Extending the policy relevance of the Active Ageing Index: Cooperation with UNECE

Project progress report

I. Introduction

1. This progress report presents the work undertaken by the United Nations Economic Commission for Europe (UNECE), represented by the Population Unit within the project “Extending the policy relevance of the Active Ageing Index: Cooperation with UNECE” according to the European Union Grant Agreement for pillar assessed organizations No. VS/2016/0088 (hereafter — the Agreement) for the period May 2016 — April 2019. The current progress report covers the period from 1 May 2016 to 31 October 2017.

2. The work has been carried out according to the Description of the Action (Annex I to the Agreement). A general temporary assistant has been engaged by UNECE since the beginning of the project to ensure the administration of the project and coordination of activities between stakeholders.

3. The project “Extending the policy relevance of the Active Ageing Index: Cooperation with UNECE” (AAI-III) is an extension (third phase) of the work undertaken under the first two phases of the Active Ageing Index (AAI) project (2012–2016). Main objectives of the third phase (AAI-III) are to further develop the AAI methodology, in particular to enhance its flexibility and enable wider implementation; to further promote use of AAI as flexible tool providing evidence base for policymaking, analytical work and advocacy; as well as to provide support to countries in their attempt to apply AAI for their needs at both national and subnational levels. The project activities include further research and analysis, continued dissemination and promotion of AAI, and providing consultations to stakeholders willing to use the index. For the summary of implemented and planned activities, please refer to the Annex I to this report.

4. The UNECE Population Unit holds regular teleconferences about ongoing work with the European Commission (DG EMPL). Four such teleconferences were held through the period May 2016–October 2017.
II. Main activities

A. Research activities

5. For the implementation of a number of research activities foreseen under the Agreement, UNECE engaged three institutional consultants: two for specific analysis of AAI results for different population groups in Germany (Forschungsgesellschaft für Gerontologie e.V./Technical University of Dortmund) and Poland (Warsaw School of Economics), and one — for a broader range of research activities (University of Southampton - UK) (see details below).

1. Analysis of AAI results for different population groups at national level

6. While the AAI results at national and subnational levels demonstrate differences between countries and regions (localities), they do not reflect the fact that older persons are not a homogenous group and that the extent to which their potential is activated could vary. At the same time, it is crucial for decision makers to understand what population groups are in need of more imminent support in terms of activating their potential. Therefore, the studies aimed at identifying determinants of active ageing and thus contributing to strengthening the evidence base for policymaking in ageing-related fields were included in the tasks under the Agreement.

7. Following the bidding process, the Technical University of Dortmund and the Warsaw School of Economics were selected to carry out the research studies of AAI results for different population groups in Germany and Poland, respectively. The studies were implemented over a period from December 2016 to August 2017 (Germany) and October 2017 (Poland), including the time for drafting reports.

8. Both studies focused on older population groups divided according to the following criteria: level of education, income, combination of education and income as proxy measure of the social-economic status, and area of residence (urban or rural area). The results show that the strongest inequalities are observed among different socio-economic groups, while the difference in the level of potential realisation of older population living in urban areas and rural areas is much less pronounced. Overall inequalities persist through time, and tend to grow, especially in the case of Poland. Reports on both studies are available from the tab Documents and publications on the AAI wiki-space.¹

2. 2016 AAI and research activities under the institutional consultancy

9. In 2016, UNECE in cooperation, with the European Commission, carried out preliminary calculations of 2016 AAI (based mainly on data from 2014) using readily available data (no microdata). These preliminary results were presented at the sixth meeting of the Expert group on AAI (October 2016) and the Second European Summit on Digital Innovation for Active and Healthy Ageing (December 2016).

