

WASH Sector RoadMap - Executive Committee Meeting - 16th November 2022

Agenda and Minutes

30/05/2022	Geneva (GMT +1)	London (GMT =0)
Standard Time:	4 pm	3 pm
Duration: 1.30 hour		

Attendees: Marc-André Bünzli (Co-chair), Claudio Deola (Co-chair), Arjan Ottens (GWC SAG rep), Guillaume Pierrehumbert (IAWG rep), Nicholas Brooks (IAWG rep), Yasir Ahmad (WG3 rep), Aliocha Salagnac (replacing Monica Ramos CAST rep), Baptiste Lecuyot (GWC SAG rep), Jean Lapegue (WG4 rep), Olivier Mills (WG1 rep), William Carter (WG2 rep), Aude Lazzarini (Secretariat), Solène Pradat-Paz (Secretariat)

Absents: X

Agenda item and inputs	Process	Output	Key decisions and action items
I. Key updates			
Mid-Term Review	Update on the contractualisation process Presentation of the approved working plan	<ul style="list-style-type: none"> • Kay Mattson has been contractualised by the SDC for a contract of 30 days over 4,5 months with a final budget of USD 20,280 • She will start on November 18th and will participate in the November 24th Task Team meeting • Presentation of her 5 phases working plan 	/
Dashboard update	Progress to date Key feedback	<ul style="list-style-type: none"> • Dashboard feedback is currently being transformed into self-explanatory visuals ahead of the December SC • Presentation of first takeaways from the four working group meetings: <ul style="list-style-type: none"> - One initiative has not yet started: 1.2 - Two initiatives are being redesigned: 1.3 and 4.2 (to be discussed in December SC) - Eight initiatives show slight progress with high expectations in 2023: 1.5, WG2, 2.3, 3.3/3.4 and 3.5 - Five initiatives show good progress: 1.1, 1.4, 3.6, 4.1 and 4.3 	<ul style="list-style-type: none"> ➔ Additional update from initiative 4.3: SI has officially joined the initiative and WHH will most probably join too after a call with the FWP and ACF next week ➔ A side event on financing humanitarian WASH will be organized by BHA at the UN Water 2023 conference. Jean Lapegue proposes to connect Initiative 4.2 with the organizers of this event.
Consultancy 4.3 (WASH RM advocacy)	Presentation of the TORs	<ul style="list-style-type: none"> • TORs have been published on social media, SI platform and job offer websites 	/

x UN 2023 Water Conference)	Overview of offers received to date	<ul style="list-style-type: none"> • Deadline is December 2nd • Main expected results are: <ul style="list-style-type: none"> - Identifying advocacy theme and messages through a mapping activity - WASH RM advocacy strategy for the 3 years to come - Support around the UN23WC through a finalised Call to Action and a mapping of RM members participations • So far, eight received candidacies 	
Virtual Coffees	Update on the 6 th and 7 th Virtual Coffees	<ul style="list-style-type: none"> • 6th Virtual Coffee will take place on November 30th and will be organised by initiative 2.5 co-leads: the LSHTM and the Tufts University • 7th Virtual Coffee will take place on December 20th and will be organised by the Secretariat and co-chairs to present a recap of the Paris UN-Water groundwater Summit and the conclusions from the SC 	/
Communication	Presentation of the visual identity survey results New WASH Road Map descriptive document	<ul style="list-style-type: none"> • Five color palets have been shared to all SC members a week ago, with a survey link, results: September and November each get 5 votes, thus a tie • ExC members that had not yet voted were invited to vote during this meeting • The Secretariat is undergoing the development of a descriptive document to offer a self-explanatory, complete document to present the WASH RM background, vision, working groups, initiatives and members; it will be shared with ExC members ahead of the December SC 	➔ Results: November palet received 7 votes and is now the official color palet of the WASH RM
II. Items up for discussion and votes			
December Steering Committee meeting	Presentation of the agenda proposal Discussion, amendment and vote	<ul style="list-style-type: none"> • The first part of the SC is a one hour online brainstorming discussion • ExC members were invited to propose topics for discussion for this first part, in addition to the two topics proposed by the secretariat: 	<ul style="list-style-type: none"> ➔ No other options proposed for the brainstorming Part 1 ahead of the plenary SC ➔ On the first part: the option 1 of a brainstorming with a high-level specialist such as someone from UNESCO, Ground Water Relief or Rural Water Supply Network specialised in groundwater is

