



**Meeting of IATI Steering Committee Members and Observers
UN City, Copenhagen, Denmark 2014
Minutes of the IATI Steering Committee, 15th-16th October 2014**

Note on Minutes

Following the new meeting format and as advised by the Chair of the Steering Committee, technical discussions held on the first day of the Steering Committee took place under Chatham House Rule¹, and no formal minutes will be shared from those sessions. The following minutes relate to discussions from the start of formal proceedings on the afternoon of the first day of meetings. As agreed, a participant list is attached as an annex, and more detailed contact information for participants can be provided to members upon request.

Wednesday 15th October

Governance and funding issues (Part One)

The Secretariat presented papers 3A and B (Budget narrative year 1 and 2 plus IATI work plan year 2014-2105), 4 (Proposals on membership and observer status) and paper 5 (Future funding options and fundraising strategy) and invited members to comment particularly on the forward-looking aspects of each of the papers.

Members agreed with the direction taken by the Secretariat through the activities listed in its Year 2 work plan, which builds upon progress made in Year 1. In considering the budget, members were however reluctant to approve a budget that showed a shortfall without an accompanying fundraising strategy to meet the shortfall. Recognising the importance of making a decision which would enable the Secretariat to move ahead without delay, members approved a base budget of \$1.6m for Year 2, reflecting the amount expected to be raised if membership fees and additional voluntary contributions matched those collected in Year 1. Accordingly the Secretariat was asked to revise the work plan in line with this approved figure.

With respect to the original Year 2 workplan presented in Paper 3A, members approved all the additional activities subject to mobilization of additional resources, and recommended that the activities be undertaken on a phased basis, in discussion with the Standing Sub-Group on Budget and Finance.

With regard to paper 5 proposing a change to the funding model, the Steering Committee did not support altering the current funding model from the current formula of 70% to be raised through membership fees and 30% raised through additional voluntary contributions (70:30) to a ratio of 50:50, emphasising instead the importance of encouraging all members to pay their fees on the basis of the existing model as a way to underscore shared ownership of the initiative. Members reminded each other that the membership fee was an important indicator of commitment of stakeholders, leading to greater credibility for the organisation. The Vice Chair referred to discussions among the partner country caucus on the importance of payment of fees by that constituency wherever possible, and even noted that some partner countries had indicated that

¹ <http://www.chathamhouse.org/about/chatham-house-rule>



they would consider contributions above the minimum. Members expressed the view that a 50:50 model relies more on volunteerism than on membership, and that the focus should be on promoting a spirit of buy-in among all members. Others reminded participants that in a market-driven sense, the fee covers the provision of services, some (such as the Registry) of them mission-critical, and as such consideration should be given to the grave consequences of such services being no longer available if the organization were not financially supported. There was a request for a clearer description of the benefits of membership as a way to promote IATI among potential new members.

In considering the consequences of non-payment of fees on membership and observer status (paper 4), members cautiously recommended treating non-paying eligible members as observers in future, but asked the Secretariat to present an updated paper with sharper recommendations on both membership and observer status. This should be circulated for consultation and approval by email given the long period of time before the next meeting.

Thursday 16th October

The formal proceedings continued on 16th October, beginning with a series of reports back on previous sessions.

Data Quality breakout session – Report back

The Netherlands representative gave a report back on the breakout session on data quality from the previous day, during which the technical team had highlighted the various tools available to support improvements in data quality including the dashboard, d-portal, the validator, etc. The second part of the session was primarily from the partner country's perspective, and focused on what publishers themselves can do to improve the quality of their data. Transparency was recognised as important, in the regularity of updates and the lack of clarity between data and schedule, among other things. Data quality, timeliness, coverage and validation were the major issues mentioned. The latter part of the session looked at translating IATI data into CRS, and the slightly revised version of the IATI implementation schedule to be used by development finance institutes (DFIs). The final point was an introduction of paper 8, the proposal for a technical workshop on including South-South and Technical Cooperation in the IATI standard, with an invitation for feedback by email given the limited time remaining for discussion.

