

WASH RoadMap ExCom Meeting

Date: Wednesday, October 18th, 2023

Time: 2:00PM – 3:30PM CEST

Participants: Guillaume Pierrehumbert, ICRC; Arjan Ottens, WHH and GWC SAG; Toby Gould, CAWST; Syed Yasir Ahmad, IMC; Nick Brooks, IAWG; Ross Tomlinson, GWC CAST (replacing Monica Ramos); Marine Reinhardt, Wavestone; Jo de Serrano, WASH RoadMap Secretariat; Solene Pradat-Paz, WASH RoadMap Secretariat

Excused: Baptiste Lecuyot, SI; William Carter, IFRC

<p>New governance structure version 1</p>	<p>Reminder: the governance structure was sent to all ExCom members 4 days prior to the meeting to review it in advance, on this link: WRM New Governance V3.pptx</p> <p>Presentation of the hypothesis of success based on the workshop discussion and Wavestone’s expertise</p> <p>The proposed governance structure is a simplified one which allows more direct accountability and management</p> <p>Presentation of:</p> <ul style="list-style-type: none"> - The OpCom with an empowered and more strategic role given co-chairs have stepped down - The Secretariat with a more autonomous and strategic role than its 	<p>It is unrealistic to expect additional attention and feedback from EDs, they should not sit dominantly at the top of the structure but instead on one side</p> <p>Notes of February 2022 ED meeting: https://www.washroadmap.org/internal-documentation.html</p> <p>We might get better traction from Director level interlocutors e.g Global and Senior Heads of WASH than we get from EDs, with EDs a last resort.</p> <p>Until now, ExCom has mainly been composed of individuals interested in the WRM (co-chairs, GWC SAG and CAST, IAWG...) rather than the ones that are active in it; they offered an</p>	<p>ED’s Board will be presented differently on the structure scheme</p> <p>The Secretariat must check with RedR if they are ok with the fact of hiring people but not selecting</p>

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	<p>current one, supporting initiatives and the WASH Road Map as a whole</p> <ul style="list-style-type: none"> - The Secretariat hosting organisation <p>Did not have time to present these sections</p> <ul style="list-style-type: none"> - Initiatives' - EDs 	<p>external (not directly involved) eye on subjects</p> <p>Organisations that make up an initiative will choose one lead to be part of the OpCom as a representative of that initiative (if not available for a meeting, a sub-representative could be identified within the initiative)</p> <p>Would be necessary to offset the lost capacity of having co-leads as representatives of OpCom by being able to reach out to external organisations or other WASH forums and organisations for advice when necessary</p> <p>The issue of conflict of interest regarding the allocation of SDC funds was discussed and it was agreed that OpCom representatives of current and potential SDC-funded initiatives will need to make decisions as actors of the WRM rather than for their own initiative</p> <p>Would be useful to have the Secretariat detail what type of support it can offer to initiatives so coleads know what they may request</p> <p>The hosting organisation should not be part of the OpCom, and would be</p>	<p>the hired individuals</p> <p>The Secretariat will have a second version of the governance structure by mid-November (including voting procedures, quorum and majority)</p>

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			Votes
		<p>invited on an ad hoc basis.to attend the OpCom meeting, if needed It should send regular updates to the OpCom regarding their initiative.</p> <p>The OpCom should be the one selecting the Secretariat staff via the interview process. The hosting organisation sends out the job advert and receives and screens candidates' applications. The hosting organisation should also be included within the interview process.</p>	
<p>Secretariat hosting proposals</p>	<p>Reminder: the hosting proposals were sent to all ExCom members 2 days prior to the meeting to review them in advance</p> <p>Reminder of context: from workshop on September 15th where actors were invited to apply as Secretariat host, to the finalisation of the hosting template on October 9th, to the deadline of receiving proposals on October 15th and sending all proposals to the ExCom on the 16</p> <p>3 received offers (slide 8 of the presentation summarises them: Presentation EC meeting 19102023.pptx)</p> <ul style="list-style-type: none"> - RedR: average of 120 000 CHF per year based on a Head of Secretariat and Secretariat Officer + Secretariat 	<p>Each proposal is for one year, so that amount will need to be doubled to reach the 2025 end date</p> <p>RedR's Secretariat Officer would be more senior than the other two (Programme Coordinator level)</p> <p>Considering that money invested into the Secretariat is money that can't be invested in initiatives, UNICEF's officer should be discarded</p> <p>As a reminder, any organisation would be eligible to host the Secretariat, but the SDC would prefer an NGO and not neither the RC/RC movement or UN agency (however only the ExCom has a</p>	<p>6 votes for RedR (ICRC, IMC, IFRC (voted ahead of the meeting via email), Care International, CAWST, GWC SAG)</p> <p>1 vote for IHIP proposition 2 (GWC CAST)</p> <p>No vote from ACF</p>

