



## Together 2030 Core Group

### - TERMS OF REFERENCE -

*Revision December 2016*

#### 1. Introduction

The adoption of the [2030 Agenda for Sustainable Development](#) in September 2015 and the commitment from all governments towards the achievement of the Sustainable Development Goals (SDGs) created a unique opportunity to promote the transformative potential of the new Agenda at all levels.

The implementation of those commitments will require not only a strong leadership from governments (at national, regional, sub-national and global levels) but also the engagement of much broader constituencies and the set-up of more creative coalitions and joined up advocacy.

Established in December 2015, **Together 2030** is a self-organized civil society Initiative that promotes national implementation and tracks progress of the 2030 Agenda for Sustainable Development.

**Together 2030** is open to civil society, non-governmental, non-profit stakeholders around the world. It is entirely voluntary, informal and based on need; it is action oriented and members are asked to contribute to joint work.

#### 2. Objectives

The overall aim of **Together 2030** is to generate knowledge and project voices from different civil society and stakeholders around the world on the challenges and opportunities for the Agenda 2030, bringing these into the discussions on the way to formulate and implement roadmaps at national level and holding governments to account at all levels.

The focus is on ensuring that civil society organisations and stakeholders are able to share knowledge and experience of implementation and accountability, work together on global, regional and national advocacy and track whether commitments made on the 2030 Agenda are effectively turned into action, in order that they can make ambitious and sustained contributions in the implementation of the SDGs.

#### 3. The foundational Together 2030 Core Group

**Together 2030** has been initiated by a foundational core group of organisations aiming at advancing the previous civil society joint work and pushing for the implementation and accountability of Agenda 2030 at all levels.

The foundational Core Group is comprised by the following organizations:

- [CEPEI](#) – (Centro de Pensamiento Estratégico Internacional /Centre of International Strategic Thinking ) (Colombia);
- [JDPC Ijebu-Ode](#) (Justice, Development and Peace Commission) (Nigeria);



- [Philippine Social Enterprise Network](#) (Philippines);
- [Save Matabeleland](#) (Zimbabwe);
- [Sightsavers](#) (Global);
- [World Vision](#) (Global).

The organisations comprising the foundational Core Group have been leading on the setting up of **Together 2030** and guiding its work. In addition, some are providing financial contribution for the International Secretariat.

The foundational Core Group prioritises the sustainability of decision-making and the continuity of the work of **Together 2030** as well as a diverse and participatory engagement of Members on governance structures.

#### 4. Expansion of the Together 2030 Core Group (2017)

An election process will expand the **Together 2030** Core Group to a total of **nine Members** by the beginning of 2017. Efforts will be undertaken for the **Together 2030** Core Group to have a balanced representation in terms of gender, regions and thematic priorities.

#### 5. Mandate of the Together 2030 Core Group

As the main decision-making body of the **Together 2030** Initiative, the Core Group is mandated:

- To provide leadership, guidance, facilitation, convene and promote **Together 2030** as a civil society initiative aiming at making the commitments expressed by government in the 2030 Agenda on Sustainable Development a reality.
- To assess changing political and technical landscape and emerging issues that could potentially become priorities and strategize on these.
- To propose and develop strategies for **Together 2030** work with the participation of members of the initiative.
- To develop workplans based on the Strategies, which establish priorities for **Together 2030** and lead and engage directly in activities with its membership.
- To lead on fundraising for **Together 2030** including by the mobilisation of resources from member organisations and donors and to ensure financial sustainability of the Initiative and that sufficient funds are raised and channeled for its purpose.
- To represent **Together 2030** in national, regional and international meetings and other fora related to **Together 2030**. All members of the Core Group should be able and willing to speak on behalf of **Together 2030** with their constituencies and partners, or at national, regional or international level.
- To oversee and provide guidance to the International Secretariat. To be consulted on organisational management issues regarding **Together 2030**.



- To guide and overview the work plan of the International Secretariat.
- To overview and lead the work of Working Groups and Task Forces, including drafting of position papers and advocacy materials.
- To ensure that the organisations represented in the Core Group give adequate support and ‘buy-in’ to provide the necessary leadership to **Together 2030**.
- To engage on specific partnerships on behalf of **Together 2030**, as appropriate.
- To read and sign off policy papers and positions developed by the various working groups and taskforces for adoption by the Initiative.
- To contribute at least one blog post per year.
- To draft and share a letter to the membership every six months detailing main decisions; planning; achievements and next steps.

## 6. **Term of Service**

- Core Group members shall be elected to serve for a 2-year term (renewable for an additional 2-year term), or until their successors are elected, whichever comes sooner.
- If an elected member leaves her/his organization or changes working portfolios during the period of its term, her/his organization will be allowed to propose a substitute for the remaining period as long as the person fulfills the criteria for eligibility (see next section).
- If a member of the Core Group is not actively carrying out his/her duties and responsibilities (attending at least one meeting in every two months), the Co-Chair(s) of the Core Group will ask s/he to resign and the position shall be declared vacant. It will be offered in the first instance to the organisation that received the next highest number of votes in the most recent election. The International Secretariat shall keep records of Core Group Members participation in meetings and other activities.
- A rotational system for elections will be put in place in the Core Group to ensure smooth transitions and avoid negative impacts to the workflow of the Initiative.

