

Draft Minutes

Meeting of the Vienna NGO Committee on Drugs

Thursday, 16th March 2017
15:30 – 17:30, Boardroom D, C-Building, VIC

1. Adoption of the draft agenda

Approved

2. Approval of the minutes of the last meeting

The draft minutes of the meeting held on 1 December 2016 have been circulated. The Committee **approved** the draft as a correct record of the meeting

3. Attendance and apologies for absence

56 Member organizations in attendance:

- ACEID Costa Rica
- ACUNS
- Actis
- ADIC Sri Lanka
- African Action on AIDS (AAA)
- Andean Information Network
- Australian Drug Foundation
- CADCA
- Canadian Drug Policy Coalition
- Canadian HIV/AIDS Legal Network
- Caribbean Harm Reduction Coalition
- Celebrate Recovery
- Centros de Integracion Juvenil Mexico
- Dejusticia
- Dianova International
- Diogenes Drug Policy Dialogue
- Drug Policy Alliance
- ECAD
- ECHO
- EURAD
- FORUT Norway
- Foundation for a Drug-Free Europe
- Graduate Women International
- Green Crescent Society (Turkey)
- Harm Reduction International
- I.A.P
- ICAA / EURO-TC
- ICSDP
- IDPC
- IEPES
- IFSW
- Intercambios Asociacion Civil
- International Council of Women
- IOGT International
- KETHEA
- Latinamerica Reforma LAR
- Lions Club International / Austria
- Matua Raki (TePou)
- MUCD
- New Zealand Drug Foundation
- Nierika A.C.
- Harm Reduction Coalition
- NYNGOC
- NYC Bar Ass. Com. On Drugs & Law
- ARTM Macau
- OFAP Org. of Families of Asia and the Pacific
- Open Society Foundation
- Rebirth Society
- REDUC
- TNI
- Transform
- VfV (Society of the Advancement of Global Understanding)
- WOLA
- Women's Federation for World Peace (WFWP)
- World Federation Against Drugs
- Zonta International

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Board members

- Esbjörn Hörnberg, Chair
- Katherine Pettus, Vice Chair
- Luciana Pol, Secretary

Apologies received by Secretary prior to the meeting:

- Stop the Drug War
- San Patrignano Foundation
- Treatment Alternatives for Safe Communities
- Elternkreis Wien
- Fundacion Atenea
- Dalgarno Institute
- Association Proyecto Hombre

Apologies received from Board members

- Marcus Day, Treasurer
- Maria Phelan, Vice Treasurer
- Wilson Box, Vice Secretary

4. Appointment of interim treasurers

Marcus Day, Treasurer and Maria Phelan, Vice Treasurer have written to notify the Board of their resignations.

The resignations of the former treasurers were **accepted**.

The two nominees from the Board were **approved** by the Membership.

Treasurer: Jaime Bridge, IDPC, UK

Vice Treasurer: Zoran Jelic, Celebrate Recovery, Bosnia & Herzegovina

5. Appointment of an interim auditor

One of the auditors, Ms. Josephine Papst has written to notify the Board of their resignation. The Membership was asked for nominees. The current auditor Christian Bölckow described the duties of the auditor.

Nominee: Phaedon Kaloterakis, Kethea.

Phaedon Kaloterakis was **approved** by the Membership.

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6. Membership

The Committee was informed about the latest applications for membership and the outcome of the membership review process. 46 inactive members were removed from the Membership Roster after several tries to contact them. (See *Annex 1*)

5 new members were accepted:

- African Development Assistance Consult (Democratic Republic of Congo)
www.adac-ong.org
- Community Restoration Initiative project (Uganda)
www.coreipro.org
- Foundation for Alternative Approaches to Addiction – Think & do tank (France)
<http://www.faaat.net>
- Iglesia Evangélica Protestante de El Salvador (El Salvador)
<http://esiglesia.org>
- Nierika A.C. Multidisciplinary Association for the Preservation of Indigenous Traditions of Sacred Plants (Mexico)
www.nierika.info

7. Financial Report

The financial report of 2016 was presented to the committee; the Auditors Report for 2016 was read and **approved**. (see *Annex 2 and 3 for details*)

The new treasurer, Jamie Bridge was asked to prepare a budget for 2017.

The Membership raised the question whether there was a fundraising plan and whether it would make sense to form a fundraising committee.

It was decided that the 2017 budget will be the first step to identify gaps then the Board will propose a strategy for the coming years for the Membership to discuss.

The Membership was informed that a project proposal has been submitted to the Finnish government.

Recommendation from auditor to improve the budget: Members should pay all outstanding membership fees first.

