



1st Meeting of the Executive Committee

6 May 2009

WP-EFF 2009-2010 MANDATE

(Objectives, structure and working methods)

5th draft

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**WORKING PARTY ON AID EFFECTIVENESS (WP-EFF)
THE INTERNATIONAL PARTNERSHIP ON AID EFFECTIVENESS:
DRAFT MANDATE FOR 2009-2010**

CHAPEAU

(Note: this chapeau is common for all DAC subsidiary bodies)

1. The Development Assistance Committee (DAC) is the principal forum through which bilateral donors deal with issues related to the volume and effectiveness of development co-operation. It aims to impact donor policies and practices in ways that promote aid effectiveness, capacity development, and inclusive globalisation, in order to support poverty reduction and sustainable development in developing countries.
2. Subsidiary Bodies of the DAC will function as communities of practice and sources of expertise that promote collective learning and produce deliverables in accordance with the DAC mandate. The deliverables of Subsidiary Bodies are to be based on the Programme of Work and Budget (PWB) and on additional guidance from the DAC, as communicated by its Chair. They could include leading edge thinking, policy recommendations, good practices, and tools, which are to be relevant, practical, timely, and user-friendly. These deliverables should be accompanied by communication and dissemination strategies designed to ensure impact on behaviour change. Subsidiary Bodies will also promote synergies among other Subsidiary Bodies in contributing to the DAC's PWB.
3. The operations of Subsidiary Bodies, as part of the Organisation for Economic Co-operation and Development (OECD), will be in line with the rules, regulations, and guidance of the Organisation. Together with the Secretariat, they will carry out horizontal work with other parts of the OECD where appropriate to particularly contribute to policy coherence for development. Furthermore, Subsidiary Bodies will develop substantive interactions with international organisations and non-DAC donors – including in support of the Organisation's efforts toward enlargement and enhanced engagement– as well as reach out on a case by case basis to partner countries and other relevant actors.

I. GENERAL MANDATE

4. The Working Party on Aid Effectiveness¹ was established in 2003 as an international partnership of policy makers and aid practitioners from donor and developing countries hosted by the OECD-DAC². It is the principal forum through which policy makers and aid practitioners deal with issues related to aid effectiveness. It aims to contribute to the development of non-OECD member economies by making aid more effective at supporting poverty reduction and sustainable development.

5. The Working Party has organised three High Level Meetings on Aid Effectiveness (Rome 2003, Paris 2005 and Accra 2008) which have raised awareness of aid effectiveness and built consensus on the actions needed to maximise the potential of aid to achieve lasting development results.

6. The Accra High Level Forum in September 2008 endorsed the Accra Agenda for Action (AAA) to accelerate and deepen implementation of the Paris Declaration (PD) on Aid Effectiveness. In doing so, it has defined the policy environment for aid effectiveness for the next two years. The AAA includes major commitments to strengthen and use country systems, enhance ownership and accountability for development policies, improve division of labour, increase the predictability of aid flows, work with new donors, promote south-south cooperation, improve transparency and deliver results. It also asks the Working Party “to continue monitoring progress on implementing the Paris Declaration and the Accra Agenda for Action and to report back to the Fourth High Level Forum on Aid Effectiveness in 2011” (AAA para. 30).

7. Over the next two years, within the general aim of making aid more effective, the main responsibilities of the Working Party will include:

- Facilitating all development actors’ efforts to implement their commitments on aid effectiveness, according to different country/institutional circumstances, identifying systemic obstacles to the PD/AAA’s implementation, and encouraging convergence of all development partners including providers of south-south cooperation towards jointly identified best practices to remove them.
- Monitoring PD/AAA implementation at country level, evaluating its impact on development, providing strategic direction and preparing the Fourth High Level Forum on Aid Effectiveness (HLF4).
- Disseminating the messages of the PD and the AAA and supporting its implementation at country level including through support for regional platforms and thematic events.³
- Promoting relevant applied research, analysis and dialogue on outstanding and emerging issues on aid effectiveness.

