



Partnering for Impact

Te Rōpū o Ngā Toroa (Toroa) Partnering for Impact NGO Reference Group Terms of Reference

Purpose

- 1 This document sets out the terms of reference for Te Rōpū o Ngā Toroa (Toroa), a NGO Reference Group to support the design, implementation and adaption of *Partnering for Impact*. Partnering for Impact is the Ministry of Foreign Affairs and Trade's (MFAT's) approach to engaging with New Zealand non-governmental organisations (NGOs) and civil society on development cooperation. It includes three complementary mechanisms: negotiated partnerships; a contestable fund, Manaaki; and an organisational strengthening facility. Toroa will build on the work of the inaugural Partnering for Impact Reference Group established in late 2018 and disestablished in mid-2019, following the expiry of its terms of reference.

Goals and Outcomes

- 2 The goal of Toroa will be to share/consider views on behalf of the New Zealand NGO sector and in-country partners/communities to assist MFAT's New Zealand Aid Programme to design, implement and adapt Partnering for Impact, with a view to ensure we are achieving the outcomes set for the programme. Partnering for Impact outcomes include:
 - *Development outcomes:* our partnerships increase New Zealand's development impact in line with the Sustainable Development Goals, Pacific Reset and other New Zealand Aid Programme priorities
 - *Partnership outcomes:* our partnerships empower and enhance the capacity of local partners and communities resulting in greater self-reliance
 - *Public diplomacy outcomes:* our partnerships engage the New Zealand public in the New Zealand aid programme, leveraging further support and resources for development

- 3 Given MFAT's focus on ensuring the voice of local communities and partners is heard and respected, MFAT and members will look at ways in which to secure in-country engagement in meetings as possible (including, for example via video message, Skype, Zoom, teleconference).

Guiding Principles

- 4 Guiding principles for Toroa will include:
- ***Manaakitanga*** – *we listen, uplift and respect others*
 - ***Kotahitanga*** – *we draw strength from diversity*
 - ***Courage*** – *we do the right thing*
 - ***Impact*** – *we are focused on increasing our shared development impact*

Membership and Governance

- 5 Toroa shall comprise up to six external members appointed by MFAT. They shall serve for up to 12 months, subject to Toroa continuing to be required. MFAT will have up to four members. MFAT can co-opt additional members, if required.
- 6 External membership of Toroa will be representative of the New Zealand NGO sector, and the following criteria will be considered, including to promote diversity. We will aim for:
- an appropriate mix of operational/programme managers and CEOs;
 - diversity of organisational missions/approaches;
 - a mix of small/medium/large-sized organisations;
 - a geographical focus on the Pacific and least developed countries in South East Asia;
 - a representative from the Council for International Development (CID);
 - representation from the Pacific diaspora – for example through the Pacific Koloa Collective or other key Pacific development leaders.
- 7 External Toroa members will be expected to consult with and convey the views of the wider New Zealand NGO sector and not solely their organisation.
- 8 MFAT will work with Toroa to identify the best options for the inclusion of in-country partner views in Toroa as part of its commitment to the localisation agenda, including through the in-country organisational strengthening mechanism.
- 9 Toroa will be chaired by MFAT.

- 10 Toroa will meet approximately once a quarter, as required by MFAT. The workload of Toroa is anticipated to be up to three working days every two-three months (including meetings, reading and networking), for up to 12 months. Meetings may be held virtually.
- 11 Toroa will work closely with relevant officials from MFAT and supplier/s contracted by MFAT.
- 12 Toroa is not a decision-making body.
- 13 Toroa members will be required to disclose and document any conflict of interests as they arise.
- 14 Toroa members will not, except where they may be required to do so in performing their duties, discuss or divulge to any person any confidential or commercially sensitive information that has come to their knowledge in the course of the performance of their agreed duties. However, Toroa will be expected to discuss non-confidential or commercially sensitive information with others in the sector to gather feedback and socialise ideas.
- 15 Toroa members will be expected to provide objective advice that supports the Partnering for Impact programme in delivering development outcomes that are effective, inclusive, resilient and sustained.

Secretariat

- 16 The Partnerships Unit will provide overall secretariat services to Toroa as well as support on all matters relating to the meeting schedule and work programme.

Fees and Expenses

- 17 No fees will be paid to Toroa members.
- 18 MFAT will organise travel and accommodation costs for Toroa members coming from outside Wellington where this is approved.

Toroa member performance

- 19 Where a member fails to attend a significant number of meetings, or otherwise perform the duties as a member, the Chair is responsible for raising issues of expectations about performance with the member.