IATI Members’ Assembly

UN City, Copenhagen

13 March 2023
SESSION 1: Opening Remarks

Henry Asor (NG), IATI Governing Board Chair
13 March 2023
2023 Pre-MA Day Agenda Overview

Agenda

01 Governance Overview of IATI
02 Looking Ahead: IATI Hosting Decision and Transition
03 Caucus Constituency Meeting(s)
04 Members’ Cocktail Reception
SESSION 2: Governance Overview of IATI

Speakers: Thea Schepers (NL) IATI Governing Board Vice-Chair; Michelle Levesque (IOM); Yohanna Loucheur (Global Affairs Canada)
13 March 2023
IATI Stakeholders

- Seven representatives elected by Members
- Two members per constituency and one technical specialist

Members’ Assembly

Governning Board

Secretariat

Community

- Three constituencies: Providers of Development Cooperation; Partner Countries; Civil Society Organisations (CSOs) and Private Sector Organisations
- Open to all interested in formally joining as members.

Note: the Standard Operating Procedures (SOP) codify how IATI is run, including respective roles and responsibilities of Members’ Assembly, Governing Board and Secretariat.

- Manages day-to-day running of IATI
- Vote on new Secretariat at this MA

- Self-identified individuals or organizations interested in the fulfillment of the mission, vision and values of the initiative.
- Broad and diverse group made up of data publishers, data users, development practitioners, political advocates for transparency, open data experts and technical experts.
Members’ Assembly – Current Composition

- Providers of Dev Cooperation (including most multilateral organisations)
- Partner Countries
- Civil Society & Private Sector
Members’ Assembly Responsibilities & Authority

• Approve Board recommendations on strategic direction and oversight, including the 5-year Strategic Plan and its results framework, changes to SOP and governance arrangements

• Approve annual membership contribution amounts based on recommendation from the Board

• Provide expertise to support the Board’s work, in particular through IATI working groups

• Approve major upgrades to the standard

❖ Decision-making is usually by consensus, and if not, triple-lock system (simple majority in each constituency).

NB: MA does not approve the annual budgets; however, MA does approve annual fees, thus effectively sets parameters for budgets
<table>
<thead>
<tr>
<th>Members’ Responsibilities and Authority</th>
<th>Governing Board Responsibilities and Authority</th>
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<tbody>
<tr>
<td>Approve Board recommendations on <strong>strategic direction</strong> and oversight, including the 5-year Strategic Plan and its results framework, changes to <strong>SOP</strong> and <strong>governance arrangements</strong></td>
<td>Guides the development of the <strong>vision, mission and strategic direction</strong> to be approved by the Members’ Assembly</td>
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<td>Approve annual membership contribution amounts based on recommendation from the Board</td>
<td>Oversee and approve the <strong>annual work plan and budget</strong>, and authorize a drawdown of the <strong>contingency reserve fund</strong></td>
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<td>Provide <strong>expertise</strong> to support the Board’s work, in particular through IATI working groups</td>
<td>Oversee <strong>implementation</strong> by the Secretariat of the approved IATI work plan and budget</td>
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<td>Approve <strong>major upgrades</strong> to the Standard</td>
<td>Oversees and approves <strong>minor Standard upgrades</strong></td>
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<td>Sign-off on <strong>Annual Report</strong> and commission independent evaluations</td>
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<td>Approve Working Group Terms of Reference and membership</td>
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<td>Approve <strong>membership contribution waivers</strong> or payment via participation/ travel cost in lieu of membership contribution for Partner Countries</td>
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IATI Stakeholders

- Seven representatives elected by Members
- Two members per constituency and one technical specialist
# Governing Board – Current Composition

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Role/Constituency</th>
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<tbody>
<tr>
<td>Henry Asor NKANG</td>
<td>Government of Nigeria, Ministry of Finance, Budget and National Planning</td>
<td>IATI Chair/Partner Country</td>
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<tr>
<td>Thea SCHEPERS</td>
<td>Senior Advisor IATI, Ministry of Foreign Affairs of the Kingdom of the Netherlands</td>
<td>IATI Vice-Chair/Providers of Development Cooperation</td>
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<tr>
<td>Pelle AARDEMA</td>
<td>Consultant, Open Works</td>
<td>Technical Seat</td>
</tr>
<tr>
<td>Joseph BARNES</td>
<td>Chief Programme Monitoring, Division of Data, Analytics, Planning and Monitoring United National Children’s Fund (UNICEF)</td>
<td>Providers of Development Cooperation</td>
</tr>
<tr>
<td>Winnie KAMAU</td>
<td>President, Association of Freelance Journalists</td>
<td>Civil Society Organisations</td>
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<tr>
<td>Charlie Martial NGOUNOU</td>
<td>Executive President, AfroLeadership</td>
<td>Civil Society Organisations</td>
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Governing Board Responsibilities & Authority

