

Terms of Reference (FINAL)

DPG Tanzania Poverty Monitoring Working Group

1.0 BACKGROUND

The Development Partners Group - Poverty Monitoring Sub-Group (PMG) was formally established as a DPG sub-group in early 2005, although the sub-group had already existed for some time as a forum for interested Development Partners (DPs) providing technical assistance or pooled fund support to the Poverty Monitoring System (PMS, now MKUKUTA Monitoring System - MMS), participating in individual PMS technical groups, supporting the development of the MKUKUTA, and involved in related general budgetary support (GBS) processes.

So far, the work of the group has included: MMS technical working groups, being part of MMS Technical Committee, MMS Funding and Technical Assistance, contribution to PRBS groups, responding to DPG/PRBS demands (Presenting analysis, updates on MKUKUTA processes) promotion of M&E and statistics, discussions around statistics/TSMP, and contributing to shaping the monitoring agenda.

In the light of the JAST emphases on harmonization and on rising levels of GBS, there is increasing interest among DPs (and their home constituencies) as well as domestic stakeholders in ensuring regular, cost-effective, open access to dependable information and analysis that will demonstrate progress in achievement of MKUKUTA outcomes and impacts. There is also interest in fostering, in Tanzania, a management culture of using performance information for decision making.

2.0 DPG ToRs

In mandating the formation and operation of the PMG, the Development Partner Group (DPG) in Tanzania recognises its establishment within the context of the ToRs of the DPG; to increase the effectiveness of development assistance in support of the Government of Tanzania's national goals and systems. The DPG ToR notes that:

- The DPG may gauge consistency of DPG assistance with PRS and JAST and assess quality of inputs to key processes and promotion of Government leadership;
- The DPG should facilitate timely, comprehensive and coordinated inputs to the budget exercise, PRS Review and other major processes;
- DPG Tanzania may establish sub-groups to deal with specific issues and to advise it on its work and the DPG should seek to identify common positions on key policy issues.

3.0 OBJECTIVES AND SCOPE

The objective of the PMG today is to stimulate a better-informed debate about growth and poverty among key stakeholders involved, this by facilitating analytical work and actively disseminating research findings and related policy implications. The rationale for the group lies in promoting systematic and higher level involvement of a broader group of stakeholders in analysis and debate to improve the design and effective implementation of pro-poor growth strategies.

In pursuit hereof the PMG has decided to expand its present scope of work from a more traditional focus on poverty analysis and support to the DPG structure, to a role with strong emphasis on strategic communication with key stakeholders, predominantly external to the DPG.

4.0 ROLE of PMG

As a member under the DPG umbrella, the PMG serves a key role in monitoring and analysing information relevant to understanding poverty trends and policies pertaining to poverty reduction¹ as well as communicating its findings and recommendations to 1) key national stakeholders (NBS, Parliament, media, civil society and other providers of analytical work); 2) the GoT and 3) DPG Main and relevant sector and cluster working groups.

The PMG will monitor the progress made with the overall PMS in producing quality data, the annual performance reports and other performance reports such as the MAIR and the PHDR. In addition, the PMG will offer advice and coordination of sector reviews as well as reviews of the MKUKUTA/MKUZA.

In how far each of the above roles can actually be implemented will depend on the available human and financial resources. Each year the PMG will prepare an annual work plan setting out its priorities and possibilities for that year.

In fulfilling its objective the PMG is to:

4.1 Promote effective and relevant collection of data and the production of results-based reports

The PMG will actively engage with key stakeholders in order to promote better analysis and debate on poverty related issues. The PMG will in particular focus on the issue of the quality of data collected. This includes analysis on performance reporting and information systems at local government, sector or national level and of how these interrelate with policy, budgetary or reform processes. It also includes support to the implementation of the Tanzanian Statistical Master Plan (TSMP). When needed and where capacity allows, the PMG will fill analytical gaps through commissioning or conducting pieces of work.

¹ This will include survey results as produced by the National Bureau of Statistics and by the routine data collection systems. Other analytical studies will however be considered if relevant for a better understanding of poverty trends and policies.

The PMG is mandated by the DPG Main to coordinate DP views on the MMS. This work includes liaising with GoT counterparts, and support to the improvement of the GoT MMS.

4.2 Draw out and communicate key policy implications

The PMG mandate includes communicating key findings and recommendations to a wider audience than the DPG in order to strengthen public debate on poverty trends/policies and growth. This will entail that the PMG further develops its ties with stakeholders such as the national media, non-state actors, Parliament - in consultation and coordination with other relevant DPG WGs. The PMG will furthermore engage in capacity building activities with these stakeholders where required, to improve their ability to understand and use policy implications of analytical work.

To guide this work, the PMG will develop a communication strategy, which will clarify means of communication, target groups and main responsibilities within the PMG. The strategy will in addition to describing the avenues for supporting public awareness and debate also guide the PMG efforts in targeting its information-sharing efforts predominantly towards GoT and the Parliament by means of involvement of selected stakeholders such as DPG, NSAs and media. Similarly, themes selected might also be purely of a DPG internal nature with the PMG targeting SWGs and DPG Main.

