

MINUTES OF THE OPEN GOVERNMENT PARTNERSHIP STEERING COMMITTEE
MEETING HELD ON 20TH OCTOBER, 2020 AT THE CONFERENCE ROOM OF THE
OFFICE OF THE SENIOR MINISTER
AT 11:00 AM

MEMBERS PRESENT

1. Hon. Yaw Osafo-Mafo	Senior Minister (Chairman)
2. Mrs. Halima S. Yakubu	Ag. Chief Director, OSM
3. Mrs. Thelma Ohene-Asiamah	Director, F&A and OGP PoC, OSM
4. Dr. Steve Manteaw	Co-Chair, GHEITI
5. Ms. Mavis Asare Donkor	Director, PBMED, OHCS
6. Ms. Domtie Sarpong	Principal State Attorney, RGD
7. Ms. Fati Lily Soale	Director, Human Resource, MLGRD
8. Mr. Kwesi Jonah	Senior Research Fellow, IDEG
9. Mary A. Addah	Programmes Manager, GII
10. Ms. Regina O. Amanfo	Snr. Programme Officer, CDD
11. Mr. Eric Akumiah	Data Expert, MoC
12. Ms. Esi Sey	Chief of Operations, IDEG
13. Ms. Esther Ahulu	Programmes Manager, CHRI/RTI Coalition
14. Ms. Nafi Chinery	West Africa Regional Manager, NRG

ABSENT WITH APOLOGY

1. Hon. Emmanuel Bedzrah	Member of Parliament, Ho West Constituency
2. Hon. Ama Poma Boateng	Member of Parliament, Juaben Constituency
3. Nana Antwi	Deputy Executive Director, EOCO
4. Ms. Patricia Dovi Sampson	Director, PPME, MoI
5. Mr. George Osei-Bimpeh	Country Director, SEND-Ghana
6. Ms. Mina Mensah	Director, CHRI, Africa Office

ABSENT

1. Mr. Richard Ebo Amuah	Chief Budget Analyst, MoF
2. Ms. Kathy Addy	Deputy Chair, NCCE

IN ATTENDANCE

1. Mr. Michael Adu-Gyamfi	Deputy Director, OSM
2. Mr. Ato K. Bessa-Simons	Assistant Programme Officer, OSM
3. Ms. Annette Boateng	Assistant Programmer, OSM

NO	SUBJECT	ACTION BY
1.0	<p data-bbox="280 306 402 338">Opening</p> <p data-bbox="280 380 1242 594">The meeting was called to order at 11:28 am with a prayer by Ms. Esther Ahulu, Programmes Manager, Commonwealth Human Rights Initiative/ Right to information Coalition (CHRI/RTI). This was followed by self-introduction by members. The meeting was chaired by the Hon. Senior Minister and Chairman of the Open Government Partnership (OGP) Steering Committee, Hon. Yaw Osafo-Mafo.</p> <p data-bbox="188 636 721 667">1.1 Opening Remarks by Chairman</p> <p data-bbox="280 709 1242 921">The Chairman welcomed members to the first monthly meeting as agreed by the Steering Committee during its last meeting on 15th September 2020. He indicated that two more Steering Committee meetings were expected to be held before the end of the year and implored members to participate fully in these meetings to help develop the 4th National OGP Action Plan.</p> <p data-bbox="188 963 1242 1037">2.0 Correction and Adoption of Minutes of Previous Meeting held on Tuesday 15th September 2020</p> <p data-bbox="280 1079 1242 1291">The minutes of the previous meeting held on Tuesday, 15th September, 2020 was read and since no corrections were made, Mr. Eric Akumiah, Data Expert, Ministry of Communications (MoC) moved for the acceptance of the minutes and was seconded by Ms. Fati Lily Soale Director, Human Resource, Ministry of Local Government and Rural Development (MLGRD).</p> <p data-bbox="188 1333 500 1365">3.0 Matters Arising</p> <p data-bbox="188 1407 850 1438">3.1 Fund raising in support of OGP Activities</p> <p data-bbox="280 1480 1242 1619">The Chairman asked for a brief on what has been done in raising extra funds to support OGP activities and advised members not to wait for the amount of US\$8,000 lodged with Ghana Integrity Initiative (GII) to be exhausted before looking for additional funds.</p> <p data-bbox="280 1661 1242 1839">The Senior Programme Officer (CDD) indicated that members on the Civil Society Organisations (CSOs) side of the Steering Committee were of the view that Government should first indicate how much it wants to devote towards OGP and if it's not enough then other Development Partners could be engaged for additional funds.</p>	