8. These responsibilities require the Working Party to promote continued high-level political commitment and leadership.

¹ Hereinafter called ‘the Working Party’.

² The relationship between the DAC and the Working Party is one of the topics being considered by the ongoing DAC reflection exercise, which will report its findings in July 2009.

³ This includes the planned high level meeting on south-south cooperation in Colombia in 2010.

9. In implementing its mandate, the Working Party will engage with other organisations and networks, on the basis of division of labour and/or joint work, to bring together a full international effort on aid effectiveness. In doing so, it will maintain strong links with the Development Assistance Committee (DAC), DAC Networks and other relevant OECD bodies and a broader range of actors in development cooperation who have a role to implement the PD/AAA, as well as with the ECOSOC Development Co-operation Forum whose contribution to the international dialogue and to mutual accountability on aid issues is essential. It will continue to work closely with the World Bank, the Regional Development Banks, and the UNDP, in particular to establish and support regional PD/AAA implementation fora and networks.

II. WORK PROGRAMME

10. The Working Party's added value relies on its established methodology: evidence sharing, best practices, diagnostic and measurement tools, guidance and other tools necessary to promote behaviour change by donors, partners and other development actors. Although some new tools and guidance may be needed to advance implementation of the Paris Principles in some areas, this will be the exception rather than the norm. In most cases a significant body of work already exists and priority will be given to implementing these existing commitments, tools and guidelines in a diversity of situations - including fragile states and middle-income countries. All work must be country focused, results-based, with monitorable outcomes. This will be backed up with monitoring and evaluation to enable lessons to be learned and tools to be improved.

The overall objectives of the Working Party's work programme are to ensure that:

- donors and partner countries meet their Paris and Accra commitments by 2010; and
- in doing so they deliver and account for development results at country level.

11. To achieve these objectives, the Working Party will rely on the expertise of dedicated groups focusing on priority issues where further work is needed to advance commitments in the PD and AAA and pave the way to the HLF4. The Working Party will draw on this expertise to support implementation of the Paris Declaration at country level, with a strong emphasis on monitoring country-level progress on Paris Declaration commitments and reporting development results.

12. Most of the issues where further work is needed can be clustered into a small number of groups of operationally-oriented tasks, or "clusters". Annex 1 shows a possible arrangement of these clusters. The detailed scope, working modalities, links with other bodies or working groups and outputs of each cluster should be validated by the WP-EFF, in plenary session or by written procedure. All work should be strongly country focused. Clusters must also consider how they will ensure they contribute to the achievement of "cross-cutting" objectives, such as those relating to gender equality, human rights, disability and environmental sustainability. Guidelines for working modalities are set out below (part III).

13. In addition, the WP-EFF hosts or is linked to other work streams that address important areas of the AAA – such as the task team on south-south co-operation and various work streams contributing to Capacity Development. The clusters should draw on and contribute to the outputs of these work streams, which are listed in annex 1. The work streams are invited to regularly report back to the WP-EFF as required.

III. WORKING METHODS

A. *Working Party Participants*

14. The Working Party aims to draw on the views of all relevant aid actors through a geographically and institutionally balanced membership. Building on the success of the its engagement with civil society organisations and non-traditional providers of development assistance, Working Party membership has been broadened to include representatives from five categories of international aid actors – listed below - who will take part in its deliberations on an equal footing:

- Developing countries: Representatives from countries receiving ODA.
- Recipient/donor countries: Representatives from countries which both receive and provide development assistance.
- Bilateral donors: Representatives from all DAC members, the European Commission and other OECD or non-OECD donor countries.
- Multilateral institutions: Representatives from the OECD, the World Bank, the UNDP, the IMF, regional development banks, and global programmes.
- Civil institutions and organisations: Representatives from civil society organisations, local government organisations, parliamentary associations, international foundations, and networks on private sector co-operation.

