

Attending (In-person): Henry Asor (Nigeria, GB Chair); Thea Schepers (Netherlands, GB Vice-Chair); Pelle Aardema (Openworks, Technical Lead); Annelise Parr (UNDP / IATI Secretariat Coordinator); Wendy Thomas (Development Initiatives / IATI Technical Lead); Simona Durcova (UNOPS / IATI Secretariat); Cody Wallace (UNDP / IATI Secretariat, note-taker, logistical support). **Attending (remotely):** Joseph Barnes (UNICEF); Winnie Kamau (Association of Freelance Journalists); Innocent Mugabe (Government of Rwanda); Charlie Ngounou (AfroLeadership); Faiza Effendi (UNDP / IATI Secretariat Principal); Katrin Lichtenberg (UNOPS / IATI Secretariat Principal); Claudia Wells (DI / IATI Secretariat Principal).

Opening / Q3 Implementation Update

The opening session set out that the two-day meeting was designed for Board members to discuss urgent governance-related matters, including preparing for the transition period and to identify new hosts for the initiative in 2023. Several of the sessions were intended to identify strategic priorities for the transition work plan, and determine adjustments foreseeable in 2023, including financial considerations in light of the discussions.

The Secretariat provided a paper describing the status of implementation and budget in Q3 across different workstreams, and presented each activity area along with anticipated results towards achieving the Strategic Plan 2020-25, highlighting flagship projects for 2022. The Board commended the significant delivery rate by the Secretariat against the backdrop of transition, remarking specifically on the successful delivery of partner country and regional workshops and upcoming Asia-Pacific workshop, as well as the work towards the rollout of the new Publishing Tool and progress in achieving improved satisfaction ratings via the Helpdesk. Further information was requested on the engagement outcomes resulting from these workshops (such as Connect enrollment or requests for membership). The Board agreed that IATI's technical estate, overall, should continue to move towards a single view of IATI data and single official IATI Datastore, though no immediate action was requested in this regard.

UNOPS recalled the changes in the [September budget revision](#) of 2022, which were approved through written procedure Annex 3. In addition, the [November revision](#) of the 2022 budget includes the shift of funds for PWYF between Secretariat entities (from UNOPS to DI). The same revision was made for the [transition budget 2023](#). Both revisions were approved by the GB. November revision of the 2022 budget

The following action points were agreed:

Action point:

- *Upload to the IATI website the following approved budget revisions:*
 - [September 2022 revision of the budget \(2nd revision\)](#)
 - [November 2022 budget revision \(3rd revision\)](#)
 - [Transitional 2023 budget with explanatory cover sheet](#)
- *Secretariat to track how workshop participants are engaging with IATI after events.*
- *IATI should work in the long term towards having a single supported Datastore.*

Planning for the transition

Joined by Secretariat Principals for the sessions dedicated to transition planning, the Secretariat updated the Board that the recruitment process for the Transition Manager is finalised, and is expected to start on 15 November. The Transition Manager will report directly to the Board and support the current consortium members during the transition to the new hosts in 2023.

In the subsequent discussion on transition planning, the Board confirmed it would be the task of the Transition Manager to flesh out a detailed 2023 transition work plan and budget for the Secretariat as a whole, reflecting the different implications for Secretariat entities' planning, depending on the identity of the new host. The Board noted that the implications of "keeping the lights on" through an extended transition period means critical work towards achieving the 2025 Strategic Plan may be at risk of delay. Several immediate risks were identified potentially impacting business continuity, including implications if the contracts of third party suppliers could not be extended beyond the current Secretariat consortium mandate, and potential staff attrition due to future employment uncertainty, and potential impact of both of these risks on delivering activities agreed in the transition work plan. The subsequent discussion brought to light the distinction between the Board's agreement to extend the 2023 'transition period' vs. extending the June 30 2023 activity end date for current hosts. The Board agreed to extend the 'Transitional arrangements' work plan and budget until the end of 2023. Should there be any delays in the identification and selection of new hosts, the Board further agreed to alert the current hosts by February 2023 on whether there would need to be an extension of current hosting entities, to mitigate the risk of staff attrition and minimise impact on delivery. The Board committed to make more proactive use of the Risk Register and Conflict of Interest Register to identify and mitigate risks throughout the transition, and to keep members apprised.

Recognising the risk of a lapse in income flow given that transition has already been delayed, the Board agreed in principle for UNOPS to proceed with the collection of membership contributions for 2023 from those members wishing to make their payments early. This action would need approval by members through formal written procedure.

Publish What You Fund: The Board considered the outcome of written procedure in relation to the 2023 budget which contained a proposal to provide funding support to the PWYF for delivery of the 2024 Aid Transparency Index. Two members had expressed reluctance for IATI to provide this funding, noting it went beyond the 'keeping the lights on' approach for transition. In reviewing the risks to IATI and to the open data community if the Aid Transparency Index (ATI) were discontinued, Board members agreed formally to approve funding to PWYF for a two year period on an exceptional one-time basis. The agreement will be based on key milestones and deliverables, including an analysis by PWYF on the feasibility of applying automation features from the ATI to more IATI publishers. The following actions were agreed:

Action points:

- *Secretariat to prepare a message for members seeking authorisation through written procedure for UNOPS to initiate collection of 2023 membership contributions.*
- *Secretariat to make arrangements to extend contractual arrangements with vendors following their regular cycles, with the understanding that during 2023 management of the contracts would shift to new hosts.*
- *The Board will advise current hosts by February 2023 of any need for further extension of current hosting arrangements.*
- *Secretariat to make arrangements for transfer of funding in three tranches based on key milestones, the first of which should be an analysis from PWYF on the possibility of applying ATI automation features for more IATI publishers.*

