

Global Partnership for Effective Development Co-operation
Terms of reference for a Focal Point for subnational and local authorities at the country level

1. Background

Since its establishment in 2011, more than 160 countries and 46 international organisations have endorsed the **Global Partnership for Effective Development Co-operation** (GPEDC) with the aim of improving the impact of development efforts. To that end, a monitoring framework, comprised of a set of [10 indicators](#), serves to keep all parties mutually accountable and generates evidence on ways to improve development effectiveness.

Over 70 developing countries have expressed interest to participate in the GPEDC's second monitoring round (2015-16). While the monitoring exercise is led by developing country governments (particularly by a national co-ordinator¹, who usually sits in the ministry of finance, planning or foreign affairs), active participation of local authorities in the monitoring process at the country level will be crucial to ensure the success of this collective effort.

Local authorities / local authority networks are invited to engage in the second monitoring round of GPEDC monitoring process by contributing at the country level to the efforts of the government-appointed national coordinators, and by participating in the dialogue emerging from the monitoring findings. Their participation in the process will be facilitated by the designation of a "local authority focal point" in each participating country.

Local authorities in developing countries interested in GPEDC Second Monitoring Round (2015-2016) are invited to participate by proposing a local authority focal point to the government's national co-ordinator.

2. Profile

The ideal focal point for local authorities:

- Is affiliated to a country-level local authority network;
- Is part of an international local authority association (e.g. United Cities and Local Governments).

3. Role

The local authority focal point is invited to refer to the [Monitoring Guide](#) to have a comprehensive understanding of his/her role in the monitoring exercise (see particularly Part II, page 19 "Guidance for other stakeholders"). An overview of stakeholders' responsibilities in the monitoring process, and particularly in reporting data, is outlined in Annex 1 & 2 of these Terms of Reference.

The selected focal point for local authorities will be expected to:

- Coordinate with the government's national coordinator and with other subnational and local authorities to convey their perspectives during the monitoring process (see section 4 for details);
- Participate in in-country dialogue on the monitoring findings.

4. Key Activities

The engagement of the local authority focal point in the process takes place in two stages:

- **(1) Multi-stakeholder consultation kick-off meeting (Oct – Nov 2015).** The national co-ordinator is expected to convene a kick-off meeting with relevant partners, with the aim of raising partners' awareness on the monitoring process, agreeing on which stakeholders should be involved and

¹ The national co-ordinator is the representative appointed by the government of countries participating in the Second Monitoring Round to manage the overall data collection and validation process in the country. The contact information for national co-ordinators is being made available in the [GPEDC online community space](#) to other participating stakeholders (country information is updated as it becomes available).

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agreeing on a timeline and on roles and responsibilities of each stakeholder. The local authority focal point will be invited to participate in this meeting.

- **(2) Multi-stakeholder dialogue around findings (Sept – December 2016).** The local authority focal point is invited to initiate and/or actively participate in discussions on the findings from the monitoring exercise. Reviewing progress in consultation with stakeholders can serve to boost dialogue and help ensure that all co-operation partners match commitments with actions.

5. Process to identify the local authority focal point

While there is no predetermined focal point designation process (in the interest of flexibility and adjustment to country contexts), the UNDP/OECD Joint Support Team invites local authorities to agree with the government/national coordinator (on a non-objection basis) on who can best play the focal point role.

The UNDP/OECD Joint Support Team also invites international local authority association (e.g. United Cities and Local Governments) to provide recommendations on well-suited candidates at the country level for the role.

6. Duration

The participation of the local authority focal point at the country level starts in 1 October 2015 (or, alternatively, at the effective date of appointment) until December 2016.

Annex 1 – Overview of stakeholders' responsibilities in the overall monitoring process

Who?	What?
Government (Nat. co-ordinator, engaging relevant ministries/ gov, agencies)	<ul style="list-style-type: none"> - Oversee and coordinate data collection and validation - Provide data for indic. 1, 5b, 6, 7, 8 - Coordinate the assessment for indicators 2 and 3 - Facilitate dialogue around monitoring results
Providers	<ul style="list-style-type: none"> - Provide data for indic. 1, 5a, 6, 9b and contribute to data validation - Participate in the assessment for indicators 2 and 3 (focal point) - Participate in dialogue around the monitoring results
CSOs	<ul style="list-style-type: none"> - Participate in the assessment for indicators 2 and 3 (focal point) - Participate in dialogue around the monitoring results
Private sector	<ul style="list-style-type: none"> - Participate in the assessment for indicators 3 (focal point) - Participate in dialogue around the monitoring results
Trade unions	<ul style="list-style-type: none"> - Participate in the assessment for indicators 3 (focal point) - Participate in dialogue around the monitoring results
Parliamentarians	<ul style="list-style-type: none"> - Participate in dialogue around the monitoring results
Local authorities	<ul style="list-style-type: none"> - Participate in dialogue around the monitoring results

Annex 2 – Overview of stakeholders' responsibilities in reporting data**For each indicator:**

- ✓ Who reports to the national co-ordinator?
- ✓ What type of data (quantitative or qualitative)?

INDICATORS	Gov.	Providers	CSOs	Private sector	Trade Unions	TYPE of DATA
1 Use of country results frameworks	■	■				QUANTI & QUALI
2 CSO enabling environment	■	focal point	focal point			QUALI
3 Private sector engagement	■	focal point	focal point	focal point	focal point	QUALI
5a Predictability (annual)		■				QUANTI
5b Predictability (medium-term)	■					QUALI
6 Aid on budget	■	■				QUANTI
7 Mutual accountability	■					QUALI
8 Gender equality and women's empowerment	■					QUALI
9b Use of PFM and procurement systems		■				QUANTI