

Roles and Responsibilities of GPEDC Co-Chairs and Steering Committee members

Terms of References

Background document for Session 2: “Delivering for the
SDGs at Country Level”

24th Steering Committee Meeting, 18-19 October 2022

This document is shared with Steering Committee members for approval in session 2. It covers the proposed roles and responsibilities of Co-chairs and Steering Committee members and ensuing JST functions for global Secretariat support as outlined in the background document for the 23rd Steering Committee meeting, where members already agreed with the contours of this. The TORs will, once approved, be linked into the Annex on working arrangements in the Summit Outcome Document.

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1. Introduction

This Terms of References outlines roles and responsibilities for the leadership of the Global Partnership for Effective Development Co-operation (GPEDC), the four GPEDC Co-Chairs and its Steering Committee members. They are informed by the recommendations of the 2021 GPEDC Review, notably to re-energise engagement of all stakeholders to plan and implement future work programmes that are geared to delivery at country level while ensuring strong political momentum around effective development co-operation to attain the 2030 Agenda and the SDGs.

Based on the agreement of the Steering Committee at its 23rd Meeting in July 2022 on a series of adjustments to the ways of working of the leadership, the document provides guidance on the representational and coordination functions of the leadership to better mobilise and systematically engage all relevant stakeholders, improve their representation, coordination and advocacy and outreach with the ambition to shift efforts of the Global Partnership much more to support action at country level, while ensuring global and regional accountability and learning, in particular around the new monitoring. The Terms of References build on the functions for the leadership agreed at the second High-Level Meeting in Nairobi in 2016, which remain valid.

The Steering Committee remains the main decision-making body of the Global Partnership. Its roles and responsibilities and working methods, as agreed in the Nairobi Outcome Document, remain valid. However, with the shift to supporting action at the country level, the Steering Committee members will take on a series of additional related tasks in line with the new GPEDC Delivery Model. This Terms of References needs to be read in conjunction with the Geneva outcome document and will be referenced in its annex related to the 'working modalities'. It also includes references to related functions of the OECD-UNDP Joint Support Team.

2. Strengthened Leadership of Co-Chairs and Steering Committee

This section clarifies roles and responsibilities regarding representation and coordination functions of the leadership. This is informed by, and will further influence, the ambition to shift to a more member-led implementation model (outlined in section 3). For details on the representational responsibilities of Co-Chairs and Steering Committee members, see Annex 1.

2.1. Representational roles and responsibilities of Co-Chairs

The following considerations ensure solid and continuous representation at the level of Co-Chairs:

Level: Governmental Co-Chairs will be appointed by their governments at Ministerial or Vice-Ministerial level and represent the full spectrum of development co-operation actors, ensuring adequate regional rotation and balance. The non-executive Co-Chair is nominated at the highest possible level on par with governmental Co-Chairs (Executive Director, President, or Secretary-General of one of the non-executive entities represented on the Steering Committee).

Duration: The preferred length of any Co-Chair tenure is three years. Exact timing will depend on details of the staggered rotation. As such, the duration of Co-Chair appointments will be extended from the current two years to a limited period between two years and the period between two High-Level Meetings, at a maximum four years.

Rotation: As agreed in 2019 at the Senior Level Meeting, Co-Chairs will rotate at different times to ensure continued institutional leadership and support, at least 3 months ahead of the proposed change and ahead of large meetings. While individual Co-Chairs bear the responsibility of identifying and securing their successor proactively and through an open and inclusive manner, the JST will support them by inviting the full membership to express their interest in taking up the co-chair role, collating proposals for consideration and suggesting steps to ensure the process is open, inclusive, and transparent. In order to ensure regional balance, Recipient Co-Chair and Dual Country Co-Chair should not come from the same region to the extent possible.

Ex-Officio Membership: Former Co-chairs can remain engaged in the Global Partnership as members of the Steering Committee after the end of their terms as either a representative of its constituency (replacing another member of the Steering Committee that will leave its seat) or as ex-officio member for no longer than one year finalise any pending (stakeholder-specific, thematic) work.

Resourcing: *Candidates for Co-Chair must assess their government's or organisation's ability to provide or mobilise financial and/or in-kind resources necessary to perform the roles and responsibilities outlined and put in place necessary measures to address any gaps before they are appointed. This should include a commitment to help the constituency they represent resource their activities.¹ Providers of development co-operation, including those represented in the Steering Committee, are encouraged to provide support to other Co-Chairs on the basis of regular needs assessments. The responsibility to engage in fundraising to bridge potential capacity gaps lies with the respective Co-Chairs. The constituencies represented by the non-executive Co-Chair bear responsibility for resourcing this Co-Chair function and are encouraged to create cross-fertilization with other funding streams and organization-wide programs that allow to tap into corporate knowledge and create synergies.*

2.2. Representational roles and responsibilities of Steering Committee members

Each Steering Committee member has a series of agreed responsibilities, including representation, guidance and advocacy and outreach. As part of this, each Steering Committee member is encouraged to ensure solid representation, continuous engagement and smooth transitions at the end of their tenure through the following guidance:

Composition: While the composition will not change, academic researchers will be involved in relevant thematic initiatives to strengthen the science-policy interface. Stakeholders who are under- or non-represented will be brought in touch with relevant representative or invited as observers of Steering Committee meetings by Co-Chairs and the JST (see more on *observers* below).

