

Republic of Rwanda



Ministry of Finance and Economic Planning
P. o Box 158 Kigali, Rwanda

Terms of Reference for the Preparation of 2014/15 Backward - looking Joint Sector Reviews

1. Background and Rationale

The Joint Sector Review forums bring together all Sector Working Group (SWG) stakeholders to engage in policy dialogue and to ensure ownership, accountability and transparency of the EDPRS 2 implementation and monitoring process.

This backward looking review has the following main objectives:

1. To assess progress in achieving sector objectives with focus on 2014/15 targets for EDPRS 2 core indicators (annex 1.1) and selected sector indicators (annex 1.2) and their corresponding policy actions.
2. To present and discuss budget execution performance.
3. To review progress in achieving EDPRS 2 midterm targets.
4. To review progress against implementation of recommendations from the last JSR meetings.
5. To highlight priority areas (maximum of five) for the 2016/17 fiscal year that will inform the planning and budgeting process for institutions in the sector.
6. To update stakeholders on key issues within the sector such as; new sector policy developments including brief on the recent adoption of the Global Sustainable

Development Goals and future implications to the sector (domestication)¹, Status of analytical works conducted. Etc

7. Any other item as guided by the chair and co-chair

2. Detailed requirements of 2014/15 backward-looking JSRs

a) To assess progress in achieving sector objectives with focus on progress against 2014/15 targets for EDPRS 2 core indicators (annex 1.1) and selected sector indicators (annex 1.2) and their corresponding policy actions.

- The sector backward looking review should provide a platform to assess progress in achieving sector objectives and to identify strengths and weaknesses of policy implementation.
- A brief assessment of progress in achieving 2015/16 policy actions should also be undertaken to allow taking timely remedial actions.
- This section should also include progress on how relevant cross cutting issues of EDPRS 2 such as gender, environment protection, capacity building among others have been mainstreamed.

b) Budget Execution performance.

- The budget execution narrative section should entail analysis per different categorizations adequate to inform policy decisions. Such categorizations include; budget execution performance by; programme and sub-programme, recurrent and development, domestic and externally funded.

¹ The focus should be on briefing stakeholders about SDGs. Otherwise given the ongoing work of finalizing the SDG indicators, it may not be the appropriate time to revise the SSPs to include the SDGs. Rather the exercise is to be considered in the EDPRS 3 elaboration with all relevant information available which will also allow undertaking adequate consultations with stakeholders.

- The section should also highlight any challenges encountered (if any) during budget execution as well as propose a clear set of policy recommendations or strategies already put in place to improve the budget output performance in the sector.
- Budget execution information related to domestic funding to be used by the sectors in the analysis and preparation of the reports will be provided by the National Budget Department of MINECOFIN while sectors shall generate and report against execution of externally funded projects.
- Analysis tables of budget execution performance per different categorizations; (programme and sub programme, recurrent and development, domestic and external) should be annexed.

c) To review progress in achieving EDPRS 2 midterm targets

- With reference to latest results entailed in EICV 4, DHS 5 and other surveys. Sectors should make an assessment of the progress in meeting EDPRS 2 midterm targets by providing a summary analysis of how the current status as per the surveys (2014/15 progress) compares to the EDPRS 2 midterm targets (2015/16)². Accordingly, recovery or catch up plans for areas still lagging behind should be elaborated to inform the 2016/17 planning and budgeting process.
- The consolidated reports shall form the basis for overall EDPRS 2 midterm review to be conducted by MINECOFIN.

d) Review progress against implementation of recommendations³ from the last JSR meeting.

- To enhance the interconnectedness of both forward looking and backward looking joint sector reviews, it is imperative that implementation status against recommendations from the previous meetings be presented including strategies undertaken to finalize the ongoing tasks.

² The EDPRS 2 Midterm targets (2015-16) are indicated in Annex.1.1

³ The sector could have made some recommendations/ resolutions that are aimed at advancing the sector performance or addressing some identified challenges. This is therefore a good opportunity to provide updates on the progress in implementing such recommendations.

