

Minutes of DDRN Board Meeting 1/2009

March 27, 2009 – Department of Geography and Geology, University of Copenhagen

Participants: Arne Wangel (AW), Carl Erik Schou Larsen (CESL), Ole Mertz (OM), Thomas Nielsen (TN). Secretariat staff: Anne Marie Sørensen (AMS), Bo Karlsen (BK), Lone Frederiksen (LF), Marianne Forti (MF).

Apologies from: Bente Topsøe-Jensen, Claus Jørgensen, Helene Maria Kyed, Olav Jull Sørensen, Peter Oksen, Esbern Friis-Hansen.

LF and BK were rapporteurs.

Draft agenda:

1. Approval of the agenda
2. Approval of the minutes
3. 3. Briefing on progress of activities by the secretariat (information)
 - a) DDRN communication action plan
 - b) Pilot projects
4. 4. General Assembly 2009 (discussion and decision)
 - a) Agenda
 - b) Suggestions
 - c) New Board
5. 5. Review of work plan and budget of the current grant period (update, discussion and decision)
 - a) Outstanding activities
 - b) Budget overview
6. Prioritized activities in second half of 2009
7. Applications to fund for member driven activities: Presentation of proposals (decision)
8. A.O.B

Ad 1. Approval of the agenda

The agenda was approved.

Ad 2. Approval of the minutes:

The minutes from last board meeting were approved.

Ad 3. Briefing of progress by the secretariat:

The secretariat added the following comments to the brief:

AMS: Consultant Carsten Nico Hjortsø is a little behind schedule with the overview of documenting project management experiences. When surveys are sent out it always takes some extra time to get them back. However, the surveys look good.

There need to be a group to do the follow up after the GVC conference on December 9. The responsible persons are still to be selected.

Dialogue meeting with BFT: It was discussed if DDRN should invite a representative from BFT to assist at specific technical items at board meetings. For now, individuals from BFT receive briefs, agendas etc. for the board meetings, but have not been invited. BFT suggested that the DDRN should participate in the conference "Food, Nutrition and Gender" on April 28.

At the SANORD conference in South Africa on December 7-9, 2009, DDRN participation will be appreciated.

EIARD has demanded that EFARD must develop into a multistakeholder forum. So far members have mainly been researchers. In future, NGOs also have to participate. PAEPARD has received 5.5 million Euro. A representative from a NGO has been included in the board.

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Pilot projects: The two climate projects in Vietnam are organizing a workshop concerning research communication to be held in September 2009.

Secretariat staff: The secretariat has received 34 applications for the vacant position.

Interviews will be held in week 14.

Comments to the brief from the Board: It was questioned whether the initiative of the pilot projects originally came from the South or the North. AMS underlined that initiatives for partnerships are to come from Vietnam and Tanzania. There is a need for more experience within research communication and experience sharing in food security.

Since many applications from the South are often of poor quality, it was also suggested to include application writing in the workshops.

Action 1: The secretariat will assess the need and interest for the setting up of a course within the field of application writing during the workshops in Vietnam and Tanzania.

AMS: At the Workshop in Vietnam the DDRN secretariat will be responsible for the teaching and will additionally use the local members of the network as well as other contacts.

CESL: DDRN has not heard from the Bolivian embassy yet. They should be contacted soon by the contact person at LIFE. It was added that there are also very qualified members at Aarhus University who could be useful.

Action 2: The secretariat contacts the contact person at LIFE to find out news from the Bolivian embassy.

Per Holten Andersen is now the responsible person for the KU strategy on developing countries.

34% of the DDRN members are now from the South. This means that all members running for the board have to announce their candidature in advance, so that the foreign members will have a chance to send a postal vote. According to the articles of association, voting by e-mail is not possible.

Extension of DDRN: OM informed that the new grant period of DDRN is not officially approved by DANIDA yet. But they have sent an email that confirms a new grant, which is only of two years' duration. It only has a 20% overhead and the exact amount of the grant is yet to be announced. KU will accept the 20% overhead as it is not research funds.

Secretariat engagement: The positions of MF and LF end at the end of the existing grant period and must therefore be advertised. AMS recommends that they are re-employed. According to KU it is not legal to employ technical staff on time limited contracts in the future.

Ad 3.a DDRN Communication action plan

The Communication Strategy was approved and received credit from the board members. The communication action plan was presented; and this raised the question whether DDRN should find a new server for the website. The website is a little unstable and the search function is not satisfactory. MF recommends that the server is changed.

Inspiration could be found from ENRECA Health. Evidently, they use the KU format. DDRN could find out if the same could be used. Yet, it also needs to be stable and offer the functions we need.

So far, the communication action plan is only a draft.

Action 3: MF contacts Vester Kopi in order to find out if they can create a more stable solution than the present.

Ad. 4. General Assembly 2009 (discussion and decision)

Ad. 4.a Agenda:

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It was stated that the first two items on the agenda can be done in ten minutes. The General Assembly should start earlier. OM suggests 10.00-10.30, depending on the train schedule.

Action 4: BK checks the train schedule. – Train leaves at 6.50 from Copenhagen Central Station arriving at 9.45 in Aarhus.

Ad. 4.b Suggestions:

It was suggested that it should be discussed how to involve the South more in network decisions and activities at the conference in Uganda.

This will be taken into consideration when preparing the conference.

It was also raised that according to the articles the procedure of how to stop being a member is quite difficult. Therefore the articles should be revised so that members just have to send an email to the secretariat.

Action 5: LF makes sure that a clarification in the articles on how to stop being a member will be an item on the agenda.

Ad. 4.c New board:

Bente Topsøe-Jensen, Claus Jørgensen, Peter Oksen, Esbern Friis Hansen and Ole Mertz will stand for election for the board at this general assembly.