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8. Feed-back on VNGOC Activities

The Vice Chair Katherine Pettus reported on last years main activities and highlighted the new [Memorandum of Understanding](#) (MoU) between VNGOC and UNODC. (See Annex 4, [Annual Report of Activities 2016](#))

The Membership raised several questions regarding to the MoU with UNODC:

- Has the MoU been circulated before signing?
- What does the MoU entail?
- Why did the Board decide to sign the MoU?
- Was there any consultation with NYNGOC?
- Does MoU cover work from NYNGOC and VNGOC in preparations for 2019?

In the future the Membership wishes to be informed beforehand and be more involved in such things.

The Chair, Esbjörn Hörnberg explained the MoU in more detail and read the first few paragraphs. The MoU originated with the difficulties in the funding process of the Civil Society Task Force. Most of the funding from Member States was sent through UNODC, which unfortunately resulted in the money being ‘stuck’ in the UN administrative system for various reasons. In the end, the UNODC procurement team questioned whether VNGOC was indeed the right body to receive the funds, and not all funds were released.

The Strategic Plan demands that the Board should regularly meet with senior UNODC management staff. During the meeting with Mr Fedotov the delays in getting the funds for CSTF were raised and it turned out that he had not been aware of the difficulties. 2.5 months later, at least part of the money was released to VNGOC. This raised the question of how to work together more effectively and what could be done to avoid these difficulties in the future. It was decided to formulate a MoU similar to the one VNGOC had with UNODC during the 2008 process and later for the NGO Marketplace. It outlines the working arrangement between VNGOC and UNODC and gives VNGOC a more formal role. It sets an incentive for Member States to send money through the UN System to reach VNGOC.

The extent of the MoU was not communicated to the Membership and it probably should have been. Nonetheless, both parties are very proud of the accomplishment and the content can be revised every 12 months (for example, to include more details of the work leading up to 2019).

It was decided to add dates to the highlights in the Annual Report in the future and add the MoU to the VNGOC website.

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Intersessionals:

The Board was commended on their work in regards to civil society access to the intersessionals. The past year was a very good step forward with a lot of access given, the opportunity for NGOs to speak early on in meetings and send in video messages. The CND Chair was thanked for giving such good access and the CND Secretariat was thanked for giving good guidance about video messages. It was also noted that, with the Norwegian Chair of CND, civil society had a lot of chances to engage – with youth and NGO speakers placed before ministers and princesses in the opening of the 60th CND.

Vice Chair Katherine Pettus noted that it is difficult for the Board to **select speakers** in cooperation with the NYNGOC for such events. She asked the Membership for ideas on how to improve that process. There are more intersessionals coming up and the voices of civil society should remain prominent. The Board really wants to encourage frontline people to come and speak and is looking for any suggestions to improve the selection process. Members are asked to send their suggestions to info@vngoc.org.

Civil Society Task Force (CSTF):

The Chair stated that CSTF remains a work in progress. A meeting was held during CND with the available members of the CSTF, and a small working group was formed to work out how to proceed.

In the evaluation last year, there was a response of about 80% in favour of maintaining the CSTF, and a mandate has therefore been clearly given to move forward and continue the work.

The Membership raised the issue of integrating the CSTF more with the VNGOC members.

Margaret Hamilton (Australian Drug Foundation), one of the members of the new CSTF working group, summarized the developments. The value of the CSTF is that it brings together both committees and through its composition different geographic and thematic areas and gender are well represented. Forming the committee in the first place was a very labour and time intensive process and it remains a valuable structure. It gained incredible visibility during UNGASS, at every side event and thematic discussions CSTF was represented by diverse speakers. CSTF has the responsibility to maintain the energy and continue the process.

The Board Secretary (Luciana Pol) agreed that the constitution was well thought out and that it is important to keep the regional representation and the representation of the affected populations alive. Thinking about a flexible body that can continue work effectively is the main goal for the next period.

Margaret Hamilton will prepare a letter to be sent to the CSTF members with the goal to revitalise the group and find out who of the members is still interested and willing to work in the

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CSTF. This will probably open up new spots for which they will try to find people with good networks in their areas who are willing to work in the CSTF.

The work is restricted by the lack of funding, but what is important is a lot of communication with the members of the CSTF and all the networks they are a part of (including VNGOC). The working group will look into how that can be done most successfully. They are also looking at the governing structure. The new steering group should consist of 7 members, who should include two representatives of VNGOC, two of NYNGOC and three others. Their tasks will include, communicating frequently with the Membership, increasing opportunities for NGOs to contribute, enhancing the role of the global south and generally foster engagement. They should send out regular bulletins to keep people informed.

