



# Research Into Use - Impact Evaluation Steering Committee

## First Meeting Minutes

**22 July 2010**

Nairobi, Kenya – with attendance by video conference

### In attendance

#### Committee Members

- **Gordon Conway**, Imperial College, London
- **Elvis Fraser**, Gates Foundation, Seattle
- **Meredith Soule**, United States Agency for International Development, Washington DC.
- **Howard White**, 3iE, Cairo
- **Rachel Lambert**, Department For International Development, London (Chair)

#### RIU Management

- **Ian Maudlin**, Director, Research Into Use
- **Andy Frost**, Deputy Director, Research Into Use

#### Impact Evaluation Team

- **Tim Robertson**, TANGO International
- **Allyson Thirkell**, Social Development Direct
- **Martin Fowler**, TheIDLGroup
- **John Wyeth**, TANGO International

#### Apologies

- **David Radcliff**, European Commission
- **Mark Clayton**, Department For International Development, East Kilbride
- **Alwyn Chilver**, Australian Agency for International Development

## Minutes

The Chair led general introductions and reviewed the agenda (see annex A).

The Steering Committee reviewed its Terms of Reference. There were no suggestions for major adjustments to the draft circulated.

The RIU management team gave a brief overview of the history and future vision of the project. Emphasis was given to the countries in which the programme was working, the type and scale of the interventions, and the increasing focus on private sector principles driving the redesign and management of the programme.

Tim Robertson outlined the evaluation process. Specifically, the three phases of the evaluation (design, implementation and report writing) were highlighted. The core principles of the evaluation (accountability, lesson learning and the use of the DAC evaluation criteria) were outlined. It was made clear that the evaluation will address a range of value for money related questions.

Members of the Steering Committee asked the following questions:

- Who is the key audience for the evaluation?
- Will the evaluation consider the decision making process behind the selection of technologies?
- Will the evaluation consider issues of social exclusion and gender?
- Will it be possible to deliver the objectives of the evaluation with the resources available?
- How will the evaluation address the question of sustainability?
- Will the evaluation assess the quality of research undertaken in RIU?
- To what extent will the evaluation recommendations focus on key management questions for future RIU type interventions?

Tim Robertson assured the Committee that these questions would be addressed in the Evaluation Approach Paper. The paper will include sections on background, key evaluation questions, methodology and data sources, amongst others. It will be produced in late August or early September and circulated to the Steering Committee for comment.

## Next Steps

An early draft of a matrix containing evaluation questions, methodology and source of data will be sent to Howard White for comment and review.

The Steering Committee will meet again in September, 2010.

Tim Robertson will coordinate the meeting and its most likely location will be London, UK.

## Annex A Agenda

General Introductions

Review Terms of Reference for Steering Committee.

Briefing on RIU Programme followed by questions.

Introduction to Impact Evaluation process followed by questions

Discussion on the evaluation design and process including:

- How do we ensure the evaluation is strategically relevant?
- How do we maximize the credibility of the evaluation?
- What links should we be making to relevant programmes?

Summary and dates for second Steering Committee meeting.

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### Further information

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