

Publish What You Fund Board of Directors meeting

Wednesday 14th September 2016, 15:00 – 18:00 BST

Attendees

- Giles Bolton, Chair (GB)
- Owen Barder (OB)
- Karin Christiansen (KC)
- Simon Gill, Treasurer (SG)
- Claire Hickson (CH)
- Paul Lenz (PL)
- Sally Paxton (FP) – partial attendance
- Sheila Herrling (HR) – partial attendance
- Rupert Simons (RS)
- Linda Grimsey (LG)

Agenda

1. Welcome and updates since last meeting
2. Advocacy and research update
3. Finance & Budget
4. Hewlett Proposal
5. Coalition of Donors
6. European Advisory Committee
7. AOB

1. Welcome and updates since last meeting

Minutes approved

Previous minutes to be signed off by GB (Chair)

2. Advocacy and research update

Current priorities are:

- Preparing for GPEDC high level meeting (Nairobi) – objectives to obtain commitment to data publication and use
- U.S. lessons learnt report and recommendations for the transition – objective to influence the new administration
- Index methodology currently undergoing review

3. Hewlett Proposal (Change order of Agenda)

RS presented final version of proposal from Friends of Publish What You Fund to Hewlett Foundation and requested endorsement

Amount requested 1.2 million USD: 1 million USD over 30 months for non-US activities, 0.2 Million USD ring fenced for US activities (similar to previous grant to Friends in Jan-Feb 2016)

Feedback

SP: Already fed into the document

PL: Raised the exchange rate as a potential risk and overall a good piece of work

SG: Asked for evidence of mission and Theory of Change shows no clear diagram

RS: Discussed Results framework

SG: would like to see more about collecting evidence

GB: raised Metric visibility & partner governments, Data Use targets and questioned whether 5 countries too ambitious

RS: Stated more in-depth studies required on data use

SP: Relatively ambitious with targets

CH: Asked if Hewlett format requires us to use this 'Theory of Change'

RS: Similar programme of work to previous years with fewer, more ambitious targets and moving towards demonstrating impact. Increased supply of data with more data use

All: Discussion regarding Theory of Change into a clear document that could be recycled for other audiences

GB: Document is strong, clear strategy, Hewlett views this as a good return for limited money,

RS: To note

SP: Will require fundraising for additional grants and good relationship between 'Friends' & PWYF

Clear governance and reporting all part of the learning agenda

KC: Clearer governance links to ensure no misunderstandings

SG: Wants clear reporting timeline

GB: Agreed collaborative working with Friends and reporting and working through any lack of clarity

The Board endorsed the proposal and noted its strong support for the activities it describes.

4. Finance report

SG: For 2015/6 Agreed shortfall £62K this will be reduced to at least £18K

Cash flow show cash at bank 30/09/2016 and also budgeted cash flow to December 2016

Continued monitoring cash flow to ensure three months of operation in reserve.

Positive news regarding Hewlett

Breakdown of 2016/7 Budget

Confirmed Income £178K

Hewlett £410K

Shortfall 25%

Proposed minimum budget with a shortfall of £40K

Minimum budget clearly identified but will have constraints until further funding sort

SG concerned about the huge strains on current staff so agreed proposed budget viable but with caveats

RS Explained how we would manage minimum budget but would NOT mean staff cuts or cuts to offered roles

GB: Report very helpful minimum budget agreed and board understand implications and constraints

Discussions concerning milestones and the point at which it becomes risky

RS: Bring the reviews forward

SG: 2nd year of grant with a watching brief

KC: US work now protected and ring fenced so the risks are to other areas of work

SP: 'Friends' board aware of this

SG: Will talk to US board and discuss shared burden and responsibility for fundraising

SG: Underlined importance of grant being paid promptly (via) 'Friends' for cash flow purposes

All: Approved 2016/7 Budget (& Thank You)

All: Approval of budget (Shortfall £40K)

5. Coalition of Donors

RS: Will pursue the Coalition of Donors but practically finding it difficult to reach budget holders

KC: Spoke with Sweden, they say it is no longer a priority

SG: Sweden possibly early October, Netherlands and Canada on going

OB: Asked is this support of Publish What You Fund in general or Tracker specifically. Recommended selling 'opportunity to buy into the Index', setting a fixed price and sticking to it

Discussion followed on the best way forward and who to contact, how and where

Short strategy to ensure clarity, OB to help shape

5. EU Advisory Committee

RS: requested endorsement for setting up EU Advisory Committee, for Advocacy & fundraising in EU to counterbalance US

CH: Sensible approach, good conversations in Brussels for ongoing engagement

KC: Need to wait until the Director of Advocacy post is filled

GB: Needed clarity on who would be wanted on the committee

SG: Postpone until next year

OB: Suggested voluntary ambassadors (No admin)

GB: Accepted proposal BUT wait until Director in post

6. AOB

RS: Invited board to round table on methodology review

SG: will send agenda for ODI Cape Conference

RS: Invited board to NW & LS Leaving do

OB: discussed Hub arrangements for office space

Date of next meetings:

13 December 15:00-18:00

21 March 15:00-18:00

21 June 15:00-18:00