

TAP Network Steering Committee 2022 - 2023

Meeting Decisions

28 September 2022

Present:

Ms. Cheri-Leigh Erasmus, Accountability Lab
Ms. Arelys Bellorini, World Vision
Mr. Tor Holdenfield, CIVICUS
Ms. Bridged Faida, Consolation East Africa
Mr. John Romano, TAP Secretariat
Ms. Alonna Despain, TAP Secretariat
Ms. Ellery Wong, TAP Secretariat

Chairing Meeting

Mr. Tor Holdenfield, CIVICUS

Next meeting

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

AGENDA:

1. Review of notes and decisions from last Steering Committee call (5 minutes)
2. Review of Revised "Halfway to 2030 Report" Concept Note and next steps (10 minutes)
3. Review of Agenda for October 2022 in-person Steering Committee meeting in Geneva and next steps (15 minutes)
4. Review of Revised TAP Membership Engagement Plan (15 minutes)
5. Partnership Updates (5 minutes)
6. Review of TAP Partner Applications (5 minutes)
7. AOB (5 minutes)

Background

1. Review of notes and decisions from last Steering Committee call (5 minutes)

The Steering Committee Approved the notes from the previous meeting.

2. Review of Revised "Halfway to 2030 Report" Concept Note and next steps (10 minutes)

The Secretariat finalized a draft, and moved forward with the consultant ToR. The consultant should take a lot of work off our plate. There is also a timeline at the bottom of the document to simplify things. The main breakdown is over the next few months we are just getting things in order, then drafting will be next year. One thing we've added here is putting together an advisory group for this report in order to guide the process along and provide feedback. We are currently thinking about hand selecting the advisory group so that we know we have colleagues with the most buy-in. But, if we were to put this to TAP membership it's a lot more inclusive and is another opportunity to engage the membership.

- Don't have the exact answer on coming up with the advisory group, but definitely hear concerns about the work. I think as long as between the SC and the Secretariat we come up with a representative pool it's okay and not frowned upon to create such a group ourselves. Should have a balance of geography and thematic coverage. This could also save time.
 - Including thematic and geographic networks can be a bit of a slippery slope- why are we including one over another?
 - Right now we have a handful of ideas of who those selectees could be- they're mostly global networks or initiatives around SDG16+.
 - We could also do a hybrid model of sorts- select some and then put it out to the membership for another 4 or 5 slots.
- I want it noted that we need to be thinking about whether there are other easier to digest outputs to come out of this, such as an infographic with key findings, or a podcast with key findings.
 - The Secretariat is planning to make this as accessible as possible. It won't be a PDF. It is intended to be a web platform similar to the SDG16+ Toolkit. This also means it's easier to translate.
- The members contributions and storytelling should be from their personal experiences and possibly personal obstacles The report should be very highly profiled

3. Review of Agenda for October 2022 in-person Steering Committee meeting in Geneva and next steps (15 minutes)

You can find a draft of the Agenda for the Geneva Steering Committee meeting in the google folder.

Key questions:

- Meeting with Swiss government contact
- Logistics and final planning
- Forthcoming documents for preparation for meeting
- Meetings with Geneva-based organizations on Thursday

