunity to the young children in the city for their overall development and shaping up their better future.



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| iii. | Country Representative, BvLF thanked Commissioner and PSC members for extending their support to the Urban95 Program in the city and shared her vision for Udaipur to become the Lighthouse city. She gave a brief introduction of the Bernard van Leer Foundation and shared vision to improve opportunities for young children (0–5 years) growing up with social and economic disadvantages because the first 1000 days and age up to the age of five years of a child's life play the main pillar for their life. She highlighted the presence of Urban95 programs in the Indian cities viz. Bhubaneswar, Udaipur and Pune cities and its presence in the global context. At last she requested the Program Manager to proceed with the meeting. |
| iv. | Programme Manager, PMSU highlighted the objective and goals of Urban95 and Parent+ Programme. He also shared how the physical development of Public spaces along with the positive parenting coaching and the necessity of being attentive to the needs of young children (0–5 years) affect the overall development of the young children. Further, he requested the PMU Team Leader to start the PMU’s presentation for discussion, observations and approvals. |

C. POINTS OF DISCUSSION: PMU TEAM

- i. **Snapshot of the Urban95 Phase-II progress:** Team Leader (TL) started the presentation highlighting the snapshot of the Programme activities under Milestone 0, 6, 12 and 18 months and detailing out their progress vis-à-vis the 1st PSC meeting held in the month of April’22. Commissioner has enquired on the delays observed in completing 2nd and 3rd Milestone Projects as was committed in the 1st PSC meeting on which the Team Leader assured him that while the designs and estimates have taken some additional time, PMU is making all efforts in escalating the projects Implementations on-ground swiftly under both the milestones.

Commissioner also enquired on the next target timelines for completing the Projects tasked under 2nd and 3rd milestone (0-6 months) on which Team Leader assured that all the projects under 2nd Milestone shall be completed by the PMU in the Month of Oct’22 while the projects tasked under 3rd milestone are targeted to be completed by the month of Dec’22.



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- ii. **Development of Child Priority Zone (CPZ)** – Team Leader and UD expert explained about the concept of the Child Priority Zone and Anchor Institute and apprised to all the Committee members about the site location, prevailing issues related to accessibility, Inclusivity, playfulness and safety for the young children's of the Neighborhood and how their needs are incorporated in the design through provision of footpaths, dedicated play zone in Hanuman Park for young kids, speed calming provisions such as table top, rumble, sign boards highlighting vehicle speed of 20KMPH for slow vehicle movement , interactive and learning paintings on the walls and facilitating caregivers in and surrounding the Anchor Institute through seating, shading, parking etc. Costs related to execute semi-permanent and permanent Interventions and timelines for finalizing the projects has been discussed in length.

Commissioner and Deputy Director, ICDS suggested PMU to maintain the execution quality in the Urban95 Projects and having regular discussions with the contractors. They also suggested discussing the designs with the local stakeholders and community representatives for their visibility and their Integration with the Urban95 objectives. Commissioner enquired on managing the drain cleaning while developing footpath over them on which Team Leader explained that the provisions of removable drain covers are considered as per the prevailing norms and standards.

- iii. **Development of 1.5 km of Connected Street and 03 Family Friendly Junctions:** Team Leader and UD expert presented the concept of the child & family friendly road & family friendly Junctions to the PSC members. They highlight the prevailing issues of safe walking and crossing, unorganized vending, on/off street vehicle parking issues and encroachment of the street spaces through utilities and construction activities. UD expert explained how provisioning of suitable width of footpaths, having child Interactive Zones, safe crossing provisions for a family, vending and parking management measures shall help in bringing behavioral changes in the caregivers and stakeholders. Costs related to execute semi-permanent and permanent Interventions and timelines for finalizing the projects has been discussed in length.