10. The activities by the Southampton University are being implemented in accordance with the Purchasing order 2200074957 between the United Nations Office at Geneva and the Southampton University - UK. The deliverables described in the terms of reference (annex A to the Purchasing order) are to be implemented during the period from 6 June 2017 to 6 March 2018 and include the following: finalising the calculations of 2016 AAI; preparing a brief note on 2016 AAI results; revising and updating the methodological description of AAI indicators; assisting in preparing and launching the call for papers for the Second international seminar on AAI to be held in 2018; assessing and stabilising the so-called “goalposts” and analysing a possibility to develop goalposts for clusters of countries or some other goalpost methodology to yield realistic targets for specific countries; exploring use of Survey of Health, Ageing and Retirement in Europe (SHARE) variables for AAI indicators for the countries covered by the survey; implementing initial data collection and calculation of 2018 AAI (subject to data availability); promoting AAI use among all stakeholders; participating in relevant meetings, including meetings of the Expert group on AAI.²

¹ https://statswiki.unece.org/display/AAI/VI.+Documents+and+publications
² See the terms of reference in the Annex II to this report.
11. The work of the research consultant is ongoing. After obtaining the microdata from most recent waves of underlying surveys the consultant has been calculating the 2016 AAI results while ensuring that the indicators for which the survey questions were modified (particularly in the European Quality of Life Survey (EQoLS)) are comparable throughout time. The status of ongoing work was presented to the Expert group on AAI in October 2017.

3. Calculation of AAI for additional countries and provision of consultations

12. Under the second phase of the AAI project, calculations of the index were implemented inter alia for Switzerland using data mainly from 2012. Starting from 2017, upon the request from the Swiss Federal Statistical Office (SFSO), UNECE has been cooperating with the nominated representative of SFSO to establish systematic calculations of AAI. The Swiss Federal Statistical Office plans to have AAI results for Switzerland regularly published on their official website. For this UNECE has been providing consultations on best variables to be selected from international and national data sources, so that the index is calculated following as close as possible the original methodology. A brief face-to-face meeting between UNECE and an SFSO representative was held on 21 September 2017. The consultations are ongoing, and the first results are planned to be ready in early 2018.

13. Upon request from the Ministry of Welfare of Iceland, in October 2017, UNECE revised the most recent AAI results for the country and shared with the Ministry for their further consideration. Given the lack of data for six indicators for years after 2012, the cooperation with the Icelandic Government and statistical office will be essential for future waves of AAI for the country.

14. In 2014, the UNECE Working Group on Ageing agreed to use a common set of indicators for reporting on the third cycle of implementation of the Madrid International Plan of Action on Ageing (MIPAA). To reflect the Vienna Ministerial conference overarching theme “Ensuring a society for all ages: Promoting quality of life and active ageing”, it was decided to complement demographic indicators with 22 indicators of AAI to cover the variety of aspects of active ageing. Thus, 56 UNECE member States were asked to submit data for 22 AAI indicators for three data points 2005, 2010 and 2015. To facilitate data submission, UNECE prepared pre-filled annexes for EU countries, Canada Iceland, Norway, Serbia, Switzerland and Turkey. For this UNECE collected data for the years 2005 and 2015 to complement the data obtained under the previous phases of the AAI project. For the other countries UNECE organised two workshops aimed at filling data gaps for these indicators (November 2015, Geneva, and June 2016, Minsk). As a result, a number of countries that took part in workshops provided data using sources available to them (e.g. Belarus, Kyrgyzstan, Republic of Moldova and other). UNECE collected some additional data to complement these to the extent possible and compiled it into a statistical annex to the Synthesis report on MIPAA implementation. The statistical annex and the Synthesis report are available from the webpage of the Lisbon Ministerial conference3 and will be published as part of its proceedings.

B. Promoting the use of AAI

1. Expert group on the Active Ageing Index

15. An independent Expert group on the Active Ageing Index was convened by the UNECE Population Unit within the first phase of the project. The group brings together experts from academia, national statistical agencies, policymakers and civil society and includes representatives from the Organisation for Economic Co-operation and Development (OECD), the European Commission, and UNECE. The Expert group meetings are organised jointly by UNECE and the European Commission’s Directorate General for Employment, Social Affairs and Inclusion (DG EMPL). The reports of the Expert group meetings are available from the AAI wiki-space, tab Meetings and events.4

16. The Sixth meeting of the Expert group took place on 20–21 October 2016 in Brussels. It discussed inter alia timing of the tasks under the third phase; further methodology fine-tuning;

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3 http://www.unece.org/pan/ageing/ministerial_conference_2017.html#
4 https://statswiki.unece.org/display/AAI/VIII+Meetings+and+Events
results of the pilot study of AAI at local level in Germany; structure and content of the guidelines on usage of proxies (to be developed); organisation of the international seminar in 2018, national seminars and an event on AAI at the UNECE Ministerial Conference on Ageing in 2017.

