

## NGN Steering Committee: Terms of Reference

### Purpose, mission and scope of the NGN Steering Committee

The Steering Committee has been established to guide the NAP Global Network (NGN). Members will deliberate, make decisions, provide strategic direction, and act as ambassadors for the Network.

The Steering Committee members will provide the following:

#### **1. VISION AND STRATEGIC DIRECTION FOR THE NETWORK**

- **Network identity:** Develop /refine the overarching problem statement, goal, objectives, membership structure and guiding principles for the Network.
- **Agenda setting:** Assist in prioritizing and determining the strategic focus of the Network. Specifically, ensure the three Network elements address issues of critical importance to NAP coordination and implementation at both the global and national levels.
- **Strategy development:** Help shape the work plan that will enable the Network to meet its stated goal and objectives. This will include providing advice, information and guidance on the audience, positioning, tasks and materials associated with: (i) Building Network membership; (ii) Designing core activities: Targeted Topics Forum; Global Donor Coordination; In-Country Donor Coordination; (iii) Outreach: sharing NGN's work with different policy makers and practitioners.

#### **2. BROAD OVERSIGHT OF NGN ACTIVITIES**

- **Review annual work plans** to ensure they are structured to meet Network goals and objectives, reach intended audiences, etc.
- **Track progress**, using agreed-upon milestones to assess whether the activities are aligned with established aims
- **Review NGN outputs**, including selected communications materials (e.g. Network brochure) and publications (e.g. factsheets).

#### **3. INCREASED PROFILE OF THE NETWORK, BOTH NATIONALLY AND INTERNATIONALLY**

- **Promote the NGN** at relevant events and in different fora at the global and/or national level
- **Facilitate links to** relevant initiatives and processes at the global and/or national level

#### **4. TARGETED ASSISTANCE FOR IMPLEMENTATION OF NGN ACTIVITIES**

The Secretariat may solicit targeted support from specific SC members on NGN activities that are directly related to their geography, role in the NAP process, or area of expertise. For example, members working on sub-national adaptation planning may be asked to provide inputs for a TTF focused on this issue.

## Guiding principles for Committee operations and participation

- **Balance:** Between donor countries and developing country partners, between policy makers and practitioners; men and women; global – national – sub-national perspectives.
- **Active participation:** Regularly sharing expertise and offering feedback on Network activities, as well as participating at Network events
- **Collaborative leadership:** Managing relationships and complementary capacities to empower each other and the broader Network membership to accomplish a collective outcome.
- **Clarity of vision:** Developing and communicating a clear, compelling and shared narrative around the value proposition of the NAP process, including what the Network has to offer it.
- **Adaptive management:** Revisiting Network goals, objectives and activities regularly and amended as appropriate, as we build membership and experience.
- **Commitment to joint value creation:** Developing new insights into the NAP process through the interaction of different perspectives and approaches.