The question was raised whether the CSTF continues to be the right instrument for what we want to achieve, or if it wouldn't be better to look for another vehicle. The in-coming Treasurer (Jamie Bridge) concluded that whatever form 2019 will take, civil society will need a strong voice. It was therefore proposed to have a standing discussion item in future VNGOC meetings to discuss CSTF and collaboration with NYNGOC.

9. UN screening of civil society activities

Jean-Luc Lemahieu from UNODC attended the meeting on behalf of the Secretariat of the Governing Boards (SGB), and explained their work with NGOs and Member States under the unwritten principles of the so-called "Vienna Consensus".

A letter had previously been sent to the Board of VNGOC from a number of VNGOC members concerning the SGB editing and vetting of NGO side event flyers. A number of members were surprised by what was perceived as censorship by SGB, who asked country names to be removed from some literature. Jean-Luc was not aware of the specific cases mentioned, but reminded everyone that they work on a consensus basis and that a possible solution could be to only indicate the NGO and the country. He also promised to look in to the specific case. Mirella Dummar Frahi, UNODC's Civil Society Team Leader, reminded everyone to use the [VNGOC CND guide](#) to find out how to formulate flyers and other materials. She suggested making the passage in the guide on this topic clearer and more prominent.

A question from the floor addressed the possibility of scheduling side events during the CND sessions to avoid having so many side events at the same time. Jean-Luc pointed out that the CND is the main event and that the focus has to lie on the Member States getting together in the formal meetings. The scheduling of side events outside of these sessions allows Member States to participate. This year the scheduling was a logistical nightmare as there were more than 100 side events.

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10. Preparations for Board elections in September 2017

The Membership discussed preparations for the Board elections and **agreed** to form an election committee, for which six nominations were **approved**:

- Ross Bell, New Zealand Drug Foundation
- Steve Rolles, Transform (UK)
- Dag Endal, FORUT (Norway)
- Nazlee Maghsoudi, ICSDP (Canada)
- Evelyn Day, Caribbean Harm Reduction Coalition
- Martin Diaz, Iglesia Evangélica Protestante De El Salvador

The Membership discussed possible ways to improve the election process, all of which the election committee was asked to take into consideration. For example, it was suggested to use a single transferable ballot system and to vote in two rounds, to limit the number of positions one candidate can run for to two (as last time many candidates ran for 5 or 6 positions), and to initiate, after 2017, a staggered election timeline so that not all Board positions come up for election at the same time (but rather three Board members get elected each year to ensure better continuity).

It was agreed that the election committee should look into these options and others, exploring how they fit into the VNGOC Statues, and to make recommendations to the Board in time for the September election process.

11. Civil Society and the SDGs concept paper

Vice Chair Katherine Pettus highlighted the importance of operationalizing the UNGASS outcome document in the context of the Sustainable Development Goals, and reminded everyone of the VNGOC side event to take place on Friday 17 March 2017. She informed the Membership about the concept paper she and Billy Batware (UNODC) are working on to outline the role of civil society.

12. Marketplace

Billy Batware (UNODC) gave a brief update on the NGO Marketplace and reminded everyone that it only is what the individual organisations make of it. He explained that UNODC is working on improving the platform to make it easier for organisations to register. Evelyn Day (Caribbean Harm Reduction Coalition) offered to collaborate on the marketplace platform, as she is very interested in linking people and organisations especially in the framework of the SDGs.

13. Dates of next meetings

It was agreed that the Board will set the date for the next meeting of the Committee

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ANNEX 1

List of organizations to be excluded from the Membership

ANNEX 2

Financial Report

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Auditors Report

ANNEX 4

Annual Report ([see here](#))

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ANNEX 4

[Annual Report](#)