UMC Commissioner suggested discussing the proposed designs with the shopkeepers of the proposed road section and the ward councilors for their participation and



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| | <p>coordination while executing the design. Programme Manager, PMSU requested commissioner and PSC members for their support on stakeholders meeting and engagement with this task. It was acknowledged by all.</p> |
| iv. | <p>Semi-Permanent Projects of Aanganwadi Centre Manoharpura & Public Healthcare Centre (PHC), Sec-11: Team Leader updated PSC that the design concepts of both these projects were approved in the previous PSC meeting while the locations was suggested to be changed. Alternate locations were finalized in consultation with the UMC, ICDS and Health departments. He presented the design and permanent elements considered for the Interventions in both AWC and PHC along with the expected behavioral changes to bring into these ITCN facilities. He apprised the committee that the behavioral impact post executions will be assessed by the PMU and the outcomes shall be shared with all members. Costs related to execute semi-permanent and permanent Interventions and timelines for finalizing the projects has been discussed in length.</p> <p>During the discussion, UMC Commissioner and Deputy Director, ICDS suggested to involve suitable agencies having experience in construction of similar kind of projects, having regular Interaction with the selected contractors and making them understand the importance of Urban95 projects along with the quality assurance.</p> |
| v. | <p>Development of the Sensory Park: Team Leader presented the conceptual design of the Sensory Park proposed to be developed adjoining to the Bird Park in the Gulab Bagh Park. The themes adopted, materials and spaces designed for young children's to understand and improve their sensory skills were discussed and presented through a walkthrough video to the Committee members. Costs related to execute semi-permanent and permanent Interventions and timelines for finalizing the projects has been discussed in length.</p> <p>Commissioner enquired on any evaluation done by PMU for the alternate site option suggested by the Deputy Mayor to which Team Leader responded that the existing site location is very strategic as its adjoining to other ITCN facilities while the other site will not be having such advantages. Team Leader expressed that to protect the sensory park from the vandalism and safety threats; see through high fencing shall be provisioned in the design. The suggestion was acknowledged by the commissioner.</p> |



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| | Commissioner discussed on the operation and maintenance part of the Sensory Park to which Team Leader assured on including the relevant clauses in the tender documents. Commissioner suggested reusing the waste materials and unused wooden logs for the Implementation. The same was acknowledged by the Team Leader with thanks. |
| vi. | Monitoring and Evaluation Framework, ITCN Dashboard: Team Leader shared update on the document being progressive and is targeted to be finalized in the month of Oct'22. Country Representative, BvLF enquired whether the ITCN dashboard will be seen on the UMC website to which the Team Leader apprised that the dashboard will be made compatible to be seen on the website as well as other electronic devices such as mobiles and computers. It shall help the commissioner and other engineers to monitor the program progress frequently. |

D. POINTS OF DISCUSSION: PARENT+ TEAM

- i. **Snapshot of the Parent+ Phase-II progress:** A snapshot of the Program activities under milestone 0, 6 and 12 and their finalization progress vis-à-vis the 1st PSC meeting was presented by the Team leader.
- ii. The UMC Commissioner suggested that all timelines should be strictly adhered and the quality shall be adhered while finalizing all activities.
- iii. The presentation followed with the approval request made by the Jatan team to the Committee members on the following documents;
 - AWWs, play school teachers and crèche owner training report (1&2)
 - PSE kit workshop report
 - Safety Audit Report
 - Monthly Progress Report (Mar'22 – Aug'22)
- iv. **Safety Audit:** Urban Planner expert explained the objective, process adopted and outcomes from the Safety Audit in detail. DD, ICDS Country Representative, BvLF and Commissioner have reiterated to discuss the study outcomes with the concerned department before seeking approvals. Jatan team affirmed that they shall discuss the documents outcomes with the ICDS and UMC.