		<ul style="list-style-type: none"> - Bridging with the UN groundwater Summit 2022 (Paris, week of December 5) by inviting a groundwater specialist - The humanitarian WASH advocacy and challenges of the UN 2023 Water Conference • The second part is a usual 2-hour long SC meeting tackling the progress of initiatives, the MTR, the governance through the co-chair election, the UN23WC, new members' rules and a short presentation of priorities for the 1Q of 2023 	<p>preferred with the objective of linking groundwater to the ambitions of the WASH Road Map</p> <ul style="list-style-type: none"> ➔ About the groundwater Summit, SI and ACF (Baptiste Lecuyot and Tom Heath) will lead a side-event and the president of the World Water Council will most probably be present ➔ Proposition from ACF to put the WASH RM Secretariat in touch with the journal Water Diplomat (www.waterdiplomat.org/) to publish on RM initiatives, the first article could be on 4.3 ➔ On the second part: <ul style="list-style-type: none"> - Secretariat will ask Task Team on 24/11 who is to present MTR updates at the SC - Jean (ACF) and Florent (FWP) from initiative 4.3 will facilitate discussions around the UN23WC - It would be appreciated for an Executive Committee member (impartial) to volunteer to moderate the co-chair election discussions, the Secretariat and the Co-chairs are too biased because they are at the heart of the governance - Regarding the 4.3 second version of the Call To Action, it has been noted that adding humanitarian principles would be appreciated as well as the need to offer a "living" document so members can autonomously adhere to the document by signing it - The latest version of the Call to Action will be presented to members at the SC
<p>Co-chair election</p>	<p>Situation update Overview of proposed options Discussion, amendment and vote</p>	<ul style="list-style-type: none"> • Reminder that no one has applied for the co-chair function • Five scenarios (which all are based on a continual and unchanged support from the Secretariat) developed are presented: <ul style="list-style-type: none"> - S1: discarding the co-chairmanship and empowering the ExC - S2: discarding the co-chairmanship and empowering a selected or elected Executive Secretary - S3: extending for 6 months the mandate of one or both of the current co-chairs (in parallel of receiving MTR results) 	<ul style="list-style-type: none"> ➔ Responses and follow-up to "Why has there been no appetite to apply to the co-chair function?": <ul style="list-style-type: none"> - Lack of capacity (time: approx. 1d/week), demands a very high-profile person, must make sure responsibilities can be fulfilled... - ICRC is optimistic on getting a local co-chair as they pursue their search ➔ Regarding the MTR: its could change the terms of reference of the co-chair function and thus stimulate candidacies, but it will not completely transform the governance ➔ Decisions taken:

		<ul style="list-style-type: none"> - S4: organising a formal re-election of one or both of the current co-chairs - S5: new co-chair election adding the modality of a financial compensation scheme for the sending agency • Presentation of items for discussion and vote, including on postponing the deadline of receiving candidacies, eventual new scenarios, the elimination of non-optimal one(s), and the modalities of vote 	<ul style="list-style-type: none"> - Yes, the deadline should be postponed to December after the SC - No scenario is missing - The scenarii should be presented at the December SC for debate but the vote will take place after the meeting ➔ About existing scenarii: <ul style="list-style-type: none"> - S1 is unrealistic and not liable thus discarded, it was also rejected by members of the Directors Collective in February 2022 - SDC funding (250k CHF/year until 2025, except 170k in 2023) could feed S2 and S5, but SDC funding would then be used exclusively for governance (secretariat + chair); there would be little or no support for initiatives); - Regarding S3: Marc-André and Claudio can commit until June - S5 would follow Education Cannot Wait's scheme with a senior individual; although must be careful because financed, not volunteering like current co-chairs, thus not the same interest - S4 is not optimal according to co-chairs thus discarded ➔ The Secretariat must add a "things to consider" or "concerns raised" for each of the scenarii 2, 3 and 5 before the SC ➔ Option 3 appears to be the preferred option for ExC members
<p>Membership regulations</p>	<p>Situation update Presentation of the proposed new membership regulations Discussion, amendment and vote</p>	<ul style="list-style-type: none"> • Presentation of the status-quo: <ul style="list-style-type: none"> - 19 agencies have signed the letter of commitment and are part of the SC - 4 agencies have signed the letter but are not in the SC - 4 agencies have never received the letter and are part of the SC - 4 agencies have not yet provided the letter but they are part of the SC - 1 refusal not to sign the letter of commitment (ICRC) 	<ul style="list-style-type: none"> ➔ The term "membership" should not be used because we are not an organisation ➔ The regulation of the signature of commitment letter is indeed essential ➔ To be noted that MSF and OCHA must not appear on any RM contents because they are not members ➔ Must discuss about the benefits and functions of becoming a member to drive away from symbolic membership and instead get a functional conceptualisation of it; there are several target audiences, what does the membership bring out to each of them?