17. The Seventh meeting of the Expert group was held on 12–13 October 2017 in Brussels. At the meeting, the outcomes of the most recent research activities on AAI were presented, including the studies of AAI results for different population groups in Germany and Poland; subnational application of AAI in Italy, Poland and Biscay province (Spain) etc. One of the key matters discussed was that of giving AAI more visibility outside of the project and research community. Organisation of the Second international seminar on AAI and further tasks under the third phase of the project were also discussed.

18. The Eighth meeting of the Expert group is planned to be held back-to-back with the International seminar in Bilbao in September 2018.

2. Organisation of the Second international seminar on the Active Ageing Index

19. Under the second phase of the AAI project, an International seminar entitled “Building an evidence base for active ageing policies: Active Ageing Index and its potential” was organised in 2015.\(^5\) The event turned out to be successful in raising awareness about the index, bringing together different stakeholders, demonstrating interest towards AAI, especially from the research community, and exploring different paths of AAI application, e.g. in subnational or non-EU context. On this account, the Agreement foresees organisation of another such seminar within the third phase.

20. In 2016, the Biscay Provincial Government (Spain) offered to host the Second international seminar on AAI. Apart from UNECE and the European Commission (co-funder) the University of the Basque Country and the Oxford Institute of Population Ageing will be co-organisers of the seminar. The seminar will take place on 27–28 September 2018 in Bilbao. Following discussions with the Expert group and co-organisers, and given the successful run of the first seminar in 2015, it was decided to keep the format of the seminar mostly the same but make arrangements to actively involve policymakers in the seminar.

21. An independent evaluation board consisting of five members plus a Chairperson was formed to assess the abstracts, and, later on, papers (see seminar wiki for the members of the evaluation board). The call for abstracts was launched by UNECE on 20 June 2017. The initial deadline for abstract submission (29 September 2017) was extended to 17 November 2017. The abstract assessment by the evaluation board is to be finalised and the authors are to be informed by UNECE by the end of the year 2017.

22. UNECE ensures organisational and logistical arrangements for the seminar, as well as dissemination of the call for papers and other information on the seminar, collection of abstracts, communication with authors, coordination of the work of the evaluation board etc. UNECE created a wiki-page devoted specifically to the seminar.\(^6\)

3. National seminar on AAI

23. A national seminar “Active Ageing Index in Italy: use and policy implications” was held in Ancona, Italy, on 11 May 2017. The seminar was co-organised by UNECE and the Italian National research institute of health and science on ageing. It brought together some 100 participants representing various stakeholder groups: policymakers, researchers, civil society, social partners, older persons, medical professionals and others. The interventions were made by UNECE, University of Southampton, the Italian national focal point on ageing, and representatives of the Ministry of Health, as well as of three Italian regions (Friuli Venezia Giulia, Marche and Umbria). The Italian statistical office presented their calculations of AAI for Italy at regional level. The Friuli Venezia Giulia and Umbria regions have already introduced legislation on active ageing. In the Marche region a draft bill for promotion of active ageing was developed. The Active Ageing Index was included in the draft bill to serve as monitoring tool. The need for

\(^5\) https://statswiki.unece.org/display/AAI/International+Seminar

\(^6\) https://statswiki.unece.org/display/AAI/Second+international+seminar+++on+the+Active+Ageing+Index
adoption of such a law was recognised by the participants and discussants, as was the usefulness of AAI as tool for policymaking and monitoring.\(^7\)

4. **Side-event at the UNECE Ministerial Conference on Ageing**

24. The side-event “Active Ageing Index: ways to realize the potential of living longer” took place on 21 September 2017 during the fourth UNECE Ministerial Conference on Ageing, 21-22 September 2017, Lisbon, Portugal. The side-event brought together over 60 participants representing policymakers, researchers and civil society. It was organised in a form of panel discussion and focused on the variety of ways AAI can be applied for decision making and monitoring of active ageing policies in different contexts, including national and subnational level in EU and in other UNECE countries, but also on how it can be used to raise awareness about the contribution that older persons are making to the economy and society. Presentations given at the side-event are available from the web page of the Conference\(^8\) under the tab Side events.

