

**Terms of Reference for an
Expert Working Group on Food and
Nutrition Security, and Sustainable
Agriculture**

Following the 2nd meeting of the EU-Africa
HLPD on STI, November 2013

Based on HLPD 'way forward'

HLPD Bureau, 09/04/2014

Background and context:

The second meeting of the EU-Africa High Level Policy Dialogue (HLPD) on Science, Technology and Innovation took place in Brussels on 28-29 November 2013. The meeting has brought together around 90 senior officials from Research and Innovation Ministries from the African Union and the European Union member states as well as the African Union Commission and the European Commission.

The meeting was called to review cooperation and set new priorities ahead of the EU-Africa Summit 2014 (2-3 April).

Senior officials agreed to work towards a long term, **jointly-funded and co-owned research and innovation partnership with a particular focus on promoting food and nutrition security and sustainable agriculture** as a first priority. In view of this, the decision was taken to set up an Expert Working Group (EWG) that would be tasked to prepare a roadmap setting out short-, medium-, and long-term milestones in support of this goal. The roadmap is due for September 2014.

The concept note prepared prior to the meeting as well as the conclusions and the 'way forward' that were adopted at the meeting can be found in annex.

The 'way forward' sets out clearly the objective and aim of the partnership as well as the role and task of the EWG and the approach that should be taken. These Terms of References are an addition to the 'way forward' to enhance clarity and were subsequently prepared by the HLPD Bureau.

Output:

The EWG should produce an electronic version of a roadmap setting out the short-term (2015), medium-term (2017) and long-term (2020 and beyond) steps in support of the implementation of a jointly funded and co-owned research and innovation partnership with a particular focus on food and nutrition security and sustainable agriculture.

The roadmap should be short and concise (maximum 15 pages) and presented in the form of a logical framework. This should include all the elements a logical framework usually contains (the way forward article 4.1.1) whenever realistically possible, such as time-specific objectives, detailed activities, outputs and outcomes, milestones, critical dependencies, progress indicators, mechanisms for monitoring and evaluation, criteria of success, as well as key risks and assumptions for the partnership on food and nutrition security and sustainable agriculture. The timeline should also describe time-specific input-requirements and the responsibilities of the relevant actors in relation to temporal progression. Explanations and comments on each element of the logical framework should figure directly in the related boxes.

The experts will also be invited to present and comment the roadmap to the EU-Africa HLPD Bureau once it is finalised.

The roadmap will be presented for endorsement by the senior officials at the next meeting of the EU-Africa HLPD on STI, most probably in the first semester of 2015.

Scope and focus:

The scope and focus of the roadmap on thematic sub-challenges and cross-cutting topics are set out in article 3 of the 'way forward'. The scope of the roadmap should extend beyond purely academic cooperation to consider:

- Achieving mutual benefit (noting that primary drivers include reinforcing the broader Africa-EU partnership in research and innovation and to foster collaboration for mutual benefit in research and innovation, rather than development cooperation);
- Improving collaboration on information exchange and knowledge (including data) management;
- Improving the policies, processes and instruments to create a conducive operational and financial environment for research and innovation collaboration;
- Strengthening communication within and between constituencies and dissemination of the outputs and data from on-going initiatives in the domain;
- Building necessary future skills and capacities for EU-Africa cooperation in research and innovation;
- Implementing the roadmap within the current political framework and employing the existing and likely future landscape of instruments for cooperation;
- Linkages and opportunities for synergies with other areas of policy (and the policy instruments) such as development cooperation, trade and foreign relations;
- Opening-up to other stakeholders such as the private sectors in order to mobilise additional resources (financial and technical).

Composition, selection and appointment of members of the Expert Working Group

The EWG has strictly limited membership (10) with the aim of convening a small and efficient group that includes among its members all the key skills required to compile a roadmap as described herein. Following the second meeting of the EU-Africa HLPD in November 2013, the participating AU and EU Member States as well as the African Union Commission and the European Commission were invited to suggest names of high level experts. The final selection of experts was done by the HLPD Bureau that was guided by article 4 of the HLPD ‘way forward’ and driven by the following criteria:

- Expertise: individual members will be acknowledged experts, having competencies in specific areas of relevance to the roadmap: food and nutrition security, sustainable agriculture, water and innovation; research infrastructures
- Key skills: Collectively, the group should demonstrate all the key skills required to compile a roadmap: knowledge of EU/AU institutions and research programmes, knowledge of best practice in collaboration and cooperation, research communication, knowledge exchange, uptake and impact, science-policy interface, capacity-building
- Regional balance: Equal representation from Africa and EU.
- Gender balance: Without compromising other criteria, the selection process will strive for gender balance.
- Geographic and linguistic balance: Where relevant, notably for Africa, EWG members will be selected to achieve sub-regional and linguistic representation.
- Sectors: The EWG should include representatives of the scientific community, civil society, the public sector and the private sector¹.

The final decision of its composition was taken by the HLPD Bureau on 11/03/2014.

Members of the EWG are appointed by the HLPD Bureau in the first instance for the period March to September 2014, with scope for continuation according to HLPD needs for the partnership. In the first instance, it is expected that each expert will be required to commit a maximum of 12 days for the work.

¹ Due to the absence of the private and civil society sectors in the working group, consultation of these sectors should be sought at the draft stage of the roadmap.

EWG members participate in their own right, on the basis of their particular expertise, and do not represent either their organisation or their country.

Participation in the EWG is voluntary. Members may resign from the EWG at any time, but are asked to provide the HLPD Bureau with 'reasonable' advance notice.

EWG reporting and liaison:

The EWG should appoint two contact-points at the kick-off meeting, one from the EU and one from Africa. Liaison between EWG and HLPD Bureau should then preferably pass via the contact-points of the EWG and the co-chairs of the HLPD Bureau.

The EWG should provide brief monthly progress reports during the period of the study which will feed into meetings of the EU-Africa HLPD Bureau.

Language:

The EWG should report in English. Translation into other languages if necessary will be assured by the HLPD Bureau.

Location:

It is anticipated that the EWG will mainly operate in a virtual configuration, with physical meetings on a small number of occasions, including at kick-off.

Support, resources and financing:

The HLPD Bureau and the European Commission/African Union Commission will ensure secretariat services of the EWG during the period of the study.

For travel and accommodation, please refer to the JAES Circular.