

Terms of Reference
Core Groups
Second High Level Meeting of the GPEDC

Introduction

The Government of Kenya will host the Second High Level Meeting (HLM-2) of the Global Partnership for Effective Development Co-operation (GPEDC) in Nairobi, November 2016 (dates to be confirmed). HLM-2 will comprise two days of preparatory sessions and two days dedicated to the High Level segment of the Meeting. The preparatory sessions will include a stocktaking of the results of the GPEDC's second monitoring round, a number of stakeholder forums, exhibitions and social events. The High Level segment will include six plenary sessions, twelve "gladiator sessions" in the venue's amphitheatre and up to eight sets of side event sessions.

Each plenary session will be organized by a core group of members of the GPEDC Steering Committee, Global Partnership Initiatives and the broader membership of the GPEDC.

While Kenya, as host, is responsible for organizing HLM-2, the GPEDC's Steering Committee (SC) has agreed at its 8th meeting in Mexico that a group of SC members interested in driving the agenda for HLM-2 forward form a Working Group for the HLM-2 to assist Kenya. This "HLM-2 Working Group" will be composed of the leads of the 6 core groups for each plenary session, Kenya, the Co-Chairs and one or two Steering Committee members.

There will be 6 core groups working on the following topics, reflecting the themes of the six sessions of the High-level Segment of HLM-2:

1. Progress with implementing the unfinished aid effectiveness agenda and development effectiveness commitments; identifying and addressing challenges.
2. How the Development Effectiveness Agenda supports the implementation of the SDGs and the Addis Ababa Action Agenda.
3. Improving the quality and impact of international development co-operation – learning from the experience of South-South Co-operation and Triangular Co-operation.
4. Economic empowerment of women and youth - inclusivity and mainstreaming for effective and accelerated development.
5. Leaving no-one behind – effective development co-operation for countries in special situations and vulnerable populations.
6. Creating an enabling environment for innovative and inclusive multi-stakeholder partnerships for effective development – where can we scale up and what are the new challenges?

Purpose

To coordinate the substantive and logistical preparations for each of the 6 HLM-2 Plenary Sessions.

Tasks

The core group for each plenary session will be responsible for the following tasks:

1. Prepare a concept note for the plenary session, including:
 - A detailed description of the purpose of the plenary session; its objectives and expected outcome and deliverables; and the sources of evidence upon which the session will be based;
 - A proposed format for the plenary session including moderator, key participants, audio-visual/communications inputs, and a run-of-show;
 - Expected inputs from preparatory sessions, “gladiator sessions” in the Amphitheatre (listing topics to be debated in advance of the plenary session) and side events;
 - Additional evidence that will be required for the plenary session and a plan for producing this; and
 - The resources required to hold the plenary session.
2. Consult with the broad membership of the GPEDC on the content and outcomes of the plenary session, drawing as appropriate on the work of Global Partnership Initiatives; experience and learning arising from country implementation; the work of regional platforms; and other sources.
3. Coordinate with core groups for the other plenary sessions, including on selection of moderators and rapporteurs and key participants in order to ensure an inclusive, multi-stakeholder approach across all plenaries and to avoid overlap and repetition.
4. Ensure that the plenary session is inclusive, interactive and achieves broad participation of members of the GPEDC.
5. Provide or mobilise the resources required for the plenary session.
6. Appoint one representative to participate in the HLM2 Working Group. This representative will be in charge of communicating the progress made on the preparations for its Plenary Session and ensuring coordination across sessions.

Membership

The Core Groups will be led by a member of the Steering Committee and comprise GPEDC stakeholders. Each of the groups will also include national focal points from Kenya. The core group lead will be responsible for ensuring that its membership reflects the inclusive, multi-stakeholder nature of the GPEDC. A member of the OECD-UNDP Joint Support Team (JST) will follow the work of each core group.

Working Methods

Each HLM-2 Core Group will conduct its business by teleconference and electronic means (email, Skype) only meeting in person at times when all or most members are at an existing meeting.

Each HLM-2 Core Group will report to Kenya, the Co-Chairs and the JST at regular intervals:

- 19 February 2016: An initial report on progress including a concept note for the plenary session, for discussion in the HLM-2 Working Group and subsequent submission to the 9th meeting of the GPEDC Steering Committee
- (Mar-Jun 2016) Last Friday of each month: monthly progress reports for discussion in the HLM-2 Working Group and subsequent submission to the 10th meeting of the GPEDC Steering Committee
- (Aug-Nov 2016) Progress reports every two weeks.