Representation: The Steering Committee will continue to follow the constituency-based representational model and members will follow the representational responsibilities as indicated in Annex 1. Members of the Steering Committee are nominated by their respective constituencies

Level: Governmental members are appointed at political level. They can be represented at meetings by senior technical officials. Non-executive members are nominated at the highest possible level on par with government members (Executive Director, President, or Secretary-General). They can also be represented in meetings by a senior official that can engage in both political and technical discussions.

Duration: Members of the Steering Committee are appointed on a rolling basis for the period between two High-Level/Senior-Level Meetings. The tenure of regional organisations and members representing a constituency can be continuous.

¹ JST can provide an overview of expected requirements as part of planning GPEDC Work Programmes.

Rotation: The JST advises Co-Chairs of members' engagement and Co-Chairs can approach members to explore their willingness to continue serving as members/propose replacements. It is at members' own prerogative to explore successors within their constituencies and to ensure this is an open, inclusive and transparent process. Rotation of any member should be completed no later than 3 months ahead of the proposed change or ahead of High-Level/Senior-Level meetings.

Partner Country Caucuses: To address capacity and systemic challenges to engage, coordinate positions and spearhead action at country level, partner country government representatives and their regional organisations represented in the Steering Committee can pilot partner country caucuses at regional level, beginning with NEPAD in Africa in 2023. Other regional organisations active in LAC region, Asia-Pacific, MENA region etc. can volunteer to facilitate similar efforts and relay any shared positions to the Committee. The caucuses will develop their own Terms of References and will, amongst other elements, focus on generating behaviour change in line with effectiveness principles and in reaction to the monitoring and action dialogues. They will ensure partner country engagement across work programmes.

Special Governance Arrangements:

- **Shared Seats:** Individual Committee seats can be shared by up to two entities representing the same constituency to facilitate full participation of all actors expected to engage. Shared representation does, however, not translate into an additional voice/seat.
- **Observers:** Any entity interested can request to attend individual Committee meetings as observer. Co-chairs have the prerogative to accept or deny requests based on their assessment of the potential for engagement, for example to link to global or regional bodies or join the Committee formally. No more than five observers (and no more than two from each constituency) can participate at a time. Observers may also seek to provide inputs via their constituency representatives and can request Co-Chairs to participate in other ways.
- **Ex-Officio Members:** Former Co-chairs may opt to join the Steering Committee after the end of their tenure as ex-officio members. The request needs to be approved by the current Co-chairs and the term should not extend three years.

Resourcing: *Executing their roles and responsibilities requires significant financial and in-kind investment from each member. Candidates have to assess their government's or organisation's ability to provide or mobilise those resources and put in place necessary measures to address any gaps before they are appointed. Members that decide to lead on or contribute to thematic initiatives or 'learning spaces'² take the responsibility to assess the cost and mobilize the required resourcing to drive the respective initiatives. To avoid that the implementation of the Work Programmes becomes driven by those that provide funding, interested thematic leads or members will bring resourcing gaps to the Committee's attention. A regional partner country caucus will be piloted through NEPAD. This bears a responsibility to ensure proper funding.*

3. Supporting the transition to a member-driven platform fit for 2030

The following additional roles and responsibilities for Co-Chairs and Steering Committee members will be instrumental to facilitate the shift from a global-focused to a country-driven platform. As such, this section responds to the ambitions of greater emphasis on action at country level without articulating specific roles and responsibilities for Co-Chairs and

² The Joint Support Team will only be able to provide light or ad hoc support well below what would be required for vibrant learning spaces or thematic initiatives.

Committee members for the implementation of related activities at country level. Related commitments and ambitions will be reflected in the 2022 Summit outcome document and its annexes as they relate to the engagement of the broader 'effectiveness ecosystem' at country and local levels in different contexts.

3.1. Improved Coordination: Putting stakeholders at country level first

Steering Committee members are encouraged to continue and consult their constituencies on major decisions of the Steering Committee and share related information and convey constituency feedback.

Each Co-Chair and Steering Committee member will make a deliberate effort in properly consulting the wider community and interested parties, and relevant bodies and partners, to contribute to more member-driven and owned GPEDC work programmes with informed decision-making and greater reach and impact of the Global Partnership at country level by:

- **Using their influence and convening power to engage interested actors beyond the Committee:** Members will systematically engage at highest political level with organisations with extensive country-level reach or potential to serve as 'networks of networks' within constituencies and across thematic areas to mobilise them to (co-) lead and support country-level action. This approach must develop over time and be driven by stakeholder demand. It can be channelled through structures of the 'new delivery model'. A major element of this is to reinvigorate national dialogue on effective development co-operation and provide impetus to implement the new monitoring.
- **Initiate or deepen partnerships with regional organisations and interest groups.** This can promote learning and multi-stakeholder dialogue across regions and partnerships with substantial footprint at regional and country level (beyond regional organisations in the Steering Committee).
- **Drive strategic and targeted communication, advocacy and outreach to foster learning** across countries and contexts, including regional, local and thematic settings, to raise awareness and ensure 'burning issues' inform and shape the effectiveness agenda (e.g. at sectoral level).

