

**WASH Roadmap (WRM)– December ExCom  
Agenda and Minutes**



<b>Date:</b>	<b>9<sup>th</sup> December 2024</b>
<b>Standard Time:</b>	<b>4:00 pm Geneva (GMT +1)</b>
<b>Duration:</b>	<b>73 Minutes</b>

<b>Attendees</b>	<b>Role/Initiative</b>	<b>Organisation</b>
Iyanu Ojuawo	WRM Secretariat Officer	RedR UK
William Rogers-Tizard	Head of WRM Secretariat	RedR UK
Robert Gensch	Initiative 1 ExCom Member	German Toilet Organization
Saeed Rahman	Initiative 2 ExCom Member	IMPACT, REACH
Baptiste Lecuyot	Initiative 3 ExCom Member	Solidarites International
Nicole Weber	Initiative 5 ExCom Member	PRO-WASH & SCALE
Marielle Snel	Initiative 6 Co-Lead	Save the Children
Johannes Rueck	Initiative 7 ExCom Member	German WASH Network
Solène Pradat-Paz	Initiative 8 ExCom Member	French Water Partnership
Michelle Farrington	Strategic Advisory Group (SAG) ExCom Member	Strategic Advisory Group (SAG)
<b>Apologies</b>	<b>Role/Initiative</b>	<b>Organisation</b>
Lauren D’Mellon Guyett	Initiative 4 ExCom Member	The London School of Hygiene & Tropical Medicine (LSHTM)
Syed Yasir Ahmed	Initiative 6 ExCom Member	International Medical Corps (IMC)

Agenda item	In detail	Key decisions and action items
<b>SDC Funding Overview</b>		
<b>Overview of Funding</b>	The Head of Secretariat provided a summary of the current funding situation. <a href="#">SDC INITIATIVE FUNDING OVERVIEW.pdf</a>	
<b>Initiative 6 Consultancy Hiring Process</b>	It was confirmed that the Secretariat will handle the hiring process for the Initiative 6 consultancy. As a result, the <b>2,000 CHF administrative cost</b> initially requested by Initiative 6 has been reallocated back to the general funding pool.	
<b>Discussion on Alternative Use of Funds</b>	The Initiative 6 representative inquired whether the 2,000 CHF could instead be used to hire an intern. The Secretariat requested to have a deeper discussion of this proposal and the related approval process outside of the ExCom meeting.	These points were noted for follow-up discussions where necessary.
<b>Decision on Allocating Funding</b>	The Secretariat asked whether funding decisions should be made now, with the current information available, or wait for more proposals to be submitted. Most ExCom members preferred to approve proposals as soon as possible, citing the intent to progress with Initiative programmes asap to ensure completion by the end of 2025.	Voting is to take place in January.
<b>Decision on modality of WASH Roadmap projects</b>	During the meeting, there was a discussion regarding whether Executive Committee members were satisfied with the fact that most of the funds had been allocated to consultancies rather than projects. The consensus was that the SDC funding was seed funding intended to drive the initiatives forward. Members believed that, although the funding modality was different, it was necessary to support the WASH Roadmap initiatives in achieving their objectives.	

Initiative updates		
<b>Initiative 1</b>	<p>Since the design sprints held in September 2024, Initiative 1 has successfully created a clickable prototype. This prototype has been sent to Initiative 1 members for feedback and review. A current challenge remains the lack of conceptualization regarding the resources required and expert support needed for further development. Once the internal feedback and review are complete, the WASH Hub Figma prototype will be shared with the broader WASH Road Map network for wider review and feedback. [OBJ]</p>	
<b>Initiative 2</b>	<p>The lead provided an overview of the WASH Data consultancy selection process. A consultant has been chosen, and the WRM Secretariat is in the process of finalizing the contract. The references for Resilience Eau have been received, and the Secretariat is now finalizing the contract details. The contract is expected to be signed by the end of the week. The consultancy is scheduled to commence in December.</p>	
<b>Initiative 3</b>		
<b>Initiative 5</b>	<p>The Core Competency Working Group has made significant progress in designing competencies, transitioning from broader humanitarian competencies to more specific WASH-related competencies, such as hygiene and waste management. These competencies were presented to the ExCom for review.</p> <p>The working group is now seeking further feedback and input from WASH experts to refine and enhance the competencies.</p>	
<b>Initiative 6</b>	<p>Initiative 6 has posted its Terms of Reference (ToR) for the consultancy and is currently in the application process. Over 30 applications have been received so far. Interviews with the top five applicants will take place next week.</p> <p>The initiative leads also announced a webinar on Integrated WASH: Disability and Menstrual Hygiene, which will take place the following day. Those interested in attending are encouraged to join.</p>	
<b>Initiative 7</b>	<p>During the meeting, Initiative 7 presented its funding proposal, requesting EUR 37,400 from the WASH Road Map (WRM) out of a total funding of EUR 46,400. The proposal outlined key activities, including project management, mapping and analysis of FCV contexts and WASH systems, and stakeholder engagement. It</p>	

	<p>emphasized the importance of mapping relevant programs and identifying gaps for collaboration, alongside engaging stakeholders through workshops and country visits. The initiative also aims to develop comprehensive proposals for pilot projects, leveraging the HDP Nexus and identifying funding opportunities to support the implementation of these initiatives.</p> <p>A suggested that the Secretariat develop a mapping of who is doing what within the WASH sector, to better coordinate efforts.</p> <p>Additionally, it was noted that the WASH Road Map and its initiatives currently have a very global focus, and it was recommended to explore ways to localize efforts and impact.</p>	
<b>Initiative 8</b>	<p>Initiative 8 has recently concluded five workshops, each focused on a specific point of the call to action under its funding and advocacy consultancy with Elisa Dehove. The workshops garnered over 200 signatures and more than 30 survey responses. While the number of participants was not large, it was sufficient to gather valuable insights into the priorities for each point of the WASH Road Map's call to action. Each workshop began with an overview of the WASH Road Map, the initiative, and its members, followed by a discussion of the objectives for each specific point in the call to action. This was followed by debates and conversations on whether to expand or refine the objectives. The consultancy is set to conclude in December, with a final report to be submitted at the end of the consultancy period.</p>	
<b>WASH Roadmap Beyond 2025 Survey</b>		
	<p>The Secretariat presented a draft survey to the Executive Committee members aimed at understanding their opinions on extending the WASH Roadmap end date beyond 2025. The Executive Committee requested that the survey be provided in Word format so they can add their comments and feedback directly to the document.</p>	<p><b>The Survey has been shared (in Word format) with the ExCom. Comments are required by XX.XX.XXXX so that the survey can be sent out to ExCom Members and Wash Road Map Members.</b></p>

**Record of Actions/ Decisions:**

<b>Date</b>	<b>Type of actions/ decisions</b>	<b>Details</b>	<b>Status</b>	<b>Responsibility for Action</b>	<b>Expected deliverable</b>	<b>Deadline</b>
12/11/2024	Funding allocation questionnaire	The Secretariat is to send out the funding allocation questionnaire along with all funding proposals to be judged by the ExCom members.	Done	The Secretariat	Feedback on meeting to the ExCom	Next ExCom Meeting
12/11/2024	Finalization of survey	The Secretariat to finalise the WRM beyond 2025 survey and send out to the ExCom and WRM Members	In progress	The Secretariat	WRM Beyond 2025	February 2025

Date of next meeting: 14th January 2025. 4:00PM GMT +1 (TEAMS)