

DRAFT SUMMARY OF THE HLF-3 STEERING COMMITTEE MEETING

30 NOVEMBER 2007

Held in the OECD offices in La Muette, Paris

1. A meeting of the Steering Committee (SC) for the Third High Level Forum on Aid Effectiveness (Accra HLF-3) took place in Paris on Friday, 30 November 2007. Video links were set up with Washington and Ottawa. The annex lists the meeting participants. Jan Cedergren chaired the meeting.

1.1 Structure of HLF-3, decision on the Roundtables

2. There was general consensus on the proposed structure of the HLF and on the preparation process, as it is described in the “roadmap” document presented to the WP-EFF on 28-29 November (DCD/DAC (2007)54/REV1). It was stressed that the Accra event must be seen as a whole: market place, plenary session, roundtables and ministerial sessions. Issues must be addressed in the most appropriate segment.

3. HLF secretariat’s proposed content and process for the Roundtables, as presented in document DCD/DAC/EFF(2007)41, were generally accepted, and some important issues were specified.

4. There was a consensus on establishing the 9 following Roundtables:

1. Country ownership
2. Alignment / use of country systems, untying, predictability
3. Harmonization / rationalizing aid delivery – complementarity – division of labor
4. Development results and impacts
5. Mutual accountability
6. Role of Civil Society Organizations in advancing aid effectiveness
7. Fragility and conflict situations
8. Sectoral application of the Paris Declaration: health, education, infrastructure...
9. Implications of the new aid architecture on Aid Effectiveness / role of non-DAC providers of development assistance.

5. It was agreed that cross cutting issues, like human rights, social exclusion, gender or environment, will not constitute a specific Roundtable. They should be treated as genuinely “cross cutting”; in other words they will have to be addressed by all the roundtables.

6. In the same way, various issues that were identified as core for the HLF-3 by partner countries during the WP-EFF must also be addressed by all the Roundtables for which they are relevant. These core issues are:

- conditionality,
- predictability of aid,
- untying
- complementarity / division of labor
- incentives
- capacity development

7. The **titles** of the 9 Roundtables mentioned above are tentative. Final titles, sub items and specific content will be proposed to the Steering Committee by the RT managers as soon as possible once they are identified. The RT managers will have to balance political and technical content, so that the discussions will be attractive for high level representatives as well as providing operational tools for implementing commitments.

8. Generic terms of reference for all the roundtables will be drafted and circulated by the Core group by the 2nd week of December. The generic ToR will cover issues like cross-cutting issues, the six core items from partner countries, CSOs, field experience, forward looking issues, etc

1.2 Designation of co-chairs for the Roundtables

9. It was confirmed that each RT would be managed by 2 “co-chairs”: one from a partner country and one from a donor organization. Being chosen as co-chair means accepting an institutional commitment to manage the Roundtable preparation throughout the whole process, and to provide a suitably high-ranking and credible individual to chair or co-chair the roundtable in Accra during the HLF itself.

10. These “co-chairs” will have to work together as a team. Their exact role will be specified in the generic terms of reference.

11. They will be chosen according to their competence and experience on the particular issues of the RT, and their links with existing thematic international networks and working groups. They will have to be immediately available, because it will be necessary to quickly launch a wide range of consultations and to prepare a synthesis paper by early March, to feed into the first drafts of the Accra Action Agenda.

12. The existing networks could help identify potential candidates as soon as possible. In particular, some of the RTs fit strongly with important existing international working groups, which could help identify a coherent couple of co-chairs to be proposed to both donors and partner acceptance. This is the case in particular for RT 4 on development results (JV MfDR), RT 6 on the role of Civil Society organizations (AG-CS), and RT 7 on Fragility and conflict situations (CPDC and FSG). Some other RTs can also build on closely related workstreams. In addition, the global development forum has a long list of

people, both from donor and partner side, who could be taken into account, for example in organizing the Round Table on Ownership .

13. As proposed in the Roundtable document, donors agreed to propose candidates by 20 December. Partner countries asked for additional time, extending the deadline to the third week of January (18 January). While the final designation decisions will be endorsed by the next steering committee meeting only (Thursday 31 Jan), it is important that RTs begin preparing their work as soon as chairing arrangements are identified – which could be ahead of the steering committee decision in some cases.

2. Progress report

14. Consultants responsible for preparing the Progress Report have been selected. A first draft will be submitted during the WP EFF meeting in April. The objectives of the Progress Report are to inform the different Accra preparation activities and to provide an overview of the political issues that will inform negotiations around the AAA.

