Annual Members' Assembly
8-9 December 2021
Minutes of the meetings (FINAL)

Reference documents

- IATI Members' Assembly Agenda
- Presentations Day 1 and Day 2
- List of participants
- Questions and Answers following the MA

Opening

1. IATI members and observers met virtually over two days on 8-9 December. In opening remarks, Governing Board Chair Theo van de Sande reminded members that proceedings would focus on governance matters, given that the recent Virtual Community Exchange (VCE) event had been the opportunity to showcase new work, hold policy discussions and build community engagement.

2. The Chair introduced fellow Board members Dilli Raj Lekhak (Nepal), Henry Asor (Nigeria), Melinda Cuzner (Sida, technical seat), Winnie Kamau (Assoc for Freelance Journalists), Leo Stolk (Oxfam Novib) and Joseph Barnes (UNICEF), and extended his gratitude for their work over the past two years, noting that Board elections would be taking place in Spring of 2022.

3. The Chair welcomed six new members in 2021 (Government of Chad, MSF Southern Africa, AfroLeadership, the Banque Ouest Africaine de Developpement (BOAD), WeGlobal and the International Labour Organization (ILO) and observers from the Government of Lesotho.

Institutional Arrangements

4. Board member Joseph Barnes (UNICEF) chaired a session reviewing recommendations by the Board based on a report developed by the Institutional Working Group. The group had been established following MA 2020 to look at future institutional arrangements that would ensure IATI's long term growth and development. IWG representative Charlie

Ngounou (AfroLeadership) gave an overview of the group's process and deliberations since its establishment in May, and presented highlights from the [report developed by consultant Richard Manning](#). Mr. Barnes walked through the deliberations of the Board, noting where the Board had further refined the recommendations from the IWG, as reflected in [MA Paper 2a, Recommendations of the Board](#). Discussions in plenary and in small groups led to agreement on the following actions, which will be taken forward by the Board working with the IWG in 2022.

5.

Decision 1 IATI remains a hosted initiative for at least 5 years from the end of the current hosting arrangement (i.e. to December 31, 2027).	Confirmed
Decision 2 The ToR for the hosting arrangements should be updated and strengthened, to address the five key principles recommended by the IWG, and other principles put forward by the GB and members.	Confirmed
Decision 3 Members agree to a sequential approach in which the GB first enters into negotiations with the current hosting consortium on the basis of the adjusted TOR as proposed by the IWG in option 3.a. If these negotiations do not reach a satisfactory conclusion in the next 3 months, the GB, with the involvement of the IWG and members, will initiate the search for a hosting arrangement as indicated in option 3.b. of the IWG.	Confirmed, with clarification that the Board will initiate a search for potential hosts in parallel with negotiations with the current Consortium hosts, based on updated Terms of Reference.
Decision 4 Members agree to task the GB, with the support of the IWG, to initiate a scoping study with the aim to develop a TOR on the way forward in acquiring a legal personality for IATI.	Confirmed, with the clarification that this is about scoping work as due diligence, to inform a future discussion by members

6. Outcomes of small group discussions on important additional elements for updating Terms of Reference for future hosting were summarised in plenary, and more detailed notes from these will be available to the Board and IWG in taking next steps. Members were invited to come forward to join the IWG to work on updating Terms of Reference.

Action points
- *Board to initiate work with the IWG to update Terms of Reference for future hosting of IATI, as the basis for negotiations with current hosts. (Q1, 2022), and initiate search for other potential hosts in the event negotiations are not successful.*
- *Board to initiate scoping into implications of acquiring a legal personality, for information for MA 2022.*

Board Elections 2022

7. Governing Board Vice Chair Henry Asor outlined the timeframe for the 2022 Board elections. Current Board members gave their reflections on the value of this role and encouraged members to consider putting themselves forward as potential Board members.

Towards the mid-term review of the Strategic Plan

8. Board member Winnie Kamau (Association of Freelance Journalists) and Sarah Sholz (USAID) as representatives from the Results Working Group recapped work done so far on monitoring of the results framework for the Strategic Plan. They flagged that for some indicators, results would not be available until 2022, and others were not working as planned and would need to be updated. Presenters pointed to areas in which the monitoring process could be improved, and made proposals for 2022 including encouraging more input to the annual monitoring survey, strengthening certain indicators, and adding new M & E capacity within the Secretariat.

9. While the session focused on the monitoring of the Strategic Plan, a number of questions also came up on work plan implementation; where responses were not provided during the session, the Secretariat agreed to gather these questions and circulate answers along with MA Minutes. The Q&A document can be accessed [here](#).

10. Members agreed to reconstitute the Results Working Group and circulate a call for new members who would work on updating indicators to ensure they remain relevant and helpful for monitoring of progress towards achieving the Strategic Plan. Members agreed that a mid-term review would give an opportunity to see how we could further accelerate progress. The Board will bring the revised Strategic Plan, informed by inter alia the work of the Results WG, to MA 2022 for approval.

Action points

- *Secretariat to update Terms of Reference for the Results Working Group and circulate these to existing members and to invite potential new group members.*

Presentation of the work plan and budget for 2022

11. Secretariat Coordinator Annelise Parr (UNDP) presented the 2022 work plan approved by the Board, pointing out where this was different compared to the 2021 work plan. Members noted that the budget of USD $4,41m was 24% higher than the 2021 budget, and heard from Board members that this higher level of ambition was justified now that technical tooling and infrastructure were significantly advanced, placing the initiative in a stronger position to broaden engagement, and to do so through in-person meetings in different regions, not possible for the previous two years. The Board further outlined measures agreed with the Secretariat for closer performance management and more frequent budget revisions to ensure delivery remains on track.

12. Whilst the presentation of detailed graphs of financial information during the meeting was appreciated, members noted the late circulation of the financial package which did not allow them to properly review it ahead of the meeting, and requested to receive financial information earlier for review ahead of future MA meetings. Clarification was provided on the increase of the contingency fund up to a total of $1m (not BY $1m). Members were reminded that the full financial information is published each year through the Annual Report.

13. In the context of reminding members that it is the responsibility of the Board for approving work plans and budgets, members expressed a wish for more opportunities to be consulted between MAs. They were encouraged to use Connect as a platform for exchange, and to regularly review bulletins from the Chair where Board minutes and governance matters are shared.

14. Members had a number of suggestions for improving transparency and community-building, including the possibility of establishing a Data Publishing working group, as a counterpart to the Data Use Working Group (Q.8B of Q&A document refers). Other suggestions for consideration by the Board included, for example, sharing Board agendas before meetings, sharing a detailed workplan; setting concrete and measurable goals for community engagement

Action points

- *Secretariat to develop a strategy for community-building and seek community input before presenting to the Board (Q1)*
- *Board to examine ways to engage with members more meaningfully between MA meetings, particularly for data publishers (Q1)*
- *Secretariat to circulate all papers and particularly financial papers 2-3 weeks before future MAs, and to explore different presentations to ensure all members have the information they need in the most useful format.*