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

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Timeline</th>
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<tr>
<td>Plan/coordinate travel and lodging in Geneva</td>
<td>ASAP</td>
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<tr>
<td>Brainstorm on options for overcoming language barrier and translation/interpretation of TAP comms and resources</td>
<td>ASAP; discussion to continue to October</td>
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<td>TAP 2023-2027 Strategic Plan Draft?</td>
<td>Secretariat to share in September to provide time/discussion before October meeting</td>
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<td>Regional Focal Point Strategy:</td>
<td>Secretariat to share in September to provide time/discussion before October meeting</td>
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<tr>
<td>- Objectives</td>
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<td>- Terms of Reference/ Roles and Responsibilities</td>
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<tr>
<td>- Regional coverage</td>
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<td>- Criteria/ selection process</td>
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<td>- Budget/ funding implications</td>
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<tr>
<td>Revised TAP Membership Engagement Strategy</td>
<td>Secretariat to share in September to provide time/discussion before October meeting</td>
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<td>- Engagement/ added-value objectives and approach for Members vs. Partners</td>
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<tr>
<td>- Utilizing Regional Focal Points</td>
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<td>- Utilizing existing national civil society platforms</td>
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<td>- Improving INGO engagement</td>
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<td>Drafting of Comms, outreach and advocacy strategy, also including:</td>
<td>Secretariat to share in September to provide time/discussion before October meeting</td>
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<tr>
<td>- Membership drive/ expansion/ geographic spread</td>
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<td>- Outline for sharing and learning/ collaboration platforms</td>
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<td>Drafting of 2023 Work Plan</td>
<td>Prepared in advance of October meeting</td>
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<td>Drafting of 2023 Budget</td>
<td>Prepared in advance of October meeting</td>
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<tr>
<td>Drafting of Fundraising plan/ background</td>
<td>Prepared in advance of October meeting</td>
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<td>Consult with CSO networks on how to enhance TAP coordination around thematic issues</td>
<td>To be included in TAP Independent Evaluation</td>
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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_wgadTLEbDfVEfxVsdYHwFNMJtwRcS9DE/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

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<tr>
<th>#</th>
<th>Organizations</th>
<th>COUNTRY</th>
<th>PARTNER FEEDBACK</th>
<th>Secretariat Recommendation</th>
<th>Notes</th>
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<tbody>
<tr>
<td>1</td>
<td>Belarusian Helsinki Committee</td>
<td>Belarus</td>
<td>Positive</td>
<td>Accept</td>
<td>TAP Secretariat met with the organization during HLPF</td>
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<tr>
<td>2</td>
<td>Association for Nigeria</td>
<td>Positive</td>
<td>Accept</td>
<td>It was one of the leading organizations that</td>
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<td>Childhood Education Practitioners</td>
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<td>CSCSD trained on SDG16+ and eventually as a follow up organized a step down training in Lagos Nigeria</td>
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Currently awaiting feedback on the following applications