

Terms of Reference of the Development Partners Group for Health (DPG Health)

1. Background

The Health Sector Wide Approach (SWAp) in Tanzania was established in 1999. Since then, the SWAp structure has been providing a forum for consultations and exchange of ideas and experiences between the different stakeholders involved in the health sector. It is expected to assist the Government to further develop the sector wide approach, and to monitor sector performance and output of reform activities with regard to quality of health services and health status improvement. The SWAP structure also provides a forum for harmonization of donor support as well as policy consultation and advice on future development. For more information on the SWAp, please visit DPG H website on Induction pack at <https://tzdpg.or.tz/clusters/health/>

2. DPG Health's Mandate

According to the terms of reference of the Development Partners Group (DPG) Tanzania, Development Partners Sub-Group for Health (DPG Health) is established to deal with the specific issues related to the health sector and the health sector reform.

In mandating the formation and operation of this sub-group, the Development Partners Group in Tanzania recognises its establishment within the context of the Terms of Reference of the DPG whose purpose is to increase the effectiveness of development assistance in support of the Government of Tanzania's national goals and systems. This will be achieved through improved effectiveness and closer cooperation with national partners.

DPG's terms of reference note that:

- The DPG may gauge consistency of DPG assistance with the National Five Year Development Plan, Development Cooperation Framework, sectors' strategic plans and assess quality of inputs to key processes and promotion of Government leadership.
- The DPG should facilitate timely, comprehensive and coordinated inputs to the planning and budget exercise, National Five Year Development Plan Review and other major processes.
- DPG Tanzania may establish sub-groups to deal with specific issues and to advise it on its work and that the DPG should seek to identify common positions on certain policy issues.

The DPG Health has been established to support the Government of Tanzania in its efforts to achieve the objectives of the National Health Policy, the Health Sector Strategic Plan (HSSP) and the health related objectives in the National Five Year Development Plan.

The DPG therefore mandates the group to:

- Update the DPG on the progress of the HSSP and other issues regarding the Health Sector. This will be achieved through a regular report circulated in advance to DPG meetings, and attendance by at least one member of the sub-group at each regular DPG meeting.
- Facilitate the harmonization of donor activities in support of the HSSP. The DPG Health will promote consensus on issues relating to the Health Sector in both process and content and coordinate collective responses by the DPs to the GoT on issues regarding the Health Sector.
- Represent the collective views and position of the DPG in the health sector in Government forums, for example Joint Annual Health Sector Review and SWAp Committee.

3. Aim and objectives of the Development Partners Group for Health

The overall aim of the DPG Health is to promote alignment and coordination among development partners and with the Government of Tanzania for effective use of development partners' resources to improve the health and well-being of all Tanzanians.

The specific objectives of the Development Partners Group for Health are to:

- Provide technical advice and support to the main DPG group.
- Maintain a high level focus on Health issues among development partners, particularly through the National Five Year Development Plan, PER/MTEF processes and to identify issues that need to be taken up by the Development Partners main Group (DPG).
- Endeavor for coherent, consistent and predictable technical and financial support to the Health Sector.
- Promote greater alignment between development assistance and national priorities in the health sector.
- Promote closer harmonization in the health sector among development partners, international funds, NGOs, the private sector and other stakeholders.
- Promote partnership and collaboration among development partners through joint missions, reviews and analytical work.
- Increase consultation around thematic issues, to raise issues that need special attention and to reach agreement in response to issues raised by the SWAp committee.
- Advance cross-cutting issues of gender equality, equity, HIV, pandemic preparedness and response, governance and climate change within health sector policies and processes.
- Support Ministry of Finance (MoF), Ministry of Health (MoH) and President's Office Regional Administration and Local Government (PORALG) in the coordination of development partners' support to the country's priorities.
- Assist in the formation of and to participate in task forces and working groups as required by MoF, MoH and PORALG.

4. Members

Membership of the DPG Health is open to all institutional members of the Development Partners Group.

In order to ensure the necessary continuity and functionality of the work of the group, members will appoint one permanent representative and one substitute, which will have full authority to speak on behalf of the agency. Members of the group act solely for themselves and the agencies they represent in this.

In order to support broader stakeholder coordination, other stakeholders may be invited to meetings or become co-opted members.

5. Leadership

The chairing of the DPG-Health is organized in a troika arrangement structure with an outgoing, present and in-coming chairs to facilitate continuity between chairs, share the workload and allow backup in case of leave/absence.

Members elect a new in-coming chair annually, where each member is allowed one vote each. The term of the chairs starts on 01 July of each year, they spend one year as in-coming chair, one year as chair and one year as out-going chair. The chair can be elected out of any of the members representing either bi-lateral or multi-lateral stakeholders. It is the responsibility of the out-going chairperson to ensure proper handover to the in-coming chairperson. In an event where there is a delay in getting a volunteer for in-coming leadership, the existing Troika leadership will continue to serve until new leadership is identified.

The chairperson (and in-coming/out-going chairperson in his/her absence) will play an important role of setting the meeting agenda, facilitating meetings, being a focal point for development partners, Ministry of Health, PORALG and other stakeholders to raise issues to the DPG Health.

She/he is the spokesperson on behalf of the Development Partners Group to the Government regarding the health sector. She/he consults on routine issues with MoH, PORALG, the DPG or other appropriate organizations and reports back on progress. The DPG Health may nominate any other member to speak on its behalf if this is felt more appropriate.

Where substantive issues are at stake, several members of the DPG Health with the troika may be delegated representatives to meet with MoH or other appropriate organizations. Sub-groups might be formed under the leadership of members appointed by the group to address specific issues on a need basis. The terms of reference and duration of any such task force will be based on needs agreed upon within the DPG Health. Participants in thematic task forces may very well include individuals outside of the DPG Health membership.

6. Secretariat

In the health retreat in September 2005, it was agreed that a funded secretariat was necessary for the DPG-Health. The secretariat is housed in the WHO Tanzania country office. The secretariat will be responsible for collaborating with the chairperson to set and communicate the agenda; writing, circulating and maintaining a file of meeting minutes; sharing relevant information among the members of the group and any other duties as determined by the DPG-Health.

7. Schedule of meetings, planning, reporting and information sharing

The DPG Health will meet on a monthly basis (12 midday, on the first Wednesday of each month).

The DPG-Health should establish a yearly work plan in relation to events relevant to the Health Sector in Tanzania.

The DPG-Health, represented by the troika chairing arrangement structure, will report monthly on progress and bottlenecks in the Health Sector to the regular DPG meetings, including recommend joint high-level decisions/actions as appropriate.

Members are requested to share information on upcoming events, missions, studies and their results, projects etc. in the earliest stage possible.

The troika and secretariat will share all necessary information to all members.