OM has decided not to run for the board in the next period. He has liked the task, but wants to commit himself to fewer responsibilities in order to carry out these more satisfactorily. OM is trying to find a new board member at IGG, as it is convenient for the secretariat to have a board member close by in the daily work. The new IGG member does not necessarily have to be chairman.

Due to their absence, it was not clear whether Claus, Bente, Peter and Esbern want to stand for election again. The existing board members have to be asked before potential new members are invited to stand for election.

It was discussed that members with expertise within climate change and from outside the research environment could be a benefit for the board. It was specified that potential new board members have to be aware that being a board member includes much more work than the four annual meetings.

Action 6: The secretariat ask absent board members whether they will stand for election.

Conference at Aarhus University on May 25-26: In connection with the item of the General Assembly, the conference that lies immediately after the General Assembly was also discussed. The official welcome can be done by e.g. John Nielsen. Logistically the preparations are proceeding satisfactorily. Peter Thygesen has been asked if he wants to be facilitator. He will let us know on March 30. As an alternative Jesper Strudsholm was suggested. The board was of the opinion that the programme looks interesting.

Ad 5. Review of work plan and budget of the current grant period (update, discussion and decision)

Ad. 5a outstanding activities: We are up to-date on most activities. Exceptions are: Research briefs, where we have not yet developed a format, and visits to Danish universities, which has just started and where we have not received reponse to our letters. Other targets are over-fulfilled.

Ad. 5.b Budget overview:

There are still unused funds in the existing budget. Remaining funds will have to be repaid to DANIDA after June 30.

There should be made a special call on May 1 for applications for member driven activities. The activities must be carried out before December 31, 2009.

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Action 7: The secretariat announces the call and sends an overview table of the applications to the board members asking for comments.

Ad 6. Prioritized activities in Second half of 2009:

Pilot projects: Postponed to the next board meeting.

Draft work plan of the secretariat for the second half of 2009 will be ready for distribution at the General Assembly and approval by the new board.

Ad. 7. Applications to fund for member driven activities:

1. Workshops and seminars

1: *Accountability on devolved funds*: The board decided that it is not within the DDRN framework. There is no North/South component and no research component. Not to be supported.

2: *Nordic Indonesia Studies Network Inaugural Workshop*: It is cross disciplinary; and participation is open. To be supported.

3: *Workshops on awareness of the perils of global warming*: No Danish participation and no research component. Not to be supported.

5: *FAU conference 2009 "Bringing the State Back in: New Roles and Responsibilities for the 21st Century State"*: To be supported with DKK 47,000 since the FAU conference will probably be included in DDRN's budget in the new grant period.

6: *Poverty-Environment – six workshops/seminars*: As OM was part of the applicant group, he left after a few clarifying questions. What especially raised scepticism in the board was:

a. The timeframe is too long. The last workshop/seminar takes place in December 2010.

b. The amount applied for is far beyond the DKK 30,000 frame.

Therefore the board decided to grand the first 3 workshops that take place in 2009 with the condition that the Poverty-Environment Working Group sends in a new application with a separate budget for the three Workshops. The DKK 6,600 from the former grant can be added to the 30,000 of this grant.

When the three first workshops are finished they can apply again for the following three workshops.

2. Participation in meetings and conferences:

1: *International conference: Value-added processing of African traditional fermented food for improved quality and food safety*: Has already been supported after approval from the chairmanship.

2: *International conference: Transnational forms of cooperation and international dialogues: Towards alternatives to human development and rights*: To be supported if the workshop is carried out.

3: *World conference on Impact Assessment*: There is no Danish link. Only Norad and SIDA. Not to be supported.

3. Other activities:

1: *Urban Climate Change in South Asia (new version of application form December 2008) (Information consolidation, publication and online platform of knowledge sharing)*: The first time they applied there was no Danish link. But now Peter Vangsbo Madsen are connected to the application and it seems ok. And the sustainability has been explained.

It is to be supported. But we should recommend that they get a stronger connection to the Danish resource base.

Action 8: LF informs the applicants of the above decisions by the board.

It was also brought up that the application forms lack questions related to Danish links.

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Action 9: LF will revise the application forms.

8. Any other business:

The new board should decide if there is to be a higher ceiling for the call in the new grant period. Yet it has just been increased for the present call.

List of actions from 1st board meeting 2009

Reference	Action	By whom?	Status
BM1/09 Act 1	The secretariat will assess the need and interest for the setting up of a course within the field of application writing during the workshops in Vietnam and Tanzania.	AMS	
BM1/09 Act 2	The secretariat contact the contact person at LIFE to find out news from the Bolivian embassy.	AMS	
BM1/09 Act 3	MF contacts Vester Kopi in order to find out if they can create a more stable solution than the present.	MF	
BM1/09 Act 4	BK checks the train schedule.	BK	Done
BM1/09 Act 5	LF makes sure that a clarification in the articles on how to stop being a member will be an item on the agenda.	LF	
BM1/09 Act 6	The secretariat ask absent board members whether they will stand for election.	AMS/LF	
BM1/09 Act 7	The secretariat announces the call and sends an overview table of the applications to the board members asking for comments.	The secretariat	
BM1/09 Act 8	LF informs the applicants of the decisions by the board.	LF	
BM1/09 Act 9	LF will revise the application forms.	LF	

List of pending actions from previous board meetings

Reference	Action	By whom	Status
BM3/08:Act.4	The secretariat will take contact to communications departments and international offices at the Danish Universities in view of increased collaboration.	MF	On-going
BM3/08:Act.7	The secretariat will make a proposal on visits to Danish institutions before the next board meeting	AS and MF	Pending