

TAP Network Steering Committee - 2020-2021 Steering Committee

Meeting Decisions

4 September 2020

Present:

Mr. Peter van Sluijs, CSPPS
Ms. Florence Syevuo, SDG Kenya Forum
Mr. Hideki Wakabayashi, ADA
Mr. John Romano, TAP Secretariat
Ms. Claudia Villalona, TAP Secretariat
Ms. Judith Kaulem, Poverty Reduction Forum Trust
Ms. Jean Scrimgeour, Accountability Lab

Absent:

Next meeting:

18 September 2020

Chairing Meeting:

Judith Kaulem, PRFT

DECISIONS TAKEN FROM CONFERENCE CALL IN GREEN; FOLLOW-UP ITEMS IN BLUE

Agenda Items:

1. Review and Approval of last Steering Committee Call Notes (5 minutes)
2. Review of TAP Network Synthesis Report from Membership Engagement consultation (30 minutes)
3. Review of Concept Note for Revised Goal 16 Toolkit and next steps (10 minutes)
4. Partnership Updates (20 minutes)
 - i. Update on Swiss Funding proposal
 - ii. Update on UNDP Funding and Partnership
 - iii. Review of TAP Network Report to UNDP
 - iv. Update on hosting of SDG16+ Community Meeting
5. Review of TAP Partner Applications (5 minutes)
6. AOB

1. Review and Approval of last Steering Committee Call Notes

Discussion:

You can find the last Steering Committee Call notes in the google doc here:

https://docs.google.com/document/d/1BPu9BFP5PqinronFtVC43dwyEkEq5ohj/edit?usp=drive_web&oid=117975708890673030335&dls=true

The secretariat asked whether or not to keep the budget report link on the notes. Members agreed for transparency to keep the budget report linked or a budget report summary.

DECISIONS:

- Approval of Decisions and Notes from TAP Network Steering Committee Call on July 31, 2020.

- Members agreed for transparency to keep the budget report linked or a budget report summary.

2. Review of TAP Network Synthesis Report from Membership Engagement consultation

Discussion:

You can find an initial draft analysis of the Synthesis Report from the TAP Membership Engagement Survey in the google doc here:

https://drive.google.com/file/d/1jgsIMi5eBRYNrK7O3N87KeQCSYmPU9_J/view?usp=sharing

The secretariat took members through the synthesis report from the membership engagement survey consultation. While the amount of respondents are not a representative sample of the membership and partnership, it was the most survey with the highest response rate ever. The secretariat cautioned that the findings made should therefore not be presented as a representative of the entire membership, but rather feedback from TAP's most active members and partners.

The synthesis report drafted by the secretariat was an initial review of the responses and a summary of key insights extracted from the survey. Eventually, the synthesis report will be developed as an external facing document. Accountability Lab noted the importance of keeping the external report as concise and short as possible. The secretariat noted that the document will include an executive summary with concise recommendations for this purpose.

In terms of formatting of the report, the secretariat asked for feedback on how to present the information. Members agreed that the list format, as is, will be easier to digest than a narrative format as has been done in the past.

Members echoed concerns that the sample size is not representative enough to draw conclusions. The secretariat agreed and noted that rather than conclusions, the report would use the info as guiding insight. The report will also include a disclaimer noting the sample size and the distinction.

This shifted the discussion to broader membership engagement, including ways to clean up the membership and deciding which members are active or inactive. SDG Kenya Forum noted that in some cases network members can be silent or passive observers that use resources but do not actively engage. PRFT echoed this idea, and noted the turbulent circumstances that make active engagement difficult.

The secretariat asked the committee when they should hold a separate discussion on membership engagement to deal with these matters. Accountability Lab suggested that the conversation should be had within the next two weeks with the report released in the next month. To ensure all members can attend the discussion, the secretariat will send a doodle to find a suitable time. They will send updated background documents and a revised report ahead of the discussion.

DECISIONS:

- Members agreed that the list format, as is, will be easier to digest than a narrative format as has been done in the past.
- The secretariat agreed and noted that rather than conclusions, the report would use the info as guiding insight. The report will also include a disclaimer noting the sample size and the distinction.

FOLLOW-UP

- To ensure all members can attend the discussion, the secretariat will send a doodle to find a suitable time for the separate membership engagement discussion. They will send updated background documents and a revised report (with a disclaimer) ahead of the discussion.