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| v. | The objective and the process adopted for completing tasks such as AWWs, play school teachers and crèche owner training (1&2) and PSE Kit distribution workshop were explained to the committee with the request of approval. Jatan also request for the permission to upload the final documents on the UMC website. |
| vi. | Upcoming activities - A brief overview of the activities planned for the next three months (Oct'22 – Dec'22) was shared by the Parents+ Team Lead. She shared that framework for other activities tasked under the second milestone (0-6 months) are prepared while the outcomes from the KAP/Baseline are awaited to finalize these tasks. She shared that the KAP/ Baseline field surveys are planned to be started on 3 rd Oct'22. |
| vii. | KAP/ Baseline assessment tools and field surveys were discussed by the Jatan team on which DD, ICDS have suggested discussing the tools with the ICDS department to understand the objective and outcome envisaged from the task and to share their observations. It was also suggested that such activities shall be discussed upfront with the concerned department before taking any approvals. The same was acknowledged by the Jatan team and was assured to discuss the tools before starting the field surveys. |
| viii. | Country Representative, BvLF suggested that the Programme should maintain outreach with the public while their support and participation shall be ensured for the Program's long-term sustainability in the city. |
| ix. | Program Manager, PMSU highlighted the efforts taken up by the ICDS department wherein SHGs shall be involved for making budgeted toys for the AWCs and training will be imparted to the AWW for making this practice sustainable. He shared that Parent+ programme objectives could be integrated with such schemes as to escalate the benefits of the positive parenting and responsive caregiving measures for the AWCs and AWWs and to make these practices sustainable and scalable. |
| x. | DD, ICDS have shown interest in Integrating Parent+ team for developing the training materials and with such trainings programmes. |

E. DISCISION TAKEN BY THE PSC COMMITTEE

The following documents were approved by the PSC Committee;



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Sl.No	Documents	Agenda	PSC decision
1	URBAN95 Program		
1.1	Implementation of Children Priority Zone (CPZ) – Ashok Nagar	<ul style="list-style-type: none"> • <u>Approval:</u> Conceptual Design & Cost of the entire Project + Total Estimated Project Cost - Approx. Rs. 70.0 Lacs + Semi-Permanent Intervention - Rs. 2.21 Lac <p><u>Onward Targets:</u></p> <ul style="list-style-type: none"> ➤ Implementation of the Semi-Permanent - Sept'22 ➤ Feasibility - Oct'22 ➤ DPR – Oct'22 ➤ Start of on-ground execution – Nov'22 	Approved
1.2	Implementation of 1.5 kms connected shared street& 03 child and family friendly traffic Junctions – Saheli Marg and road connecting D-park junction with Sukhadia Junction	<ul style="list-style-type: none"> • <u>Approval:</u> Conceptual Design & Cost of the entire Project + Estimated Project Cost – Approx. Rs. 4.0 Cr + Semi-Permanent Intervention – Rs. 4.5 lacs <ul style="list-style-type: none"> • <u>Onward Targets:</u> ➤ Implementation of the Semi-Permanent - Oct'22 ➤ Feasibility - Oct'22 ➤ DPR – Nov'22 ➤ Start of on-ground execution – Dec'22 	Approved



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1.3	<p>Implementation of Semi-Permanent Projects</p> <ul style="list-style-type: none"> • Aanganwadi Centre (AWC) at Manoharpura 	<ul style="list-style-type: none"> • Approval: Conceptual Design & Cost of the entire Project + Total Project Cost - Rs. 4,10,000 • Onward Targets: <ul style="list-style-type: none"> ➤ Tender opening: 3rd Oct'22 ➤ Completion of the Semi-Permanent Intervention on-ground: 2nd week of Oct'22 ➤ Final report with Impact assessment: 3rd week of Oct'22 	Approved
1.4	<p>Implementation of Semi-Permanent Projects</p> <ul style="list-style-type: none"> • Primary Healthcare Centre (PHC) at Sec 11, Hiran Magri 	<ul style="list-style-type: none"> • Approval: Conceptual Design & Cost of the entire Project + Total Project Cost - Rs. 5,69,750 Onward Targets: <ul style="list-style-type: none"> ➤ Tender opening: 19th Sep'22 ➤ Completion of the Semi-Permanent Intervention on-ground: 1st week of Oct'22 ➤ Final report with Impact assessment: 2nd week of Oct'22 	Approved
1.5	<p>Sensory Park at Gulab Bagh</p>	<ul style="list-style-type: none"> • Approval: Conceptual Design & Cost of the entire Project + Total Project Cost – Approx. 80 Lacs- 1 Cr. + Semi- Permanent Cost- Approx. 2.0 Lacs • Onward Targets: 	Approved