15. The Working Party plenary will be kept to a maximum of around 80 members. Countries and organisations wishing to engage with the Working Party may be represented directly, or through a regional organisation, or another delegated country/organisation. Membership of the Working Party implies a clear commitment to participate actively in its work programme as well as the capacity to represent peers.

16. The list of initial Working Party participants (attending the plenary meeting of 31 March-1 April 2009) is provided in Annex 2. This list can be amended at any time by decision of the Working Party.

17. Observer status may be given by the WP-EFF chair(s) on an ad-hoc basis to other stakeholders whose participation is deemed useful.

B. *Chairing arrangements*

18. The Working Party may appoint one Chair or two Co-Chairs nominated by member countries. The Working Party may also appoint additional vice-chairs to support the chair(s).

19. The Chair or Co-Chairs will represent the WP-EFF externally, guide its work programme and be responsible for delivering its overall objectives. They will prepare the meetings of the plenary with the secretariat and chair them. They will not represent the views of individual countries or institutions. They will also chair the WP-EFF executive committee (see below).

C. *Executive Committee*

20. An Executive Committee will coordinate the WP-EFF work and promote the highest level of political support for aid effectiveness. This Executive Committee will take operational decisions, manage the Working Party's work plan, coordinate the clusters and independent work streams and ensure synergy across these, hold the clusters to account for timely delivery of outputs, and prepare the plenary. All policy and strategy decisions must be put to the full Working Party membership. The Executive Committee must ensure that its decision making is transparent and accountable to all members of the Working Party.⁴

21. The Executive Committee will comprise around 25 members, including:

- the Chair(s) and vice-Chairs of the Working Party, and the DAC chair (ex officio)
- the co-ordinators of the clusters
- other members, chosen on the basis of geographical representation and balanced participation between donors (bilateral and multilateral) and developing countries (aid-receiving and recipient/donors). Civil society will be represented on the Executive Committee.

22. Executive Committee members will be appointed by the Working Party for the duration of the mandate. They should be of sufficient seniority and capacity to: bring knowledge and experience from their various constituencies (cluster, region, or member category); call on their peers in the preparation and follow up of working party meetings; and keep their peers fully informed and up-to-date with the Working Party's progress. They must promote the interests of the Working Party as a whole regardless of the specific constituencies they are associated with.

23. The list of members will be validated by the WP-EFF, in plenary meeting or by written procedure. This list may be amended by decision of the Working Party. Additional temporary participants may be called by the chair(s) for specific purposes.

24. To ensure full transparency, the agenda and papers for Executive Committee meetings will be made available to all WP-EFF members before meetings, and summary circulated soon afterwards.

D. *Meetings*

25. The Working Party will meet in full session every 6-12 months. The Executive Committee will meet more frequently. The carbon footprint of the Working Party will be measured, and travel will be kept to a minimum through use of modern communication technology including video conferencing.

⁴ The Executive Committee will facilitate the decision-making process of the WP-EFF plenary. The WP-EFF plenary will retain responsibility for general oversight of WP-EFF clusters and work streams and provide strategic direction of the overall work contributing to HLF 4.

E. The Working Party substructure

i. The Clusters

26. The role of the Clusters is to:

- *Coordinate implementation of tasks.* Ensuring that the various tasks that fall within the remit of the cluster are implemented in a timely and effective way; rationalising and building synergies between tasks and avoiding unnecessary duplication of efforts.
- *Communication and outreach.* Centralising information on tasks and reporting progress to the Working Party plenary and Executive Committee; seeking opportunities to engage policy dialogue at a political level (e.g. ministerial level participation where appropriate).
- *Cross-cutting issues and other important areas* Ensuring work further the aims of all other important workstreams (e.g. capacity development, South-South cooperation, private sector support and sectoral approaches) and of cross-cutting issues such as gender, human rights, environmental sustainability and capacity development.
- *Drive progress.* Build on the political commitment reached in Accra by implementing the Aid Effectiveness commitments.