C. **Communication and dissemination**

1. **Maintaining a wiki-space on AAI**

25. A public wiki-space on the Active Ageing Index\(^9\) is continually maintained and updated:

   (a) The publications and reports on AAI, including two reports on the analysis of AAI results for different population groups (in Germany and Poland) as well as links to papers written on AAI (outside of the project activities) are available from the tab Documents and publications.\(^10\)

   (b) Information about meetings, including those of the Expert group on AAI, past and upcoming, is available from the tab Meetings and events.\(^11\)

   (c) A special page devoted to the Second international seminar on the Active Ageing Index was created and has been maintained.\(^12\)

26. As of 30 October 2017, the AAI wiki home page has been visited over 127,400 times since October 2013.

2. **Informing on and presenting AAI**

27. A flyer summarising the AAI concept, and goals and ways of its possible application was prepared. It has been distributed in hard copies at major events, and is available in electronic form from the AAI wiki (tab AAI in brief). A flyer on the Second international seminar and the call for papers was distributed among the Expert group members for further dissemination.

28. The information about the International seminar, including call for papers, was disseminated via the Ageing in Europe mailing list, Population Europe network, Global ageing research network, European Association of Population Studies, Geneva inter-agency group on ageing, UNECE Working Group on Ageing and others, as well as social media (twitter). Apart from the AAI wiki, it was also published on the web page of the DG EMPL, Oxford Institute of Population Ageing, Age Platform Europe etc.

29. In addition to the above mentioned presentations on AAI at the meetings of the Expert group, national seminar in Italy, and the side-event at the Ministerial Conference on Ageing, the AAI and / or the project work progress were presented to the Working Group on Ageing (WGA) at its ninth meeting (21–22 November 2016) and to the WGA Bureau at its eighth and ninth meetings (19–20 May 2016, and 3–4 April 2017)\(^13\); the 2016 AAI preliminary results were presented at the Second European Summit on Digital Innovation for Active and Healthy Ageing (7

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\(^7\) [https://statswiki.unece.org/display/AAI/VIII.+Meetings+and+events](https://statswiki.unece.org/display/AAI/VIII.+Meetings+and+events)


\(^9\) [https://statswiki.unece.org/display/AAI/Active+Ageing+Index+Home](https://statswiki.unece.org/display/AAI/Active+Ageing+Index+Home)

\(^10\) [https://statswiki.unece.org/display/AAI/VI.+Documents+and+publications](https://statswiki.unece.org/display/AAI/VI.+Documents+and+publications)

\(^11\) [https://statswiki.unece.org/display/AAI/VIII.+Meetings+and+events](https://statswiki.unece.org/display/AAI/VIII.+Meetings+and+events)

\(^12\) [https://statswiki.unece.org/display/AAI/Second+international+seminar+on+the+Active+Ageing+Index](https://statswiki.unece.org/display/AAI/Second+international+seminar+on+the+Active+Ageing+Index)

\(^13\) For the reports of the respective meetings see [http://www.unece.org/population/meetings-and-events.html#/](http://www.unece.org/population/meetings-and-events.html#/)
December 2016). The research consultant gave a presentation on AAI at the twenty-first International Association of Gerontology and Geriatrics World Congress (23–27 July 2017, San Francisco), where the index was discussed at several symposiums.14

D. Implementation of the Communication and Visibility Plan

30. The activities outlined in the Visibility and Communication Plan (Section IV of Annex VI to the Agreement) are an integral part of the project activities. The status of their implementation is as follows:

(a) Presenting AAI results and analysis outcomes at relevant events involving various stakeholders (see Target groups) — at least six presentations to be given

As mentioned above, the AAI results are regularly presented at different events relevant to the project. Please refer to the section II.B.1, II.B.3, II.B.4 and II.C.2 of the report for details.

(b) Holding an international seminar on AAI, preceded by a launch of a call for papers on AAI-related topics; selected papers will be presented and discussed at the seminar among all groups of stakeholders (see Target groups)

The preparations for the international seminar have started in October 2016 with the Expert group advising on its format, but also with forming the evaluation board for assessment of future papers, and identifying the host for the event. UNECE launched the call for abstracts in June 2017. See section II.B.2 for more details.