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		<ul style="list-style-type: none"> ➤ Implementation of the Semi-Permanent - Oct'22 ➤ Feasibility - Oct'22 ➤ DPR – Nov'22 ➤ Start of on-ground execution – Dec'22 	
1.6	Monthly Progress Report (13-18 month)	Approval on the documents	Approved
1.7	ITC Stakeholder Engagement Report (13-18 month)	Approval on the document	Approved
1.8	Yearly Program Assessment Report (Feb'21-Jan'22)	Approval on the document	Approved
1.9	Monitoring & Evaluation Framework	Progress Update shared and discussed Target for completion: Oct'22	Acknowledged
1.10	<ul style="list-style-type: none"> • Rapid Behavioural Assessment (RBA) study • Development of Urban95 ITC Master Checklist 	Progress Update shared and discussed Target for completion: Oct'22	Acknowledged



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	– (Infant Toddler & caregiver) • Rapid Action Plan • Child Safety Guidelines (CSG) • Development of ITCN dashboard • Conducting 1 st Capacity Building Workshop		
2	Parent+ Programme		
2.1	Safety Audit Report	Approval on the document	Suggested to discuss the outcomes with the concerned department.
2.2	Conducting 2 training programmes for AWWs, crèche owners and playschool teachers including training modules, and submission of reports	Approval on the task	Approved



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2.3	Disbursal of PSE kits to strengthen all the 06 core services provided by the Integrated Child Development Scheme	Approval on the task	Approved
2.4	Monthly Progress Reports (Mar'22 – Aug'22)	Approval on the documents	Approved


The meeting was concluded with a vote of thanks by the Programme Manager, Urban 95.


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 Commissioner
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Annexure -3 Minutes of the RBA Dissemination

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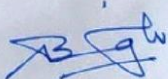
Serial No:- *Ni.Visa/22-23/1058* Date - *17-01-2022*

BACKGROUND:

The dissemination of the Rapid Behavioural Assessment (RBA) conducted under the Urban95 Phase-II was held on 15th Dec'22 in the mini meeting Hall of Udaipur Municipal Corporation (UMC) under the chairmanship of Mrs. Chetna Bhati, Deputy Superintendent of Police, Udaipur from 12:30 PM to 2:00 PM. In this meeting Project Management Unit (PMU), Urban95 Phase-II in coordination with Project Management Steering Unit (PMSU), Urban95 Program Udaipur organized the dissemination session of RBA with the concerned stakeholders in which the outcomes of the RBA exercise along with the challenges faced were presented in details.

ATTENDEES:

- Mrs. Chetna Bhati, Deputy Superintendent of Police, Udaipur
- Mrs. Shashibala Singh, Executive Engineer, UMC
- Mr. K.P.Vyas, Executive Engineer, UMC
- Mr. C. S. Chauhan, Executive Engineer, Urban Improvement Trust (UIT), Udaipur
- Mr. Vaibhav Saroha, District Program Manager (Urban), Medical & Health Department, Udaipur
- Mr. Harish Trivedi, Assistant Engineer, UMC
- Mr. Sunil kumar Bohra, Assistant Engineer UMC
- Mrs. Purna, Medical Officer, Urban PHC Sec-11, Udaipur
- Ms. Jaya Veerval, Lady Supervisor, ICDS, Udaipur
- Mr. Rajkumar Raju, Junior Engineer UMC
- Ms. Rekha, AWC Worker, Manoharpura, Udaipur
- Ms. Sanjeeta Agnihotri, Director, Centre for Change & Communications –India (CCC-I)
- Mr. Amit Upadhyay, Programme Manager, PMSU (Urban95 Phase-II)
- Mr. Akhilesh Tank, City Coordinator, PMSU (Urban95 Phase-II)