Outreach breakout session – Report back

PWYF reported back on the outreach breakout session. The group recognised the need for greater visibility of IATI globally and in priority countries. Looking back on past activities, the group recognised IATI's success in bringing more publishers on board and raising the profile of the initiative at various key international and regional meetings during 2014, such as the High-Level Meeting of the GPEDC in Mexico in April, the joint TIKa/UNDP meeting for emerging donors in Istanbul in June, the UN Development Cooperation Forum in New York in July and the Open Knowledge Festival in Berlin, also in July. At the same time, members warned against becoming complacent and contributing to the sense that transparency was "fixed". Looking forward, the group recognised a key opportunity for IATI to engage on the post-2015 agenda, for example by feeding into the newly set up Independent Expert Advisory Group on the Data Revolution as well

as by informing discussions around the Financing for Development Summit taking place in Addis Ababa in July 2015. Members noted the need to work strategically and tactically to conserve resources and maximize IATI's impact. The possibility of IATI having a more formalised relationship with other transparency initiatives was raised, but there was insufficient time to explore this further. The new speakers' kit materials were welcomed, although members made a request for translation into more languages in addition to French (currently being prepared), and for materials to be customised for specific audiences. While the Secretariat can facilitate outreach by providing the basic tools, the group recognised that outreach and communications are the responsibility of everyone in the IATI community.

Partner Country Caucus - Report back

The representative from Madagascar summarised key points from the Partner Country Caucus meeting that took place on 14th October. Partner countries emphasised that integration with national systems was dependent on improved data quality, with forward-looking data especially important. They noted the increasing number of software providers and asked for the Secretariat's support in engaging with these actors in a cost-effective and sustainable way. They affirmed the importance of stakeholder workshops, such as the one to be organized in Accra, as a means of generating awareness on use of IATI data at the country level and of promoting outreach to new partners. With regard to the transparency indicator, they felt strongly that re-visiting the principles of the Busan 23c commitment would undermine progress. Partner countries supported the proposal for an evaluation, but were concerned about the low budget available for this work. They proposed that the evaluation should include assessment of whether IATI had met the commitments in the Accra Agenda for Action as well as Busan Agreement, as well as the cost effectiveness of the current institutional and administrative arrangements.

Finally, with regard to membership fees, partner countries agreed that given the diverse nature of the group, payment of fees should be on a voluntary basis. It was further agreed that for countries that could not make a financial contribution, guidance or a menu of options should be provided on the types of "in-kind" contributions that could be made. The full text of the report from the partner country caucus can be found on the IATI website.

Governance issues (part two)

Sub-Group on budget and finance

Members agreed that the Standing Sub-Group on Budget and Finance was an essential component of IATI's governance structure. It was confirmed that the current members of the Sub-Group are Canada, the World Bank, UNFPA and Madagascar, with UNDP and UNOPS representing the Secretariat as ex-officio members. The need for the Sub-Group to nominate its own chair was noted, as was the need for it to function effectively as set out in the SOP going forward. The representative from Transparency International volunteered to be the CSO representative on the group, subject to confirmation by other CSO members. It was proposed that the term of office (currently two years) should be staggered in the interests of continuity. It was agreed that alternates should be appointed for each participant, and the need for representatives to have the appropriate expertise was noted.

Although fundraising falls within the TORs of the Budget Sub-Group, USAID proposed the creation of a separate ad-hoc group to assist with fundraising, and this was agreed. Volunteers were asked to contact the Secretariat.

It was agreed that members of the group should have access to members' contact details for the purpose of consultation with their respective constituencies.

Dates of Steering Committee meetings

In order to better align with the budget approval process, it was proposed that in future, Steering Committee meetings should take place in early June and early December, with budget preparation to commence in February and approval sought at the June meeting, well in advance of the beginning of the IATI financial year in September. This was agreed, subject to there being some flexibility in the setting of dates. All members were asked to check calendars and inform the Secretariat by the end of October if there are any international meetings with which IATI should avoid conflicting, or any with which it could run back-to-back for strategic or cost-saving reasons. The possibility of running the TAG and SC back-to-back was also raised, as was the possibility of hosting meetings outside Copenhagen. This will be investigated, subject to costs, given that IATI benefits from free facilities in UN City. Members keen to sponsor either SC or TAG meetings as an additional voluntary contribution were encouraged to be in touch with the Secretariat to further explore options.