(c) Organising at least one seminar a year in a given country to present to and discuss with stakeholders country/subregion-specific AAI results, active ageing situation and prospects in the country/subregion

A national seminar “Active Ageing Index in Italy: use and policy implications” was held in Ancona, Italy, on 11 May 2017. It brought together some 100 participants representing various groups of stakeholders. See section II.B.3 for details.

(d) Organising a side-event on AAI at the UNECE Ministerial Conference on Ageing in 2017

The side-event “Active Ageing Index: ways to realize the potential of living longer” took place on 21 September 2017 during the fourth UNECE Ministerial Conference on Ageing, 21-22 September 2017, Lisbon. The side-event brought together over 60 participants representing policymakers, researchers and civil society. See section II.B.4 for details.

(e) Maintaining and further improving wiki-space devoted to AAI, including regular updates with new data and materials; and to work further on improving AAI results visualisation, including possible engaging of a subcontractor to develop a visualisation tool to demonstrate the AAI results based on inputs by users and meeting specific users’ requests

The wiki-space on AAI has been continuously maintained and regularly updated. This activity is ongoing throughout the project. As of 30 October 2017, the AAI wiki home page has been visited over 127,400 times since October 2013, of which over 26,000 since the beginning of the AAI-III. See section II.C.1 for details.

The development of a (web)visualisation tool is planned under the second half of the AAI-III.

(f) Publication and dissemination of at least one paper on analysis of AAI results

The major analytical paper on the 2018 AAI and trends is planned to be drafted in the second half of 2018, subject to timely data availability for the research consultant to calculate the 2018 AAI.

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14 The report reflects presentations of AAI given at meeting either run under the framework of the Agreement or big-scale events, and does not include the information on all the events where AAI was presented.
(g) Setting up a specific website with visualisation tools for AAI results

The development of a (web)visualisation tool is planned under the second half of the AAI-III.

III. Financial report

1. On 11 May 2016, UNECE received the first pre-finance instalment of EUR 348,000 (USD 394,557.82). The United Nations accounting system operates and records all expenses in United States dollars. The received amount was converted using the official United Nations exchange rates in effect at the time of receipt, on 11 May 2016, USD 1 = EUR 0.882. The project activities have been carried out according to the budget presented in the Annex III to the Agreement. As outlined in the attached interim fund utilization report (Annex III to this report), as of 31 October 2017, 75.4 per cent of the first instalment was legally committed by UNECE. This includes contract with a general temporary assistant for the project administrative support, three research consultancy contracts, travel of experts and staff to the meetings outlined in the Agreement.

Active Ageing Index – Third Phase

<table>
<thead>
<tr>
<th>May 2016 - April 2019 (36 months)</th>
<th>Pre-financing € 348,000</th>
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<tbody>
<tr>
<td>Planed Budget, Euros</td>
<td>Actual expenses, EUR</td>
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<tr>
<td>Tasks</td>
<td>Total project activities</td>
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<td>Cost items</td>
<td>Total</td>
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<td>Individual contractor — IT expert</td>
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<td>Sub-contracting consultants:</td>
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<td>Project support cost : 7 %</td>
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<td>Project total costs</td>
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<tr>
<th>May 2016 - October 2017 (18 months)</th>
<th>Pre-financing USD 394,558</th>
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<td>Planed Budget, US Dollars</td>
<td>Actual expenses, USD</td>
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<tr>
<td>Tasks</td>
<td>Total project activities</td>
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<td>Cost items</td>
<td>Total</td>
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<td>Meeting organisation:</td>
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Active Ageing Index – Third Phase

Pre-financing € 348,000

May 2016 - April 2019 (36 months)

Planed Budget, Euros

Tasks Total project activities Project activities
Cost items Total of which: Contribution from EC Total of which: Contribution from EC
UNECE own contribution — staff resources 219,046 77,163
UNECE staff travel 44,400 44,400 7,725 7,725
Travel of experts 75,840 75,840 13,943 13,943
Travel of meeting participants 32,000 32,000
Meeting organisation:
Facilities and interpretation 35,752 35,752 1,811 1,811
Hospitality 8,500 8,500
Individual consultants 26,190 26,190
Individual contractor — IT expert 75,000 75,000
Sub-contracting consultants:
Research consultants 263,690 263,690 113,293 113,293
General temporary assistant (GTA) 251,712 251,712 108,351 108,351
Sub-total 1,032,131 813,084 322,285 245,122
Project support cost : 7 %
Project total costs 1,089,046 870,000 339,443 262,280

