

# Uniting Board Meeting

**Date:** Thursday 5<sup>th</sup> November 2020

**Board Member Attendees:** Mona Hammami (Chair), Peter Stevenson (Vice-Chair), Ellen Agler, Kieran Daly Maïmouna Diop Ly, Silvia Gold, Carl Manlan, Francisca Mutapi, Rieko Suzuki Kitaoka, Laura Westcott

**Observers:** Caroline Harper (Sightsavers), Max Gasteen (Gates Foundation)

**Secretariat:** Thoko Elphick-Pooley, Andy Wright, Leslie Weston, Matthew Turney, Okito Wedi, Marc Wormald, Kirsten Walkom, Joanna Hearn

**Apologies:** Mwele Malecela (WHO)

## Agenda

1. Welcome and Introduction
2. Approval of the Strategy Document
3. Approval of the Operational Plan

### 1. Welcome & Introduction

- Mona Hammami, Board Chair, welcomed everyone to the call and introduced the agenda.

### 2. Approval of the Strategy Document

#### Amendments to the Strategy Document since the September Board meeting:

- General: text revised to confirm Uniting will align with the shifts outlined in the road map (impact orientation, multi-sectoral approaches, and country ownership), and expand remit to 20 diseases
- Aims: narrative descriptions were refined for clarity
- Aim 1: minor wordsmithing of Aim 1 and supporting goals to refer to broader policy priorities (not just health)
- Goals: narrative description refined for clarity, in particular in alignment with partner feedback on value add
- Indicators: section replaced with a summary of indicators and descriptions, and 3-year targets to annex
- Annex: Last of NTDs added as annex for non-NTD readers
- There has also been further refining and the incorporation of new targets following comments received from the Board after the documents were submitted on October 22<sup>nd</sup>.
- Changes have been made to the narrative and goal 1 has been reworded - similar changes will need to be made to the linked outcome.
- It was noted that targets for goal indicators have been moved to Annex D.
- It was also noted that Uniting will be planning on publishing an annual report, and this will be added to section 5 of the Strategy doc.
- Uniting does plan to make a version of the strategy public, together with a summary document. There is a plan to socialise this with partners to effectively communicate what the strategy is about.

#### Indicators and Targets for the Goals

- Thoko Elphick-Pooley provided an overview of the goal indicators and targets, detailing Uniting's priorities for 2021 and beyond.

- The floor was then opened for discussion and comments from Board members
- **Overall, the Board Approved the Strategy Document dated 22<sup>nd</sup> October 2020.**

#### **Actions**

- The Secretariat to make suggested amendments to the Strategy and Operational Plan documents
- The Secretariat to circulate the Revised Strategy and Operational Plan documents alongside the minutes

### **3. Approval of the Operational Plan**

- The operational plan can be broken down into 3 components – the outcome summaries, the staffing plan and the budget.

#### **The Outcomes:**

- The Uniting team provided an overview of each of the outcomes and their priorities for 2021.
- The floor was then opened for comments from Board members.

#### **The Staffing Plan:**

- An overview of the Uniting staffing plan was given to the Board.
- It was noted that this includes a proposal for 3 new positions: An elevated Director of Advocacy and Policy; a Director of Partnerships; and a Communications Assistant.

#### **The Budget:**

- An overview of the cost of delivering the operational plan was provided.
- It was noted that the Finance Committee has been active in conversations around funding as well as in the budgeting process. As things evolve, and as the secretariat see needs to shift spending, the first step would be to propose this to the Finance Committee who would then report back to the Board.
- **Overall, the Board approved the Operational Plan dated October 22<sup>nd</sup> 2020, with the recognition that execution of the operational plan will take place with what funding is available.**

### **4. Any other business**

- An updated TOR for the Board Governance committee is being finalised and will be circulated out for review and approval by Board members.
- There are currently no meetings set up for 2021 – the secretariat has proposed the following dates, can Board members please get back to Matt if there are any issues with these.
  - Q1 Thurs 18 February
  - Q2 Thurs 20 May
  - Q3 Thurs 09 September
  - Q4 Thurs 04 November

#### **Actions**

- The Finance Committee to finalise and send the TOR for Governance Committee to the Board for review
- The Secretariat to put 2021 Quarterly meeting dates in the calendar