



Australia's International Development Contractors Community

## BOARD MEETING – FRIDAY, 27 MARCH 2020

### MINUTES

#### Agenda:

##### 1. Apologies: nil

Overview – Therese noted that 28 February was her last day with Coffey and she had joined the IDCC as an individual member.

##### 2. Approval of previous minutes of Board Meeting 28 February 2020 – approved, pending any comments to be sent separately

##### 3. Reports:

###### (i) Financial Report

- Opening balance = \$54,177.48CR
- Credits: \$3,980.18 (Bank recredited fraudulent cheque); \$220 (Therese Faulkner – membership); \$466.00 (ATO ION Office)
- Debits: \$10 (admin fee)
- **Closing balance = \$57,718.41**

Forecast credits: \$1,100 (i2i), \$220 (individual membership - Alan Moody)

Forecast debits: \$1,205.60 (CMS)

Potential debits: \$14,000 (Aug-Jan) + \$12,000 (Feb-Jun) for Policy and Admin Officer payments, and up to \$12,000 for consultant

Discussed potential credits through increasing membership fees for large member organisations, as per discussion with CEOs and representatives on 16 March.

###### (ii) Secretariat Report (includes membership update)

- New memberships – welcome to i2i global development! Some individual members whose memberships have been accepted have not yet paid; will ask CMS to chase again/Therese to chase. Directors agreed to give new members one month to pay their invoices.

- Directors agreed that pro-rata membership fees, based on the quarter in which the new member joins, will be applied from 1 April.
- Membership drive – gearing up for this now we have established a LinkedIn page for IDCC.
- Discussions with CMS on IDCC governance issues if we move to having a CEO/MD;
- Nicky Thatcher agreed to take on the Company Secretary role for IDCC. This change will be notified to ASIC via Myer Vandenberg.

#### 4. Update from Research and Policy Officer

- IDCC Website is being redeveloped pro bono by member organisation DiscoveryData (formerly known as Jacks Labs); work has been delayed by 4 weeks to prioritise paying customers
- Other – assume some work is on hold at the moment...
- Needs some clarity on a few things
- Survey for members – don't send out just now in full
- Send Monday week to gather numbers of Australian employees and o/s les
- Case studies on how much ngos get from us – using abt and Whitelum group as examples
- Idcc / aid budget

#### 5. Current Issues

- COVID-19 & Meetings with DFAT
- Charlotte Blundell – people staying in country
- Report required with dfat by Monday on advisers
- Legal meeting – LES issues – Tuesday
- Aus vols – 3 months assurance
- \$100m package for the pacific
- Briefing for us and acfid from dfat – briefing to the industry on their thinking
- Meeting with clare walsh
  - o Hr issues – Itas, national teams
  - o Contract issues – continuity
  - o Implication for the review
  - o
- Engaging lobbyist/s
  - o Build in more covid-19 stuff
  - o Why mcs are so important
  - o Numbers/quality/tech capability/staff in aust and offshore, ability to work to govt agenda
  - o Give cc clear instructions and a separate briefing
  - o Cap/skepticism about advisers/ we are nervous that the minister has a particular mindset about us – need to proceed cautiously – if we go in too hard, it may be counterproductive – need cc to suss out the environment
  - o Intel, evidence gathering – how to break thourhg the prejudcie
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- Communicating with members
- 
- IDCC structure and governance

#### 6. Other Business

- Next Member Forum

## 1. Welcome, overview, apologies

Present: Therese Faulkner, Richard Moore, Bernadette Whitelum, Nicky Thatcher, Jo Choe

Apologies: Kris Kathiravel

## 2. Approval of previous minutes

Minutes deemed to be approved once Directors read and make any amendments. Noted error in previous list of large member organisations – Adam Smith International was registered as a small member organisation in first year of IDCC, but large member organisation in second year.

## 3. Reports

### (i) Financial Report

Bank balance = 54,177.48CR

Still owed 3,980.18 from fraudulent cheque presented to the St George account

### (ii) Secretariat Report (includes membership update)

New memberships – anticipating 4 x individual membership fees to be paid = \$880

## 4. Update from Research and Policy Officer (Therese presented in Kris's absence)

Website – Jacks Labs renamed DiscoveryDigital. Still working on update of IDCC website and 'member only' access

Aid Policy Review Submission – Submitted Friday 14 Feb. Richard noted this was not uploaded onto DFAT's website as at today's meeting

Management Fee Mythbusting Slideshow – Therese still needs to edit

Dataset on Contractors vs NGOs vs Multilats – Kris awaiting input from Whitelum Group on flows from Contractors to NGOs to strengthen this paper – Bernadette is following up.

## 5. Current Issues

### Meeting with CEOs

Agree to arrange meeting with large member organization CEOs next week to put forward three scenarios for navigating the future of the IDCC, and obtain a consensus on whether to:

- Keep the IDCC going as it is, noting that the significant limitations in our ability to achieve results due to our low resource base;
- Increase the resourcing of the IDCC to modestly increase its reach, outputs, and impact by having a director devoting one day a week solely to IDCC work, supported by the existing policy officer, with a commensurate increase in fees;

- Significantly increase the resourcing of the IDCC by recruiting a CEO (3 days per week), supported by the existing policy officer, which would enable the IDCC to step-up its representation and advocacy including lobbying DFAT and other relevant government departments at senior levels; lobbying parliamentarians; building networks with potential champions and other representative bodies that could lobby for the aid program (e.g. NFF); and undertaking targeted media and communications. This would see a commensurate increase in fees.

#### Meeting with Alex Hawke

Confirmed for Wed 25 March. Jo, Therese and Stuart to attend.

#### Media

The Board noted that ACFID had responded to a story published in The Australian, 'Asia aid slashed in shift to Pacific', on 18 February. Agreed that we need to be discerning about how and when we respond to the media; grateful to ACFID for sharing their media releases with us.

#### ARF

Transition from ARF to non-ARF will be challenging for many of our members. Agreed we need to stay in close communication with DFAT and our members on this.

### **6. Other Business**

#### Next Member Forum

20 April 2020 in Brisbane, with possible Special General Meeting prior, depending on outcome of discussion with CEOs next week.

#### Therese's arrangements

Therese advised the Board that she had resigned from Coffey, effective 28 February 2020, and would be taking a break before commencing part-time work with another organisation in April. She advised that she will continue in her role as a Director of the IDCC Board, and will continue in the position of Chair for now.

### **7. Outstanding actions from previous minutes – to carry over to next meeting**

Feedback on first tranche of procurement reforms – overdue, but DFAT are comfortable with receiving feedback whenever we are ready to provide.

RDI - Research for Development Impact Network – provide IDCC nominees to participate in the voluntary advisory group for a new ethics project.

Austrade - have them participate in webinar and/or present at our next member forum.

Fraud Webinar(s) – arrange webinar for DFAT's Fraud team

New Member Drinks – arrange drinks to coincide with DFAT's practitioner 'masterclass' on Friday 20 March - informal gathering at QT Hotel on the evening of 19 March, where attendees can buy their own drinks, and hear from the IDCC Board.

Company Secretary - need to nominate someone to replace Sue Hart as Company Secretary.

