

Q4 Uniting Board Meeting

Date & Time: Thursday 4th November 2021 2 PM GMT

Board Members: Mona Hammami (Chair), Peter Stevenson (Vice-Chair), Kieran Daly, Ellen Agler, Rieko Suzuki Kitaoka, Laura Westcott, Maimouna Diop Ly

Observers Mark Ramsden (Sightsavers)

Apologies Mwele Malecela (WHO), Francisca Mutapi, Silvia Gold

Secretariat: Thoko Elphick-Pooley, Matt Turney, Mark Warrillow-Thomson, Ope Alabi-Hundeyin

Donor Seat support team: Chris White (Gates Foundation)

For further information contact info@unitingtocombatntds.org

1. Welcome and Introduction

- Pete Stevenson, as Vice Chair standing in for Mona, welcomed the Board to the meeting
- Pete provided an overview of the agenda
- Pete provided an update on Board actions

2. Secretariat Funding

Sightsavers Funding

- Pete Stevenson is currently standing in as chair of the Board Finance Committee following Carl Manlan's departure.
- On 12th October, the Finance Committee met to discuss Sightsavers' offer to provide funding over two years to the Uniting Secretariat. This support is very much appreciated as it will significantly reduce the projected funding gap.
- The Finance Committee acknowledged and agreed on key points regarding future potential or perceived conflict of interest.
- The Board welcomed Mark Ramsden from Sightsavers to the Board as an observer and also thanked Sightsavers for their generous donation.

Amendments to Terms of Reference

- Further to the measures proposed by the Finance Committee to address any potential conflicts of interest, it is proposed to amend the Terms of Reference for the Board Governance Committee and the Uniting Partnership.
- The Board adopted the proposed additions to the ToRs for Governance Committee and the Uniting Partnership.

3. Update on the Kigali Declaration

Kigali Declaration on NTDs

- A copy of the Kigali Declaration final text agreed by the country task team was shared with the Board on 3rd November.
- The Secretariat provided an overview of the processes involved to achieve the final text of the Kigali Declaration. The positioning of the Kigali Declaration was high level, and the individual stakeholder statements were co-drafted by the stakeholder group through a collaborative, robust and extensive consultation process.
- The Secretariat informed the Board that a Commitment and Accountability Task Team, led by countries, has been set up. The task team is responsible for developing the commitment tracker and accountability framework that will accompany the declaration. The commitment tracker is expected to be a self-managed tool that is hosted on an online portal allowing stakeholders to make public commitments to the Kigali Declaration.
- The next steps on the Kigali Declaration include:
 - Development of the Accountability Framework by the Commitment and Accountability Task Team.
 - Kick off the process for endorsements and commitments for the Kigali Declaration to begin around World NTD Day, signing of the documents to be kicked off by Heads of State. Then mobilise more signatories to endorse the Kigali Declaration.
 - Celebration of the 10 year anniversary of the London Declaration and the establishment of country ownership.
- Does the Board approve the process of socialising for signatories and mobilising endorsements and commitment to support its implementation? **Approved by the Board**

4. Governance Committee Update

Board chair recruitment

- The Governance Committee met on 3rd November to discuss the recruitment of the leading candidate for the Board chair position.
- Though a positive response is anticipated, a timeframe of the end of the year has been set to hear.
- In line with the approved process if the leading candidate does not take up Board Chair, the Secretariat will conduct soft research into the status of the two other shortlisted nominees.
- The Board agreed to wait until 31 December for a response and reach out to other shortlisted candidates in January 2022 if required.

Board member recruitment

- The Board ToR indicate that the Board seat is rotational with a maximum of 12 members recommended.
- Currently, 9 Board seats out of 12 are filled following Carl Manlan's exit from the Board at the end of September. Though the incoming chair will take up one seat, there are still 2 - 3 seats to be recruited for the Board.
- Laura Wescott announced she is stepping down from her role on the Board to give room for other donors and allow advocacy discussions. Laura assured the Board of her continued support for NTDs even after her exit from the Board.
- Board members thanked Laura Westcott for her contributions and support during her time with the Board.
- Board members were encouraged to start recruiting more Board members given 2 – 3 seats need to be filled. A brochure designed by the Secretariat would be helpful in the recruitment

efforts.

- It was suggested that Board members could identify people who will add strategic value to the Board and NTDs broadly.

Action

The secretariat to enact the recruitment and nominations process for Board members as soon as possible.

Consultative Forum seat

- A table showing details of Consultative Forum members' terms coming to an end on 31 December 2021 was presented. It was noted that the Consultative Forum terms are two years and renewable once.
- The members in the open seats have all confirmed that they wish to renew their terms for another two years
- The two members representing Industry are retiring and the Industry working group will propose new members
- The members representing NGOs / INGOs have not yet confirmed whether the two representatives will be rotated.

5. AOB

- The Secretariat presented the below table as proposed Board meeting dates for 2022 in line with the approved pillar reporting schedule.
- Board members were encouraged to contact the Secretariat if the proposed dates were not convenient.

Meeting	Finance Committee – 2022 draft timing	Board – 2022 draft timing
Q1:	Tuesday 08 February	Thursday 24 February
Q2		Thursday 26 May
Q3:	Tuesday 13 September	Thursday 29 September
Q4:		Thursday 24 November <i>Update to notes - Amended to Thursday 17 November</i>

- It was noted that the dates may need to change when the new board chair assumes role.

Action

The Secretariat to schedule and diarise the 2022 meetings.