## 7. **Criteria for Eligibility of Core Group Members**

To be considered eligible to become a Member of the **Together 2030** Core Group, candidates will need to show that they fulfill the criteria below:

- Organization must be a public member of **Together 2030**.
- Be committed to open, inclusive and participatory ways of working that demonstrates respect, tolerance and support for others.
- Have the ability to engage with other Core Group members in democratic decision-making, and are able to deal with majority positions and respect minority opinions.

# TOGETHER 2030

- Demonstrate knowledge of global development issues, and experience in national and international arenas, ideally including at the UN.
- Be skilled in strategic decision-making and have a high level of political insight on the 2030 Agenda.
- Have demonstrable leadership abilities, and a proven track record in participating in inclusive multi-actor negotiation processes.
- Have capacity to create linkages involving growing and widening constituencies, engaging them for better ownership of and participation
- Represent or be mandated by a CSO member of **Together 2030**
- Be willing and able to give the time required to ensure the functioning of the Core Group.
- Must be fluent in English. Working knowledge of French and/or Spanish is also desirable.

## 8. Ways of working

- Bi-monthly conference calls during the roll out phase of **Together 2030** initiative. Minutes of meetings will be published at the **Together 2030** website. In case there is a need to cancel a meeting, discussions will be held via email.
- Regular emails via the Core Group google group.
- Regular engagement and follow up with the International Secretariat.
- Exchange of intelligence and information via google group, conference calls and whatsapp group.
- Members of the Core Group are expected to lead on specific items within **Together 2030**. This includes drafting materials, sharing information with the Core Group and following up on decisions.
- Core Group members are expected to lead/facilitate **Together 2030** meetings and events for at least one month during their term. The International Secretariat will circulate a calendar with the proposed “facilitator of the month” organized in alphabetical order. If the person is not available to facilitate the meetings, s/he should inform the Secretariat and Co-Chairs with at least one week.
- The International Secretariat will aim to circulate agendas and background papers ideally one week in advance of meetings and conference calls. Recognising the volume of information, it will be presented very clearly: objectives, key discussion point and key recommendations.

## 9. Co-Chairs

- **Together 2030** will have **two** Co-Chairs selected by the members of the Core Group.



- Co-Chairs will fulfill the role for a **two-year term**. Any extension should be subjected to the consent of the Core Group. Co-Chairs should facilitate for smooth transitions once their term ends.

### **9.1. Co-Chairs main responsibilities**

- Represent **Together 2030** externally and at the global level.
- Directly supervise the work of the International Secretariat through working procedures to be set up with the Secretariat.
- Propose, review and approve the Agenda for Core Group meetings, seeking for a balance between strategic and operational matters.
- Be responsible for facilitating the meetings of the Core Group if the “facilitator of the month” is not available.
- Ensure participation of members of the Core Group at meetings, distribute tasks and burden sharing.

### **9.2. Performance of the Co-Chairs**

- Every six-months there will be a standing agenda item in the Core Group meeting for Co-Chairs to propose and discuss their priorities over the next six-month period.
- In case of concerns over the performance of one or the two Co-Chairs, any member of the Core Group can call for a vote of no-confidence.
- If a vote of no-confidence is confirmed, a new selection process for Co-Chair(s) shall be conducted.

## **10. Decision Making**

The Core Group will aim to make decisions by consensus. Whenever it becomes clear that no consensus will emerge, one of the Co-Chairs may call for a vote in specific matters. A simple majority (51%) of votes will be needed to approve a decision. A minimum quorum of  $\frac{2}{3}$  of the Core Group (6 Members) is needed for any voting to be considered valid.

## **11. Time commitment**

Members should be committed to participate in the activities of the Core Group of **Together 2030** and to provide timely inputs to the work of the Initiative in accordance with the present ToR and on the basis of an agreed sharing of tasks among them.

## **12. Remuneration**

Remuneration will not be offered as a matter of course to members of the Core Group. Members are representing their organisations. Any financial or remuneration arrangement pertains only to the organisations represented.

The above does not include travel and lodging costs that **Together 2030** may provide – if resources are available - when members are asked to represent the Initiative at a given event.



### **13. Relationship with fiscal agent**

The **Together 2030** Core Group will appoint an organisation to act on its behalf in respect of all financial and contractual matters, including those related to employment of staff and support to working structures of the Initiative.

A specific ToR will be drafted for the Fiscal Agent specifying roles and responsibilities.

The organisation acting as the fiscal agent for the Initiative will be part of the Core Group. Decision-making regarding allocation of funds and needs will be established by consensus within the Core Group through the approval and signing off a clear budget, which will be drafted by the International Secretariat.

This budget will be agreed with the fiscal agent, in line with any commitments to donors. The fiscal agent will not be authorised to take decisions regarding the use of **Together 2030** funds outside of this transparent process.

### **14. Revision of this ToR**

This ToR will be revised anytime agreed by the Core Group but no later than every two years, prior to the elections of the following Core Group and in order to adapt the ToR to the needs and development of the **Together 2030** Initiative.