TAP Network Steering Committee

Meeting Decisions

26 April 2019

Present:	**Ms. Coco Lammers, Namati**
	Ms. Florence Syevuo, SDG Kenya Forum
	Ms. Jyotsna Singh, ADA
	Mr. Rukshana Nanayakkara, Transparency International
	Mr. Louis Busingye, HRFRA
	Mr. John Romano, TAP Secretariat
	Ms. Elle Sweeney, TAP Secretariat
Not Present:	**Mr. Zia Ur-Rehman, ADA**
Next meeting:	10 May 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: Request to add bullet points regarding the discussion surrounding TI. Otherwise, approval was taken by the Steering Committee of the Decisions and Notes from TAP Network Steering Committee Call on 29 April 2019.

2. **Update on Transparency International and the TAP Steering Committee**

Discussion: The TAP Steering Committee Co-chair for the Glboal North provided an update regarding Transparency International (TI) and our request for their organization to nominate a new representative to serve on TAP's Steering Committee to replace Rukshana who is moving on from the organization at the end of this month. TI has not responded to the Steering Committee's correspondence, and the given deadline for nomination has passed, so **it was**

decided and agreed that the Steering Committee would move forward with its plan to reach out to Saferworld, who was the runner-up in the last Steering Committee election, to see if their organization would be interested in nominating a representative in place of TI's previous representative. The Steering Committee Co-Chair from the Global North agreed to draft and send an email to Saferworld this week in order to make an official request, and the TAP Coordinator will speak with Jordan Street in -person as well next week while he is in town for work in New York. **It was also decided and agreed that the Steering Committee would follow-up with TI after speaking with Saferworld to let them know that TAP will be moving forward with pursuing another organization.**

Decisions:
- The Steering Committee agreed move forward with its plan to reach out to Saferworld, who was the runner-up in the last Steering Committee election, to see if their organization would be interested in nominating a representative in place of TI's previous representative.
- The Steering Committee also agreed to follow-up with TI after speaking with Saferworld to let them know that TAP will be moving forward with pursuing another organization.

Follow-up:
- The Steering Committee Co-Chair from the Global North to draft and send an email to Saferworld this week in order to make an official request
- The TAP Coordinator to speak with Jordan Street in -person as well next week while he is in town for work in New York.
- The Steering Committee to follow-up with TI after speaking with Saferworld to let them know that TAP will be moving forward with pursuing another organization.

3. **Partnerships updates (20 minutes)**
    a. Review of SDG Accountability Handbook website

Discussion: The TAP Coordinator provided an update on the design of TAP's website for the online version of the SDG Accountability Handbook and provided the link to the Steering Committee members to review progress on this work. Two suggestions were made for the website: First, it was suggested that link to the official TAP Network website be added somewhere at the top of the home page for the SDG Accountability Handbook web page. Secondly, it was also suggested that additional social media links be added to the bottom of the home page, perhaps linking to the hashtag: #SDGAccountability.

The TAP Coordinator noted that the website is set to be completed on May 1st.

Follow-up: The TAP Coordinator to provide these suggested edits to the graphic designer to be incorporated into the site.

    b. Digital webinar launch of SDG Accountability Handbook

Discussion: The TAP Coordinator provided an overview of the launch plans for the Handbook.

The SDGAccountability.org site is set to be completed by our designer by Wednesday, May 1, of next week and the Secretariat aims to officially launch the print and digital Handbooks on Tuesday, May 7 (as suggested by the TAP Steering Committee given good "open rates' on this day of the week).

In terms of official launch events, the webinar online launch will take place on Tuesday, May 14th at 10am (hosted on Namati's webinar platform), and then we will have additional in-person launch events in the months and weeks leading up to the HLPF--specifically at the Partners for Review Meeting in Oaxaca at the end of May, at the UN Headquarters--hopefully in partnership with the DSG's office, as Amina Mohammed has now officially confirmed her commitment to penning a special message--sometime in June, and finally during the HLPF in July (tentatively on Monday, July 15th at 10am at the Church Center). The Secretariat will also look to coordinate some regional launches potentially, as suggested by the Steering Committee, but staffing/funding constraints may mean these might have to be limited to just online platforms.

    c.   New project management tools for TAP Secretariat

Discussion: The TAP Coordinator noted that the Secretariat will be adding the Steering Committee members to its project management tool so they can be updated on work progress in real-time. Email notifications for this program will be sent following this call.

4. Update on HLPF Planning

    a.   Rome SDG16 Conference Updates

Discussion: UNDESA has now sent invites for the Rome Conference to civil society partners who registered through their official portal as "self-funded". Unfortunately, UNDESA notified TAP that it will only have funding for civil society representatives serving on panels during the conference and will therefore not be able to fund the travel of general civil society participants.

It was noted that Coco was registered as self-funded but has not received an official invitation from UNDESA at this point. **The TAP Coordinator will follow-up with UNDESA to confirm Coco's participation.**

The TAP COoridnator provided an overview of the events TAP will be leading in Rome, including the Civil Society Day on the Sunday prior and the national capcity development workshop on the third and final day of the conference.

TAP is working with WFUNA on behalf of 16+ Forum to the plan and co-lead the national capacity development session during the conference. A proposal including an agenda and proposed speakers has been created and sent to UNDESA for approval this week. Included in that proposal is requests for all three of TAP's Steering Committee members from the Global South to serve as panelists during this session, so as to address the issue of travel funding for the conference and to allow for TAP to be well-represented during the week of events. Approval of panelists is up to UNDESA and the TAP Coordinator will keep the Steering Committee updated on the agency's decision regarding speakers once word is received.