3. Review of Concept Note for Revised Goal 16 Toolkit and next steps

Discussion:

The Secretariat moved on to the next item on the agenda. The first draft concept note for the project to revise the TAP Goal 16 Advocacy Toolkit, along with outlined next steps, in the google doc here:

https://drive.google.com/file/d/1KU6xqJCnsMzVIC_SiHgy2bK9y3liqdJD/view?usp=sharing

The concept note outlines ideas, objectives and approach. It also discusses the consultation process approach and suggestions to know what the membership needs in the revised resource as well as an opportunity for them to provide content for case studies. The Secretariat recommended creating an advisory group comprised of TAP partners to lead on the process and work in collaboration with the consultant, which would decrease the burden of work on the secretariat and facilitate greater ownership for partners.

Accountability Lab clarified comments made on the concept notes. They noted the importance of knowing how the community/orgs use the resources. How will the resource continue/depart from the previous version. They recommended further elaborating in the concept note why the resource needs to be updated.

CSPPS agreed with Accountability Lab, stating that the purpose of the resource must be clear. They suggested consulting with the membership possibly through a survey on how the resource was used specifically at the national/subnational level.

The secretariat agreed on the need of a survey and how the advisory group/consultant could spearhead the consultation process. **The secretariat clarified that the resource, as before, will provide tools for civil society to use at the national, subnational, and international level. It will also focus on mainstreaming, localizing and reporting SDG16+.**

There was a discussion on the timeline of hiring the consultant, before or after the consultation process and/or survey with the membership. Some noted that the process may help guide the hiring process, but the secretariat noted how the consultant could lead the consultation process

itself as had been done with the SDG Accountability Handbook. Accountability Lab echoed the Secretariat's suggestion in that the consultant could "phone" members of the community with the survey as a vehicle of soliciting feedback. In the latter case, a consultant hiring timeline would be within a month in October. In the case of delaying the hiring, this would push the project's timeline.

DECISIONS:

- In regards to the consultation process, the Steering Committee agreed on a survey for the broader membership, as well as a voluntary advisory group of TAP partners.

FOLLOW-UP

- The secretariat will incorporate the comments and feedback made by the Steering Committee in the concept note and present a revised draft ahead of the next call.
- The next steps in the consultation process would include drafting a survey and a terms of reference and partner application process for the advisory group. These documents will be provided and shared with the SC for feedback in the weeks to come
- The Secretariat will also draft a ToR, in the case that the SC decides not to delay hiring a consultant now.
- Any SC members are interested in leading/helping the revision's consultation and drafting process should reach out to the Secretariat.

4. Partnership Updates

- a. Update on Swiss Funding proposal**
- b. Update on UNDP Funding and Partnership**
- c. Review of TAP Network Report to UNDP**
- d. Update on hosting of SDG16+ Community Meeting**

Discussion:

The Swiss do not have short-term funding available. However, the long-term prospects (starting next year) are still strong.

While UNDP is still in a difficult situation with DfID, UNDP is open for a shorter term funding proposal through March of 2021. They indicated that they may have enough to help fund the end of the Post-VNR project rollout through that time period.

You can find a draft of the TAP Network Report to UNDP, which will be submitted today, Friday, 4 September:

https://drive.google.com/file/d/1dUr8K3pFWw0_bMIqJ6hYcH4RGwRZRjxw/view?usp=sharing.

TAP is set to co-host the SDG16+ Community Meeting on Tuesday, September 8 with the Global Alliance. Peter from CSPPS offered to moderate the second session on behalf of TAP. The Secretariat will finalize the draft documents presented at the meeting including the agenda and long-term strategy. Updates will be provided at the next call.

FOLLOW-UP

- The Secretariat will reach out to the Swiss contact in the coming weeks for more information on the funding proposal process. They will also provide updates on short-term UNDP funding as they come. The UNDP Report will be submitted later today.
- CSPPS and TAP will coordinate on the SDG16+ Community Meeting on September 8th.
- The Secretariat will finalize the draft documents presented at the SDG16+ Community meeting including the agenda and long-term strategy. Updates will be provided at the next call.

5. Review of TAP Partner Applications

Discussion:

We have had one application for TAP Partners, Mzalendo Trust in Kenya, who we would recommend for approval as a TAP Partner. You can find the application information from Mzalendo Trust here: <https://drive.google.com/file/d/1vqz8JcpB7YjY-dClxq7XQiWNWRJAyuTB/view?usp=sharing>

SDG Kenya Forum also recommended the application having worked with them on democracy issues in the past.

DECISIONS:

- The Steering Committee moved to approve Mzalendo Trust in Kenya as a TAP Partner.

6. AOB