	<p>The Programmes Manager, Ghana Integrity Initiative (GII) explained that the decision to raise funds was not only for the preparation of the 4th National Action Plan but also to fund implementation activities. However, she supported the point that, it is the responsibility of government to commit majority of funds for OGP activities.</p> <p>The Chairman on the other hand was of the view that members should be able to attract donors to support OGP activities, and that it is when the attraction fails that the government could come in to support. He therefore requested for either a concept note to be written and sent to the MoF for additional funding for OGP or it is made a budget line in the 2021 Budget of the OSM.</p> <p>The Ag. Chief Director, OSM informed the meeting that OGP activities had already been included in the 2021 Budget of OSM and had been submitted to the Ministry of Finance.</p>	
3.2	<p>Road map for the Preparation of a National Action Plan</p> <p>The OGP Point of Contact, Mrs. Thelma Ohene-Asiamah reported that she had prepared the roadmap and shared with members for their comments. She also indicated that copies of previous National Action Plans had also been circulated to members accordingly.</p> <p>The Chairman therefore tasked the OGP Point of Contact to take members through the draft road map prepared to serve as a guide for the Steering Committee in developing the 4th OGP Action plan.</p>	
4.0	Main Business	
4.1	<p>Update on the Recruitment of a Consultant for the Preparation of the 4th OGP National Action Plan</p> <p>The OGP Point of Contact presented to members for their input, a draft Terms of Reference (ToR) to guide the Consultant to be selected to develop the 4th National Action Plan.</p>	
4.1.1	<p>Comments from Committee Members on draft ToR</p> <ul style="list-style-type: none"> • Page 2, bullet 1 under scope of work: the word ‘relevant’ was to be added to ‘issues’ to read relevant issues. • Page 2, bullets 6 and 7 under scope of work: ‘Steering Committee’ was to be added to the sentences. • Page 4, bullet point 2 under Qualification: The word ‘excellent’ was to be removed from the phrase, excellent analysis. • Page 4, bullet point 3 under Qualification was to be rephrased to read ‘Proven experience of five (5) years and above in relevant 	

	<p>field</p> <ul style="list-style-type: none"> • The phrase ‘Political economy’ was to be expanded upon to indicate precisely what the consultant was supposed to do. • The objective of the assignment was to be stated clearly in a short and concise manner. • The internal activities of the Steering Committee to get the consultant recruited were to be separated from the consultant’s Work Plan and Time Frame. 	
4.2	<p>Mainstreaming the Relationship between Local Government and National Open Government Partnership Process</p> <p>Members were made aware that Sekondi-Takoradi Metropolitan Assembly (STMA) OGP Point of Contact was supposed to be represented on the Steering Committee since they were selected as one of the pilot subnational governments to promote more transparent and accountable open governance at the local level.</p> <p>The Chairman tasked the OGP Point of Contact to make sure STMA is represented on the Steering Committee. He indicated that when given the needed assistance, STMA’s performance could be replicated in other Metropolitan Municipal District Assemblies (MMDAs).</p>	OGP Point of Contact
5.0	Any Other Matters	
5.1	<p>Costing of OGP Activities</p> <p>Dr. Steve Manteaw Co-Chair, GHEITI wanted to know the total cost or budget for all activities for the development of the National Action Plan and its implementation.</p> <p>The Chairman therefore tasked the OGP Point of Contact to cost all the activities for the development of the OGP National Action Plan and its implementation including Steering Committee meetings.</p>	OGP Point of Contact
6.0	<p>Closing</p> <p>The Chairman thanked members for honouring the invitation to the meeting and for their active participation. He assured members of his full support for the OGP Initiative.</p> <p>In the absence of any further deliberations, the meeting came to a close at 12:42pm with a closing prayer by Ms. Regina O. Amanfo Tetteh, Senior Programme Officer, Centre for Democratic Development, (CDD-GHANA).</p>	

