

TERMS OF REFERENCE

Advancing intergovernmental work towards the implementation of the 2017 Lisbon Ministerial Declaration and MIPAA/RIS commitments

I. Purpose

The purpose of this evaluation is to review the relevance, coherence, effectiveness, efficiency, sustainability and impact of ECE work in advancing intergovernmental efforts towards the implementation of the 2017 Lisbon Ministerial Declaration on ‘Sustainable Society for All Ages: Realizing the potential of living longer’ and the commitments of the Regional Implementation Strategy for the Madrid International Plan of Action on Ageing (MIPAA/RIS, 2002).

The results of the evaluation are expected to contribute to a longer-term vision for the ECE-led intergovernmental work in the area of population ageing and to raise the awareness of the impact of the Population subprogramme’s activities. The outcomes of the evaluation can be used to enhance the outreach to policymakers and other major stakeholders to strengthen their engagement in intergovernmental processes and to improve the methods and processes of intergovernmental cooperation and collaboration that support realization of MIPAA/RIS and 2030 Agenda.

II. Scope of activities for evaluation

The evaluation will explore the activities of the Population subprogramme during the period from September 2016 to September 2020 that support the programme of the ECE [Standing] Working Group on Ageing and are aimed at implementation of the 2017 Lisbon Ministerial Declaration and MIPAA/RIS commitments. The activities cover all of Population subprogramme’s work on population ageing issues:

- facilitating international cooperation, exchange of experience and policy discussion on ageing and intergenerational relations taking into account the situation and different needs of individual countries;
- developing guidelines and policy recommendations for governments on population ageing issues;
- supporting MIPAA/RIS monitoring activities and coordinating the five-year review and appraisal exercises of MIPAA/RIS implementation;
- providing demand-driven policy advisory services and other capacity-building activities;
- raising awareness of population ageing and its implications throughout the ECE region;
- creating synergies with related policy agendas and collaboration within and outside the ECE.

The universally recognized values and principles of human rights and gender equality need to be integrated into all stages of the evaluation, in compliance with the United Nations Evaluation Group’s revised gender-related norms and standards. Therefore, the evaluation will assess how

gender considerations were included in the process and it would make recommendations on how gender can be better included in the process.

III. Background

The objective of the ECE Population subprogramme¹ is to enhance national formulation and implementation of evidence-based policies on population ageing and intergenerational and gender relations that would help countries to adjust to demographic changes and create an environment conducive to the full realization of the individual and societal potential of living longer. As the United Nations Regional Commission for Europe, ECE is mandated to facilitate the periodic MIPAA review and appraisal exercises at the regional level and through its long-standing intergovernmental body – the Working Group on Ageing (WGA) – has a unique regional platform for international cooperation, exchange of experience and policy discussion on ageing. The annual meeting of the WGA is a constructive mechanism to follow up on various activities related to MIPAA/RIS implementation and other related international frameworks in the area of population and development.

In its role of the secretariat to the WGA, the Population subprogramme supports the realization and monitoring of MIPAA/RIS and consequently contributes to the implementation of the 2030 Agenda, in particular of the Sustainable Development Goals (SDGs) 1, 3, 4, 5, 8, 10, 11 and 16 where the connections between the SDGs and priority policy goals agreed in the 2017 Lisbon Ministerial Declaration are the strongest (Recognizing the potential of older persons; Encouraging longer working life and ability to work; and Ensuring ageing with dignity).

The Population subprogramme cooperates and coordinates its activities with other United Nations agencies, international governmental and non-governmental organizations active in the field of ageing, to avoid duplication, and to focus on challenges of specific interest to ECE member States.

The Population subprogramme work builds on the core activities which proved helpful in implementing MIPAA/RIS since the WGA establishment and have been flexible to respond to the enduring and newly emerging societal challenges: policy seminars and in-depths discussions, policy briefs on ageing, road maps for mainstreaming ageing, capacity-building workshops, monitoring of MIPAA/RIS implementation and leading its five-year review and appraisal exercises as well as periodic implementation reviews of the Programme of Action of the International Conference on Population and Development (ICPD, 1994).

