

TAP Network Steering Committee 2022 - 2023

Meeting Decisions

4 May 2022

Present:

- Mr. Peter van Sluijs, CSPPS**
- Ms. Cheri-Leigh Erasmus, Accountability Lab**
- Ms. Arelys Bellorini, World Vision**
- 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. Claudia Villalona, TAP Secretariat**
- Ms. Ellery Wong, TAP Secretariat**

Chairing Meeting **Ms. Cheri-Leigh Erasmus, Accountability Lab**

Next meeting 18 May 2022

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

Agenda Items:

1. Review of notes and decisions from last Steering Committee call (5 minutes)
2. Review of TAP Membership Engagement Documents and next steps (25 minutes)
 - a. Draft of Membership Engagement Plan
 - b. Draft Membership Consultation Survey
 - c. Draft of Terms of Reference for Independent Evaluation Consultant
3. Discussion on next steps for second round of TAP Innovation Fund (10 minutes)
4. Discussion on planning for 2022 HLPF (10 minutes)
5. Partnership Updates (10 minutes)
 - a. Debrief from Rome Conference
 - b. Next steps in hiring for TAP Advocacy Fellowship
 - c. TAP Network office space
6. Review of TAP Partner Applications (10 minutes)
7. AOB (5 minutes)

1. Review and Approval of last Steering Committee Call Notes

Discussion:

You can find the notes from the last Steering Committee call on 16 February 2022 here:

[Steering Committee Planning Meeting #1 - 22 March 2022](#)

[Steering Committee Planning Meeting #2 - 25 March 2022](#)

DECISIONS: The Steering Committee moved to approve the call notes from the Steering Committee planning calls in late March, as well as the Membership Engagement discussion (approved over email)

- 2. Review of TAP Membership Engagement Documents and next steps**
 - a. Draft of Membership Engagement Plan**
 - b. Draft Membership Consultation Survey**
 - c. Draft of Terms of Reference for Independent Evaluation Consultant**

Discussion:

The Coordinator began the discussion on the follow up from the previous membership engagement discussion. They introduced the Membership Engagement overview document which summarizes the recommendations/next steps based on the discussion and feedback from the committee:

Summary of recommendations:

- Draft a Membership Engagement Consultation Survey to take stock of the needs of the membership and
- Tabling working groups and other engagement opportunities until feedback is collected and results are reviewed to see where the interest is
- Draft independent Evaluation Consultant as an external review and audit of TAP's work
- Explore other Partner/CSO network work and link to TAPs to address duplicate work and further synergetic initiatives
- Initiate conversations with other similar CSO Networks
- Continue with story telling efforts
- Explore brown bag and learning engagement opportunities (possibly with other partners/CSO networks)

Will the independent evaluator survey the membership? It is important not to duplicate the same work in this sense. The survey will focus specifically on membership engagement, while the independent evaluation will be a broader umbrella of TAP's operations and methods of work. The results of the survey can shape the independent evaluation.

The Secretariat asked the committee for feedback and comments on the documents as well as the timeline for next steps. It was underscored that the survey needs to be drafted keeping in mind ease of response and quality of feedback: the shorter/more concise questions the better. It was suggested to combine some of the questions to shorten the length.

Overall requirement from our donors. Two main objectives for the independent evaluation: from 2020 on since the start of the Strategic Plan to provide concrete recommendations based on the analysis of the report. The Steering Committee suggested that the Secretariat review quotes from others - also to see what various companies come up with in terms of proposals and scope of work envisaged.

Next Steps

- **Consultation survey to be finalized based on the comments and feedback from the Steering Committee (draft open for the next few days) to be translated and shared with the membership within the next week or so.**
- **Engagement overview document is open for review/comments from the SC, but will remain open as a working document**

- **Concurrently, reach out to organizations or consultants to conduct the independent evaluation as a follow up from HLPF (in terms of timeline)**

3. Discussion on next steps for second round of TAP Innovation Fund

Discussion:

The deadline for the second round of the innovation fund is coming up on Monday May 16th. The Secretariat solicited next steps on how they would like to approach review this time around, to which the Committee opted for a hands-off secretariat led, transparent decision-making process.

Next Steps

- **The Secretariat will review the proposals based on the criteria developed for the first round. They will review and score using the previous rubric and provide recommendations for funding options at the next Steering Committee call**

4. Discussion on planning for 2022 HLPF

Discussion

The Secretariat solicited feedback on the approach for this year's HLPF, especially given that SDG16 will not be under review. They also introduced the idea of hosting an inperson Steering Committee meeting during HLPF. Members were open to the idea, and both questions would be discussed further during the next SC call

Next Steps

- **The Secretariat will draft a tentative HLPF planning document with suggested overview of strategy, outreach, events, etc.**

5. Partnership Updates

- a. **Debrief from Rome Conference**
- b. **Next steps in hiring for TAP Advocacy Fellowship**
- c. **TAP Network office space**

Discussion

6. Review of TAP Partner Applications

- *Discussion & decisions to be taken over email*

You can find the information from all of the organizations that have applied to become TAP Network Partners in the last two weeks:

7. AOB (5 minutes)