		<ul style="list-style-type: none"> - 9 agencies have never been contacted, thus have never received the letter and are not part of the SC • Being part of the SC implies receiving weekly communications on WASH Road Map progress • The Secretariat will extend the aforementioned communication to all 37 members and will contact the 9 + 4 agencies that have never received the letter and follow-up with the ones that have not signed it • Presentation of the 5 elements to claim to agencies that wish to join the WASH RM: <ul style="list-style-type: none"> - To sign the engagement letter and fill in the form (presented) - To participate in at least one initiative - To identify and connect us with one internal focal point - To accept to receive regular communications and let us use their logo - To accept to actively promote the RM • Eventually future members are informed that new membership demands are studied/(un)validated first by co-leads of concerned initiative(s) and then by the ExC and that each member can take part in the ExC, Directors Collective and/or SC 	<ul style="list-style-type: none"> ➔ Secretariat must facilitate a discussion with the GWC to discuss the presented form because the RM's is too close to theirs ➔ Proposition to consider a financial commitment when joining the RM, which could then finance RM consultancies → will be discussed during MTR as the RM does not have a legal status and thus would have to interfere the fees through another organ ➔ There is a difference between actual/functional involvement and the commitment/alignment between shared values and objectives, must understand how membership fits in this
<p>Website</p>	<p>Proposal of ways to make the website more interactive Discussion, amendment and vote</p>	<ul style="list-style-type: none"> • Presentation of three opportunities to make the website more interactive: <ul style="list-style-type: none"> - A continuously updated news page on RM events (Virtual Coffees) but also on external events the RM attends or not (UN23WC, webinars, ...) - A “join us” page with the modality to join the WASH RM, the open consultancy offers of RM initiatives and our members’ logo linking to their recruitment pages - Pictures of working group representatives 	<ul style="list-style-type: none"> ➔ All points agreed.

Record of Actions:

Date	Type of actions	Details	Status	Carrier + contributor	Expected deliverable	Deadline
November 16	Individuals to intervene at the first part of the December SC must be contacted			Secretariat (including co-chairs) will contact RWSN, Ground Water Relief and more If RM members have ideas, they may inform the Secretariat	Speakers for the SC Part I on December 5	December 5
November 16	The journal mentioned by Jean Lapegue from ACF must be contacted			Secretariat will contact the journal's President after ACF puts it in contact with him	Eventual articles on WASH RM initiatives	December 1
November 16	Moderating co-chair election debates at the SC	On December 5, online		An ExC member must volunteer to moderate discussions around the election of co-chairs at the December SC		December 5 th
November 16	Adding a "things to consider" for each scenario			The Secretariat	The ppt presentation of the SC	November 22
November 16	Reviewing the term "membership" and the different levels of interest and thus involvement of members			The Secretariat	Form and letter for future members	December 5

Date	Type of decision	Objectives	Impact
November 16	The November color palet has received the most amount of votes and thus officially becomes the RM's colors.	Updating the RM visual identity	Communications

November 16	The scenarios 1 and 4 have been disregarded, on the co-chair elections	Presenting the most optimal scenarios at the December SC	Co-chair elections
November 16	All decisions regarding the website interactivity (recruitment page, pictures, and a news page) have been accepted	Making the website more interactive and facilitating its use	Communications and visibility

Links to online documents:

<https://reliefweb.int/job/3905391/consultancy-advocacy-specialist-wash-road-map>

<https://www.linkedin.com/in/kaydmattson/>

Date of next meeting: December 13th 4:00-5:30PM