3. Consultation

15. Regional development Banks have been given the responsibility of organizing the regional preparatory events presented in the “roadmap” document as well as in the consultation process chapter of the “consolidated background” document (DCD/DAC/EFF(2007)43). The way they intend to organize these events was presented at the WP-EFF meeting prior to the SC meeting. These regional events will be the major opportunity for many partner countries to participate in the preparatory process, in addition to a possible discussion during the mid-April Spring Meetings of the IMF/World Bank. Some of these events may serve to help prepare some of the RTs. Moreover, regional events may provide the RT process with important material and emerging individuals.

16. The Core group will follow up on this commitment, in close collaboration with the RDB on this issue and ensure that WP-EFF members are informed about the location and timing of the various consultation events.

4.1 Communication strategy

17. The Accra HLF communication strategy was presented to DAC members in Lisbon on 6 November. No bilateral donor expressed interest in leading the Communication Coordinating Committee (CCC), due to lack of human and material resources within agencies, lack of mandate to accomplish this task, lack of clarity about what agencies members have to do and confusion regarding their role in the process.

18. The conclusion made at the Steering Committee was that the strategy should be edited/redrafted in collaboration with countries and organizations that wish to participate in the CCC (at the SC, the government of Ghana, the OECD, the WB, the UN, the AfDB and the AsDB expressed interest in being part of the CCC). However, the Steering Committee must come up with the political messages and messages on the deliverables at Accra which the CCC can then work on for the communication strategy.

19. It was also agreed that there is a great need of basic information about the Paris Declaration both in partner countries and in donor countries and organizations.

4.2 Marketplace of ideas

20. Volunteers were also called upon to constitute a Marketplace Core Team (MCT). It is important to highlight what are the implications of being a volunteer and to understand what they are volunteering for. The MCT could envisage hiring contractors to help on the management and set-up of the Marketplace.

21. The MCT will have to prepare guidance for presenting experiences that will help poster sponsors avoid descriptive presentations of projects and programs, and focus on lessons learned. The MCT could consider structuring the Marketplace by topic, since this event has a broader agenda than previous experiences like Hanoi that focused on managing for results.

22. UNDP offered to support contributions to the marketplace through country aid effectiveness groups and the Asian Development Bank proposed helping in about 10 countries.

5. Civil Society Organizations (CSO) links

23. There was agreement among the SC to invite 80 people from civil society organizations to the HLF-3, half of them being taken in charge financially. That number would translate into about 10% of the overall planned attendance (800 people), which constitutes a clear signal for CSOs and should help them engage actively in the Accra process, and actively publicizing the HLF at their level. The AG-CSO will advise on the invitees.

24. While the CS Roundtable must be seen as a multi stakeholder discussion, and could highlight CSOs' role as provider of aid, it is important for CSOs to cover all RTs and prepare their participation in all of them, so that they see themselves as integral part of Aid Effectiveness. Some CSO leaders could be proposed as RT co-chairs.

25. It is important to have a conceptual and organizational link with the parallel Civil Society Forum, planned for at Accra August 31-September 1, even if it covers a broader agenda, including issues linked to patterns of development. Partner countries raised up the importance of taking into account the political role/nature of civil society organizations (particularly NGOs) in developing countries, and the challenges of creating collaborative / constructive environment in the preparation process for the Accra Forum.

26. The chair of the Advisory group on civil society and aid effectiveness (AG-CS) reported on the AG preparation process, in particular the 6 regional consultation meetings carried out in October and November, and reiterated the Canadian invitation to all WP-EFF members to attend the international conference in Ottawa 3-6 February 2008.

27. Moreover, a meeting between WP-EFF and CSOs will take place in Paris, back to back with the next WP-EFF meeting in April.

6. List of invitees to the HLF3

28. The HLF 3 intends to deepen **and broaden** participation in the Paris Declaration, which means inviting all countries and organizations that can contribute to better aid effectiveness. The proposed list of invitees prepared by the Core Group was well received, and comments focused on opening to some emerging donors like Chile or some Foundations. **Ghana** will make the final decision as host. The invitation letter has to be sent by the Ghanaian authorities by the beginning of next year.

29. Due to the overall HLF limitation to 800 participants, the average size of the delegations should not be more than 4 or 5 people at the same time.

7. Budget and logistic issues

30. The budget has still to be updated to include:
- increased number of CSOs invitees from 35 to 40,
 - broadcasting of the ministerial session in the other rooms of the forum, and
 - AICC internet access. It was agreed to wait for concrete estimates on the Wi Fi installation before proceeding to change the budget.
31. About logistics:
- Accommodation: on the basis of current estimates, there will be enough room to accommodate all expected participants.
 - A first stage of the Accra website will be ready in January.
 - Ghana is currently reviewing updated proposals for the logo and a decision will be taken by mid-December.

8. Next step

32. The next meeting of the SC HLF3 will take place at the end of January 2008 in Paris.

ANNEX: Participants list for HLF 3 - Steering Committee

30 November 2007

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