

## **AfDB – CIVIL SOCIETY COMMITTEE**

### **TERMS OF REFERENCE**

#### **A. Background and Rationale**

1. The African Development Bank (AfDB, or the Bank) first established an AfDB-CSO Committee in 2000, in accordance to the Policy of Cooperation with Civil Society in 1999. In 2012, AfDB adopted the new Framework for Enhanced Engagement with Civil Society Organizations (CSOs) (CSO Engagement Framework) consistent with its Ten-Year Strategy (TYS) 2013-2022. The AfDB-CSO Committee subsequently was revitalized and a Terms of Reference for the Committee was agreed in 2015.
2. Later in 2015, President Adesina of AfDB further emphasized the organization's priorities within the Ten Year Strategy on the High 5s:
  - a. ***Light up and Power Africa*** — bridging the energy deficit.
  - b. ***Feed Africa*** — ending Africa's status as a net importer of food.
  - c. ***Integrate Africa*** — linking together the continent's small and fragmented markets into a regional player.
  - d. ***Industrialize Africa*** — diversifying economies beyond commodities and raw materials to value added industries.
  - e. ***Improve the quality of life for Africans*** through training, education and social development.

The AfDB also adopted a new organizational and business model to facilitate implementation of the High 5s. The President and his team are firmly convinced that the ambitious goals for the coming years can only be achieved with the active engagement, advice and participation of CSOs and civil society more generally.

3. While engagement with civil society has strengthened in recent years, much room for progress remains. Accordingly and taking into account the new priorities and organizational model, AfDB is refreshing the 2012 Framework and adopting a time-bound Action Plan to implement the refreshed Framework. In line with this Action Plan, and considering the conclusion at the end of 2016 to the two-year mandate of the members of the most recent Committee, AfDB and the outgoing CSO Committee members agreed at their May 2016, meeting to review the role, membership and Terms of Reference (TORs) for the Committee. AfDB circulated a revised TORs for comment to outgoing committee members in August 2016, and subsequently discussed the TORs with participants at each of the five Regional Consultations with CSOs held during the second half of 2016.
4. The comments received by AfDB on the draft TORs were rich and thoughtful. AfDB has also consulted Bank staff internally. The TORs articulated below have been developed drawing on the various suggestions received.

## **B. Committee Mandate and Role**

5. The mandate of the AfDB-CSO Committee is to advise the Bank on forging stronger relations and partnerships with the CSO community and to help to hold the Bank accountable for implementation of the refreshed CSO Engagement Framework and related Action Plan. The role of the Committee would consist of the following:
  - a. Provide strategic guidance for the implementation of the refreshed CSO Engagement Framework and Action Plan, including advise on priorities and steps to implement those priorities;
  - b. Advise AfDB on the indicators and targets for a results framework for the AfDB Civil Society Engagement Action Plan;
  - c. Monitor the performance of AfDB against the results framework;
  - d. Serve as forum for dialogue on what is/is not working well and on appropriate modifications in approach;
  - e. Serve as a vehicle for information and experience sharing;
  - f. Serve as an interlocutor between the AfDB and the broader CSO community, both through the Committee as a whole and through the outreach of committee members in their constituent regions;
  - g. Foster stronger communication between the AfDB and the CSO community;
  - h. Help AfDB to convene the broader CSO community, including through the CSO Forum, and advice on the agenda for the CSO Forum and other meetings.

## **C. Composition of the AfDB-CSO Committee**

6. There will be a maximum of 20 Committee members in the Committee. Half of the Committee members shall be from the CSO community, half shall be from the AfDB.
7. The term of each committee will be for a period of two years.
8. As a reflection of the importance the AfDB attributes to its engagement with the CSO community, the Chair of the Committee shall be an AfDB Vice-President, selected by AfDB Senior Management. The Director of the Gender, Women and Civil Society Department in AfDB, responsible for the Bank's engagement with Civil Society Engagement shall be a member, and the Manager of the Civil Society and Community Engagement Division shall serve as the Secretariat and convener of the Committee. Other members of the AfDB-CSO Committee from the Bank will include the Chief of Staff Office, the Office of the Secretary General, the Compliance Review and Mediation Unit, the Integrity and Anti-Corruption Department, the Communication and External Relations Department and a representative from each of the Hi5 complexes.
9. CSO members will be selected as representatives of their CSO. The CSO representatives will be invited to join the Committee by invitation of the Committee Chair, on the basis of the selection process administered by AfDB. The number of CSO Committee members per sub region will be based on the proportional number of Regional Members Countries per sub region— two CSO members should come from each of the three sub-regions of the continent—Southern Africa, West Africa, and East Africa; and one member each from North Africa and Central Africa. In addition, one CSO member will come from an international NGO/CSO active in Africa.
10. All CSO members in the AfDB CSO Committee must have sectorial expertise in the priority areas of the Bank's operational work, as elaborated in paragraph 2, and experience in fragile and conflict affected states. CSOs within a region are encouraged to consult among themselves in making nominations.

11. The Committee composition will reflect a gender balance and at least two members representing the youth constituency.
12. CSO members will serve in the capacity of a representative of his/her CSO and of the CSO community falling within his/her geographical location and, as applicable, sectorial area. As such, members will be expected to consult their constituencies in advance of Committee meetings and feed- back to their constituencies at the conclusion of Committee meetings.
13. CSO members will elect a Committee Vice-Chair from among themselves. The Vice-Chair will coordinate CSO Committee members as needed.
14. The Committee may invite outside experts to participate in meetings as deemed useful.

#### **D. Criteria for Selecting CSO Members**

15. In addition to the Committee composition features discussed above, each member of the Committee must:
  - a. Be the leader of or hold a senior position in a CSO;
  - b. Come from a CSO, which is officially recognized and duly registered in at least one regional member country;
  - c. Come from a CSO, which is able to show evidence of structured good governance and accountability practices through audit reports;
  - d. Come from a CSO, which is already visible, and has the capability, experience and interest to serve as a representative of a broad CSO constituency;
  - e. Come from a CSO, which has a track record of gender equity in its operational work.

#### **E. Work Plan and Deliverables**

16. The Committee will meet at least twice a year and more often if agreed by all members. The Chair will convene the meetings at a time and place decided in consultation with the members.
17. Agendas for Committee meetings will be elaborated (and distributed) in advance in consultation with the members.
18. The secretariat will be responsible for the logistics of the meeting and for producing meeting minutes within two weeks of the meetings' close date. These shall be circulated to the members for comments with final minutes to be issued within a month of the meeting's close date.
19. The Committee will issue an annual report at the conclusion of each calendar year. The annual report will be made available on AfDB's external website.

#### **F. Financial Implications**

20. The CSO members of the Committee are appointed without financial compensation. Expenses (such as travel, lodging and per diem) for Committee meetings and other agreed activities (e.g. consultations other CSOs) will be covered by AfDB, as agreed prior to the activities and in line with the Bank's rules and budget.