Pre-financing USD 394,558

May 2016 - October 2017 (18 months)

Actual expenses, EUR

Tasks Total project activities Project activities
Cost items Total of which: Contribution from EC Total of which: Contribution from EC
UNECE own contribution — staff resources 238,094 87,486
UNECE staff travel 48,261 48,261 8,758 8,758
Travel of experts 82,435 82,435 15,808 15,808
Travel of meeting participants 34,783 34,783
Meeting organisation:
Facilities and interpretation 38,861 38,861 2,053 2,053
Hospitality 9,239 9,239
Individual consultants 28,467 28,467
Individual contractor — IT expert 81,522 81,522
Sub-contracting consultants:
Research consultants 286,620 286,620 128,450 128,450
General temporary assistant (GTA) 273,600 273,600 122,847 122,847
Sub-total 1,121,881 883,787 365,402 277,916
Project support cost : 7 %
Project total costs 1,183,746 945,652 384,856 297,370
## Annex I

### List of deliverables according to European Union Grant Agreement for pillar assessed organizations No. VS/2016/0088

<table>
<thead>
<tr>
<th>No</th>
<th>TASKS</th>
<th>TIME SCHEDULE</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Calculation of 2016 AAI and 2018 AAI</td>
<td>June 2016–September 2018</td>
<td>Ongoing work (see section II.A.2 for details) 2016 AAI results are being revised by the research consultant (Southampton University) 2018 AAI is to be calculated in 2018</td>
</tr>
</tbody>
</table>
| 2  | Implementing specific analysis of AAI results:  
Country 1 (Germany)  
Country 2 (Poland)  
Country 3 (to be decided) | 12/2016–08/2017  
12/2016–10/2017  
01/2018–08/2018 (tbc) | Finalised15 (see section II.A.1 for details) Finalised15 (see section II.A.1 for details) A bid for consultancy will be launched in December 2017 (upon receipt of the second tranche of funding) |
| 3  | Calculation of AAI for additional countries | 2016–2019 | Ongoing work (see section II.A.3 for details) |
| 4  | Pilot studies of AAI in selected UNECE countries | 2016–2019 | To be implemented during the second half of AAI-III |
| 5  | Further fine-tuning of methodology:  
Revising methodology description  
Assessing and stabilising goalposts  
Exploring use of SHARE (subject to data availability )  
Preparing methodology note on usage of proxies | 06/2017–03/2018  
06/2017–03/2018  
06/2017–2018  
2018 | Ongoing (Southampton University) Ongoing (Southampton University) Ongoing (Southampton University) A consultancy will be advertised in December 2017 (upon receipt of the second tranche of funding) |
| 6  | Two papers on AAI results and trends:  
Brief note on 2016 AAI  
Analytical report on 2018 AAI | 2017–2018  
06/2017–03/2018  
2018–2019 | Ongoing (Southampton University) To be implemented during the second half of AAI-III |
| 7  | Coordinating activities and organising meetings of the Expert group on AAI:  
Sixth meeting of the Expert group  
Seventh meeting of the Expert group | 2016–2019  
October 2016  
October 2017 | See section II.B.1 for details Completed Completed, the report to be finalised in November 2017 |
| 8  | Presenting the AAI results | 2016–2019 | Ongoing See section II.C.2 for details |
| 9  | Holding an international seminar on AAI | 2017–September 2018 | Preparations have started. The call for papers launched. See section II.B.2 for details |
| 10 | Organising national or subregional seminars on AAI:  
Country 1 (Italy)  
Country 2 (to be decided)  
Country 3 (to be decided) | May 2017  
2018  
2019 | Completed. See section II.B.3 for details |

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15 [https://statswiki.unece.org/display/AAI/VI.+Documents+and+publications](https://statswiki.unece.org/display/AAI/VI.+Documents+and+publications)
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<th>NOTES</th>
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<tbody>
<tr>
<td>11</td>
<td>Organising a side-event on AAI during the UNECE Ministerial conference on ageing in 2017</td>
<td>September 2017</td>
<td>Completed. See section II.B.4 for details</td>
</tr>
<tr>
<td>12</td>
<td>Maintaining a wiki-space on AAI and improving AAI visualisation: Wiki-space Developing a visualisation (web)tool</td>
<td>2016–2019 2018–2019</td>
<td>Ongoing work (see section II.C.1 for details) A bid for a contractor will be launched in January 2018</td>
</tr>
</tbody>
</table>
Annex II

