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**Minutes of Videoconference Meeting held on –23rd July 2018**

**Members Present**

1. Toby McIntosh
2. Toby Mendel
3. Taranath Dahal
4. Alexander Kashumov
5. Gilbert Sendugwa
6. Sarah Faguet

**Agenda**

1. Matters arising from and adoption of previous minutes
2. FOIAnet strategy to comply with the GDPR
3. Way Forward on SDG 16.10.2 Methodology and Reports
   1. Methodology update
   2. Request idea and timing
4. Update of list of member organizations for next election
5. Matters that were highlighted during the last Steering Committee to be further discussed:
   1. Website
   2. social media strategy
6. Report from the Secretariat
7. Fundraising
   1. OGP
   2. Others
8. Scan of upcoming events where FOIAnet participation should be contemplated
9. AOB

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|  | Remarks | Action |
| Minute 1  **Matters arising form and adoption of previous minutes** | * No comments were made  1. Minutes were approved as true record. Toby McIntosh proposed, Alexander Kashumov seconded. | All to note |
| Minute 2  **FOIAnet strategy to comply with the GDPR** | * The subscription to the FOIAnet is voluntary and people need to apply and demonstrate their motivation in being subscribed. Accordingly, the mail list comply with GDPR. * Nonetheless, FOIAnet will send an email to the list to remind all its members that they have signed up voluntarily and doing so the list is compliant with GDPR. The email will also provide for information on how one can unsubscribe. * In addition, a guideline will be added on the website to indicate how to unsubscribe from the list. | All to note  Sarah to draft e-mail and send for review to Toby Mendel.  Sarah to update the website |
| Minute 3  **Way Forward on SDG 16.10.2 Methodology and Reports** | * The sub-committee on the methodology comprised of Caroll, Gilbert and Toby Mendel met and are finalizing respectively the three part of the methodology. * Last year only 5 country reports followed the methodology. There is one other that is close to the methodology. The reports are shared on the FOIAnet website. * CLD is preparing a synthesis report on these reports which will be shared, probably just with FOIAnet members. * The sub-committee agreed to finalise the methodology with the objective of releasing it on 28 September 2018. A statement will be delivered encouraging FOIAnet members in countries that already used the methodology, and those that have not yet done so, to conduct the study and complete it by end of year 2018. * A report compiling all the country reports will be prepared and tentatively introduced in the UN process for evaluation of SDG 16.10.2. * To date, the Steering Committee and UNESCO are not aware of any State that is conducting an evaluation of the SDG 16.10.2. Moreover, UNESCO has the task of developing a State methodology to measure the target but work has not yet begun. This is an opportunity for FOIAnet to lead on this agenda. * The FOIAnet methodology is to be used by civil society not States. Some components such as testing the responsiveness practice can only be assessed from the perspective of the demand side. * The findings will be used either as shadow report to complement State report or to provide the only source of information when State have failed to elaborate a report. * CDL has elaborated a more extensive methodology for State and will share once it has been finalised. * The Steering Committee highlighted need for funding to conduct the study and produce a report. FOIAnet fundraising strategy should focus on this. There is need to determine how much is needed based on the number of countries, then the Steering Committee would approach different Development Partners and intergovernmental agencies (UNDP, UNESCO). * While in the OGP Summit, Free Press Unlimited approached FOIAnet with the idea of asking FOIAnet members to pose a request on what their respective States have done so far to measure implementation of SDG 16.10.2. * The Steering Committee will collect and compile the findings to elaborate a statement. Most likely exposing the fact that States have not done much but evidence to prove so. | All to note.  All to note  Toby Mendel to finalise and send to FOIAnet.  All to note  All to note  All to note  All to note  All to note  Toby to share the CLD methodology  Fundraising Committee to lead on this.  Toby to send the request to FOIAnet members asking them to pose the question and report back by 15 September 15at the latest. |
| Minute 4  **Update of list of member organizations for next election** | * Sarah sent and email to each of the member organizations asking for an update on the contact person. The result was shared with the Steering Committee. So far 61 organisations confirmed (highlighted in green in the tracking excel document), 90 email addresses bounced (highlighted in red) while 99 contacts did not respond (not highlighted). * Many address do not exist anymore because of high turn over in organisations. The Steering Committee members can help in identifying a contact person for organizations for which the email does not exist or work anymore. | Sarah to share the latest version of the excel tracking document.  Steering Committee members to provide input into the document.  Sarah to engage the contact provided by the Steering Committee members. |
| Minute 5  **Matters that were highlighted during the last Steering Committee to be further discussed:**  **a. Website**  **b. Update of list of member organizations – needs to be done before next election**  **c. social media strategy** | The Communication Committee did not meet. It was highlighted that it should urgently do so. | Toby Mac to lead on convening a meeting of the Communication Committee. |
| Minute 6  **Report from the Secretariat** | The report was shared ahead of the meeting.  For purpose of time, members of the steering committee were invited to read it if they had not done it. | All to note |
| Minute 7  **Fundraising** | * Toby Mc explained that the OGP has invited proposals that could be useful for FOIANet and FOI advocacy. The Fundraising subcommittee will be meeting to discuss this, but welcome ideas from the Steering Committees * The grants "will strengthen and promote coalitions of governments and civil society organizations engaged in cross-country learning, peer exchange, policy development and advocacy in support of uptake of OGP's thematic priorities." * The grant is for two years with $100K each year. There is an Aug. 17 deadline to apply. * Six "thematic priorities" are targeted, not including FOI, but it is mentioned as an eligible topic. The priority areas are beneficial ownership, open contracting, lobbying reform, natural resources and extractives governance, health and education. (Some alliance would be possible?) * Additionally, "cross-cutting issues like Parliaments, Gender Equality, Inclusion, and Civic Engagement will be emphasized across all programs," meaning that any FOIANet proposal needs to take this into account. * Suggestions mentioned by the Steering Committee members where to look at cross-cutting issues such as Health, Education and Environment, also for alliances FOIAnet could engage the Commissioners’ group. Also the Fundraising Committee might consider capacity building exchanges such as the one that occurred between Sri Lanka and Mexico. | Toby Mc to send a recap email on the OGP call for interest.  Fundraising Committee to meet on the subject and have a strategy to apply before the 17 Aug 2018 deadline. |
| Minute 8  **Scan of upcoming events where FOIAnet participation should be contemplated** | * No comment | All to note |
| Minute 9  **AOB** | * The next Steering Committee meeting should happen early September. * The beginning of the process for election of the Steering Committee should start in October while the election vote itself would happen in November. | All to note. |