Logistics and planning for Civil Society Day is nearly completed. The event is set to take place on Sunday, May 26th at 1pm and will be co-hosted with IDLO and the Italian Government at the IDLO office in Rome. A preliminary agenda has been created, with the block of the time during the half-day event currently dedicated to creating a civil society statement to be presented at the conference and its key points then included in the outputs document from the official gathering. The TAP Coordinator is awaiting approval from UNDESA and IDLO for this statement to Creating a program, which will include a notice that we will be putting together a joint civil society statement to be read-out at the conference sometime during the first day sessions. The agenda for the Civil Society Day will be adjusted if need be should the statement not be approved for an official read-out during the conference events.

b. Mapping of TAP side-events at HLPF

Discussion: The TAP Coordinator noted that a preliminary calendar of TAP events, and other SDG16+ events, during the HLPF has been put together. This calendar was shared with the Steering Committee and will be updated on a regular basis leading up to July.

c. Updates on TAP preparation for HLPF

Discussion: The TAP Coordinator provided new updates regarding the Secretariat's preparations for the HLPF, including updates on its recent decisions on new outputs to be created for before, during, and after the HLPF—specifically the development of a synthesized report for "Empowering Civil Society", which will be created alongside ADA, Forus, and other key partners.

The TAP Coordinators provided updates regarding the Voices of SDG16+ campaign. The campaign has successfully launched, and a number of partners have joined the initiative in recent weeks. Efforts going forward will now be focused on collecting videos for the event to be showcased during the HLPF and beyond. TAP is also leading the management the large Swiss grant for the campaign, and the TAP Coordinator noted that this will require significant administrative staff time from the Secretariat given the work related to processing the funds, drafting and confirming MoUs, and then coordinating payouts/reimbursements travel for video winners who will attend the HLPF in-person in July.

The TAP Coordinator next provided an updated regarding the "Empowering Civil Society" report, which will be created with ADA, Forus and other key partners in the SDG 16 space. This report was originally envisoned to be exclusively on SDG16 Spotlight reporting but the focus has shifted a bit in order to roll a number of these organization's various workstreams, including specifically Forus and ADA's work to gather national case studies, into one large, comprehensive report for Goal 16. Broadly, the theme of the report will be on empowering civil society, but the bulk of its content (about half of the 30-40 pages) will remain focused on spotlight reporting analysis. The second large chunk will then be on national case studies, looking at challenges and gaps and opportunities in this space going forward. TAP plans to include specific chapters in this section to highlight civil society commitments and to also touch on the key topics explored in our separate national capacity building paper, which TAP is creating in advance of its national capacity development session at the Rome conference. The "Empowering Civil Society" report will conclude with a final section on policy recommendations.

It was noted by the Steering Committee that, although this synethsized, comprehensive report has the potential to be really impactful, the TAP Secretariat should make sure that TAP's discussion of civil society commitments in not lost in this large document and receives ample attention, given the important of this workstream to TAP's overall strategic plans this year.

It was also noted Namati and other partners have been increasingly pushing governments to make their own commitments to SDG16 alongside civil society, and that it is rumored that governments will likely agree to make official commitments around the SDG Summit. UNDESA is also rumored to be looking to re-amplify the use of its partnerships platform to showcase multi-stakeholder commitments leading up to, during, and after the HLPF. It was thus suggested that the civil society commitments portion of this larger report be linked in some way to these efforts in the lead up to the HLPF and SDG Summit.

The Steering Committee suggested that the Secretariat start putting together collective messaging for the HLPF to share with our Network and the broader civil society community, specifically with regard to civil society commitments and other TAP advocacy priorities for the year.

It was decided and agreed that we would add a discussion point on collective HLPF messaging to the agenda for the next Steering Commitment call, as well as an agenda point to discuss the Donor Forum for TAP during the HLPF.

Decisions: It was decided and agreed that we would add a discussion points on 1) collective HLPF messaging and 2) the Donor Forum to the agenda for the next Steering Commitment call.

5. **Review of TAP Network Partner Applications**

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

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

6. AOB

Discussion: The Steering Committee noted that it has received feedback from the TAP Coordinator regarding his performance evaluation from last year. The next steps for this process will be for the Coordinator to review and approve the comments he received from the Steering Committee and then to pass along all feedback to Proteus for processing.

It was also decided that the TAP Network membership will be notified about the change in the Steering Committee seat with Rukshana's departure once the seat is filled by a new organization.

Finally, it was agreed that Rukshana will send a departure note to the TAP Network membership following this announcement of the new Steering Committee member.

Decisions:
- It was also decided that the TAP Network membership will be notified about the change in the Steering Committee seat with Rukshana's departure once the seat is filled by a new organization.
- Finally, it was agreed that Rukshana will send a departure note to the TAP Network membership following this announcement of the new Steering Committee member.

Follow-Up:
- The TAP Coordinator to review and approve the comments he received from the Steering Committee regarding his performance evaluation and then for the Steering Committee to pass along all feedback to Proteus for processing.
- The Steering Committee to notify the TAP Network membership about the change in the Steering Committee seat with Rukshana's departure once the seat is filled by a new organization.
- Rukshana to send a departure note to the TAP Network membership following the official announcement of the new Steering Committee member.