Terms of Reference for Institutional Contractor — Annex A to the Purchasing order 2200074957 between the United Nations Office at Geneva and the Southampton University - UK

United Nations Economic Commission for Europe

Terms of Reference for Institutional or Corporate Contractor

Statistical Division/ECE

I. Detailed description of assignment

Background

The UNECE Population Unit is engaged in the third phase of the project on the Active Ageing Index¹ ("Extending the policy relevance of the Active Ageing Index: Cooperation with UNECE", AAI-III) under the grant agreement with the European Commission Directorate General for Employment, Social Affairs and Inclusion (DG-EMPL). The third phase is building on the results of the work implemented under the two first phases of the project (2012–2016), particularly on the results of AAI calculations for the 28 European Union (EU) countries, and several non-EU countries calculated for three points in time (using data from 2008, 2010, and 2012). As the first two phases, the third phase includes a strong research component. It aims at extending the AAI coverage geographically and in time; exploring a possibility of using additional / alternative data sources for selected indicators; further methodology fine-tuning and others. This research will necessitate an engagement of a qualified consultant (individual or institutional) that would have access to the data and information necessary for this study.

Objective

Main objectives of the third phase of the AAI project are (based on the achievements of the first two phases) to

a) further work to develop the AAI methodology, in particular to enhance its flexibility and enable wider implementation;

b) further promote use of AAI as flexible tool providing evidence base for policymaking, analytical work and advocacy;

c) provide support to countries in their attempt to apply AAI for their needs at both national and subnational levels.

Due to the high research-based content and the need of an access to microdata of relevant surveys, sound experience in working with composite indicators, and in-depth knowledge of cross-sectorial policy aspects in the region, the work can be completed only with a substantive support from a strong research institution.

¹ The information on the Index, including the methodology of calculation of its indicators and domain scores is available from the wiki-space devoted to AAI:
http://www1.unesco.org/stat/platform/display/AAI/Active+Ageing+Index+Home
Responsibilities of the contractor

The contractor will be responsible for:

1) Revising the calculations of individual indicators, domain scores and overall 2016 AAI (based mainly on 2014 data) made by the project team and analysing the obtained results and trends.

2) On the basis of 1), preparing a brief (up to 5 pages) note on the 2016 AAI results and trends for a 6-year period.

3) Updating the methodological description (annexes to Zaidi et al. Active Ageing Index 2012. Concept, Methodology and Final Results) to reflect the made changes and make rationale behind each indicators, and their calculations as clear as possible for external users (in cooperation with UNECE and EC).

4) Assisting in preparing and launching the call for papers for the international seminar on AAI to be held in 2018.

5) Assess and stabilise the “goalposts” (introduced in 2015\(^2\)), recalculate the new ones based taking into account the 2016 AAI results, also establishing a procedure for updating them in view of new values. Analyse possibilities for development of goalposts for clusters of countries or some other goalpost methodology that could yield realistic targets for specific countries based on relevant international comparisons.

6) Explore use of Survey of Health, Ageing and Retirement in Europe (SHARE) variables for some of the AAI indicators for the countries for which the SHARE data are already available, to be complemented at a later stage when the SHARE data for more EU countries become available. This task implementation is subject to data availability and includes data collection, calculation of indicators, domain scores and the overall AAI using data extracted from SHARE, and implementation of a subsequent comparative analysis of the results as per the original AAI methodology and based on SHARE.

7) Explore data collection and computation of AAI indicators, domain scores and the overall 2018 AAI (based mainly on 2016 data) — subject to data availability.

8) Promoting use of AAI among policymakers, researchers, NGOs and other stakeholders: provide technical inputs for advocacy and communication activities on AAI; present AAI results at various international conferences and meetings; provide inputs for meetings on AAI for national policymakers and other stakeholders.

9) Participating in meetings of the Expert group on AAI to present the results and discuss the findings, and a side event on AAI at the UNECE Ministerial Conference on Ageing in September 2017.