- PMU team members: Mr. Pushpendra Srivastava (Team Leader), Mr. Abbas Kikali (Urban Designer-UD), Mr. Yougal Tak (Urban Development and Institutional-UDI), Mr. Om Prakash (Early Childhood Development-ECD) and Mr. Rahul Rathi (Research Associate-RA), Mr. Harbhajan Singh (Project Advisor)
- Parent+ team members: Ms. Surbhi Yadav (Team Leader), Ms. Neelu Chaudhary (Documentation and Knowledge Management-DKM), Ms. Usha Choudhary (Early Childhood Development-ECD).

The detailed proceedings of the dissemination session are as under:

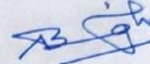
- **Mr. Pushpendra Srivastava, Team Leader, PMU** officially welcomed the stakeholders and shared information on the RBA dissemination session & PMU team setup at Udaipur under the Urban95 Phase-II.
- **Mr. Amit Upadhyay, Program Manager, PMSU, Urban95 Program** gave a brief introduction of the Urban95 Program along with the various on-going projects and also shared a brief overview of the Rapid Behavioural Assessment (RBA) conducted under the Urban95 Phase-II. He shared the overall objectives & purpose of conducting the RBA and then shared general insights on facilitators and barriers faced by caregivers (mothers/fathers/other caregivers) of children under the age of 06 years using different infant, toddler, caregiver (ITC) destinations in the city and the service provider's experience of operating, maintaining and providing services at different ITC destinations (facilitators and barriers). He also shared that how these insights and identified priority behaviours will be feed into principles of design leading to modification and development of ITC friendly spaces in the city.
- **ECD expert, PMU** further presented on the overall methodology adopted for RBA and the site selection process followed for selecting various ITC destinations. ECD Expert shared the various criterions along with the sample size adopted for the site selection and the overall process through which this exercise was completed which included finalizing the various questionnaires, conducting field exercises to assess the behavioural responses from the Identified ITC destinations in form of Focused Group Discussions with service providers and caregivers, Key Informant Interviews with various Govt, Departments & by Participatory Learning Action (PLA).
- He explained that one number of Anganwadi Centre (AWC), Primary Healthcare Centre (PHC), City Level Park, private crèche, Major Street and Child priority zone (Area) were studied under the RBA. He also highlighted that focus group discussion with the mothers and fathers, In-depth interviews with the caregivers and service providers and observations surveys were conducted and analyzed under this study for analyzing the behavioral barriers and motivators. Further the observed barriers shall be targeted to convert into motivators through various development projects considered under the Urban95 Program.
- **Mrs. Sanjeeta Agnihotri, Director, CCC-I** presented the outcomes in details:
 - She presented on the site specific insights from the RBA, emergent priority behaviors and indicative recommendations. She shared during the presentation that the RBA covers all five themes of the ITCN framework

(Accessible, Inclusive, Playful, Safe and Secure and Green), but 'Safe' & 'Playful' themes emerged as priority areas from the interactions done with the caregivers and service providers.

