

Resolutions on APC Planning Cycle presented to APC Council Meeting, 4-6 October 2005 - Revised for APC EB meeting of March 2006

Proposed resolutions

1. APC to adopt a 5 year-planning cycle
2. The 2004-7 Action Plan to be implemented from 2004-8.

Background

APC initiated formal planning based on strategic priorities identified by members in May 2000 at the Visegrad, Hungary Council Meeting. The Visegrad action plan continued to guide APC activities into 2004. In Cartagena, November 2003, members identified new strategic priorities which provided the mandate for a new action plan which was developed by staff and the EB and presented to members in June 2004.

In effect this has been a 5 year process with the new and old mandates overlapping in the final year of the cycle. See the table below for an illustration of this process. Based on the experience over the past 5 years we want to propose that APC adopt a 5 year planning, monitoring, feedback and assessment cycle. Having a fixed planning cycle can facilitate resource mobilisation, participation of members and evaluation and impact assessment. At the same time the process should be flexible and accommodate critical reflection, change, and allow us to be responsive to emerging and unexpected challenges.

Elements of planning cycle

<i>Mandate</i>	APC members identify strategic priorities
<i>Action Plan</i>	Developed by staff and EB with feedback from members
<i>Action and implementation</i>	Collaboratively with members and partners
<i>Reporting, reflection and change</i>	Reports to EB and partners; sharing information and learning; interaction with and feedback from members and partners
<i>Assessment and evaluation</i>	By EB annually, during mid-term and end of term evaluation and/or impact assessments

Roles and responsibilities

APC Council:

- Identify strategic priorities
- Provide feedback on strategic plan
- Reflect on relevance of the plan and give feedback to staff and EB
- Remain aware of work done in APC programmes and as far as possible by other APC members
- Participate in implementation of the plan both through activities initiated by APC programmes as well as through activity initiated and implemented by members or groups of member
- Participate in evaluation of progress and outcomes

APC EB:

- Work with APC staff to produce an action plan
- Ensure that Council has an opportunity to comment on the plan
- Approve plan once Council comment has been considered
- Oversee implementation of the plan
- Work closely with staff in evaluation of progress and outcomes

APC Staff:

- Develop an action plan to implement the strategic priorities
- Present a draft plan to EB and revise the plan based on EB input
- Present draft plan to Council
- Incorporate Council comment and present plan to EB for approval
- Mobilise financial and other resources needed to implement the plan
- Undertake implementation of the plan in accordance with available resources
- Provide regular progress reports to EB
- Organise evaluation and implementation reviews

Proposals

1. The current strategic plan, initially developed for the period 2004-7 be implemented over the period 2004-8. This is a more realistic period for a very ambitious plan. Flexibility should be maintained so that emerging pressing priorities and feedback from members can be accommodated.
2. That APC works with a 5-year planning, monitoring and evaluation and learning cycle.

Year	Cycle	New mandate	Action plan	Council meeting	Renewal of Mandate	Reporting and assessment	Mid term and end of term reviews
2000	1	X		X			
2001	2		X	X	X		X
2002	3						
2003	4	X		X			X
2004	5	1	X				
2005	2			X	X		
2006	3						X
2007	4	X		X			
2008	1	5	X				X
2009	2						
2010	3						
2011	4	X					
2012	5						