

TAP Network Steering Committee

Meeting Decisions

12 April 2019

Present: Ms. Coco Lammers, Namati
Mr. Louis Busingye, HRFRA
Ms. Jyotsna Singh, ADA
Mr. Rukshana Nanayakkara, Transparency International
Mr. John Romano, TAP Secretariat
Ms. Elle Sweeney, TAP Secretariat

Not Present: Ms. Florence Syevuo, SDG Kenya Forum
Mr. Zia Ur-Rehman, ADA

Next meeting: 26 April 2019

Chairing Meeting: Ms. Coco Lammers, Namati

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

Agenda Items:

1. **Review and approval of last Steering Committee call notes**

Decision: Approval was taken by the Steering Committee of the Decisions and Notes from TAP Network Steering Committee Call on 12 April 2019.

2. **Partnership Updates**

- a. Update on launch of SDG Accountability Handbook
- i. Speakers for SDG Accountability Handbook webinar

Discussion: The TAP Coordinator provided an overview of the Secretariat's plans for the launch of the SDG Accountability Handbook, including its online launch through the upcoming webinar. Steering Committee settled on a date for the webinar, which will take place on Tuesday, May 14th. **The Secretariat will determine the agenda and speakers for the webinar and work with Namati execute the webinar over the couple of next weeks.**

The TAP Coordinator noted that the print version of the Handbook is completed, with the exception of the Special Message from Amina Mohammed. The online version of the Handbook is still being completed by the designer and is set to be finished on May 1st in advance of the online webinar.

Follow-up: The Secretariat to determine the agenda and speakers for the webinar and work with Namati execute the webinar over the couple of next weeks.

b. MoU on National workshops with CSPPS

Discussion: The TAP Coordinator noted that a MoU has been created for the national workshops for TAP's partnership with CSPPS. The Steering Committee members to provide comments and/or edits to this MoU as soon as possible, by next week, so that this contract can be finalized.

Follow-up: The Steering Committee members to provide comments and/or edits to this MoU as soon as possible, by next week, so that this contract can be finalized.

c. New project management tools for TAP Secretariat

Discussion: The TAP Coordinator provided an overview of the Secretariat's new project management tool, which the TAP Secretariat will be using going forward. It was noted that this tool will allow the Steering Committee to see the Secretariat's work in real-time.

3. Update on HLPF Planning

Discussion: The TAP Coordinator noted that ample space has been booked at the Church Center and other venues during the week of the HLPF. Depending on the needs of the Network for our own events, there may be opportunities to offer any left-over space to our Partners looking to host their own independent events at the HLPF.

1. Rome SDG16 Conference Updates

Discussion: The TAP Coordinator noted that UNDESA has launched their application portal for the conference. In addition, TAP has launched our own application process so that we can help identify partners who should be specifically recommended to UNDESA as participants and/or speakers for the event.

The Secretariat is planning a civil society day in Rome on the Sunday prior to the Rome conference so that we can coordinate inputs from civil society for the SDG16 Conference as well as the HLPF. **The Coordinator requested that the Steering Committee fill out the**

registration forms so that we can push UNDESA to support the travel of our members to this conference.

Finally, the TAP Coordinator noted that there will likely be an in-person Steering Committee meeting in Rome (1-2 days) after the conference, depending on the availability of all Steering Committee members to attend. More details to come.

Follow-up: Steering Committee to fill out the two registration forms for the SDG16 Conference in Rome by April 1.

1. SDG Learning Session Proposal

Discussion: The TAP Coordinator noted that he has submitted application for a SDG Learning Session at the HLPF and will update the Steering Committee on its status at during their next call.

1. HLPF Exhibition Application

Discussion: The TAP Coordinator noted that he has also submitted application for an HLPF Exhibition space to showcase the SDG Accountability Handbook—and for TAP’s work more broadly—and will update the Steering Committee on its status at during their next call.

1. Budget for Swiss Grant on SDG16+ Storytelling

Discussion: The TAP Coordination noted that TAP will need to put together a budget for Swiss grant around the storytelling campaign and event, which it is managing on behalf of the three lead partners organizing the initiative. These funds will be used to help fund the travel of the storytellers to NYC for the HLPF.

It was requested by the Steering Committee that Partner organizations from the Global South be prioritized for traveling funding to and showcasing at the HLPFs in NYC.

1. TAP Coordination Call - 10 April 2019

Discussion: The TAP Coordinator noted that it will be hosting its next Coordination Call on the 10th of April. Details and calendar invite will be sent around the Network on Monday. The Steering Committee Co-chairs will again chair and provide updates at this call.

4. Review of TAP Network Partnership Applications

Discussion: The TAP Coordinator reviewed the most recent partner applications.

Decisions: It was decided and agreed that both applications would be approved

5. AOB

Discussion: Rukshana Nanayakkara informed the Steering Committee that he is stepping down from his role at Transparency International at the end of this month and will therefore need to also give-up his seat on the TAP Steering Committee. As such, the Steering Committee decided and agreed on the following plan to fill this open seat on the TAP Steering Committee:

- Send an email to management at TI asap with a request for input on whether they would like to stay on the Steering Committee and suggest a person to fill the role. Deadline to respond April 26.
- If TI's does not respond promptly or positively, we will ask runner-up from the Global North - Saferworld - if they would like to take on the Steering Committee role for remainder of the year. Deadline to respond May 9.
- If Saferworld does not respond promptly or positively, we will determine as a Steering Committee if we should pursue one of the following options: 1) open up the application/nomination process for the seat from Global North organizations or 2) leave the seat open until the next elections. Take decision on May 10.