27. Working arrangements will include:

- *Coordinating.* One donor representative and one partner country representative will coordinate each cluster. These co-ordinators will convene and chair meetings, coordinate activities and tasks, and be accountable to the Executive Committee and the Working Party for delivery of their agreed work programmes. The co-ordinators will be appointed for the duration of the Working Party mandate.
- *Membership.* The cluster team should include representatives from each of the tasks under its remit. Membership should be representative of the various Working Party categories, including Civil Institutions and Organisations.
- *Meetings.* Clusters should meet regularly, taking advantage of opportunities to minimise travel (e.g. through videoconferencing or meeting back-to-back with the Working Party plenary).
- *Secretariat support.* The OECD Secretariat will support each cluster to deliver the work programme of the WP-EFF.

ii. Implementing Tasks under the remit of the Clusters

28. The Clusters will draw on the expertise of dedicated work streams to deliver their work programmes. Each Cluster may decide its own working structure, and will make particular use of country level work and regional platforms (see below).

F. Regional platforms

29. The Working Party supports the establishment of regional, partner country-led platforms to help disseminate and implement the PD and the AAA by supporting local implementation plans and intra-regional dialogue. These platforms are not formally part of the Working Party, but Working Party participants (from all five categories) are strongly encouraged to participate in the platforms and/or bring their support. The clusters should also play an active role in supporting the regional platforms.

30. These platforms are welcome to link with the Working Party, to promote sharing of experience, identification of common issues and common bottlenecks for implementing the PD/AAA, exchange of good practice, and opportunities for inter-regional south-south cooperation.

G. Secretariat support and funding

31. The day-to-day activities of the Working Party are organised and supported by a Secretariat provided by the Organisation for Economic Cooperation and Development (OECD) and based in its Development Co-operation Directorate (OECD/DCD) in Paris. Other essential support for the Working Party will continue to be provided by the World Bank and UNDP as needed.

32. The OECD costs (secretariat and other basic costs in support of Working Party activities) are covered by the OECD-DAC Programme of Work and Budget and managed by the OECD/DCD, in line with normal OECD-DAC budgetary procedures.

33. Activities within the work programme of the Working Party which are not reflected in the OECD-DAC Programme of Work and Budget must be resourced by the members who take the lead for these activities.

34. A pooled fund created under the OECD and administered by the UNDP will cover the travel expenses of participants from low income countries attending:

- the Working Party plenary meetings
- the Executive Committee meetings
- the Cluster coordination meetings⁵

The UNDP reports back to the Working Party on use of these funds in line with OECD reporting practices. All members are encouraged to fund this pool on a voluntary basis. An indicative budget for 2009/2010 is presented in Annex 3.

⁵ This also includes HATS and other meetings as required to deliver the WP-EFF work programme

ANNEX 1: WORKING PARTY “CLUSTERS”

A	Ownership & Accountability	1. Strengthen international mutual accountability mechanisms
		2. Monitor and improve local mechanisms of mutual accountability
		3. Improve support to domestic accountability
		4. Strengthen development policies and broaden their ownership.
B	Country Systems	1. Strengthen assessments on quality of country systems
		2. Increase use of country systems
		3. Improve capacity for strengthening country systems
		4. Improve accountability of country systems
C	Transparent & Responsible Aid	1. Improve complementarity and division of labour within & across countries
		2. Improve transparency on aid flows.
		3. Support implementation of AAA commitments on conditionality.
		4. Support implementation of AAA commitments on predictability
D	Assessing Progress	1. Coordinating the 2011 Monitoring Survey
		2. Evaluating the Paris Declaration (2 nd Phase)
		3. Monitoring Principles in Fragile States
		4. Documenting Progress for HLF-4
E	Managing for Development Results	1. Develop and support regional communities of practice
		2. Establish an international forum on MfDR
		3. Strengthen capacity for strategic results orientation
		4. Develop further good practice on MfDR
		5. Strengthen incentives for development effectiveness
		6. Improve donor results reporting

