

**Attending (Virtually):** Henry Asor (Nigeria, GB Chair); Thea Schepers (Netherlands, GB Vice-Chair); Joseph Barnes (UNICEF); Winnie Kamau (Association of Freelance Journalists); Innocent Mugabe (Government of Rwanda); Charlie Ngounou (AfroLeadership); 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); Philip Drake (IATI Transition Manager / note-taker)

### **Opening / 2023 workplan and budget revision (revision 3 approval)**

The virtual meeting was designed for Board members to discuss urgent governance-related matters, including an overview of implementation in Q4, preparing for the transition period and the Members Assembly and Community Exchange, and for the Board to deliberate on the Evaluation Panel Assessment regarding the future of IATI's hosting arrangement.

The Secretariat provided a paper describing the status of implementation and budget in Q4 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 Secretariat presented the financial overview and report, with minor budget revision. By December 31 2022, expenditure totaled USD 915,772 compared to USD 1,089,424 that was budgeted, with a budget balance of \$173,652 (utilisation rate is 85% by 31 December 2022). From the analysis of liquidity reserves, the cash carry over from the previous year from 2021 was USD 3,923,565. The estimated fund balance at the end of 2022 is 4.3 mil ( including the contingency reserve). The fund surplus available for the transition is USD 3.3 mil.

#### *Action points:*

- *The Board approved the [Transitional work plan and budget 2023 \(Revision 3\)](#); and the Secretariat will upload this to the IATI website.*

### **Review/manage ongoing and new risks - including those related to Transition**

On the areas of governance and risk management, the Board discussed focal point coverage in case of absence / unavailability and to ensure agreement on steps that would ensure each advisory function is adequately supported; with the overall aim of ensuring coverage without overburdening Board members during extraordinary circumstances. Acknowledging the current gap in coverage of the technical seat, the Board recognised that transferability of skills in the context of the Board focal point roles needs to be factored as a risk (i.e. vulnerability of having only one technical seat). For future consideration, there could be an agreed process for the Board to appoint a Member to act on a temporary basis to cover such extraordinary circumstances, which would further consideration as to the rights and obligations of a Board member who is appointed versus one who is elected.

*Action points:*

- *The Board to follow-up during the Members' Assembly to brainstorm a solution with members.*
- *The Board noted that expert capacity could be onboarded through establishment of Membership Working Group.*
- *The Secretariat commented that the Membership management paper includes flexibility for discussion by members on this as well as other points during the MA or in a future WG.*

**Publish What You Fund:** The Board referred to the strategic communications approach around the Aid Transparency Index (ATI) which should refer to the benefits of the partnership, while being transparent from the beginning that this arrangement with PWYF had a specific, temporary time-span (2 years). Moreover, follow-up discussion will need to take place on management of the contract with PWYF (established initially by DI) in the context of transition beyond 30 June 2023, and its inclusion in the transition budget.

*Action points:*

- *Secretariat and the Board to follow-up in drafting strategic communications around PWYF partnership.*
- *In the context of the Board's agreement to fund the ATI for the 2 year period, the Secretariat/Board/ and Transition Manager to follow-up on contractual management and milestone agreements post-June 2023.*

### **Update on planning for the Members' Assembly and Community Exchange**

The session began with the Secretariat providing an overview and run-of-show of the draft [MA Agenda](#) to be held in UN City, Copenhagen on March 13-14, 2023 followed by workshops and community events on March 15-16. The Board agreed to review and endorse the MA Agenda and papers by 24 February to allow for adequate time for translation of the substantive papers to be shared with members two weeks before the start of the MA, in line with the SOP expectation. In preparation for the Caucus meetings, the Secretariat would provide Board members the list of 'registered' Member participants for each constituency to help facilitate the planning and preparation of the Caucus meetings on Day-1 which are intended to be member-led.

The Secretariat provided an overview of the voting mechanism to be implemented during the member's vote on IATI's future hosting arrangement (2023-2028) and in this context provided an analysis of [Members in good-standing](#) including those requested and granted since the previous quarterly meeting. It was noted that a request for waiver was received from Nigeria's Federal Ministry of Finance, Budget and National Planning since internal bureaucracy meant payment could not be made in time for the MA. The Board agreed to a deferral of the payment, with the Chair recusing himself from that decision-making process.

The Board also considered the Secretariat paper on the '[Definition and Management of IATI Membership](#)' and agreed that criteria for waivers of membership contribution fees needs to be clear and that they should be discussed with members during the MA before any subsequent updates to the SOP.

*Action points:*

- *The Board to review and endorse the MA Agenda and papers to be delivered by 24 February, allowing adequate time for translation of the substantive papers to be shared with members 2 weeks before the start of the MA.*
- *The Secretariat to provide Board members with the list of 'registered' Member participants for each constituency to help facilitate the planning and preparation of the Caucus meetings on Day-1.*

### **Evaluation Panel Assessment REF Future IATI Hosting**

This discussion was held without Secretariat attendance, and minutes therefore not recorded here.