• Guides the development of the vision, mission and strategic direction to be approved by the Members’ Assembly

• Oversee and approve the annual work plan and budget, and authorize a drawdown of the contingency reserve fund

• Oversee implementation by the Secretariat of the approved IATI work plan and budget

• Oversees and approves minor Standard upgrades

• Sign-off on Annual Report and commission independent evaluations

• Approve Working Group Terms of Reference and membership

• Approve membership contribution waivers or payment via participation/travel cost in lieu of membership contribution for Partner Countries
Governing Board – Methods of Work

• Board meetings have a quorum of one member from each constituency plus the Chair or Vice-Chair (thus four)
• Decisions are usually by consensus; otherwise by simple majority.
• Board members adhere to a Code of Conduct that addresses potential situations of conflict of interest.
• Board meeting minutes are published on the IATI website.
• Board meetings are usually virtual, except those before the MA. Board members self-fund their attendance at the MA.
IATI Stakeholders

- Members’ Assembly
- Governing Board
- Community
- Secretariat

- Manages day-to-day running of IATI
- New Secretariat - subject of vote at this MA
Secretariat Roles & Responsibilities

- Accountable to the Governing Board
- Implement the annual work plan and budget approved by the Board and report on progress
- Support the Governing Board and prepare Members’ Assembly meetings
- Administer member contributions
- Manage IATI’s technical infrastructure, maintain the IATI standard and provide support to data publishers and users
- Liaise with outside organisations relevant to IATI’s mission
IATI Stakeholders

- Members’ Assembly
- Governing Board
- Community
- Secretariat

- Self-identified individuals or organizations interested in the fulfillment of the mission, vision and values of the initiative.
- Broad and diverse group - data publishers, data users, development practitioners, political advocates for transparency, open data experts and technical experts.
- Can be involved in some Working Groups
Community

• No formal role in IATI governance structure
• However, can be part of “Communities of Practice” and “Working Groups”
  • WG have mandate from Members Assembly or Governing Board to advise on specific areas of development within the IATI Standard
  • Working Groups report to the Board, which approves their Terms of Reference and membership
  • Governance-related WG are open only to IATI members, but those of a technical nature are open to community members
  • ToR set out specific goal, outcome and timeline
  • COP and WG governance is covered in the SOP (section 5)

• Community also crucial to understand and improve aid transparency e.g. user needs, data quality issues, etc.
• Ensures the availability of opportunities and for a systematic exchange and learning
Standard Operating Procedures Fundamentals

What they are:
• First stop for any question on IATI governance – don’t be scared, dive in!
• Codify how IATI is run, including:
  • Roles and responsibilities of Members’ Assembly, Governing Board and Secretariat
  • Methods to make decisions and to elect Board members
  • Membership contributions for each constituency (and rules for waivers)
  • Board Code of Conduct
  • IATI Standard upgrade process

How they are updated:
• Most changes to SOP follow MA decisions: when decisions are made at the MA, changes required to the SOP to reflect or implement these decisions are identified
• Following the MA, changes to SOP are prepared and shared with members for approval via written procedure
• Board can also recommend “stand-alone” changes to SOP (not as a consequence of another recommendation), for instance on matters of membership, elections, or indeed the SOP amendment process
Members’ Assembly – Pre-Meeting Preparation

In the weeks before the MA, read:

- MA documents
- Strategic Plan
- Annual Budget
- Board minutes
- Previous MA minutes
- Standard Operating Procedures

Questions on upcoming MA business? Check on IATI Connect

Day before MA:
- Caucus with constituency before actual MA: opportunity to discuss issues, ask questions
- Drinks/dinner with participants are also good opportunities for informal learning
Resources

Governance section on IATI website:  
https://iatistandard.org/en/governance/

Private section of IATI Connect for Members only:  
https://iaticonnect.org/IATI-Members-Group/about
SESSION 3 Looking Ahead: IATI Hosting Decision and Transition

Speakers: Joseph Barnes (UNICEF) Governing Board; Philip Drake, Transition Manager / IWG Evaluation Panel Secretary; 13 March 2023
The journey to this decision

- **Dec 2020 MA**: Instigate IWG
- **Nov 2021**: IWG recommendations beyond 2022
- **Dec 2021 MA**: 5 year hosted arrangement Sequential approach

- **June-Oct 2022**: New IWG Revised ToRs
- **April 2022**: GB initiate ‘search and select’ option
- **Mar 2022**: IWG revised ToR

- **Oct-Dec 2022**: IWG and GB outreach to potential bidders
- **Jan 2023**: Evaluation Panel
- **Feb 2023**: GB review and recommendation

- **Mar 2023 MA**: Vote
The GB constituted an evaluation panel of two members of the IWG and three Board members to implement the instructions of the MA decision to undertake a search and selection process for new hosts. A set of assessment criteria for the evaluation of proposals was developed by IWG and GB against which bids would be evaluated. Terms of Reference (split into two complementary documents: policy and technology, and operations and legal) agreed by Members. Both ToRs were published simultaneously in October 2022.