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Organisations pending removal from membership			
Action Humaine pour le Développement integer au Sénégal	AHDIS	Senegal	Sub-Saharan Africa
Ain Shohaota Kendra Foundation	ASK	Bangladesh	South and Central Asia
Anti-Drug Association of Zimbabwe	ADAZ	Zimbabwe	Sub-Saharan Africa
Anton Proksch Institute		Austria	Western Europe and EFTA
Association for a Drug Free Portugal	APLD	Portugal	Western Europe and EFTA
Association Prevent		Serbia	
Associazione Papa Giovanni XXIII	APG23	Italy	Western Europe and EFTA
Australian Injecting & Illicit Drug Users League	AIVL	Australia	Australasia
Australian National Council on Drugs	ANCD	Australia	Australasia
Barnabas Trust International	BTI	Nigeria	Sub-Saharan Africa
Better Education for All Foundation	BEFA	Pakistan	South and Central Asia
Bright Generation Community Foundation		Ghana	Sub-Saharan Africa
Captain Ahmed Ali Foundation	CAAF	Pakistan	South and Central Asia
Centennial Force Foundation Inc. Luzon		Philippines	SE & E Asia and the Pacific
Center for Non-Traditional Security and Peaceful Development Studies		China	SE & E Asia and the Pacific
Creative Media Centre For Development	CMCD	Nigeria	Sub-Saharan Africa
Cultural Association for Youth of Iraq		Iraq	South and Central Asia
Drug Free Nation Pakistan		Pakistan	SE & E Asia and the Pacific
Drug Free Schools Coalition		USA	North America
Drug Salvation Foundation		Nigeria	Sub-Saharan Africa
Fondazione Centro di Solidarieta Bianca Costa Bozzo Onlus di Genova	CeIS Genova	Italy	Western Europe and EFTA
Foundation for Subjective Experience and Research	SER	Germany	Western Europe and EFTA
Fundasalva		El Salvador	Latin America and the Caribbean
Humanitarian Welfare Foundation	H W F	Pakistan	South and Central Asia
Institute for Ecology of Cognition		Bulgaria	Eastern and Central Europe
International Association of World Peace Advocates		Nigeria	Sub-Saharan Africa
International Council on Security and Development	ICOS	United Arab Emirates	International
International Narcotic and Antiterrorist Enforcement Officers Association	NATEA	Hungary	Western Europe and EFTA
International Society of Addiction Medicine	ISAM	Canada	International
Kawish Resource Center		Pakistan	South and Central Asia
Latinomics		Austria	International
Life Long Love Organisation		Turkey	Western Europe and EFTA
Miesperanza Association for Education and Assistance		Brazil	Latin America and the Caribbean
Murna Foundation	MF	Nigeria	Sub-Saharan Africa
Nepal HIV/AIDS Alliance	NEHA	Nepal	South and Central Asia

Nepal Sports Federation Against Drugs and HIV/AIDS	NESFADA	Nepal	South and Central Asia
NGO's Computer Literacy Shelter Welfare		Pakistan	South and Central Asia
Pax Romana ICMICA-IMCS	PR ICMICA & PR IMCS	Switzerland	International
Phoenix Haga		Norway	Western Europe and EFTA
Ray of Hope Community Organization	ROHA	Uganda	Sub-Saharan Africa
Rural Women Development Initiative	RUWODI	United Republic Of Tanzania	Sub-Saharan Africa
Shelter Don Bosco		India	South and Central Asia
Victoria AIDS Resources and Community Service Society	VARSC	Canada	North America
Way to Happiness Foundation		Ghana	Sub-Saharan Africa
Women Torch		United Republic of Tanzania	Sub-Saharan Africa
World Association of Girl Guides and Girl Scouts	WAGGS	UK	International

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Vienna NGO Committee Financial Report 31 December 2016				
Euro				
			Actuals EUR	Actuals USD
Opening Balance			122.340,93	
CSTF			92.060,45	
VNGOC			30.280,48	
Income VNGOC				
	Membership Fees		4.707,89	670,38
	Grants		1.000,00	
	Interest		0,17	
Income CSTF				
	Donors		7.165,84	86.273,34
Total Income			12.873,90	86.943,72
Total available			135.214,83	86.943,72
Expenditure			EUR	USD
CSTF consolidated			- 147.152,89	- 31.707,90
	Total CSTF		- 147.152,89	- 31.707,90
Expenditure VNGOC				
	Staff		- 5.865,47	
	Bank		- 353,18	- 166,54
	Communication		- 1.274,06	-
	Misc.		- 141,51	-
	Total VNGOC		- 7.634,22	- 166,54
Total Expenditure			- 154.787,11	- 31.874,44
Surplus/(Deficit)			- 19.572,28	55.069,28
Account balancing			35.778,18	- 40.000,00
Account Balance			16.205,90	15.069,28

ANNEX 3

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VNGOC

Auditors Report 2016

On 16th of March 2017 from 10:30 to 11:30 am the elected auditor Christian Bölckow audited the VNGOC accounts.

The VNGOC project manager Daniel Quittan explained the financial procedures, gave access to the paper documentation (Financial Report 2016, project funding CSTF 2015-2016, banking accounts and documentary evidence 2016) and answered all questions.

The auditor found the documentation comprehensive and in good order.

All project funds for CSTF 2015-2016 have been reported to the respective donors and have been accepted.

The auditor proposes to approve the accounting.

Vienna, 16 March 2017

The auditor

ANNEX 4

[Annual Report](#)

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