

## **TERMS OF REFERENCE FOR LOCAL PUBLIC SECTOR ALLIANCE EXPERTS WORKING GROUPS**

### **Mission of the Local Public Sector Alliance**

The Local Public Sector Alliance seeks to promote inclusive, equitable societies and sustainable global development by enhancing the understanding of decentralization and localization as complex, cross-cutting and multi-stakeholder reforms.

In line with its mission, the Local Public Sector Alliance aims to elevate the global debate on public sector decentralization and localization, by promoting knowledge development, knowledge sharing, and outreach and field building in the field of decentralization, local governance and development. As part of its effort, LPSA maintains Decentralization.Net as a global convening place for policy makers and researchers interested in decentralization and localization; hosts webinars; prepares and supports research and learning; supports decentralization and localization reforms; and offers online courses.

### **Local Public Sector Alliance Expert Working Groups**

Expert Working Groups are integral part of the Local Public Sector Alliance. Expert Working Groups operate under the guidance of the Advisory Board of the Local Public Sector Alliance.

An Expert Working Group consists of a group of people who bring together specialist skills and expertise in a specific sub-topic or cross-cutting issue within the field of decentralization and localization. For instance, Expert Working Groups may be regional or country-specific; sectoral; thematic; or topic-based in nature.

Each working group seeks to assess, advance, and share the state of global knowledge within their topic area, with the objective of providing the global community with best-practice conceptual and operational knowledge to address development challenges on that particular topic. In that sense, a working group will support the global community members in identifying conceptual/theoretical knowledge as well as best practice solutions.

### **Expert Working Groups: Establishment, Composition and Membership**

**Establishment.** The establishment of an Expert Working Group is approved by LPSA's Advisory Board Chair.<sup>1</sup> Expert Working Group (co-)chairs are required to provide information to the Advisory Board about their activities.

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<sup>1</sup> LPSA Expert Working Groups may choose to refer to themselves as Expert Working Group. Alternatively, they may choose to refer to themselves as an LPSA Working Group, LPSA Standing Panel, LPSA Chapter, or use another suitable name.

**Composition.** Each Expert Working Group consists of (i) one or more (co-)chairs; (ii) representatives of organizations/institutions interested on that particular topic; (iii) researchers and practitioners with expertise in the topic; and (iv) other stakeholders with an interest in the topic.

**Membership.** Members of a Working Group will need to have the skills, qualities and competencies on that particular topic. In forming a Working Group, (co-)chairs will seek to balance a range of skills, qualities and competencies, as well as gender and geographic diversity.

**Operation.** LPSA Expert Working Group operate as autonomous working groups under the leadership of their (co-) chairs. Expert Working Groups are authorized to invite other parties to attend their meetings and/or participate in specific tasks/deliverables.

As appropriate, LPSA Expert Working Groups may be co-organized and co-branded with other organizations, as long as this collaboration (and co-branding) does not limit the open, collaborative nature of the Expert Working Group.

#### **Expert Working Groups: General responsibilities**

- Fostering professional development and networking through knowledge development, knowledge sharing and ad-hoc advice and support in collaboration with the relevant Community of Practices.
- Strengthening global understanding of specialized topics.
- Sharing lessons learned from global practices.
- Aggregating and sharing lessons from the development interventions.
- Providing intellectual leadership through translating advances in academic/intellectual world into policy language and preparing guidance notes for wider dissemination within the global community.
- Function as a platform to share knowledge, to support applied research and to develop policy options and tools in the area of their expertise.
- Establishing partnerships with academic, international, and local knowledge institutions, as well as development institutions.

#### **Expert Working Groups: Specific (illustrative) activities**

Subject to LPSA's resource constraints, the Local Public Sector Alliance will support each Expert Working Group with:

- A dedicated Expert Working Group landing page on *Decentralization.Net*, a dedicated Local Public Sector Alliance email address, MS360 Teams account, and a dedicated Zoom Meeting account, as appropriate.
- LPSA will provide administrative support for Expert Working Group meetings and webinars, including informing LPSA members regarding upcoming Expert Working Group meetings (i.e., members who have expressed an interest in the topic).
- Subject to LPSA's resource constraints, LPSA will provide funding for Expert Working Group efforts, such as research awards for young scholars, etc.

- Where possible, LPSA will work with the Expert Working Group to attract funding to support the preparation, co-production or sharing of research and knowledge products that reflect the current state of knowledge in their respective area of focus.
- LPSA will provide other support to promote the success of the Expert Working Group as possible and relevant.

LPSA Expert Working Groups are expected to:

- meet on a regular (e.g., bi-monthly or quarterly) basis.
- propose 4-6 blogs per year on country-level policy reforms, trends, institutional updates, or research relevant to their topic or focus, for sharing to the broader Community of Practice through *Decentralization.Net*.
- host at least 1-2 webinars per year on issues relevant to their topic.
- As relevant, prepare, co-produce or share knowledge products that reflect the current state of knowledge in their respective area of focus.
- For instance, regional Expert Working Groups may support the preparation of LoGICA Assessments within the region, support the preparation of report on the State of Local Governance in the region, and/or the collection of other country level data in the region.

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