

WASH Roadmap (WRM)– March ExCom Agenda and Minutes



Date:	12th March 2024
Standard Time:	4:00 pm (GMT +1)
Duration:	1:30 Hrs

Attendees	Role/Initiative	Organisation
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 CAWST
Saeed RAHMAN	Initiative 2 (ExCom Member)	IMPACT, REACH
Baptiste Lecuyot	Initiative 3 (ExCom Member)	Solidarities International
Francois Baillon	Initiative 5 (ExCom Member)	International Humanitarian Infrastructure Platform (IHIP)
Johannes Rueck	Initiative 7 (ExCom Member)	German WASH Network
Jean Lapegue	Initiative 8 (Co-lead)	Action Against Hunger
Arjan Ottens	Strategic Advisory Group (SAG) (ExCom Member)	Strategic Advisory Group (SAG)
Apologies	Role/Initiative	Organisation
Lauren D'Mello Guyett	Initiative 4 (ExCom Member)	The London School of Hygiene & Tropical Medicine (LSHTM)
Syed Yasir	Initiative 6 (ExCom Member)	International Medical Corps (IMC)
Marie Laure Vercambre	Initiative 8 (ExCom Member)	French Water Partnership

Agenda item	In detail	Outputs	Key decisions and action items
<p>Review of funding requests and summary sheets</p>	<p>Initiative 1 WASH Hub – Robert Gensch (German Toilet Organization CAWST) Update:</p> <p>Meetings with co-leads to finalise summary sheet and break the initiative into distinct phases.</p> <p>Phase 1: Proof of concept to produce a WASH Hub test platform (a clickable platform with all functionalities) to spark interest with other actors, donor, and agencies to donate and get involved with the Hub. The full population and operation of the platform will happen after 2025.</p> <p>Phase 2: March to October 2024- Design sprint from platform and long-term business concept. The 3 Co-leads will be contributing their time 'in-kind' (20 days per month).</p> <p>There is a potential to downscale the budget for all initiatives to share the SDC fund and the project to still be viable. The initiative would need to rely on other donors.</p> <p>Questions/ Remarks</p> <p>Who else would be involved/ carry out the roles as specifies in the summary sheet?</p> <ul style="list-style-type: none"> • Econ Impact would be a project partner in developing the platform. • Funds would be managed by German Toilette Organisation (GTO) 	<p>Funding request of 49,500 CHF</p>	<p>Criteria for analysation or prioritising of initiatives funding requests.</p> <ul style="list-style-type: none"> • The secretariats will create a criterion to score the proposals against. <p>Initiative 4 was not represented and the question of whether this was due to it being 100% funded.</p> <ul style="list-style-type: none"> • The secretariat will reach out to make it clear that their participation is necessary as the initiative still has voting right.
	<p>Initiative 2 – WASH Data - Saeed Rahman (IMPACT)</p> <p>The initiative has revised their objectives and removed the need for a hub/dashboard, as this is covered by Initiative 1. The main objective now would be:</p> <ul style="list-style-type: none"> • To do a quantitative study over the next few months to map out the WASH Data availability and utilisation environment. This would be used to know where the gaps are; do decisions makers have data but lack tools to use it, or is they data they need not available, or is there a gap in the accessibility of data. The research/study would be done by a dedicated staff which the SDC funding will fund, and the output would be the qualitative data set, a preliminary report that would be sent to the WRM for feedback and comment and then a final report considering feedback and comments across all initiatives of WRM. • The next phase would be a WASH Data advocacy to address the issues or gaps found in the study. This phase would have a consultation process (due to overlap with initiatives 6 and 8) which would produce a 'stand-alone' recommended engagement plan that can be tracked and monitored. <p>The estimated period for the study would be 6 months, which is also the amount of time the staff would be funded.</p>	<p>Funding request of 43,500 CHF</p>	

	<p>Questions/ Remarks</p> <p>If the project receives a pro rata down funding, how would it survive?</p> <ul style="list-style-type: none"> The initiative would have to delay the work until it finds supplementary funding if there is a significant reduction in funds. If the reduction is a minor reduction, then the scope of the work would decrease. There is a need to discuss with other initiative members. <p>Initiative 3 raise a remark that there is a strong compatibility between the study being carried out by initiative 2 and 3. (and some other initiatives and reports e.g. the WASH and Security Analysis (WSA)).</p> <ul style="list-style-type: none"> First step would be to do a coordination process with each initiative to avoid duplication of work and add scope of work and sharing information. 		
	<p>Initiative 5 – Francoise Baillon (IHIP)</p> <p>The proposal is for funding for a part time coordinator for 10 months for the (8 days a month - 4 days dedicated to coordination, 2 days for fund raising and 2 days for advocacy). There would be a monthly work report to the WRM and its initiative. At the end of the 10-month period there would be a shared among the WRM initiatives</p> <p>Questions/ Remarks</p> <p>What is the output of the coordinator funding?</p> <ul style="list-style-type: none"> The coordination of the working group within the initiative and engagement of new members, training partners etc. Make sure there is visibility and funding for the initiative. <p>Understanding the need of a dedicated staff; there is a need to identify deliverables, targets, and objectives that the funding would go towards in the funding proposal.</p> <ul style="list-style-type: none"> This would be the next step for the coordinator; streamlining the objectives and coordinating each working group to streamline the objective. <p>Has the summary sheet been updated and shared?</p> <ul style="list-style-type: none"> The secretariat has received the summary sheet and would share it and make sure this is circulated with the rest of the group. <p>How far has the initiative gone in identifying institutional/academic partners?</p> <ul style="list-style-type: none"> The initiative has not gone into that level of detail yet as it is not yet equipped to go into that level of detail. The initiative has identified the trending need, and this was filtered out due to the capacity and funding of the initiative. Jean advised that initiative 5 connect with universities that develop Humanitarian WASH clusters like universities in Burkina Faso and Jordan. He also offered to make those connections for the initiatives. 	<p>Funding request of 56,000 CHF</p>	