- Priority work streams contributing to Capacity Development: This issue cuts across the clusters. The new “Alliance” on CD, as well as the LenCD, should play a key role in helping the WP-EFF to deliver its work programme. It is suggested that each cluster group and other WP affiliates propose specific actions in their respective work plans aiming at strengthening capacities of partner countries, and report progress achieved in this respect.
- South-South Co-operation: Assistance by new development actors is becoming more widespread and should be brought into the discussion of aid effectiveness. The task team on South-South co-operation, led by Colombia, brings together many new members of the WP-EFF who both receive and provide development assistance, and are well-placed to lead work on this topic.
- Private sector support for development: A network on private sector co-operation could also be set up if any member(s) of the WP-EFF is ready to take the lead.
- Sectoral Approaches to Aid Effectiveness: The existing task team on Health as a Tracer Sector (HATS) and other sector based groups can offer lessons, evidence of impact, and opportunities to further deepen the Paris Declaration implementation and pilot new approaches e.g. on use of country systems, predictability and accountability.

**ANNEX 2: WORKING PARTY PARTICIPANTS
(31 MARCH – 1 APRIL 2009 PLENARY)**

Recipients	Donors/ Recipients	Donors	Multilaterals	Other institutions
24	8	31	9	6
<u>Asia Pacific</u> Bangladesh Cambodia Indonesia PNG Philippines Sri Lanka Viet Nam Pacific Islands Forum Secretariat <u>Africa</u> Cameroon Côte d'Ivoire Ghana Mali Mozambique Niger Nigeria Rwanda Senegal Tanzania Uganda Zambia <u>LAC</u> Bolivia Honduras Nicaragua CARICOM Secretariat	Colombia Egypt India Mexico Morocco South Africa Thailand Turkey	22 DAC countries European Commission Middle Eastern donors (1 representative) Czech Republic Estonia (also representing Latvia and Lithuania) Hungary Korea Poland Slovak Republic Slovenia	AfDB AsDB IaDB IFAD IMF UNDP/UNDG WHO World Bank Global programmes (GFATM, EFA-FTI, GEF, ...)	<u>CSO representatives</u> Betteraid <u>Foundations</u> ... <u>Local government Org</u> UCLG <u>Parliamentary Org (obs)</u> IPU AWEPA <u>Private sector</u> BIAC

Observers :

African Union
COMESA
EBRD
Commonwealth Secretariat

**ANNEX 3: INDICATIVE BUDGET FOR DEVELOPING COUNTRIES TRAVEL EXPENSES
(MANAGED BY THE UNDP)**

WP-EFF Partner Countries Travel Expenses
Estimates for 2009-10

WORKSTREAMS	Prevision for 2009				Prevision for 2010				Total 2 years
	N° meetings	N° Partner Countries	Unit costs (\$)	Total	N° meetings	N° Partner Countries	Unit costs (\$)	Total (estimate)	N° meetings
Working Party	2	20	\$ 3,500	\$ 140,000	2	20	\$ 3,500	\$ 140,000	4
Executive Committee	3	5	\$ 3,500	\$ 52,500	3	5	\$ 3,500	\$ 52,500	6
Clusters	8	3	\$ 3,500	\$ 84,000	10	3	\$ 3,500	\$ 105,000	18
Health as a tracer sector	1	4	\$ 3,500	\$ 14,000	1	4	\$ 3,500	\$ 14,000	2
Miscellaneous	3	4	\$ 3,500	\$ 42,000	3	4	\$ 3,500	\$ 42,000	6
TOTAL				\$ 332,500				\$ 353,500	\$ 686,000

Pledges received so far are as follows :

Norway	900,000 NOK	(125,000 US\$)
Netherlands	100,000 EUR	(130,000 US\$)
Sweden	1,000,000 SEK	(120,000 US\$)
Korea	100,000 US\$	