

FINAL Minutes of Meeting - IATI Governing Board Meeting

Q3: May 15-16 2019;

Oxfam Novib, Mauritskade 9, 2514 HD Den Haag

Updated June 7th to reflect comments of the Board

Chair: Theo van de Sande (Minbuza)

Governing Board Representatives: Leo Stolk (Oxfam Novib), Sarah Johns (Bond), Timothy Takona (UNICEF), Zefania Isoria (Madagascar)

Secretariat Representatives: Annelise Parr (UNDP), Carolyn Culey (DI), Margaret Thomas (UNDP), Wendy Thomas (DI), Argjira Belegu-Shuku (UNOPS)

Board members were warmly welcomed by hosts Oxfam Novib. The Chair led a review of the agenda and previous minutes, acknowledged apologies of Bangladesh and introduced the new IATI Technical Lead, Wendy Thomas (DI).

1. Board engagement and ways of working

Current arrangements are reconfirmed with NL as Chair and Bond as vice chair. The Chair will contact Bangladesh in regard to its engagement going forward. Madagascar will consider its position in time for the next election in 2020 to give another partner country the opportunity, in order to strengthen PC engagement more broadly;

Focal point arrangements are extended as these have proven effective for workstreams, and should be extended to cover specific activities (eg events) where necessary. Board agrees to strengthen its internal communication using email and phone/Skype to deal with urgent matters in addition to Yammer. The Bond VC will join bi-weekly calls with the Chair and Secretariat. The Secretariat will explore ways of providing Board news and decisions more frequently.

In setting its goals for 2019-20, the Board agreed to increase its visibility externally. Attending selected external engagements (including eg IODC) also provides a learning/networking opportunity for Board members. Board members are invited to flag relevant opportunities and the Secretariat will also support by identifying relevant opportunities and developing guidance for speakers. Budget is available.

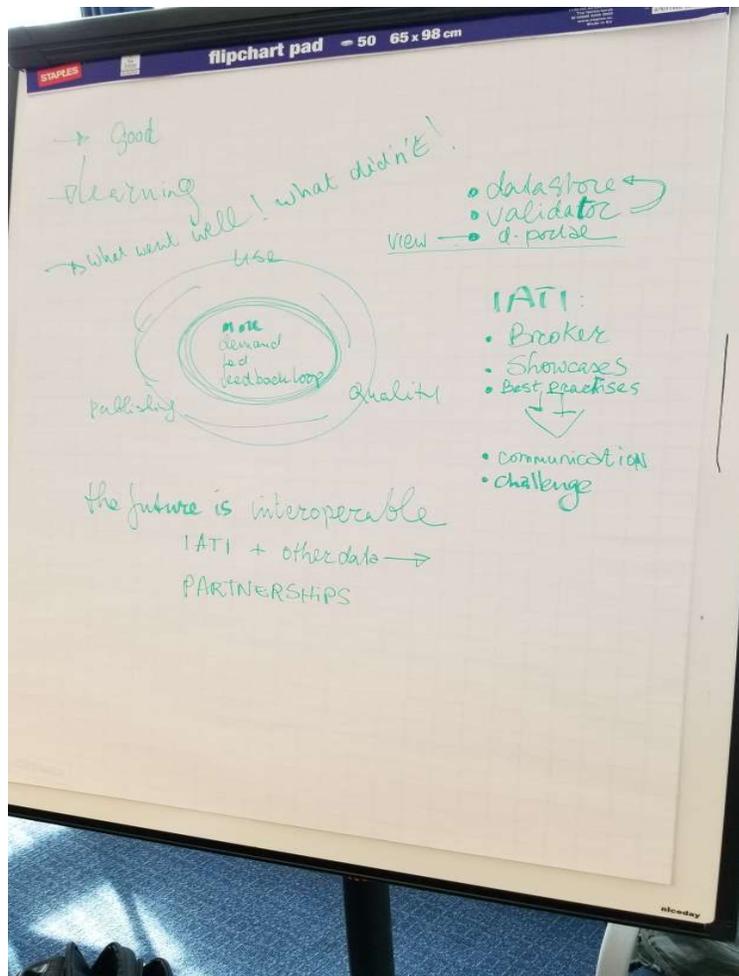
Actions:

