

FINANCE CIRCULAR

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CIRCULAR NO: 05/2004

25 February, 2004

CIRCULAR MEMORANDUM

FILE : NPO 07/01/51

FROM : Chief Executive Officer for Finance & National Planning

TO : As Per Distribution

SUBJECT : MID TERM REVIEW OF STRATEGIC DEVELOPMENT PLAN
2003-2005

1.0 INTRODUCTION

1.1 The purpose of this Circular is:

- (a) to outline the objective, methodology and timetable for the Mid Term Review of the Strategic Development Plan (SDP) 2003-2005; and
- (b) to advise that National Planning Office will be consulting with Ministries/Departments and implementing agencies on the Mid Term Review between 1st and 16th March 2004.

1.2 Cabinet vide Cabinet Decision No. 57 requested the Ministry of Finance and National Planning to conduct a Mid Term Review of the plan. A copy of the Cabinet Decision is attached as **Annex 1**.

2.0 BACKGROUND

2.1 The SDP 2003-2005 contains the vision for Fiji, a medium term strategy, and policies and key performance indicators (KPIs) for sectors and key thematic issues. It was endorsed by Parliament in late 2002 following the National Economic Summit (NES) in September 2002.

2.2 To monitor the implementation of the SDP and to encourage wide ownership, a monitoring mechanism has been put in place by Government. This consists of the National Economic Development Council (NEDC), comprising representatives of Government, the private sector and civil society. Nine

Summit Working Groups (SWGs) from the NES were retained to assist the NEDC. The SWGs met quarterly during 2003 and prepared 6 monthly policy implementation reports for the NEDC. Ministries and departments have been fully involved in this monitoring mechanism through the meetings of SWGs and through their quarterly reporting of implementation progress.

2.3 Progress in implementing the SDP has been satisfactory. By the fourth quarter of 2003, sixty-seven (67) of the 615 KPIs had been fully implemented, 447 had been partly implemented or were part of ongoing activities of Ministries/Departments, and work on 101 had not commenced.

3.0 OBJECTIVE OF THE MID TERM REVIEW OF THE SDP 2003-2005

3.1 A development plan needs to be assessed from time to time to gauge progress made and constraints encountered and to ensure that the policies are still relevant to the present social and economic situations.

3.2 The Mid Term Review's objective is to **assess the progress made in implementing the SDP policies, and identify implementation constraints and modify policy objectives and KPIs where necessary to meet the SDP's objectives.**

4.0 REVIEW METHODOLOGY

4.1 The review will be co-ordinated by the National Planning Office, which is also the secretariat for the NEDC and SWGs. Ministries and departments will be consulted on their respective chapters of the SDP, and the SWGs and NEDC will also have a role.

4.2 The review will be conducted by assessing the continued relevance of the policy objectives and KPIs in each sector/theme chapter. This will involve:

- (i) **Assessment of current situation in the sector/thematic area by analysing trends, issues and constraints;**
- (ii) **Evaluation of Policy Objectives (POs) and KPIs through summarizing achievement of KPIs, identifying constraints and ascertaining the relevance of POs and KPIs; and**
- (iii) **Drawing recommendations on POs and KPIs and for the 2005 Budget.**

4.3 **A similar approach will be taken for the medium term strategy and the macroeconomic component of the plan.**

5.0 REVIEW TIMETABLE

- 5.1 The Mid-Term Review will be conducted during the first half of the year. **National Planning Office will be consulting with Ministries/Departments and implementing agencies between 1st and 16th March 2004.**
- 5.2 A first draft of the review will be prepared by mid-April for discussion with relevant Ministries and Departments. Following these, the review report would be submitted to Ministries/Departments and Implementing Agencies, the SWGs and then to DSC, NEDC and Cabinet by the beginning of September. The detailed timetable is attached as **Annex 2.**

6.0 CONCLUSION

- 6.1 The success of the Mid-Term Review will depend on the active support and effective participation of all Ministries and Departments. In view of this, Ministries and Departments are requested to take a pro-active role in this exercise. The Mid-Term Review will be a major determinant of allocations in the 2005 Budget to ensure the SDP objectives are achieved.
- 6.2 Your usual co-operation is vital in this important exercise.


[**Tevita Banuve**]
Chief Executive Officer for Finance and National Planning

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