Membership

In light of the decision to put the SC meeting back, members were keen to finalise decisions on issues such as membership and observer status by further consultation before the next meeting. The updated paper will be circulated by email for virtual agreement in the first quarter of 2015.

Integer upgrade (reference paper 10)

The TAG Chair summarised the themes that had emerged in the previous day's discussion. He noted that the extension of mandatory fields was intended to tighten the standard – they contain core information that should be in publishers' systems already, and it was subsequently noted that these fields are mandatory in AIMS too, so will support integration. The TAG Chair emphasised the support available from the IATI technical team for implementation of 2.01, including tools, guidance documentation and validators. He invited the Steering Committee formally to approve the integer upgrade.

The Steering Committee approved Version 2.01 for release on 21st October 2014, with go-live on 6th January 2015, and the technical team were thanked for all of their hard work on this.

The technical team will undertake an evaluation of the process to learn lessons for next time, including finding ways of engaging through other means besides online consultations. It was acknowledged that this kind of upgrade imposes a burden on implementing partners, and the technical team agreed to prepare a proposal for a clear timetable for future upgrades.

It was confirmed that for those using CSV and Aidstream (generally smaller organisations), the aim is to have these 2.01-compatible by December, which will allow small publishers to become automatically compliant with 2.01.

Hearing a proposal from PWYF to set up a working group on the creation of organisational identifiers for public organisations, a number of participants showed interest in supporting the work of the group, including Sweden, the Netherlands, DFID, UNFPA, Development Gateway and Moldova. Members recognised the need for government and political buy-in for this work which goes beyond just technical solutions, and felt that other initiatives in the wider community should be engaged to create a global methodology. It was agreed that PWYF would prepare an initial set of draft Terms of Reference and working group members to set out the description of the issues, which will be circulated to members ahead of the next Steering Committee meeting.

Budget Identifier

The representative from DRC summarised the previous day's discussion, which had included an outline of the proposal made to the WP-Stat to introduce an additional 71 sector codes to enable donors to be more precise in coding their projects. Members were reminded that the original purpose of this work was to improve accessibility of data for partner countries and to follow money all the way from donors throughout the chain. By further working with pilot countries, remaining obstacles could be removed, and Nepal and Moldova both expressed interest in supporting this work as pilot countries. Members expressed support for the objectives of the work, while raising concerns about the necessity for/feasibility of the common code if WP-STAT agreed to extend the CRS purpose codes as requested. The TAG Working Group was asked to continue with the proposed pilot work at country level and consult further with members who had addressed specific concerns. A further submission will be prepared by the working group and circulated to IATI members before the deadline for forwarding it for consideration to WP-STAT in January.

Transparency indicator (reference paper 9)

The EC representative summarised the previous day's discussions, noting that the monitoring framework is key to the credibility of GPEDC, and fundamental to its contribution to the post-2015 framework. She highlighted the problems associated with the current transparency indicator methodology as well as its application to individual donors, and emphasised the need for improvement, especially if the indicator is going to be used more broadly. The transparency indicator is one of ten, and the GPEDC agreed in July that all indicators should be reviewed by an independent advisory group, but there is no decision yet on its role and membership, with concerns raised about timeline. In terms of the transparency indicator itself, it was noted that the Busan 23c commitment reflects a political compromise, so the indicator will inevitably reflect that. The robust discussion that followed included comments on the name of the indicator which only measured one aspect of transparency, though there was broad overall agreement on the importance of retaining the fundamental principles of the indicator as established at Busan and agreed by the Working Party on Aid Effectiveness in June 2012.

With specific reference to paper 9, members agreed that the Secretariat should contribute to any process established under the Global Partnership to refine the transparency indicator methodology. The Secretariat was also authorised to continue with IATI's own work in advancing data quality, including through the publication of nightly statistics on the IATI dashboard. There was agreement that the dashboard could be used to road-test any changes in the indicator methodology. The Secretariat was asked to keep members informed and consult them appropriately as the indicator methodology is refined. Finally, the Secretariat agreed to help individual members understand how the original methodology was applied to them.



Evaluation (reference paper 7)

The Secretariat introduced paper 7, outlining the proposal for a new Working Group to lead the planned evaluation of IATI.

