



DFAT / NGO Committee for Development Cooperation

A joint committee of the Department of Foreign Affairs and Trade and Australian non-government organisations

Minutes of the 158th Committee for Development Cooperation (CDC) Meeting held on 27 September 2019

DFAT, McGovern Room, RG Casey Building, Barton

DFAT CDC Members

Cheryl Johnson (Chair) (Dial in)
Jon Burrough (DFAT)
Tim Church (DFAT)

Secretariat

Tanya Pridannikoff (DFAT)
Rebecca Hamilton (ACFID)

NGO Members

John Morley (Plan International Australia)
Ellen Shipley (Uniting World)
Jessica Waite (IWDA) (Dial-in)

Observers

Jocelyn Condon (ACFID)

Apologies

Andrew Hartwich (Fred Hollows
Foundation)
Simon Cann-Evans (DFAT)

10:35 – Meeting Open

Item 1. Welcome Remarks

In opening remarks, the Chair Cheryl Johnson:

- Acknowledged the traditional custodians of the land on which the meeting takes place, and paid respect to Elders past and present and to any Aboriginal or Torres Strait Islander people present.
- Welcomed Ellen Shipley and Jessica Waite to the meeting as new representatives and thanked them for joining the CDC.
- Welcomed Tanya Pridannikoff, new manager of the Australian NGO Cooperation Program (ANCP) accreditation within the Department of Foreign Affairs and Trade (DFAT).
- Acknowledged Trisha Keys' departure and thanked her in absentia for her valuable contributions to the CDC during her tenure.
- Acknowledged apologies from Andrew Hartwich and Simon Cann-Evans.
- Introduced observers and secretariat; Rebecca Hamilton and Jocelyn Condon from the Australian Council for International Development (ACFID) and Tanya Pridannikoff.

Conflict of interest check:

The Chair requested all meeting participants declare any conflicts of interest.



DFAT / NGO Committee for Development Cooperation

A joint committee of the Department of Foreign Affairs and Trade and Australian non-government organisations

- Nil conflicts were declared.

Item 2. Endorsement of minutes from the 157th CDC meeting and Out-of-Session meeting in June 2019

The Chair invited comments on the draft minutes from CDC157.

- No comments from CDC members.
- Minutes endorsed by John Morley and seconded by Tim Church.

The Chair invited comments on the draft minutes from the Out-of-Session meeting on 25 June 2019:

- No comments from CDC members.
- Minutes endorsed by Tim Church and seconded by Jon Burrough.

Item 3. Update on Action Items

The chair invited Jon Burrough to report on ongoing action items:

- ACFID Code Team and DFAT's NGO team to meet to discuss the 'partnership' definition.

- Ongoing.

- ACFID and DFAT to discuss best practice with respect to rotation of auditors.

- CDC members conferred and decided to carry this action item over to CDC159.

- Add the issues of the applicability of 'subject to' rulings for new applicants to accreditation to the agenda for the September 2019 CDC meeting.

- Jon Burrough advised that the application of 'subject to' rulings for new applicants is discouraged, but not ruled out. He reiterated that 'subject to' rulings should be used to rectify a small number of issues (e.g. one or two) and in instances where improvement was measurable.
- John Morley concurred that this option should be used sparingly. However, retaining this option for extenuating circumstances is desirable.
- Rather than relying on hypothetical examples, CDC members agreed they might need a practical example to engage in a more robust discussion of applicability.
- Ellen Shipley noted it is ideal for a committee such as this to retain options rather than unnecessarily closing them off, and CDC members agreed.

- DFAT to come back to the CDC at a later date with the proposed Terms of Reference (ToR) for the ANCP Audit/Spot Checks.



DFAT / NGO Committee for Development Cooperation

A joint committee of the Department of Foreign Affairs and Trade and Australian non-government organisations

- CDC members agreed this is an ongoing action item.
- Jon Burrough estimated the ToR may be ready to share before the end of the year.
- John Morley noted on behalf of NGO representatives that they are very interested in the detail of this piece of work. CDC members requested to see the ToR before the next meeting.
- Tim Church queried what the expectation would be of the CDC in regard to spot checks. Jon Burrough noted this was an iterative process and the CDC's role was yet to be determined.
- Jocelyn Condon noted from the minutes of CDC157 that CDC members were invited by DFAT to comment on the ToR, including their opinion on which criteria should be targeted for spot checks first.

ACTION ITEM: CDC members requested an out-of-session meeting to discuss ANCP Audit/Spot Checks with the draft ToR to be circulated out-of-session.

