



Australia's International Development Contractors Community

BOARD MEETING – FRIDAY, 29 January 2021, 2pm AEST

MINUTES

Attendees: Stuart Schaefer (chair), Therese Faulkner, Joanne Choe, Nicky Thatcher, Richard Moore, Jane Gresham

1. Welcome, overview, apologies

Bernadette Whitelum

2. Confirmation of IDCC Governance Arrangements

The Board noted that Therese Faulkner has stepped down as Chair, and the Board has elected Stuart Schaefer as the new Chair. As Stuart is vacating the role of Deputy Chair, another Board member needs to be selected.

Action: Nominations from Board Members for the role of Deputy Chair to be sought

3. Approval of previous minutes (30 October 2020)

Board minutes approved, pending any adjustments being emailed through.

AGM minutes can be finalised now that financial report has been received from Marland Accounting. The minutes will be uploaded to the members-only area of the IDCC website.

Next member update to remind members that minutes are available on the members-only part of the website. AGM proposed to be held in August 2021, to allow time for the financial reports to be done – this is a lesson learned from AGM 2020.

Action: AGM Minutes to be finalised and uploaded to the website

4. Finances and Administration

Financial report shared with Board members, noting current financial position of \$94,382 with some invoices outstanding. Richard and Therese will chase up outstanding invoice payments.

Action: Chase up outstanding invoice payments

5. DFAT issues

a. Safeguards Review

Noted the webinar held with Laurie Dunn and Clare Doube from Strategic Development Group about the Safeguards Review. Agreed IDCC will make a submission to the review

Also discussed recent court case involving a former aid contractor charged with child sex offences. Discussed due diligence and the responsibility which sits with companies. Agreed the IDCC needs to be proactive rather than reactive, and that a 'brainstorm' with members would be useful.

Actions:

Organise an industry conversation on Prevention of Sexual Exploitation and Harassment and the broader issue of personnel screening/paedophiles

Make a submission to the Safeguards Review

b. Covid-19 Vaccine

Noted that there are reports of some confusion within DFAT on where responsibility for vaccines sits – one part is responsible for rollout of vaccines across the Pacific, and another part of DFAT is responsible for rollout of vaccines for staff. Unclear where responsibility for 'essential' aid contractors in the field lies. Agreed to contact head of corporate, Jo Talbot, as well as continue to ask Darren Sharp, regarding further information on policy/procedure for vaccination

Actions:

Contact Jo Talbot re vaccines

Continue contact with Darren Sharp on vaccines

c. Other

Noted that the Federal Budget will be in May 2021, and DFAT will be starting to pull together information now. Agreed IDCC should make a budget submission, following a discussion with members, possibly involving Stephen Howes (head of the Development Policy Centre at ANU) in an advisory capacity.

Action: Set up budget discussion with IDCC members with a view to commencing work on a budget submission

5. Progress against the IDCC Strategic Plan

Board agreed to schedule a separate meeting on the plan, which should also involve IDCC's enhanced member organisations.

Action: Set up IDCC Strategic Plan meeting with enhanced members

6. Any other business

Noted the positive feedback received about the IDCC video, and agreed to send to both Ministers' offices.

Noted that the Board was functioning well, and that sustainability of IDCC will need to address succession planning in due course.

Actions:

Send IDCC Video to Ministers offices

Add succession planning to future Board meeting agenda