



C20 Working Groups Terms of Reference

Purpose

The purpose of the C20's thematic working groups is to develop the C20 policy recommendations for the relevant thematic issue, in line with the C20's principles of participation, inclusiveness and accountability. This will include producing a policy paper through consultation with a broad cross-section of civil society by selecting the most appropriate consultation tools and mechanisms for consultation, conducting extensive outreach work, and policy research.

Expected output

Each working group will produce one policy position paper which will include a limited number of concrete, propositional recommendations to the G20 to be included in the C20 communiqué. In addition shorter policy briefs may be produced as necessary.

Composition member

1. There will be a limited number of working groups, one for each of the thematic issues identified by the civil society policy consultation process (compare Steering Group TORs).
2. Each working group will have two co-chairs: one representing an organization from Germany and one representing an international organization.
3. Each working group will ideally have a minimum of 6-8 contributing members, made up of individual representatives of civil society organizations.
4. C20 working group membership is not restricted by geographical location, nor is it limited to G20 countries. Interested organizations can be based anywhere in the world. However, we will be seeking to strike a balance between organizations from Germany and organizations from another country / an international organization. We will also endeavour to ensure the representation of civil society organizations from Least Developed Countries (LDC) as well as to ensure gender balance.

Roles and Responsibilities

Please note that the below roles and responsibilities may be divided amongst working group members or shared equally, depending on working group preferences.

1. Working groups decide on a conceptual framework and questions to be addressed for each thematic issue.
2. Working groups contribute to the drafting and development of a policy paper on the relevant thematic issue.
3. Working groups engage in policy debate and discussion, including through attending regular working group teleconferences, and commenting/sharing feedback via email on draft documents. The exact frequency of teleconferences is to be determined, but is estimated to be at least one every four weeks.
4. Wherever possible, working groups reach out to civil society organizations, networks and other relevant stakeholders in each member's country and sector. Each working group member will act as an organizational, rather than an individual, representative. Consequently, working group members will be expected to consult with their organization's networks and contacts, and represent the perspectives of those networks in the working group discussions.
5. Working groups support C20's ongoing advocacy efforts with the G20 and other relevant stakeholders.
6. Working group members are encouraged to attend the C20 Summit. Please note that the C20 Steering Committee is seeking to obtain resources dedicated to supporting participation in this C20 Summit but where possible member organizations would be expected to cover their own expenses.
7. Working groups engage with the other C20 working groups in order to ensure the development of integrated and holistic policy positions and recommendations.
8. To engage with a range of other stakeholders to ensure a diverse range of perspectives are contributed to the working group's policy discussions, including with other G20 engagement groups, such as the B20, L20, Y20, W20, S20 and T20.

Criteria

We are looking for organizations with experience of working on the thematic issues identified by the civil society consultation process that would like to contribute to the development of the C20's policy positions and recommendations as members of thematic working groups. We are committed to ensuring participation from a diverse mix of organizations, but please note the following criteria for working group membership:

1. Each C20 working group member will dedicate a single individual to consistently represent the organization on the working group for the time of the German G20 Presidency. Wherever possible, member organizations will dedicate the necessary resources for their participation in the working group. However, the C20 steering committee is seeking to obtain resources dedicated to supporting organizational participation in the working groups.

2. Each working group member will be expected to contribute relevant policy expertise on the working group's thematic focus.
3. Each working group member will ideally have prior experience of engaging in G20 or C20 processes, but this is not a mandatory requirement.
4. Each member will be well-connected to civil society networks, organizations and other relevant stakeholders within her/his own country and sector, in order to add maximum value to the working group.