



Network of Institutions and Leaders for Future Generations

Terms of Reference

March 2023

The Network of Institutions for Future Generations, NIFG (The Network) was established in April 2014 in Budapest, Hungary, originally under the name of Roundtable of Institutions for a Sustainable Future.

In 2023, the Network change its name to the Network of Institutions and Leaders for Future Generations (NIFG) in order to align with its vision and mission, and to better capture the membership composition. The NIFG is an independent international network encompassing national institutions, organisations and leaders working to ensure the rights, interests and well-being for future generations within the ambition for sustainable development.

Vision:

We envision a world where future generations' rights, interests and well-being are present in and protected by governance frameworks and international decision-making.

Mission:

To build a global movement that represents the diversity of organisations, institutions and leaders working to attain NIFG's vision.

1. Purpose

The Network of Institutions and Leaders for Future Generations focuses on the following:

- 1) To be a **thought leader** on the key decisions for future generations governance and interests.
- 2) To be the **voice** of organisations, leaders and institutions of the Network.
- 3) To maintain and extend **collaboration** with the UN and other international fora.
- 4) To influence and shape **a global movement** to champion the interests, rights and well-being of future generations, with sectors and stakeholders, including young people.
- 5) To **share knowledge and learning** from experience within the Network and the broader global movement



2. Membership

2.1 Members are institutions, organisations or leaders who seek to promote the purpose of the Network.

2.2 Institutions* can include:

2.2.1 Commissioners and Ombudspersons for Future Generations

2.2.2 Parliamentary Committees

2.2.3 Government entities

* Institutions can be international, national and or subnational

2.3 Organisations can include:

2.3.1 Think thanks

2.3.2 Academia

2.3.3 Non-Governmental Organisations and campaign groups

2.4 Leaders can include:

2.4.1 Individuals who have held leadership roles which align with the Network's purpose.

2.4.2 Individuals who hold leadership roles which align with the Network's purpose

2.4.3 Young people who have demonstrated leadership in areas of governance and international decision-making

2.5 Each institution/organisation will be represented by one member. Other colleagues may attend as observers with prior consent of the Chair.

2.6 Those who wish to join the Network must inform the Network Secretariat and complete a membership form.

2.7 The Chair and Deputy Chair will consider membership applications and make recommendations to the Membership.

2.8 Unless more than half of the membership objects in writing, recommendations will be accepted.



2.9 Declined membership can be appealed within 30 days of notice to the Network Secretariat.

2.1 An Appeals Committee will be formed of 25% of the Network Members.

2.7.2 The Appeals Committee will be chaired by the Network Secretariat.

2.7.3 The Chair will also have full membership of the Appeals Committee.

2.7.4 A decision of the Appeals Committee must be by majority.

2.9 There is no fee for joining the Network.

2.10 Members who wish to leave the Network must inform the Secretariat in writing.

2.11 Meetings will be chaired by the Chair or Deputy Chair. In their absence, a Chair may be appointed by members present.

3. Secretariat

3.1 The Network Secretariat will be agreed by the Membership at the Annual General Meeting (AGM) and is confirmed for a two year period and is renewable.

3.1.1 This arrangement will be reviewed annually*.

*This review will include feedback, ways of working and efficiencies.

3.2 The Secretariat will provide light administrative support, such as;

3.2.1 coordinating meetings,

3.2.2 producing agendas,

3.2.3 producing and circulating meeting minutes,

3.2.4 facilitating any communication between the Chair and members,

3.2.5 administrating new memberships

3.3. The Secretariat may require additional support to exercise its functions and fulfil the Network's purpose. These tasks may include;

3.3.1 facilitating election processes for the Chair and Deputy Chair

3.3.2 updating and maintaining the website and social media channels



3.3.3 producing an annual report

3.3.4 producing an annual newsletter

3.3.5 producing international evidence submissions, products or statements

3.4. The Network may (if required) seek external resources to support the Secretariat functions outlined in 3.3.

4. Chair

4.1 The Chair is elected by members to serve a 4 year-term.

4.2 The Chair may be re-elected to serve an additional term.

4.3 Only one representative from each institution/organisation can cast one vote.

4.4 A nomination is required in advance and sent to the Secretariat.

4.5 If the Chair decides to step down, they should notify the Secretariat within 30 days notice.

4.6 The Chair or their appointed Deputy will chair Network meetings.

4.7 The Chair will be the official spokesperson for the Network.

4.8 The Chair can be removed by unanimous vote.

5. Deputy Chair

5.1 A Deputy Chair is elected by members to serve a 4 year-term.

5.2 The Deputy Chair may be re-elected to serve an additional term.

5.3 Only one representative from each organisation can cast one vote.

5.4 A nomination is required in advance and sent to the Secretariat.

5.5 If the Deputy Chair decides to step down, they should notify the Secretariat with 30 days notice.

5.6 The Deputy Chair will chair meetings in the Chair's absence.

5.8 The Deputy Chair can be removed by unanimous vote.



6. Additional Executive Roles:

6.1. The Network may create further named roles as and when these are required in order to advance the work of the Network.

6.2. Roles can be proposed by any member at any Network meeting or in advance to the Secretariat. New roles should be approved by a majority of members participating in that meeting (or next meeting if appropriate).

7. Operation of the Network

7.1 The Network operates through quarterly meetings and e-mails.

7.2 The Network may establish other communication approaches and ways of working.

7.3 An Annual Meeting in December will evaluate the Network's activity and work plan ahead.

7.4 The Agenda is prepared by the Secretariat in coordination with members.

7.5 Meeting minutes are to be taken by the Secretariat and later circulated to all members.

7.6 Meetings will take place via Telephone conferences or other virtual methods.

7.7 Sub-groups may be formed for certain tasks and their terms of references outlined.

7.8 Communication to any national government or organisation on behalf of the Network should only be done when based on agreement of the whole Network.

7.9 Decisions are to be based on a majority basis. The Chair is empowered to make final decisions.

8. Amendments

8.1 This Terms of Reference may be amended by majority agreement of the Network.

8.2 Members who wish to propose amendments should write to the Secretariat.

8.3 The proposed changes must be circulated to Members in advance.