IWG recommended a hosted arrangement with clear lines of accountability through a single Executive Director.

Members directed that IATI remain a hosted initiative for at least 5 years from the end of the current hosting arrangement.

The MA approved a search and selection process on the basis of the finalised ToRs, undertaken through a combination of shortlisting and interviews with shortlisted organisations.

Current hosts agreed to support an extended transition phase under a transition manager and were explicitly encouraged to apply.
The Bidding Process Summary

PURPOSE
The purpose was to elicit bids for the provision of effective policy, technology, legal and operational services to provide IATI’s hosting arrangements/secretariat for a 5-year period;

2 discrete elements
The terms of reference (ToRs) comprising the invitation to tender for the new hosting arrangements were separated into 2 discrete elements:

ToR for policy and technology services

ToR for the provision of legal and operational support
Bidding and Evaluation Timeline

- The ToRs were published on 24 October 2022 on the IATI website.
- **Bidders conference** held & outreach by IWG, GB & members in **December 2022**.
- The closing date for receipt of bids was 6 January 2023.
- An initial review and scoring of received bids was undertaken by the Evaluation Panel (EP) in accordance with their established evaluation criteria.
- Bidders were then invited by the EP to provide additional clarifying information supporting their bids by 31 January, later extended to 2 February.
- The Evaluation Panel then held interviews with these bidders to discuss proposals and clarifications received on 7 February 2023.
- EP prepared a report of its assessment of the bids received to the Governing Board
- The Governing Board has undertaken an options appraisal for the Members and it is these options for future hosting arrangements that the Board is asking the **Members to vote on tomorrow**.
Bid Responses Received

Four responses were received by the deadline of 6 January 2023 from:

1. Development Initiatives* (Policy & Technology Services ToR);
2a. UNDP (Policy & Technology Services ToR);
2b. UNDP (Legal & Operational Services ToR);
3. UNOPS (Legal & Operational Services ToR).

*The Development Initiatives submission was not a direct response to the published ToRs but rather a list of reflections on and suggested improvements for the new hosting arrangements.
Evaluation of Bids

Bids were assessed against evaluation criteria designed to critically assess the capability of each bidder to provide the best services to IATI in terms of quality and cost.

To do this the Evaluation Panel:

- **Reviewed** each bid response in detail;
- **Scored** bids on the basis of the weighted criteria for each ToR;
- **Ranked** the bidders in accordance to their criteria performance; and
- **Asked for clarifications** and held interviews with the highest ranking bidders to confirm the evaluation findings.

The minimum quality threshold for bids was 60%.
On the basis of this, the EP assessed that IATI could enter into a LoA for Policy and Technology hosting services with UNDP as winning bidder and similarly the provision of IATI Legal and Operational hosting services be given to UNOPS.
Options Appraisal by the Governing Board

The Board moderated and accepted the Evaluation Panel report

In line with the decision to undertake a search and selection process, the Governing Board gave consideration to:

- the assessment of the Evaluation Panel and follow-up discussions with bidders
- the collective recommendations of Institutional Working Groups
- the decisions and intent of Members’ Assemblies
- the management of risks
- the centrality of the Members’ Assembly in determining the best interests of IATI

Weighing up all inputs, the Board feels that there are three options that represent a realistic range of possibilities for the next stage in selecting a host.
Options for Consideration by Members

Option 1: Implement the outcome of the formal bidding and evaluation process for the new hosting arrangement by:
   i) preparing and signing a letter of agreement for the provision of IATI policy and technology hosting services with UNDP
   ii) preparing and signing a letter of agreement for the provision of IATI legal and operational hosting services to UNOPS

Option 2: Further examine the viability of UNDP to act as sole IATI host for policy, technology, legal and operational services

Option 3: Cancel the current bidding process to select new hosts and that the current hosting arrangements be extended for sufficient time to republish the terms of reference and undertake direct search, selection and negotiation with an alternative host.
Next Steps

The transition process will continue with the following:

- Members vote on options presented
- Transition project plans reviewed and if necessary revised in light of Members’ vote
- Formal transition period to continue to run until the end of Q2 2023
- Transition close-out to continue until end of Q4 2023
ANY QUESTIONS
Coffee Break
(15 minutes)
SESSION 4: Caucus Meetings

(1) Partner Countries (Auditorium 3)
(2) Civil Society Organisations and Others (VIP Room)
(3) Providers of Development Assistance (Auditorium 1)