Action Item	Timeline
Plan/coordinate travel and lodging in Geneva	ASAP
Brainstorm on options for overcoming language barrier and translation/interpretation of TAP comms and resources	ASAP; discussion to continue to October
TAP 2023-202? Strategic Plan Draft	Secretariat to share in September to provide time/discussion before October meeting
Regional Focal Point Strategy: <ul style="list-style-type: none"> - Objectives - Terms of Reference/Roles and Responsibilities - Regional coverage - Criteria/selection process - Budget/funding implications 	Secretariat to share in September to provide time/discussion before October meeting
Revised TAP Membership Engagement Strategy <ul style="list-style-type: none"> - Engagement/added-value objectives and approach for Members vs. Partners - Utilizing Regional Focal Points - Utilizing existing national civil society platforms - Improving INGO engagement 	Secretariat to share in September to provide time/discussion before October meeting
Drafting of Comms, outreach and advocacy strategy, also including: <ul style="list-style-type: none"> - Membership drive/expansion/geographic spread - Outline for sharing and learning/collaboration platforms - Calendar of opportunities 	Secretariat to share in September to provide time/discussion before October meeting
Drafting of 2023 Work Plan	Prepared in advance of October meeting
Drafting of 2023 Budget	Prepared in advance of October meeting
Drafting of Fundraising plan/background	Prepared in advance of October meeting
Consult with CSO networks on how to enhance TAP coordination around thematic issues	To be included in TAP Independent Evaluation

Think the first day is best spent discussing the strategic plan and existential questions. Will have BetterOrg colleagues join virtual and break down the report. Swiss colleague is

planning on coming to us rather than us going to Bern (big money-saver); suggesting that he come in at the beginning of the first day and hear the conversation with the evaluators. Directly after that we can meet with him as a steering committee and discuss the grant and objectives.

Day two would be working on the workplan and budget for next year. There is quite a bit to unpack, especially around 2023 mobilization.

Confirmed that we will use the CIVICUS office on the first day, and the World Vision Office on the second day. Think that we should aim for casual attire for the meeting- business casual at the most. We should be as comfortable as possible- no need to dress up.

- Want to reiterate the background work- it will possibly feel like a lot because it is so many documents. 2-days is not a lot of time, so we need to do everything we can to be prepared so the conversation will be more productive. We should all have these documents and come prepared with notes on them.

Next steps: The Secretariat will outline guiding questions for each of these agenda items and provide links to all relevant documents for your review. Steering committee will review the background materials provided.

Will follow up with World Vision and CIVICUS about meeting with other organizations or partners in Geneva on Thursday as we are no longer going to Bern.

4. Partnership updates (5 minutes)

a. Final 2021 Interim Report to Switzerland

You can find a final interim report for 2021 to Switzerland in the google folder.

Included the Swiss reports- not much to discuss, just wanted to highlight that these are the final narratives and financial reports for 2021. It's been a long process.

b. TAP Strategic Planning Consultation Call: Thursday, 29 September, 8:00 NY time

Wanted to mention that tomorrow we have scheduled a consultation call on the strategic plan for TAP. It'll be at 8 am NY time. If you want to join we invite you to do so if you're free. Otherwise, we will put together notes from this meeting and include it in an overall consultation report which will be a synthesis of the survey, this meeting, and any other discussions we have on strategic planning between now and Geneva.

5. Review of TAP Partner Applications (10 minutes)

- **The applicant organizations below have provided a complete application, a concrete commitment, and a demonstrated link to TAP's work.**
- Those with **positive** partner feedback have collaborated with current TAP Partners, or TAP Partners can attest to their work and credibility

- Applicants with **mixed** feedback had concerns raised by fellow TAP Partners, details can be found in the notes
- Finally, the Secretariat has researched and provided more information in the notes for those applicant organizations that TAP **Partners did not know, or did not receive feedback** despite multiple attempts

Organization	Secretariat Recommendation	Partner Feedback	Notes
(Removed to stay anonymous)	Accept	Pending	TAP Secretariat followed up but hasn't heard feedback yet. Will hopefully update at next meeting

6. AOB

Hope that you've seen the survey we put out on the strategic plan- it was our first attempt at translation. If you have feedback, please let us know. It was quite a bit of work to translate. If you have insights on how to do things differently please let us know that too.

A Secretariat member has accepted a new job. Will be transferring full-time to GNWP as the MENA Program Officer at the end of her TAP contract on November 30th.

Included in the Geneva meeting some one-on-one meetings/check ins between the steering committee and the Secretariat. It'll also be important to unpack the workload in Geneva and what is needed in terms of staffing.