Note. Where no such recommendations were made, nothing will be reported.

- This section should also highlight progress in implementing the 2013/14 sector related recommendations from the report of the Auditor General as well as a brief on management response.
- e) **To highlight priority areas (maximum of five) for the 2016/17 fiscal year** that shall be the reference point for line Ministries' planning and budgeting process.
- The planning cycle for the fiscal year 2016/17 starts this October following issuance of the first planning and budget call circular by MINECOFIN. Sectors are therefore required to provide a maximum of five (5) priority considerations⁴ for 2016/17 in line with the sector strategic plans to act as reference points for Ministries, Agencies and Districts as they elaborate their 2016/17 plans.
 - These priority areas should be clear enough to be easily unpacked and planned for, by the concerned implementing entities.
- f) **To update stakeholders on key issues within the sector** such as; New sector policy developments, Status of analytical works conducted (progress, key findings if study report is available) etc
- This section should highlight any developments that happened in the sector e.g. as a result of Cabinet resolutions, or new policy developments relevant to stakeholders.
 - This section should as well include updates on the analytical works/ studies undertaken in the sector (such as progress, key findings if the study reports are available)

3. Preparation of the JSR

SWGs are required to plan dates for their respective JSR. Invitations and working documents should be communicated at least a week in advance of meetings to stakeholders by the Chair (lead ministry).

Dates for the JSRs should be cleared with MINECOFIN National Development Planning and Research Department to avoid potential clashes of meetings involving similar stakeholders.

⁴ As inter alia noted, these should be informed by an assessment of progress in meeting EDPRS 2 midterm targets as well

Presentations during JSRs should be kept brief to provide adequate time for discussions.

SWGs should make use of different relevant sub sector working groups supported by the secretariats (where existent) to develop the working documents ahead of the JSR meetings. This will facilitate undertaking most of the work ahead of time and allow the JSRs to discuss strategically.

4. Stakeholders to be invited

- a) Representatives of the Lead sector Ministry
- b) SWG Co-chair of the sector (Lead Development Partner)
- c) Representatives of MINECOFIN
- d) Representatives of other concerned line ministries and GoR institutions
- e) Representatives of the Strategic Planning Unit in the Office of the President
- f) Representative of the Office of the Prime Minister
- g) A representative of the National Institute of Statistics (NISR)
- h) Representatives of Development Partner organisations participating in the Sector
- i) Representatives of Private sector operating in the sector
- j) Representatives from civil society organisations involved in the sector
- k) Other representatives as deemed appropriate by the Chair and co-Chair

NB: The Chair and co-chair to decide on the composition of the technical working groups and invite representatives to participate in the preparation of the Sector working group documents and Joint Sector Review meetings.

5. Management arrangements

The Permanent Secretary of the Lead Sector Ministry will be the Chair of the Joint Sector Review while the Head of Cooperation of the Lead Donor in the sector will be Co-chair.

Final reports signed by the chair and co-chair of the SWG should be submitted to MINECOFIN by **13th November, 2015**.

6. Summary content for the JSR report

The JSR summary report will comprise of short and precise narrative sections that cover the following areas as well the accompanying annexes;

- I. Summary progress in achieving sector objectives with focus on progress against 2014/15 sector indicator and EDPRS 2 core indicator targets and their corresponding policy actions.
 - II. Section on Budget execution performance, including any issues that might arise from the analysis and remedial actions going forward.
 - III. Section on progress against achieving EDPRS 2 midterm targets and summary of recovery strategies where relevant
 - IV. Section on progress against implementation of recommendations from the last JSR meeting.
 - V. Section on Statement of 2016/17 Sector priority areas (maximum of five)
 - VI. Summary of updates on latest developments in the sector including analytical works
- Enquiries:** For further clarifications needed, please send an email to ndpr@minecofin.gov.rw