4.3 Linkage with national processes, institutions and stakeholders

For the MMS MoFEA is the main interlocutor. The dialogue is however limited to the funding of the MMS and to some extent to the MAIR.

Dialogue on analytical policy notes and related policy implications take place on an ad hoc basis. PMG, following the lead from the MKUKUTA Review Task Force, will engage with GoT to identify an interlocutor at the appropriate level.

In fulfilling its objective the PMG recognises the following relations with key target groups and counterparts:

- **NBS and OCGS:** (Active relation.) PMG will dialogue with NBS and OCGS predominantly through the TSMP.
- **PMS/MMS:** (Indirect relation through PMS/MMS representatives.)
 - MMS Technical Committee and Secretariat
 - Census and Surveys Working Group (linked to TSMP in future)
 - Research and Analysis Working Group
 - Communications and Dissemination Working Group
- **MAIR/Performance Reports:** (Active relation, if capacity allows). PMG acknowledge the importance of following up on these processes, which require a re-establishment of the links with HTF. NB: at the moment there is insufficient capacity to adequately assume this role.

- **DPs and WGs:** (Feedback and pro-active role.) PMG will disseminate relevant information to DPs and support them with analytical work if required. PMG can assist with dissemination and communication of research findings. PMG encourages analytical work.
- **DPG Main:** (Feedback role) PMG is to disseminate relevant information to HoC/As and support them through analytical work.
- **GoT:** (Active relation) The principal government interlocutor for the PMG is the Poverty Eradication and Empowerment Division under MoFEA, responsible for the Mkukuta Monitoring System.
- **Providers of Analytical Work:** (Active relation) PMG will keep an overview of analytical work being carried out and identify major analytical gaps. Where relevant, the PMG will fill gaps by commissioning and/or producing analytical work, building capacity within Tanzania wherever possible.
- **MKUKUTA II:** (Re-active) PMG will comment, assess and analyse the content of the new MKUKUTA as per request from the DP MKUKUTA/MKUZA Task Force.
- **Parliament:** (Re-active). PMG will interact and communicate with Parliament under umbrella DPG and/or GBS or on demand.
- **Media:** (Active relation) PMG to pro-actively communicate key analytical issues with the media.
- **Civil Society:** (Active relation) PMG will actively engage and communicate with civil society by communicating on key analytical findings

5.0 PMG SET UP

5.1 Membership

Membership to PMG is open to all DPs, however active involvement is key for the group to be efficient and deliver against its work programme.

5.2 Leadership

The PMG will be chaired by one lead DP, supported by an incoming and an outgoing Lead. Rotation will take place January 1st. Selection of the new incoming Lead will take place in May. The Lead will conduct the selection process, in consultation with active members of the PMG.

5.3 Responsibilities

Lead

Leads all DPs in any PMG, and is the focal contact point in dialogue between the GoT and DPs in that sector

Tasks

- Spokesperson for and coordinator of all active PMG DPs in dialogue with Government;
- Forges consensus on policy priorities in dialogue amongst the DPs and between Government and DPs in regular meetings, high-level fora, and sector reviews;
- Ensures adequate human resource and financial capacity of its own to take forward this task;
- Ensures an adequate and functional Secretariat to act as record keeper for the group;
- Commits to the lead role for an agreed period of at least one year;
- Manages a professional handover to its successor as lead;

Active Partner

Supports the lead, and may lead itself in a classified sub-sector or sub-thematic area

Tasks

- Participates actively in policy dialogue with the lead and other active partners;
- Engages in dialogue with the Government at sector meetings, reviews etc. and may lead on specific sub-sector / sub-theme discussions as agreed with the lead;
- Ensures adequate human resource of its own to take forward this task;
- Acts on behalf of the lead during the latter's absence;
- Can manage policy dialogue or funding arrangements on behalf of a delegated DP(s) where such bilateral agreements are made;

Contributing Partner:

A contributing partner has no leadership or representative function in the PMG

Tasks

- Does not engage in direct dialogue with Government on sector issues, but can engage in policy dialogue or funding arrangements through an active PMG partner;
- Tracks developments through the PMG Lead, DPG Secretariat, or annual sector reviews;
- Can participate in major consultations, e.g. annual sector reviews;
- Ensures that Ministerial or official visits to Tanzania by DPs are coordinated through the lead, avoiding "back door" bilateral meetings inconsistent with JAST.

5.4 Annual Work Programme

These responsibilities would be delivered through an agreed work programme, identifying key periods of engagement and products for the group to consider.

5.5 Meetings

The PMG will normally meet twice a month. The Lead will prepare the agenda and circulate it to PMG members in beforehand. The meetings will be chaired by the Lead or the incoming Lead.

5.6 Secretariat

The DPG Secretariat will provide secretariat support to PMG Lead.