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Commented [GU2]: Was it mentioned whether they would want this to be done via the Secretariat?

Commented [SP3R2]: I do not think this was mentioned, but it would be discussed with RedR

	<p>extra costs (coms) + organisation admin costs for a total of 28 days per month</p> <ul style="list-style-type: none"> - UNICEF: 247 000 CHF per year based on a WRM Coordinator and a WRM Assistant + Secretariat extra costs (coms) + organisation admin costs for a total of 32 days per month - IHIP: 101 000, 111 000 or 146 000 CHF per month for one Secretariat Head or a Head and an Officer + Secretariat extra costs (coms) + organisation admin costs for a total of 11 or 22 days per month <p>Deadline for ExCom members to vote on their preferred proposal: Friday 19</p> <p>Once the host organisation is selected, the Secretariat will put them in touch with the SDC</p>	<p>say in the selection of the hosting organisation)</p> <p>There are no benefits from being in London or Geneva, however a European location is preferred due to potential future travels</p> <p>Guillaume has made an Excel voting table to weight and rank the different proposals, he will send it to the ExCom</p>	<p>→ RedR is the selected organisation to host the Secretariat as of January 1st 2024</p>
<p>WG2 + 3.2 and ProWASH&Scale</p>	<p>ProWASH&Scale is BHA funded and led by Save the Children in the US</p> <p>Earlier this year, they reached out to the WRM to know how they could collaborate, Working Group 2 seemed to be the set of initiatives with the most relevance for collaboration. They had received the feasibility</p>	<p>R/A</p>	<p>R/A</p>

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Commented [GU4]: Was their offer not in USD? Or did you convert it?

Commented [SP5R4]: I converted it: it was about 275k in USD, so 247k in CHF

Commented [GU6]: I think the figure we use here should be the cost of staff only, as the other elements aren't comparable. Might also be useful to put a link here to the powerpoint presentation.

Commented [SP7R6]: Ok I added the link and I wrote that the total costs was the addition of staff costs + additional secretariat costs + admin costs; I think we shouldn't only show cost of staff but total instead

Funds / Task	Description	Innovation Output	Decisions / Notes
	<p>study and have now received the concept note.</p> <p>ProWASH&Scale, is a project funded by BHA and implemented by Save the Children. Save are due to submit their workplan for year 2 of this project and have included WG2+3.2 micro-project elements from the SDC funded, RedR UK concept note into their workplan. This includes the development of the competency framework upon which all activities of WG2 depend, as well as the workforce assessment Save staff and contractors will take forward the work and would not continue via RedR UK, despite not having any funding in place to underwrite any of the activities outlined in the concept note and could potentially include undertaking all activities proposed by the concept note as the project runs until 2026. BHA and Pro WASH and Scale had agreed that there needs to be collaboration between Pro WASH and Scale.</p> <p>Some of the WG2+3.2 co-leads have declared they prefer the work to be taken forward by RedR UK despite the fact that they have no funding identified to take any of the work proposed by the concept note forward.</p>		

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Agenda Item	Discussion Points	Discussion Output	Decisions / Notes
	The Secretariat recognises that fundraising and how they implement the initiatives is the responsibility of initiative co-leads but feel that this is a missed opportunity that could have an adverse reaction from donors, most notably BHA towards the WRM.		

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Next Executive Committee: November 27th