



ReSPA

Regional School
of Public Administration

BUILDING TOGETHER
GOVERNANCE FOR THE FUTURE

Seminar on monitoring and reporting of public policies

Training and exchange of experience for civil servants from WB

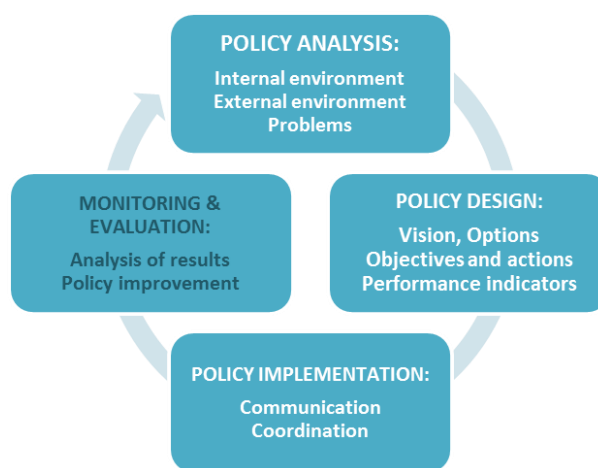
20-21 October 2020, Danilovgrad, Montenegro

Programme and Agenda

Background

In order to enable governments to plan and execute well-defined policies it is essential to ensure that a well-structured and comprehensively established policy development cycle is in place. According to the logic of the policy development cycle, governments need to have a good, evidence-based understanding of the policy issues they want to address, as well as tools to constantly monitor the implementation of the designed and approved policies that allows taking the right and timely management decisions ensuring that the envisaged policy objectives can be achieved.

The logic of the policy development cycle:



Monitoring and reporting are essential parts of the policy-making cycle. They provide both policy makers and decision makers with information on the progress made (or lack of it) in achieving policy objectives and implementing planned activities. The information presented in regular monitoring reports allows the identification of issues impeding the reform process, as well as the identification of any corrective measures that may be needed. Thus, monitoring and reporting is not a box-ticking exercise, but rather a hands-on management tool. Analysis of monitoring reports carried out by SIGMA in a number of countries has shown that they often lack the quality needed to perform the role of a management tool.

This seminar is focusing on the monitoring and reporting aspects of the policy development cycle. During the course of the seminar participants will be introduced to the general concepts of monitoring and reporting, some specific aspects and technicalities of good monitoring and report development, as well as good international practices on these aspects. Achieving this the seminar will focus on:

1. the conceptual positioning of policy monitoring and reporting in the policy management cycle
2. the prerequisites for effective monitoring (why sound planning is a pretext for good monitoring)
3. the key elements of a sound monitoring and reporting system
4. roles, responsibilities, processes and success factors for monitoring and reporting
5. advice on how to formulate good reports to various audiences and how to use reporting smartly for accountability and management purposes

The seminar will provide a forum to introduce and understand in details the SIGMA Toolkit for the preparation, implementation, monitoring, reporting and evaluation of public administration reform and sector strategies and especially to present the new Annexes of this document devoted to enhancing the quality of policy monitoring reports.

Since, over the past few years substantial progress has been made in the Western Balkan economies on developing and monitoring public policies, especially in the framework of their public administration reform frameworks, the seminar is also offering a platform to facilitate discussion amongst civil servants on recent developments, as well as on key challenges and how to overcome them. Consequently, this event is a mixture of knowledge transfer and capacity building through conceptualization, practical examples and exercises and facilitated networking of professionals to learn from each other and think jointly about the way forward.

Owing to the current Covid-19 pandemic, the seminar is organised online (i.e. as a Webinar), for two consecutive days, respecting the different circumstances of learning and exchange of views with the use of the online environment. Consequently, the length of the days and the details to be covered are adjusted to the limitations of the Webinar environment.

The first day of the Webinar, hence, is devoted to “set the stage” and share knowledge about the key elements of successful monitoring, while the second days is offered for exchange of views on the current practices in the Western Balkans and reflect to them in light of international good experience.

PROVISIONAL PROGRAMME

DAY I: Tuesday, 20 October 2020

09.00 – 09.10	<i>Arrival/login of participants, any technical setup arrangements</i>
09.10 – 09.20	Welcoming speech and introduction of ReSPA focuses on policy monitoring <i>Dragan Djuric, Programme Manager Coordinator, ReSPA</i>
09.20 – 09.40	Opening of the seminar by setting the agenda and introduction of all participants <i>Peter Vagi, External ReSPA Expert, all participants</i>
09.40 – 10.00	Session 1: The position of monitoring and reporting in the policy cycle – conceptual basics for monitoring <i>Peter Vagi, External ReSPA Expert</i>
10.00 – 10.30	Session 2: Prerequisites for sound monitoring and reporting – the essence of the planning logic, clarity of objectives, measurement basics, indicators <i>Peter Vagi, External ReSPA Expert</i>
10.30 – 10.45	<i>Questions and answers on the concepts and prerequisites of sound monitoring</i>
10.45 – 10.55	Break
10.55 – 11.20	Session 3: Key elements of a sound monitoring system – purposes, expectations, roles and processes <i>Peter Vagi, External ReSPA Expert</i>
11.20 – 11.55	Session 4: Report writing – structure, length, details, language, tips and tricks to get to useful reports <i>Peter Vagi, External ReSPA Expert</i>
11.55 – 12.10	<i>Questions and answers on the roles, processes and report writing tricks</i>
12.10 – 12.20	Wrap-up and closing of Day I.

DAY II: Wednesday, 21 October 2020

09.00 – 09.10	<i>Login of participants, recap of Day I.</i>
09.10 – 10.50	<p>Facilitated discussion about the Western Balkan current practices with policy monitoring and reporting</p> <p>Key questions to discuss:</p> <ul style="list-style-type: none"> • The national framework and obligations for policy monitoring • Standards for the structure, content and processes of reporting • Use of tools (information systems, standard templates, etc.) • Examples of reports (PAR and other sectors) • Key challenges with reporting (data availability, coordination and cooperation, attention of decision makers, etc.) • Expectations and plans for the future <p><i>Peter Vagi, External ReSPA Expert + contribution by all participants on their experience</i></p>
10.50 – 11.00	Break
11.00 – 11.40	<p>Assessing the quality of reporting – use of the new SIGMA Toolkit Annex</p> <p><i>Peter Vagi, External ReSPA Expert + group discussions</i></p>
11.40 – 12.10	<p>Closing discussion – common lessons and potentials for progress</p> <p><i>Peter Vagi, External ReSPA Expert,</i> <i>Dragan Djuric, Programme Manager Coordinator, ReSPA</i> <i>Gentian Xhaxhiu, Programme Manager – Legal</i></p>