10) Coordinating and communicating regularly with the project team at the UNECE and the European Commission in order to implement the tasks in a collaborative way.

11) Cooperating closely with the microdata providers: identify potential data sources and collect and process the necessary data, review data quality and comparability.

Schedule of the work delivery:

1. A revised comprehensive data set (including metadata, detailed information on the sources used and any changes in methodology in comparison to the original one) for 22 AAI indicators, domain scores and overall index for 2016 AAI — 25 August 2017.


3. A brief (up to 5 pages) note on 2016 AAI results and trends over a six-year period — 30 September 2017.

4. A note (up to 15 pages) on the outcomes of the analysis of a possibility to develop goalposts for clusters of countries or another selected approach to setting goalposts — 30 November 2017.

5. A note based on the exploratory calculations of AAI indicators using SHARE variables focusing on feasibility and utility of the usage of SHARE as alternative data source — 29 December 2017.


Language of submitted materials:

All the materials described in these Terms of reference should be submitted in English.

II. Proposed period of contract

The duration of the contract is from 6 June 2017 to 6 March 2018 with a possibility of extension.

III. Performance indicators for evaluation of services/products provided

1. Established deadlines are met.
2. Services are delivered as specified in the assignment.
3. Service provided is of good quality and overall evaluation of the project partners and the office in charge of the project is positive.

IV. Fee and schedule of payments

The total amount will be paid in two instalments:

- 40 per cent of the total contract value in four months after the start of the contract and upon completion of tasks 1.-3. as described in the schedule of the work delivery above;
- 60 per cent at the end of the contract; see point V for conditions for the final payment.
V. Conditions for final payment

Final payment is contingent upon satisfactory completion of tasks as described in these terms of reference and submission of all necessary financial reports and supporting documentation, when applicable.

VI. Provision for reimbursement by contractor

The institutional contractor undertakes, upon request, to pay back without delay, any part of the advance payment made which remain unused or which have not been used according to the approved cost plan, unless justified and approved by UNECE.

VII. This Terms of reference will form an integral part of the eventual contract
## Annex III
### Fund utilization report

### Project E253 - Active Aging Index Project

#### ANNEX III - Extending the policy relevance of the Active Aging Index: Cooperation with UNECE (AAI-III May 2016-April 2019) : Budget

<table>
<thead>
<tr>
<th>Task</th>
<th>Total project activities</th>
<th>Expenditures from 1 May 2016-31 October 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total</td>
<td>Of which Contribution from EC</td>
</tr>
<tr>
<td>UNECE own contribution-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff Resources</td>
<td>219,045</td>
<td>0</td>
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<tr>
<td>Sub-total</td>
<td>219,045</td>
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<tr>
<td>UNECE Staff Travel</td>
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<td>Travel of experts</td>
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<td>Travel of meeting participants</td>
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<tr>
<td>Meeting organization</td>
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<tr>
<td>Facilities and interpretation</td>
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<tr>
<td>Hospitality</td>
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<td>8,500</td>
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<tr>
<td>Sub-total</td>
<td>196,492</td>
<td>196,492</td>
</tr>
<tr>
<td>Individual consultants</td>
<td>26,190</td>
<td>26,190</td>
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<tr>
<td>Individual contractor - IT expert</td>
<td>75,000</td>
<td>75,000</td>
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<tr>
<td>Sub-contracting consultants: Research Consultations</td>
<td>263,690</td>
<td>263,690</td>
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<tr>
<td>General temporary assistant (GTA)</td>
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<td>251,712</td>
</tr>
<tr>
<td>Sub-total</td>
<td>616,592</td>
<td>616,592</td>
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<tr>
<td>Sub-total</td>
<td>1,032,129</td>
<td>813,084</td>
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<tr>
<td>Programme support costs: 7%</td>
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<td>56,916</td>
</tr>
<tr>
<td>Project total costs</td>
<td>1,089,045</td>
<td>870,000</td>
</tr>
</tbody>
</table>

Prepared by: Wei Zhou
Finance Assistant
Executive Office
Date: 11/12/2017

Certified by: Michael Sylver
Executive Officer
Executive Office
Date: 11/12/2017

Cleared by: Lidia Bratanova
Director
Statistics Division
Date: 11/12/2017