



## STEERING COMMITTEE MINUTES

MEETING HELD ON 19 AUGUST 2004

### **Apologies; Introductions; Chairing and minutes; Agenda**

1. Present: Richard Calland, Toby Mendel, Jeff Powell, Vincent Lazatin, Issa Luna Pla, Jennifer Kalafut, Bruce Jenkins, Graham Saul, Toby McIntosh, Magda Stoczkiewicz.
2. There were no apologies.
3. RC chaired the meeting and took minutes.
4. Discussion about the style and contents of the Minutes: agreed that they should be comprehensive in terms of covering the essence of the discussion and, of course, decisions taken, but not the "who said what" variety. Minutes to be published, as agreed last time on the website (once we have one!), secretariat to identify anything in the minutes that is confidential and should be omitted from the published minutes.
5. Minutes of the Last Meeting (28 May 2004): Corrections had already been circulated and included. Additional corrections:
  - 3.1 Re: "The Bankwatch network was also added to the April budget and it needs to be funded (??)." Agreed that it should read: "The Bankwatch network needs to be funded and should be funded out of the 'seeking funds' column of the most recent (April) budget".

### **Funding**

6. GS reported: Informal contact had been made with a Swedish GS prepared to explore Canadian opportunities (CIDA), provided that a component for FOTE Canada (for whom GS now works) can be added to the proposal.
  - Discussion on the question: Do we change drastically the current proposal or refine/amend? Agreed that no need for drastic changes; Ford proposal can be the basis for the new proposal, with two possible refinements: with Ford, we could not put anything in it for BIC (because they are already recipients of Ford funding for this type of work). For the new proposal, there should be space for BIC, to reflect the amount of time they are putting in. Second, if we want to increase the size of the proposal as a whole, then develop the activities. Agreed: to re-calibrate the proposal to reflect all of these things.

7. On the budget to accompany the new proposal, noted that we can build this budget as people see fit; though it was pointed out that we have "add-ons". A new proposal would be submitted to SIDA
8. BIC and Article 19 willing to do the revision of the proposal. BIC, IDASA, Article 19 and BankWatch are proposing changes to the current budget. They need to be reflected in the new proposal, so they must make sure that the proposal's narrative adequately covers the budget proposals.
9. Action:
  - Toby/Art 19 and Jen/BIC to finalise new proposal for SIDA, by 31 August, having sent a draft to the steering committee, giving it two days to review; 3 September to finalise proposal.
  - Four organisations (above, para 8) to check narrative, by 20 August: RC to send paragraph re wish list item; Magda to send refined note re EIB activities:
  - RC to put together central stuff (and to confer first), by 25 August
  - The three other organisations must liaise to distinguish between "wish list" and "essential/necessary" items (a la RC's budget), by 20 August.

### **Longer-term Funding Strategy:**

10. Agreed that there is a need and an opportunity to develop a longer term, larger budget, and to raise funds accordingly based on the Ford grant base support. Who can we approach and who will do the approaching? Oak Foundation, DFID and funders in Latin America were suggested. Agreed: that for the next meeting we will all come prepared with ideas of potential funders.

### **Budgets:**

11. Following discussion re the current budget and shortfall (around \$20,000 according to TMendel). Decision: We are expecting to raise further funds. So, rather than knock \$20,000 off or otherwise amend, we will do so "by cash flow process" (TMendel's suggestion, as financial manager). Certain things, such as the teleconference calls, have to be paid for, and, if we have not raised money, we will amend the budget later in the two-year budget cycle.
12. Spending projections: people must urgently – by 17 Sept – prepare spending projections. Article 19 will then produce a cash flow budget, which will lead to one combined spreadsheet.
13. TMendel reported that three releases of money are imminent: secretariat; charter; FOI requests. Now the MOU is signed, each organisation will get the initial transfer of funds, with an accompanying contract (Bank Watch and IDASA).

### **Component Projects:**

14. **Case Studies and Audits:** TMc reported that Freedomin.org is busy drafting plan on what they want, and will be circulated shortly for comment. Discussion about how the case studies will be styled and confirmed that they will be styled as GTI products, albeit presented on the Freedominfo.org website. This raised wider question of how are products styled? Agreed that this requires

further thought, but that GTI products need to be distinctive in terms of logo and copyright etc.

- 15. FOI requests:** RC reported: (a) he had conferred with OSI and clarified the situation: they have added 3-4 standard IFI requests to their 2004 international monitoring study; the responses to the requests will be handed to RC/IDASA for the purposes of the GTI. (b) A teleconference call had been held with IL re regional co-ordination of the requesting, and the material considerations and challenges of the co-ordinated requesting, and RC was grateful for IL's enthusiasm in offering to assist. (c) Interviews had been conducted for the co-ordinator and the job has been offered to a very well qualified candidate. (d) RC had resisted preparing a draft project plan ahead of the appointment, preferring that the staff member be centrally involved in its preparation.
- 16. Charter:** TMendel reported: Have circulated plan. Hoping to have an outline of the Charter in September - what should be in the charter, etc. It will be developed following various consultations. There will be a small group meeting in New York in the Fall, supported by OSI. Agreed: there needs to be a full consultation around the development of the charter to build stakeholder support, and, therefore, needs to be a deliberate plan for the consultation process, with a roadmap around the various stages of the development of the final document. TMendel agreed to prepare such a plan, in addition to the outline document.
- 17. Co-ordinated Advocacy: (a)** Manila: VL reported: ADB disclosure policy to be published in Sept/October, so it will be a good time to get stakeholders together. Therefore, proposal for 11 October, to include three SC members and various NGOs from the region; purpose: skill-sharing, various meetings with key people, followed by de-briefing and some sort of public advocacy strategy, including media – to publicise the GTI and our presence on the issue.
- 18.** Agreed: SC approves the mission, as an advocacy mission, subject VL pruning the budget to \$12,000. VL to confer re the 2 other SC members to attend.
- 19. (b)** JK reported: Roll-out of comparative analysis of transparency standards in the IFIs (BIC) is imminent: probably mid-November; still working out the structure of the week, but one option to have it as a GTI advocacy mission, including more members of SC, and having a big seminar to launch the comparative analysis; planning a press strategy, and engagement with civil society in DC; opportune point to rate and grade the institutions - working with Toby Mc and Tom Blanton on how to present this – eg "report card" and "biggest obstacles".
- 20. (c)** MS reported: there were activities around the ERBD AGM. Thanks to Article 19 for their analysis of the information disclosure policy of EIB. EIB announced that they will revise their information policy. We need to push for a consultative process. We will try to make some complaints to the European Ombud.; to address information policy and how they deal with it. Will keep SC updated on this and invite comment.
- 21.** All of the above noted. Further agreed: needs to be a project document re the advocacy missions, to help guide the SC on its approval decisions. JK agreed

to circulate such a document shortly. Further agreed, that the launch of the Charter should be timed to co-incide with one of the advocacy missions.

**22. Ad Hoc Advocacy & Translations:** Idasa should be aiming to get requests for proposals. Document describing the kind of thing envisaged should be prepared. RC to do so by 1 October, RC to work with TMc and JK, to circulate, including translation proposals.

**23. General Meeting:** adjourned to next meeting of SC.

### **Any Other Business**

**24. Communication:** Discussion re website? IFI watch net suggested as a possible model. JP to send description of it to the SC and provide some rough figures re what this sort of thing costs, by 27 August TMc to give TMendel some rough figures re publication costs of pamphlets etc. Agreed that GTI needs a communication/dissemination strategy; RC to confer and produce draft communication strategy by end of September.

25. Next meeting date: 23 November, 8.30 EST.