Membership and contribution

The Board reviewed outstanding action points from earlier MAs and quarterly Board meetings. Among these they focused on the matter of outstanding membership payments, especially with respect to voting rights and eligibility. The Secretariat provided an overview of the membership contribution status, indicating which organisations were in ‘good standing’ for the purpose of voting on key matters of governance. The Board and Secretariat agreed to prioritise direct bilateral engagements with organisations to collect outstanding membership contributions or determine whether waivers can be applied, and that unambiguous communications should then be provided to member organisations notifying them in advance of the Members’ Assembly of whether their organisation is in good standing and eligible to take part in governance voting. The following actions were agreed:

Action points:

- *The Board and Secretariat will initiate bilateral engagements with organisations to collect outstanding membership contributions and/or request for waiver.*
- *After these bilateral engagements are concluded, communications to be circulated to members confirming who is in good standing in advance of the MA, to ensure rigour in voting procedures.*

Day 2**IATI hosting arrangement and bid process**

During this second session on transition planning, the Board provided an update on the process to secure new hosting arrangements. The Board briefed on the schedule for the bidding and selection process, noting that the Board and sub-group of the Institutional Working Group (IWG) are in the process of compiling a list of potential suppliers to approach. The Board and IWG will aim to host a bidder’s call in early December 2022, in which interested organisations can seek clarifications from the Board/IWG.

The Board and IWG are also developing the minimum requirements criteria for longlisting and selection criteria for shortlisting, based on the published ToRs and taking into account discussions of the 2021 IWG and April 2022 evaluation panel. To ensure transparency in the bid and selection process, the Board agreed to share with the community the selection criteria and

the list of potential hosts to be approached. The Board requested additional communications support from the Secretariat to ensure timely updates are provided to the community on the IATI hosting bid process. The Board reiterated its commitment to ensuring the delivery of the bid process and outcome is on-track to be delivered by the Members' Assembly (13-16 March 2023), including through recruitment of a Process Manager, which is underway. The following actions were agreed:

Action points:

- *The Board will share with the community the list of requirements (Qualitative/Quantitative criteria), and the list of potential suppliers.*
- *The Secretariat will support communications on hosting to ensure timely updates are provided to the community on the IATI hosting arrangement and bid process.*
- *Board to add to the risk register implications if new hosts are not identified by the MA.*

Planning for the Members' Assembly (MA) and community event.

The next MA will be held in UN City, Copenhagen on March 13-14, 2023 followed by workshops and community events on 15-16, and the session began with a strategic discussion on priority topics for this first 'in-person' MA since 2019. While the main item(s) for the MA should be focused on identifying new hosts and on transition arrangements, strong efforts should be made to reinvigorate the IATI Community through this event, recognising that many new members or focal points have never attended an IATI event. The outline for planning purposes is as follows:

- **Day 1 Monday 13** - Board briefing on selection and process; caucus meetings and social evening;
- **Day 2 Tuesday 14** - Formal MA meeting focused on governance matters including selection of hosts and transition discussions;
- **Days 3 and 4 Wednesday & Thursday 15-16**, Community event and Workshop for data users and publishers.

A 'Pre-Caucus' Board session is planned for Day One (March 13) to introduce/welcome new community members. During this session the Board will set the stage for the following day's selection of new hosts and provide any clarifications to inform the constituency caucus discussions. Day 1 may also be an opportunity to provide Secretariat briefings to highlight accomplishments/progress/results of the initiative since the last MA.

Eligibility to Vote: Board members reiterated the importance of notifying members in advance on whether they are in good standing and are eligible to vote on the hosting recommendation. The Board requested the Secretariat to provide a proposal for voting to accommodate hybrid participation of members joining the MA remotely. The following actions were agreed:

Action points:

- *The Secretariat will provide a proposal for a mechanism for voting to accommodate hybrid participation of eligible members attending the MA remotely.*
- *The Secretariat will prepare a draft agenda for the MA/Community Day(s) for the Board's review.*

New Working Groups

The Board discussed the need for three permanent working groups: a Technical Working Group, a Data Publishing Working Group, and a revival of the Data Use Working Group. Care must be taken to ensure that COPs and WGs retain their distinctive features and avoid overlap. However, the GB has the need for formal working groups, which - other than COPs - have a role in the governance structure and advise the Board on request and on its own initiative. The Board also acknowledges the clear request from the last MA for such groups and agrees that the community needs to be able to give input other than through informal COPs. The Board agrees, that as per the SOP, these Working Groups need clear ToRs and mandates to avoid problems that have arisen in the past.

The Board decided to invite members' interest in joining the three Working Groups: Technical Working Group, Data Use Working Group, and the Data Publishing Working Group. They are intended to be permanent, depending on sufficient levels of participation by members, and relevant topics to be discussed. However, the SoP currently states that Working Groups are temporary in nature. We will therefore propose a change in the SOP to make Permanent Working Groups possible.

The WGs are intended to meet on a regular basis and advise the Board. Each WG will need a clear mandate and scope for providing advice to the GB. The Board will review and agree to these initial topics as soon as possible. If support from the Secretariat is needed for the Working Groups, a request will go through the Board. It is our goal to have the Working Groups up and running before the MA in March.

Action points:

- *The Board focal points will determine initial mandates for the groups as soon as possible.*
- *The Secretariat will post invitations for the Working Groups after the mandates are decided on.*

The Board did not yet confirm a date for the next quarterly meeting (based on the regular quarterly cycle, tentatively proposed for February 16 and/or 17th).