- Add VC to bi-weekly Chair/Sec call schedule;
- Board and Secretariat to scan for upcoming events to represent IATI;

2. Strategic Planning

UNDP updated on process so far, presenting findings of country case studies, online consultations and data use survey which fed into a zero draft strategic plan (circulated among GB ahead of meeting). The Board received the zero draft well and made recommendations on advancing to the next draft (*detailed notes shared separately*). Key considerations were to add components of data literacy, and extend the 'all of community' approach. The plan should appeal to members to increase IATI's ambitions at the collective level and move beyond the

individual level, and promote IATI's USP as a platform for learning and sharing, as well as interoperability with other data platforms and partner country governments will be keys to future success. In relation to publishers, the Board recommends shifting in direction towards improving quality and depth of key datasets rather than increasing numbers of smaller publishers.



As next steps, the Board will contribute to the zero draft and the Secretariat will update it for circulation to members on May 27th, to be followed by webinars with members in June (3-4 constituency-based, one thematic/cross-cutting and one open) to be led by Board members with the objective to generate ownership and support for the plan. Partner country representatives in particular are to be actively encouraged to participate, and as many GB members as possible to ensure ideas from one carry into the next, and that the new strategic plan reflects priorities of partner countries and remains relevant to them.

Given the timeframe to allow for consultations on the draft, the Board agreed on the importance of sticking with this new timetable.

Annexes will be prepared to assist the Board with operationalising the plan, and therefore do not need to be ready as early as the plan itself.

Actions (Sec):

- Update and circulate 1.0 draft by 27 May;
- Set up and send invites for webinars in June;
- Develop an updated theory of change as an annex;
- Develop communications plan for the SP;
- Publish country case studies on the website.

3. Review Risk Register

The Board reviewed and updated the risk register, adding new risks and management plans related to the recent DDOS (Distributed Denial of Service) event; misperceptions about IATI data at country level, divergence of mandatory publishing requirements imposed by

governments, and the negative impacts of some community interactions on Discuss. The Board further discussed risks around dealing with legal liabilities particularly once the new datastore is operational, and in this respect also considered the effect on publisher numbers when the new datastore and validator are in place, and agreed on the need for a careful assessment of impact to inform an appropriate management plan.

Actions:

- *Add or update risks regularly in the online platform;*
- *Add session on the risks related to the ownership of the data resulting from the new datastore to the agenda of the upcoming technical workshop.*

4. Management

UNDP provided an update on Secretariat transition arrangements, confirming that the implementation plan presented in October generally on track. The Secretariat presented a proposal for an updated, integrated workstream to consolidate Communications, Outreach, Partnerships and Engagement (COPE) activities at UNDP, with day to day support for communications continuing to be provided by DI. This proposal was endorsed by the Board, subject to the addition of a learning component (which should also be included in Terms of Reference of all Secretariat members as a matter of course).

The Board reviewed progress in implementation of the workplan for Quarter 2 (January - March 2019) and received updates from focal points. The process followed by the technical focal points was seen as particularly helpful, with quarterly calls followed by publication of blogs providing detailed information to members. The Secretariat flagged areas of under-delivery (details in item 7) and agreed with the Board where activities could be stepped up for subsequent quarters.

In regard to the upcoming Technical workshop (June, Copenhagen), the agenda and participants list were shared with the Board; Given the timing of the workshop at the end of the drafting process for the SP, the Board agreed it was an opportunity to generate consolidated input and support for the content of the plan, although content would largely have been agreed by that point.

Actions:

- *Update COPE proposal to reflect Board feedback;*
- *Add learning / capacity development into Secretariat TORs as / when renewed;*
- *Include evaluation as part of the strategic plan (per SOP)*

5. Operations

The Secretariat presented the management dashboard for Q2 including financial report of expenditure against budget in Q2. Areas of underspend were highlighted in the following budget lines:

- Data use - technical infrastructure; funds allocated for the new Validator e are to be paid in the next quarter due to the timing of an invoice;

- Data use - data use strategy implementation; IATI Data Use Fund activities have been delayed, partly as a result from aligning activities with the launch of the new datastore;
- Institutional arrangements: Members' Assembly shifted from Q3 to Q4;
- Institutional arrangements: strategic planning; underspend is related to changing the roadmap of the strategic planning exercise and planning for virtual instead of face to face meetings.