	<p>Initiative 8 – Jean Lapegue</p> <p>The initiative is led by Action against hunger (ACF), French water partnership and UNICEF, they are also exploring new membership. The budget for the next 2 years is 421,000 EUR; however, it would be requesting funding to kick off the activities of the first year from the SDC funds.</p> <p>The objectives of the initiative are:</p> <ul style="list-style-type: none"> To build a strong advocacy community for WASH to roll out the call to action. The 2 sub-objective is to improve the advocacy of humanitarian WASH and to improve the funding of Humanitarian WASH, by reducing the funding gap for humanitarian WASH response (currently 70%). <p>The budget being proposed is a seed fund of 32,593 EUR. ACF and FWP (French Water Partnership) would be donating 20,000 EUR. This would be towards a consultant to define a humanitarian WASH advocacy strategy of the 34 actors of the WRM to align them to the call-to action. There is also a plan to have the WRM be represented/ lead a session in key international conference i.e. the One Water Summit in Washington, in September 2024 co-hosted by the United Nations. This would be to create awareness of and advocate for the WASH sector gap.</p> <p>At the end of the 2 years the initiative aims to create feasibility study showing why the 70% funding gap in WASH exists and how it can be improved.</p> <p>Questions/ Remarks</p> <p>There was a previous advocacy strategy done by Oxfam Consult for this initiative, what would be the difference with the new proposed strategy?</p> <ul style="list-style-type: none"> The initiative 8 is just starting and the previous strategy was for the previous initiative 4.3 which was not aligned with the call to action or its commitments and participants. The new strategy will clarify this mapping; however, the previous strategy will still be utilised. 	<p>Funding request of 31,252 CHF (Converted from 32,593 EUR)</p>	
<p>Decision on allocation of funds.</p>	<p>Initiative 6's funding request is still pending. Therefore, no decision of allocation will be made yet. The WRM secretariats has been tasked with creating a process of decision making for the allocation of funds. The WRM Secretariat will create a list of questions for the ExCom members to review. A summary will be sent out in the coming weeks, which will require a reply from each ExCom member with their comments before the next ExCom meeting. This is to be finalised before the next ExCom.</p>	<p>N/A</p>	<p>This should be finalised by the next ExCom Meeting.</p>
<p>Co-lead numbers/assignment</p>	<p>It was decided that each ExCom member to nominate an ExCom Stand-in (co-lead). There should only be one Stand-In, but each initiative can then organise themselves however they wish within the group.</p>	<p>N/A</p>	<p>N/A</p>

<p>Major developments within Initiatives.</p>	<p>Initiative 8: The French Water Coalition had joined. Their membership will allow for the WRM to be added to the agenda of the One Water Summit, and in turn boss the WRM.</p> <p>There would be an opportunity for an in-person ExCom meeting in May, during the Global WASH Cluster annual meeting in Zurich (13th-17th May). The WRM Secretariats would make sure the meeting is accessible for those who would be there physically and those online.</p>	<p>N/A</p>	<p>N/A</p>
<p>Next Steps</p>	<ol style="list-style-type: none"> 1. Submission of summary sheets and funding proposal for Initiative 6. 2. Co-lead confirmations for Initiative 1, 2, 3, 4, 6 and 7. 3. Produce plan for ExCom Funding Decision Making. 4. Quarterly Initiative Meetings (Post Meeting Note) 5. In person meeting - plan to be developed for next ExCom. 6. Targets for promotion of the WRM over the next year. 7. Next Meeting on 9th April (16:00 CET) 	<p>N/A</p>	<p>N/A</p>

Record of Actions/ Decisions:

Date	Type of actions/ decisions	Details	Status	Responsibility for Action	Expected deliverable	Deadline
12/03/2024	Funding request	Send out a summary of the funding requested, once Initiative 6 has been submitted.	In progress	WRM Secretariats	A document summarising each initiative funding proposal.	In advance of ExCom meeting: 9 th April.
12/03/2024	SAG representative.	A new SAG representative would be taking over the independent seat in the ExCom.	In progress	SAG	SAG to select new Member	In advance of ExCom meeting: 9 th April.
12/03/2024	Funding proposals	Process of decision making/ criterion for allocation of funds to be finalised before the next ExCom.	In progress	WRM Secretariats	Criterion for allocation of funds	In advance of ExCom meeting: 9 th April.
12/03/2024	Initiative 7 Objective.	Initiative 7 is to give an update in the next ExCom on their involvement/evolution of their Initiative Aims/Objective.	In progress	Initiative 7	Revised objective	In advance of ExCom meeting: 9 th April.
12/03/2024	Cross collaboration.	The WRM Secretariats are to set cross collaboration meetings in the coming months for any initiative that would like to discuss linkages.	In progress	WRM Secretariats and Initiative leads.	WRM Secretariats to set up meetings as requested by initiative leads	As requested
12/03/2024	Conflict of Interest	It was decided that due to the small WASH community, some overlapping interests were unavoidable. The current representation on the ExCom was confirmed not to have any conflicts of interest which would unfairly prioritise certain organisations.	Agreed	ExCom	N/A	N/A
13/02/2024	ExCom co-lead/ substitute.	Each ExCom member to nominate an ExCom Stand-in (co-lead). There should only be one Stand-In, but each initiative can then organise themselves differently within the group.	Agreed	ExCom	N/A	N/A

Date of next meeting: 9th April 2024. 4:00PM GMT +1 (TEAMS)