

TAP Network Steering Committee 2022 - 2023

27 July 2022

Present:

- Mr. Peter van Sluijs, CSPPS**
- Ms. Cheri-Leigh Erasmus, Accountability Lab**
- Ms. Olabisi Mekwuye, Civil Society Coalition on Sustainable Development**
- Mr. Tor Holdenfield, CIVICUS**
- Ms. Bridged Faida, Consolation East Africa**
- Mr. John Romano, TAP Secretariat**
- Ms. Ellery Wong, TAP Secretariat**
- Ms. Alonna Despain, TAP Secretariat**

Chairing Meeting **Ms. Cheri-Leigh Erasmus, Accountability Lab**
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. Follow-up, timeline and next steps from HLPF in-person TAP Steering Committee Meeting (15 minutes)
3. Planning for October 2022 in-person Steering Committee meeting in Geneva (20 minutes)
4. Follow-up on planning for interpretation (10 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)

You can find the notes and decisions from the last call on 29 June 2022 in the google doc.

DECISIONS: The Steering Committee moved to approve the call notes from the Steering Committee call from 29 June 2022

2. Follow-up, debriefing, timeline and next steps from HLPF in-person TAP Steering Committee Meeting (20 minutes)

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 	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

Question for the Committee- do you feel it's necessary to send a summary or public-facing readout to the TAP membership? (Yes- good for transparency reasons. Perhaps just a few bullet points to show what we are working on)

In addition to the above, we did say we would immediately consult with some of the thematic CSO networks to see how they would envisage engagement with TAP. We've spoken to the independent evaluators and they said this was a good question to cover. They're putting together a focal group to have this conversation with them.

- Might want to revisit the sequencing of how we are considering these items

3. Planning for October 2022 in-person Steering Committee meeting in Geneva (20 minutes)

1. Confirming dates for the meeting - **25-27 October 2022**
2. Overview of agenda for meeting
 - a. Strategic planning (Day 1 morning)
 - i. Draft of Strategic Plan
 - ii. TAP Independent Evaluation
 - iii. **CONSULTATION ON 2023 STRATEGIC PLAN??**
 - b. Membership engagement (Day 1 afternoon)
 - i. Membership Engagement Plan
 - ii. Regional Focal Point outline
 - c. Work plan for 2023 (Day 2 morning)
 - i. Draft work plan for 2023
 - d. Budget for 2023 (Day 2 afternoon)
 - i. Budget Report
 - ii. Draft budget for 2023
 - e. Swiss donor visit/team-building?
3. Flights: ~\$6,800; Hotels: ~\$7,200
Estimated total cost: \$14,000

Budget breakdown for the meeting can be found [here](#)
(approximate costs are on page 1. Disregard sheet 2 and 3)

Agenda discussion:

- Think it would be a nice gesture to have at least some of us visit Bern on the third day
- Two days is enough for our individual meetings

Process on the strategic plan. We have a lot of existing resources and documents. Do we need to do a consultation with membership?:

- It must be inclusive. Perhaps once we have a draft put it out for feedback.
- Should make sure that the consultation is simple and that we don't repeat what has been done.
- Organize as a brainstorming or a brain dump.
- Need to make sure we don't ask too general of a question, we want specific feedback.
- A little concerned about survey fatigue

Agenda:

- Might be good to have some discussion around the UN and human rights system while in Geneva.

CIVICUS can provide conference space

Accommodation- John Knox Center is a campus of sorts and I'll send to you as a place to stay option to consider

Follow Up- we'll be in touch for planning. Be on the lookout for emails despite the holiday time period as we are trying to confirm things as soon as possible.

4. Follow-up on planning for interpretation (10 minutes)

You can find an initial breakdown/analysis of potential follow-up/strategy for translation of TAP communications:

https://docs.google.com/document/d/1FhNPmVh0Yb_wgadTLEbDfVExfVsdYHwFNMJt_wRcS9DE/edit?usp=sharing

Translation can be a burden and an extremely large expense. There are initial outlines here as to what we can think about, and different options for what we want to pursue based on cost, what we can do now, what would be more long term.

- Think it starts with a question of what the TAP Network wants to be and we want to be a network that works across regions and languages. If we think it is a multilingual network then it comes with a next step.
- Communication is key for better engagement
- Things can be developed more in advance of our October meeting
- What promise are we making to our members? We should commit to some pattern of translation and stick to it.

Next steps: start with the low-hanging fruit, immediate and free actions.

5. Partnership updates (5 minutes)

No real partnership updates

6. 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

#	Organizations	COUNTRY	PARTNER FEEDBACK	Secretariat Recommendation	Notes
1	Belarusian Helsinki Committee	Belarus	Positive	Accept	TAP Secretariat met with the organization during HLPF
2	Association for	Nigeria	Positive	Accept	It was one of the leading organizations that

Childhood Education Practitioners				CSCSD trained on SDG16+ and eventually as a follow up organized a step down training in Lagos Nigeria
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Currently awaiting feedback on the following applications