- She presented in detail about the key findings of the RBA along with the identified priority behaviours across the various ITCN facilities. The insight included identifying the features of an Ideal ITC facility from the lens of Caregivers and Service providers, activities enjoyed by the children's, prevailing feedback mechanism, service providers behaviors and support required and various rating provided by the caregivers on various parameters of the ITC destinations. She presented the insights related to the Participatory Learning Action (PLA) conducted at the Child Priority Zone-Neemach Kheda before the stakeholders and highlighted the existing challenges faced by the caregivers while commuting to the ITC destinations using streets. She focused on the purpose, mode of transport, trip behavioral and usage of the play areas in this section for understanding the challenges.
- She also highlighted the Impact of communication using various media platform for disseminating ECD related Information to the caregivers, Impact of Covid-19 on usage of child friendly spaces, Infrastructure and behavioral challenges at the studies ITC destinations.
- Audience profile of Caregivers & Service Providers were also presented by her before the stakeholders to make them understand about the behavioral challenges faced at the various ITC destinations and how these challenges impact the growth & development of the children.
- **ECD Expert PMU** presented the Indicative Infrastructure solutions/recommendations to resolve the behavioral challenges in details which focused on improving the ITC spaces to child friendly spaces through various mediums like using colours, making dedicated zones for young children, using age appropriate ECD messages, encouraging counseling session with the caregivers, using SBC campaigns to encourage and involving caregivers to make them understand about the Importance of Early Childhood Development..
- At the end of the meeting it was requested to the participants to express their thoughts on the shared RBA content and to suggest the measures the Individual departments would like to foresee towards mitigating the behavioral barriers for young children and their caregivers and making the city transforming into the child friendly city. Few of the suggestions which were shared during the meeting are as under:
 - **Ms. Chetna Bhati, Deputy Superintendent of Police, Udaipur** suggested adopting innovative means for using the existing spaces. She suggested adopting and implementing "No vehicle zone" mechanism on weekends preferably Sundays at few public spaces/streets including the Saheli marg for making the adjacent green spaces/parks accessible to the young children and their caregivers. Police department may extend their support planning these kind of activities.

- **Ms. Shashibala Singh, Executive Engineer** shared that Udaipur Municipal Corporation is making efforts to transform places associated with the young children into ITC friendly destinations and these ITC Friendly destinations needs be developed at various places in the Udaipur district for which the Municipal councils/boards and UIT needs be come forward.
- **Mr. Vaibhav Saroha, District Program Manager, Medical & Health Department** shared that the AWCs should be allotted a room in the nearby schools for making spaces available to them as well as to make grounds available to the young children to conduct the physical activities. He further shared that AWCs needs to be given attention and more efforts are required for transforming these into ITC friendly destinations.
- **Medical Officer, Dr. Prerna, PHC-Sec-11** shared that there is a need to develop a special area for children in every hospital, so that the child is not intimidated by the name of the hospital.

Towards the end of the dissemination session a vote of thanks was given by Mr. Pushpendra Srivastava, Team Leader PMU & Mr. Amit Upadhyay, Program Manager Urban95 Program.

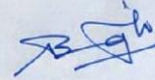

(हिम्मत सिंह बारहठ)
आयुक्त,
नगर निगम, उदयपुर
for

प्रतिलिपि प्रेषित,

1. महापौर महोदय, नगर निगम, उदयपुर
2. कार्यालय प्रति
3. परियोजना अधिकारी, अर्बन95

प्रति,

1. उपायुक्त- नगर निगम, उदयपुर
2. सचिव- नगर विकास प्रन्यास, उदयपुर
3. अधीक्षण अभियंता/ अधिशाषी अभियंता - नगर निगम, उदयपुर
4. अधीक्षण अभियंता/ अधिशाषी अभियंता- नगर विकास प्रन्यास, उदयपुर
5. जिला शिक्षा अधिकारी (प्रारम्भिक), उदयपुर एवं ब्लॉक शिक्षा अधिकारी- शहर/गिर्वा/बड़गांव
6. उपनिदेशक, समेकित बाल विकास सेवाएं एवं CDPO- शहर, महिला पर्यवेक्षक- उदयपुर शहर समस्त
7. मुख्य चिकित्सा एवं स्वास्थ्य अधिकारी एवं जिला कार्यक्रम अधिकारी, चिकित्सा एवं स्वास्थ्य विभाग, उदयपुर
8. मुख्य चिकित्साधिकारी, UPHC माछला मगरा, देवाली – उदयपुर
9. अतिरिक्त पुलिस अधीक्षक- पुलिस विभाग, उदयपुर
10. कंट्री रिप्रेजेंटेटिव, बर्नार्ड वेन लीयर फाउंडेशन


आयुक्त,
नगर निगम, उदयपुर