There was widespread support for the evaluation, though several concerns were raised that the expectations may exceed the budget (\$23K). The scope for linking with donors' own evaluations/ reviews of IATI was proposed for consideration. It was proposed that the elements to be included in the evaluation should focus on results at country level, and also on IATI's ways of working as a multi-stakeholder initiative. Additional elements proposed included an assessment of the value of IATI as a brand and consideration of aspects that could be improved in the future, as well as questions on the composition of membership, the governance of IATI and its place in the global development agenda, and language and terminology of IATI. Given such broad parameters and expectations, and in view of the limited budget and importance of carrying out this work within a short timeframe (between now and the next Steering Committee meeting), some suggested that this process should be cast as a thorough assessment rather than as a deep evaluation, pointing to the possibility of linking with evaluation processes already underway or planned by member organisations, particularly as 2015 will be seen as the "year of evaluations". The working group was urged to observe best practice for evaluation, and to ensure all aspects of the process are transparent. Bangladesh, Honduras and Bond volunteered their services for this working group and additional volunteers were encouraged to contact the Secretariat.

The Secretariat will provide an initial draft of the TORs by November for consideration by the Working Group. The aim is to have draft conclusions and recommendations presented at the next Steering Committee meeting in June.

Final remarks

Members were invited to give their feedback to the Secretariat on the new two-day format of the Steering Committee. The Chair thanked the consortium for hosting this Steering Committee meeting and the Vice-Chair for chairing several sessions, and looked forward to seeing members again at the next meeting in June 2015.