The ECE Working Group on Ageing was established in 2008 in response to the 2007 León Ministerial Conference on Ageing, which concluded the first review and appraisal cycle of MIPAA/RIS. The group was created with the purpose of reinforcing and continuing the implementation of MIPAA/RIS and with expectation of better integrating country-level expertise on ageing into ECE work and ensuring that ECE activities in this field continue to correspond to the needs of member States. In the 2017 Lisbon Ministerial Declaration, ECE member States acknowledged “that the UNECE Working Group on Ageing has proven its added value as an intergovernmental body that provides an institutional framework for the

¹ A referred to subprogramme 8 of Programme 17 in [A/69/6/Rev.1](#) and [A/71/6/Rev.1](#)

exchange of information and good practice and for engaging stakeholders, including civil society and the scientific community, in ageing-related policymaking”.

Activities over the evaluation period (September 2016 - September 2020) were geared towards the goals of the 2017 Lisbon Ministerial Declaration adopted at the UNECE Ministerial Conference on Ageing in September 2017 which concluded the third review and appraisal cycle of the MIPAA/RIS and outlined priorities for the fourth implementation cycle. The work started with facilitating consultations among the member States on transforming the Working Group on Ageing to a standing intergovernmental body to further support the intergovernmental collaboration in the field of population ageing (follow-up to the paragraph 38 of the Lisbon Ministerial Declaration). In April 2019, the ECE 68th Commission decided to approve the revised terms of reference and change of the name of the WGA to a Standing Working Group. The new programme of work for 2018-2022 agreed upon at the 11th WGA meeting in November 2018 outlined core activities related to the advancement of intergovernmental efforts in the field of ageing with an overarching aim of leaving no older person behind in the pursuit of sustainable society for all ages. A number of these activities were implemented during the period under evaluation. They include:

- (a) organization of policy seminars and in-depths discussions back-to-back with the annual sessions of the WGA;
- (b) preparation of policy briefs that provide access to evidence-based gender-sensitive policy advice on specific aspects of MIPAA/RIS and showcase good practices from across the region;
- (c) Road Maps for Mainstreaming Ageing and reviews of national policies on ageing;
- (d) Guidelines for Mainstreaming Ageing;
- (e) monitoring implementation of MIPAA/RIS and strengthening the evidence base for age- and gender-sensitive policymaking.

Also, periodic five-year regional reviews on the implementation of the Programme of Action of the ICPD was carried out jointly with the UNFPA Eastern Europe and Central Asia Regional Office.

In 2020, preparations for the fourth cycle of the review and appraisal of MIPAA/RIS were initiated. The guidelines for national reporting are under preparation and informal consultations on the theme, outcome document and venue of the regional ministerial conference have been launched.

IV. Issues

The evaluation will answer the following questions:

Relevance

1. Is the work of the ECE Population subprogramme relevant for advancing intergovernmental efforts towards the implementation of the 2017 Lisbon Ministerial Declaration and MIPAA/RIS commitments? Is the Programme of Work relevant to attaining the 2030 Agenda?
2. How relevant are the activities with regards to gender equality and empowerment of women?
3. Does the Population subprogramme incorporate the perspective of vulnerable groups in its

work? Is disability inclusion mainstreamed in the activities of the subprogramme?

Coherence

4. How coherent is the collaboration with other entities (United Nations, other international organizations, civil society, academia, etc.) in delivering on expected accomplishment and mandated outputs?
5. How coherent are the methods/processes of regional cooperation between member States through the WGA to advancing the implementation of the Lisbon Declaration and MIPAA/RIS?
6. What outcomes have been achieved through the collaboration with partners (expected/unexpected, positive/negative), in the activities of the sub-programme? Could this engagement with partners and various stakeholder groups be improved?
7. To which extent a human-rights based approach and gender mainstreaming were incorporated in the undertaken activities?

Effectiveness

8. Does the subprogramme contribute to member States' attainment of their commitments under the MIPAA/RIS and 2017 Lisbon Ministerial Declaration?
9. To what extent did the undertaken activities contribute to achieving the objectives and the expected accomplishments?
10. To what extent did the work on the Active Ageing Index and support for the Generations and Gender Programme contribute to evidence building for policymaking in the area of ageing?
11. What were the challenges/obstacles to achieving the objectives and expected accomplishments set forth?

Efficiency

12. Were there sufficient resources to achieve the intended outcomes, including in a timely manner?
13. Have the available resources been used efficiently to deliver expected outputs?