- DFAT to provide CDC members with the Preventing Sexual Exploitation, Abuse and Harassment (PSEAH) presentation and any additional information that was to be provided during the 157th CDC Meeting.

- The PSEAH presentation that was to be provided during the 157th CDC Meeting was sent out as part of the papers for CDC158.
- John Morley noted that the expectation was that a conversation was to occur and queried whether there was a plan to present this to the CDC at a subsequent meeting.
- Jon Burrough noted that Australian NGOs were extensively consulted on the PSEAH policy and clarified that CDC members desired to have a separate conversation on this. He noted scheduling such a discussion would be difficult.
- Ellen Shipley noted that it would be useful to have a contextual discussion about what CDC members expect to see changed in Organisation Reviews (ORs) as a result of the PSEAH policy, and explore how members should review the criterion.
- The Chair noted that there would be an opportunity to review the policy as it applied in practice as the ORs were reviewed from early 2020.
- Ellen Shipley noted she was comfortable to take this approach if it was otherwise logistically impossible to schedule a separate meeting.
- Jon Burrough noted that the impact of the new policy of these organisations will be minimal, given the short time periods involved and the few material changes between old and new.
- Jocelyn Condon queried whether the interaction between the compliance period and the new policy was clear, and Jon Burrough stated that DFAT is currently interacting with the assessors on this matter.



DFAT / NGO Committee for Development Cooperation

A joint committee of the Department of Foreign Affairs and Trade and Australian non-government organisations

- DFAT to share a copy of the definition of conflict of interest contained in DFAT's Conduct and Ethics manual with CDC members. DFAT to draft and share a Conflict of Interest paper.

- Complete.

Item 4. Conflict of Interest Discussion

- The Chair invited the NGO representatives to present their prepared discussion paper on Conflict of Interest, before inviting DFAT representatives to respond.
- Ellen Shipley noted the following:
 - The conflict of interest discussion paper by NGO members of the CDC recommends the establishment of a register of interests to be updated annually or as required;
 - Once a committee member registers a conflict, a process can be determined for acting on it without perverting the decision-making process;
 - Where a perceived conflict exists, this should be raised in enough time for the CDC representatives to manage or respond accordingly – including in NGO preparations for CDC meetings which includes assignment of roles within the team;
- The Chair proposed that four members volunteer to continue the discussion (two NGO representative and two DFAT representatives) and draft one joint paper by CDC159.
- John Morley and Ellen Shipley nominated, as did Jon Burrough and Tim Church.

ACTION ITEM: John Morley, Ellen Shipley, Tim Church and Jon Burrough to develop a draft joint paper on conflict of interest for the CDC to be discussed at CDC159.

[Note for the Minutes: Tim Church was required to leave the meeting and was not present for the following discussion.]

Item 5. Update from DFAT

Disrupting Terrorism Financing Discussion Paper Update

- Jon Burrough reported that the Disrupting Terrorism Financing Discussion Paper – that had been released to stakeholders for comment – was largely complete and was awaiting clearance.
- Jon Burrough understood that no further consultation is planned but that he would clarify this.

ACTION ITEM: DFAT to clarify whether further consultation will be held on the Disrupting Terrorism Financing Discussion Paper



DFAT / NGO Committee for Development Cooperation

A joint committee of the Department of Foreign Affairs and Trade and Australian non-government organisations

Progress update on Stories of Significant Change

- Jon Burrough reported that 11 stories of significant change have been submitted, verification panels will sit in early November 2019, and six of these stories will be presented at the ANCP learning event on 19 November.
- NGOs and DFAT representatives will sit on the panels and ACFID will also be invited.

Indicators

- Jon Burrough reported that the indicators work with respect to the Program Logic is coming along nicely and thanked ACFID for linking this work to its Communities of Practice.
- DFAT is currently reaching out to the Disaster Risk Reduction and disability Communities of Practice (COPs) to retire a lot of indicators.
- The revised Program Logic will be formally endorsed at the Annual Reflection on 20 November 2019, but this hasn't changed since it was last seen by the CDC. DFAT's Heather Fitt is happy to be contacted on this matter if the CDC has any further questions.

Item 6. Other issues for NGO Representatives to Table

- Nil

Item 7. Next CDC Date

- The Chair confirmed that the next CDC meeting will be in February 2020.
- Tanya Pridannikoff confirmed the ANGOs up for re-accreditation.

11:30am Meeting Close