

Minutes of the 59th Board Meeting of the Independent Commission for Aid Impact

Date: 30 September 2020

Board members:

Tamsyn Barton (Chief Commissioner and Chair)
Hugh Bayley (Commissioner)
Tarek Rouchdy (Commissioner)

Attendees:

Andrew Forbes
Ekpe Attah
Faith Cowling
Goknur Ozer
Jo-Ann Kelly
Max Manning-Lowe
Nabila Jiwaji
Pauline Worthington
Lauren Pett (Agulhas items 5 and 6)
Marcus Cox (Agulhas items 5 and 6)
Nigel Thornton (Agulhas items 5 and 6)

1. ICAI formal update

Minutes and actions from June 2020 Board

- 1.1 The minutes and actions of the June 2020 ICAI Board Meeting were agreed.
- 1.2 Commissioners discussed the Key Performance Indicators and agreed, on a trial basis, to have one KPI on government acceptance of ICAI's review recommendations and one on government action in response to ICAI's recommendations at follow-up.

Action 1: Secretariat to update KPIs as agreed by commissioners.

Action 2: Secretariat to include a brief communications and engagement update in future business updates where there is no separate communications agenda item.

Business update including GDPR and safeguarding

- 1.3 Commissioners discussed the forecast spend for this financial year, the ongoing budget anomaly discussions with FCDO and noted the need to keep the programme spend under review as the workplan for the remainder of this year is finalised.
- 1.4 Commissioners discussed progress on the actions from the last board.

Action 3: Chief Commissioner to write to FCDO for assurance around the budget anomaly.

Action 4: Secretariat to update action log to incorporate a target completion date.

FOI update

- 1.5 One FOI request relating to recent communications between the Chief Commissioner and Ministers has been received since the last Board and a response is being prepared.

Corporate risk register

- 1.6 Commissioners discussed the corporate risk register noting the changes this month and commenting that the recent work to review this risk register has resulted in a useful tool in a fast-changing environment.

Action 5: Secretariat to amend the corporate risk register to display risks in each section in order of magnitude.

GDPR

- 1.7 Commissioners noted there had been no subject access requests in the last quarter.

Safeguarding

- 1.8 Commissioners noted there had been no instances of non-compliance with ICAI safeguarding standards in the last quarter.

2. ICAI review

- 2.1 The Head of Secretariat updated Commissioners on progress with the review of ICAI. Commissioners noted that the Terms of Reference had not yet been finalised and published and expressed their hope that the current work that ICAI was taking forward to measure its own impact could contribute to the review.

3. Impact review

- 3.1 The Head of Reviews advised Commissioners that the consultants had commenced interviewing stakeholders, that further meetings and interviews were planned and that a workshop to share findings with Commissioners and the Secretariat was planned for 22 October. The final work is expected in mid-November.

4. Progress against current workplan

- 4.1 The Chief Commissioner outlined the current challenges in finalising the future workplan and noted that the review of ICAI, the Integrated Review and any decision on the shape of future parliamentary scrutiny of ODA would need to inform the final choice of review topics for the next year.
- 4.2 Commissioners discussed the options for topics and agreed work could commence on scoping a selection of reviews based on scoring against the key criteria, in preparation for final decisions on the workplan when the context, and in particular Parliamentary scrutiny arrangements, were clearer. Commissioners requested a meeting to discuss the options on Covid-19 and CSSF related reviews.

Action 6: Head of Reviews to circulate confirmation of the review topics identified for scoping and share all the supporting documentation for the scoring of potential topics.

Action 7: Head of Reviews to schedule a meeting to define the review options relating to Covid-19 and CSSF.

5. Update from Ben Mellor, FCDO Transformation Team

- 5.1 Ben Mellor updated the Board on the on-going work of the FCDO Transformation Team. Topics covered included the work relating to alignment, structure, vision, systems, staff engagement and value for money. Ben clarified that consideration of ICAI's remit following the FCDO's establishment did not fall to his team but would be addressed in the separately announced review of ICAI.

Action log from 59th Board Meeting March 2020

No.	Action by	Action	Status	Target completion date
1	Head of Secretariat	Secretariat to update KPIs as agreed by commissioners.	In progress	31 October 2020
2	Head of Engagement	Secretariat to include a brief communications and engagement update in future business updates where there is no separate communications agenda item.	In progress	31 October 2020
3	Chief Commissioner	Chief Commissioner to write to FCDO for assurance around the budget anomaly.	In progress	31 October 2020
4	Business Manager	Secretariat to update action log to incorporate a target completion date.	In progress	31 October 2020
5	Head of Delivery	Secretariat to amend the corporate risk register to display risks in each section in order of magnitude.	In progress	31 October 2020
6	Head of Reviews	Head of Reviews to circulate confirmation of the review topics identified for scoping and share all the supporting documentation for the scoring of potential topics.	In progress	12 October 2020
7	Head of Reviews	Head of Reviews to schedule a meeting to define the review options relating to Covid-19 and CSSF.	In progress	31 October 2020
8	Head of Engagement	Head of Engagement to investigate organising a briefing session for any future ODA-related parliamentary committee.	To be pursued when there is clarity on Parliamentary scrutiny arrangements.	Tbc

Action log from 58th Board Meeting March 2020

No.	Action by	Action	Status	Target Completion Date
1	Head of Engagement	Secretariat to discuss options for hearing on the information note on Anti-Corruption and Illicit Flows with the Committee Clerks.	In progress	31 December 2020
2	Head of Engagement	Head of Engagement to commission service provider to produce an interactive map showing where ICAI had reviewed programmes over the past and current phases of ICAI	In progress	30 November 2020

Action log from 57th Board Meeting March 2020

No.	Action by	Action	Status	Target Completion Date
1	Head of Secretariat	Head of Secretariat to investigate inviting internal audit to a future board meeting.	Noted for future Board Meeting	31 March 2021