IATI meeting participant list October 14-16, 2014 - Copenhagen, Denmark

NAME	ORGANISATION			
SAMUEL BLAZYK	AFFRICAN DEVELOPMENT BANK (AFDB)		x	
SOHIR DEBBICHE	AFFRICAN DEVELOPMENT BANK (AFDB)		x	
CHONGSHAN LIU	ASIAN DEVELOPMENT BANK (ADB)		x	
NAOMI CHAKWIN	ASIAN DEVELOPMENT BANK (ADB)		x	
TALIA MELIC	AUSTRALIA		x	
RAFIQUE SIDDIQUE	BANGLADESH		x	x
MOHAMMAD MEJBAH UDDIN	BANGLADESH (VICE-CHAIR)		x	x
ANTOON VAN BROECKHOVEN	BELGIUM		x	
YOHANNA LOUCHEUR	CANADA		x	
YVON MOMBONG	DEMOCRATIC REPUBLIC OF CONGO		x	x
SABRINA MEERSOHN MEINECKE	DENMARK		x	
OLE JACOB HJOLLUND	DENMARK		x	
DUSTIN HOMER	DEVELOPMENT GATEWAY		x	
HARINDER COLLACOTT	DEVELOPMENT INITIATIVES		x	
IBRAHIM ABOLFADL	EGYPT (OBSERVER)		x	x
ELLEN KELLEY	EUROPEAN COMMISSION (EC)		x	
FRANCESCA FONDI	EUROPEAN COMMISSION (EC)		x	
MINDY BOJKOVA	EUROPEAN COMMISSION (EC)		x	
ADRIAN AUFFERLE	EUROPEAN INVESTMENT BANK (EIB)		x	
JARNA VIRTANEN	FINLAND		x	
LOTTA KARLSSON	FINLAND		x	
JONNA JEURLINK	GAVI ALLIANCE		x	
OLIVER THOMAS	GAVI ALLIANCE		x	
MICHAEL KREMPIN	GERMAN SOCIETY FOR INTERNATIONAL COOPERATION (GIZ) GMBH		x	
MARTINA METZ	GERMANY (BMZ)		x	
GLADYS GHARTEY	GHANA		x	x
SAMUEL AGGREY	GHANA		x	x
MARIO ZAVALA	HONDURAS		x	x
BILL ANDERSON	IATI SECRETARIAT (DEVELOPMENT INITIATIVES)		x	
CAROLYN CULLEY	IATI SECRETARIAT (DEVELOPMENT INITIATIVES)		x	
JONI HILLMAN	IATI SECRETARIAT (DEVELOPMENT INITIATIVES)		x	
ANNA CENTERSTIG	IATI SECRETARIAT (SWEDEN)		x	x
PERNILLA NASFORS	IATI SECRETARIAT (SWEDEN)		x	x
ANNE LISE PARR	IATI SECRETARIAT (UNDP)		x	x
ARGIFRA BELEGU SHUKU	IATI SECRETARIAT (UNOPS)		x	
CILLIAN O'CAITHAIL	IATI SECRETARIAT (UNOPS)		x	
HANNAH MILDE	IATI SECRETARIAT (UNOPS)		x	
KATRIN LICHTENBERG	IATI SECRETARIAT (UNOPS)		x	
EMMANUELLE KORHOLM	INTERPRETER		x	x
EUGENIE HUGO	INTERPRETER		x	x
VALERIA MAZZACANE	ITALY (OBSERVER)		x	
SOJUN LIM	KOREA - EXPORT-IMPORT BANK OF KOREA (KOREA EXIMBANK)		x	
YONGWON SONG	KOREA - EXPORT-IMPORT BANK OF KOREA (KOREA EXIMBANK)		x	
SUNGJUN LEE	KOREA - KOICA		x	
HAN SEUL CHO	KOREA - KOICA		x	
ISACRA ZEFANIA ROMALAHY	MADAGASCAR		x	x
JOHN CHRISS CHIZONGA	MALAWI		x	x
LUCRETIA CIUREA	MOLDOVA		x	x
U HTUN ZAW	MYANMAR		x	x
ANDERS HOFSTEE	MYANMAR - CATALPA		x	x
DAVID ROACH	MYANMAR - CATALPA		x	x
BHUBAN KARKI	NEPAL		x	x
THEO VAN DE SANDE	NETHERLANDS - MINISTRY OF FOREIGN AFFAIRS - DEVELOPMENT COOPERATION		x	
ROBIN UYTERLINDE	NETHERLANDS (CHAIR)		x	
VICKI POOLE	NEW ZEALAND		x	
HENRY ASOR	NIGERIA (OBSERVER)		x	x
JESSICA ADZUJAYI AHGU	NIGERIA (OBSERVER)		x	x
GERJ JOHANSEN	NORWAY - NORAD		x	
GUILLAUME DELALANDE	ORGANISATION FOR ECONOMIC CO-OPERATION AND DEVELOPMENT (OECD)		x	
JEANNET LINGAN	PUBLISH WHAT YOU FUND		x	
LIZ STEELE	PUBLISH WHAT YOU FUND		x	
MARK BROUGH	PUBLISH WHAT YOU FUND		x	
DANILA BONEVA	RWANDA		x	x
MARIE-ANGE INGABIRE	RWANDA		x	x
ABOUBEK RINE SAKHO	SENEGAL		x	x
CARL ELMSTAM	SWEDEN - SIDA		x	
JOHN ADAMS	TAG CHAIR		x	
ADRIAN NJAU	TANZANIA		x	x
ALEX MPANGALA	TANZANIA		x	x
STEVEN FLOWER	TECH TEAM (DEVELOPMENT INITIATIVES)		x	
WENDY ROGERS	TECH TEAM (DEVELOPMENT INITIATIVES)		x	
JAKOB KOPFERLD	THE WORLD BANK		x	
CRAIG FAGAN	TRANSPARENCY INTERNATIONAL		x	
KEPSTIN SPEERBOCKELMANN	UN WOMEN		x	
SOPHIE THOMASSEN	UN WOMEN		x	
ALASDAIR WARDHAUGH	UNITED KINGDOM		x	
JENNIFER SMITH	UNITED KINGDOM		x	
YUKO SUZUKI	UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)		x	
MARIA NOEL VAEZA	UNITED NATIONS OFFICE FOR PROJECT SERVICES (UNOPS)		x	
MARTIN AKERMAN	UNITED NATIONS POPULATION FUND (UNFPA)		x	
CLAUDIA SCHWEGMANN	UNITED STATES (USAID)		x	
JOANATHERTON	UNITED STATES (USAID)		x	
OTTO REICHER	WORLD FOOD PROGRAMME (WFP)		x	
KAMAL MASOUD	YEMEN		x	x