The Board was advised that additional funds would be required in Q3 from the product development fund for further work addressing dependency on the datastore.

6. Members' Assembly Planning

Logistics and agenda setting; IATI will engage DEVCO and ECHO in the MA planning process and ensure visibility throughout the event to promote and leverage the hosting role of the EC. IATI will also consult with DEVCO in regard to political messaging around the MA in regard to mandatory publishing; No decision was made on which external speakers to engage.

In regard to the agenda, the first half day would be for the partner country (and any other caucus) and the second half day should focus on the Strategic Plan, with the role of members being to formally adopt the plan and provide input to the prioritization of activities for 2020. The agenda should allow space for networking and clinic support to publishers. Data quality could potentially be a key thematic angle (TBC). The following sessions may also be considered:

- A session on FTS interoperability may be included, subject to the availability of underlying data to promote the initiative;
- Discussion on d-portal future;
- Community elements/best practices of IATI data use from different angles (USAID FAE; Mohinga Platform; Dutch Relief Alliance, etc.) as well as potentially data visualization tools to be showcased;
- Session for providers on a thematic angle around a mapping or study of mandatory and optional fields for reporting requirements;
- Session on org. IDs) for additional participants from the CSO/others group;
- Membership fee for 2020 onwards (tiers, level);

All efforts must be made to ensure that the agenda of the MA reflects the priorities of partner countries, and that participants are provided with all the support necessary to enable them to engage fully and meaningfully throughout the meeting. Experience has shown that participation by PC and southern CSO representatives is unlikely without IATI covering the travel costs. The Board is however keen to increase participation beyond national governments to include other actors such as CSOs and parliamentarians. The Board agreed therefore to make funding available for around 14 additional participants (6- /sector/sub-national/parliament representatives and 6-7 from CSO networks) to be identified in consultation with UNDP Country Offices and Board Partner Country and CSO reps.

Action (Sec):

- *Develop criteria for inviting participants to join national delegations. Including CSO or CSO network representatives, local publishers, parliamentarians, and sub-national government officials;*
- *Check security considerations, if any, regarding the additional participants.*

7. Forward Planning

The Board used this final session to look at residual questions and consider what to take up in its next phase of planning. This will include the following:

- Developing a SMART annual workplan and budget for 2020.
- Data quality; over the last decade the wider community has not complemented IATI tool development as envisaged, which among other issues has created a reliance on external tools such as Aidstream; this is a risk that needs to be evaluated at this point, and the feasibility of creating live/open source tools should be assessed.
- Membership fee is to be re-evaluated after the first year of the SP is operationalised. The working assumption is that the budget for the workplan will not exceed the available funds and previous years' income levels.
- No TAG meeting will be held in 2019 in addition to the June technical meeting, and 2020 IATI conference to be organized as a central event. The SP should include new characteristic of IATI gathering, and first year will trial a conference at which there will be a members alone segment
- Institutional set-up: outstanding questions to be addressed include review of constituency formulation, to address anomalies such as the fact that multilateral organisations have more in common with implementing organisations than with bilateral funders and therefore don't always fit in the same grouping; Work is required on the future structure of the Board to look into including the private sector and MLs as separate constituencies.

Residual actions:

- *Develop proposal on 2020 IATI Conference;*
- *Develop forward agenda for the Board to include items above;*
- *Board members to indicate availability over the summer in view of the SP timeline; the Secretariat will put a shared calendar up in Yammer for this purpose.*

The meeting ended with thanks for the kind support afforded by the hosts Oxfam Novib and agreement by members to seek ways to increase engagement not just in the SP process but Board matters more generally. While the next scheduled Board meeting is 14th August, this will be too late for the Board to meaningfully engage on SP or Board papers which would be circulated by that stage, and another date should be sought earlier in summer. Ad hoc meetings may also be necessary to conclude SP discussions.