Sustainability

14. What is the likelihood that the benefits of the Population subprogramme's activities will persist over time?
15. To what extent do member States and broader stakeholder groups engage with the population subprogramme's work in an enduring way?

Impact

16. Has the Population subprogramme work led to an increased number of member States adopting comprehensive policies on ageing and/or adjusting existing programmes to align with the MIPAA/RIS, 2017 Lisbon Ministerial Declaration, and 2030 Agenda?
17. Has the national capacity for monitoring and assessment of such policy measures improved as a result?
18. Did the activities of the subprogramme contribute to enhancement of gender equality and empowerment of (older) women and men in all dimensions of development?
19. Did the activities of the subprogramme contribute to substantial and meaningful changes in the situation of the most vulnerable groups?

V. Methodology

The evaluation will be conducted on the basis of:

1. A desk review of all relevant documents over the period including:
 - All relevant documents including materials developed in support of the activities (agendas, plans, participant lists, background documents, final reports and publications)
 - Reports of the Working Group on Ageing and its Bureau; Reports on annual work programme implementation
 - Proposed programme budgets covering the evaluation period
 - Relevant UN and ECE resolutions on the matter.
2. A tailored questionnaire will be developed by evaluator in consultation with ECE to assess the views of stakeholders: experts, members of the Working Group on Ageing, staff from ECE, other regional commissions and relevant counterparts in the United Nations System and other international organizations.
3. The questionnaire will be followed by interviews of selected stakeholders (methodology to be determined by the evaluator in consultation with ECE). These will be carried out via phone or other electronic means of communication. Results of the survey will be disaggregated by gender.

The report will summarize the findings, conclusions and recommendations of the evaluation. An executive summary (max. 2 pages) will sum up the methodology of the evaluation, key findings, conclusions and recommendations.

All material needed for the evaluation, will be provided to the consultant. In addition to the documents mentioned above in 1), the Project Manager will provide the list of persons to be interviewed by telephone. ECE will provide support and further explanation to the evaluator as needed.

The evaluation will be conducted in accordance with the ECE Evaluation Policy. A gender-responsive methodology, methods and tools, and data techniques are selected. The evaluation findings, conclusions and recommendations reflect a gender analysis.

VI. Evaluation schedule²

27 Apr 2020	ToR finalized, and evaluator selected
27 May 2020	Desk review of all documents provided by ECE to the evaluator
08 June 2020	Delivery of inception report including design of survey
17 June 2020	Feedback on inception report by the Programme manager
24 June 2020	Launch of data gathering
10 July 2020	Conducting telephone interviews
29 July 2020	Analysis of collected information
10 Aug 2020	Draft report sent to Programme Manager
21 Aug 2020	Comments to evaluator after review by PM and PMU
11 Sep 2020	Final report

² Final timetable to be agreed following engagement of the evaluator

VII. Resources

Ms. Vitalija Gaucaite Wittich, Chief of Population unit, will manage the evaluation with the support of the Population unit staff. The Programme Management Unit (PMU) will provide guidance to the Project Manager and evaluator as needed on the evaluation design, methodology and quality assurance of the final draft report.

VIII. Intended use / Next steps

The evaluation will be consistent with the UNECE Evaluation Policy. The results of the evaluation will be used in the planning and implementation of future activities of the Population subprogramme in support of the realization of MIPAA/RIS and 2030 Agenda for Sustainable Development.

A management response to the evaluation will be prepared by ECE, and relevant recommendations implemented as scheduled in the management response. Progress on implementation of recommendations will be available on the ECE public website.

IX. Criteria for evaluation

The evaluator should have:

- An advanced university degree or equivalent background in relevant disciplines, with specialized training in areas such as evaluation, project management and social statistics.
- Knowledge of and experience in working with social policy and its monitoring.
- Relevant professional experience in design and management of evaluation processes with multiple stakeholders, survey design and implementation, project planning, monitoring and management, gender mainstreaming and human-rights due diligence.
- Demonstrated methodological knowledge of evaluations, including quantitative and qualitative data collection and analysis for end-of-cycle project evaluations.
- Fluency in written and spoken English. Knowledge of another language (for example Russian) may be an advantage.

Evaluators should declare any conflict of interest to ECE before embarking on an evaluation project, and at any point where such conflict occurs.