4. Support by the Joint Support Team

The agreed roles and responsibilities of the leadership require adequate Secretariat Support. The following list of related tasks for the JST are in line with the agreed mandates of OECD and UNDP as host organizations of the Joint Support team, and subject to change and adequate resourcing of both OECD and UNDP:

1. Secretariat Support to the GPEDC Leadership

- **Secretariat and Advisory Services to Co-Chairs and Steering Committee,** including support to steering Committee meetings and High- and Senior-Level Meetings, technical and policy guidance and Co-Chair and Steering Committee member transition
- **Support to Design and Implementation of the GPEDC work programmes,** including light co-ordination support to related inter-governmental and multi-stakeholder processes
- **Support to Political Outreach, Stakeholder Engagement and Partnership Building,** including facilitating building of networks, linkages with OECD/DAC and UN inter-governmental processes

2. Monitoring and Anchoring at the Country Level

- **Design, refinement, and management of the monitoring process and framework**

- **Results analysis and reporting**, including global analytical report, development partner and partner country profiles, SDG reporting, strategic results briefs
- **Enhanced inception and multi-stakeholder action-oriented dialogue**, including country dashboard
- **Enabling institutionalized linkages with country-level actions**

3. Advocacy and Strategic Communication, Partnership Building and Learning and Knowledge Management

- Input to outreach and communication strategy and support (events, webinars, briefs, social media campaigns) and managing GPEDC website, communication assets and products
- Engagement of networks and champions for bringing learning to action at country level
- Manage knowledge sharing platform and KSP community

4. Substantive Oversight, Team and Execution Management

Annex 1: GPEDC Leadership Composition and Representational Roster

The Global Partnership will continue to be led by four Co-chairs, representing all constituencies with a seat in the GPEDC Steering Committee according to the agreed categorisation.³ The four Co-Chairs will represent constituencies as follows:

<i>Co-chair:</i>	<i>Represents:</i>
Provider Co-chair (Switzerland)	DAC Countries as providers of development co-operation, Arab Providers, Multilateral Development Banks
Provider and Recipient Co-Chair (Bangladesh)	All dual-character countries
Recipient Co-chair (DR Congo)	All representatives of recipients of development co-operation, one of which is a representative from the African Union, one of the g7+ group of fragile and conflict-affected states, two from Africa, one from Latin America, one from Asia, and one from the Pacific
Non-Executive Co-chair (CSOs)	Civil Society, Trade Unions, Private Sector, Foundations, Parliamentarians, Sub-National Governments

The Steering Committee will continue to be organised as follows:

The member for...	...representing...	...currently is...	... and represents ...
Recipients	g7+	Afghanistan	All g7+ countries
	Africa	AUDA-NEPAD	All African governments
	Africa	Côte d'Ivoire	West African governments qualifying as predominantly recipients of development co-operation
	Africa	- vacant since HLM2 (2016) -	African governments qualifying as predominantly recipients of development co-operation
	LAC Region	El Salvador	LAC governments who are qualifying predominantly recipients of development co-operation
	Asia	Nepal	Asian governments (including Central Asia and Turkey)
	Pacific	PIFS	Pacific Island governments (those represented in PIFS)

³ This includes one Co-chair for: (i) recipients of development co-operation (from all regions); (ii) recipients and providers of development co-operation (from all regions); (iii) providers of development co-operation (OECD DAC member countries, multilateral development banks and Arab providers); and (iv) non-executive members (civil society, trade unions, local governments, parliamentarians, philanthropy and the business sector).

Dual countries		Philippines	Dual character countries in Asia-Pacific and other regions
		Colombia	Dual character countries in Latin America and other regions
Providers		Korea	Japan
		Canada	United States, Australia and New Zealand
		European Commission	Member States of the European Union
OECD/DAC		DAC Chair	Members of the OECD Development Assistance Committee (OECD/DAC)
Arab Providers		OPEC Fund for International Co-operation	Members of the OPEC Fund (governments) and other Arab providers (including funds and banks)
Multilateral development banks		Inter-American Development Bank	All regional and global multilateral development banks (including World Bank Group, EBRD, ADB, AfDB, IDB, IFAD)
UNDP/UN Development System		UNDP	All UN Funds and Programmes and Specialised Agencies
Non-executive Stakeholders	Civil Society	CSO Partnership for Development Effectiveness (CPDE)	Respective Steering Committee members represent the members of their networks or associations and make an effort to involve other representatives of their respective constituency.
	Trade Unions	International Trade Union Confederation	
	Parliamentarians	Inter-Parliamentary Union (IPU)	
	Sub-national govts	UCGL and ORU-FOGAR	
	Private Sector	International Chamber of Commerce	
	Foundations	WINGS	