Welcome from Darren Saywell, SWA Vice-Chair

Darren reminded the group that the meeting purpose was to resolve two additional issues; the SWA elections and the outstanding governance document issues. In addition, he shared two updates and a list of upcoming actions for Steering Committee (SC) members to note, for information only.

Updates

- Japan has joined SWA and the donor SC members will be following up with government of Japan reps in the coming weeks;
- We note the resignation Yaw Sarkodie, Ghana. We are currently discussing his replacement with the Government of Ghana;
- We have received a resignation from Ms. Vijaya Laxmi Shresta, Nepal. We will follow up on Vijaya’s successor through SC elections process;
- We have written to both Yaw and Vijaya to thank them for their contributions.

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<thead>
<tr>
<th>Action</th>
<th>Responsible</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Partnership Meeting</td>
<td>All SC members</td>
<td>Early July</td>
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<tr>
<td>Comment on Partnership Meeting Concept once it is shared</td>
<td>Darren</td>
<td>27th June</td>
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<tr>
<td>Follow up directly with SC members individually to nominate one representative from each constituency to</td>
<td>Darren</td>
<td>27th June</td>
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<tr>
<td>Send a 'save the date' email</td>
<td>Darren</td>
<td>14th June</td>
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<tr>
<td>SWA Evaluation</td>
<td>Darren</td>
<td>27th June</td>
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<tr>
<td>Follow up with SC members individually to form the sub-group</td>
<td>Darren</td>
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<tr>
<td>High Level Commitments Dialogue</td>
<td>Sanjay</td>
<td>27th June</td>
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<tr>
<td>Facilitate an on-line discussion on the theme of 2014 HLM</td>
<td>Darren</td>
<td>27th June</td>
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<tr>
<td>Governance Policy Shifts</td>
<td>Darren</td>
<td>27th June</td>
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Upcoming action: for information only

1. **Partnership Meeting**
   - The donors have agreed to fund the meeting and SDC have offered to host. The meeting will take place for three days during the week of 11 – 16 November in Geneva.
   - As agreed in London, each Constituency will have one representative as a ‘reference group’ to support the Secretariat’s lead on developing a Concept Note and preparing for the PM. The Group is working on the Concept Note with the Secretariat and this will be circulated to the SC at end of June/early July.

   **Action Steering Committee:**
   - Be ready to comment/endorse the concept note.

   **Action Darren:**
   - Follow up directly with SC members individually to nominate one representative from each constituency.
   - Send a short ‘save the date’ email to the main and alternate focal points for the 92 Partners by 14th June.

2. **SWA evaluation**
   - SDC have agreed to fund the evaluation with a request for co-funding by other donors. As agreed in London, the Secretariat will administer and facilitate the evaluation but a sub-group of the SC will serve to provide oversight on the process. A team of volunteers that is representative of the partnership is required to form this group.
   - SDC and WaterAid are developing the draft TOR which will be circulated to the SC in the next week or so for input and quick finalization.

   **Action Darren:**
   - Follow up with SC members individually to form the sub-group

3. **High Level Meeting theme**
   - The HLCD Task Team, led by Sanjay, will be proposing a theme for the High Level Meeting. Sanjay will be in touch to facilitate an on-line discussion on this subject. If there is demand for a special virtual call, we can arrange that.

   **Action Sanjay:**
   - Facilitate an on-line discussion on the theme of 2014 HLM

4. **High Level Panel Report**
   - Guy Howard from DFID has circulated the Secretary General’s High Level Panel report which has WASH prominently featured. Darren will send a short email to inform the partnership about the report during the week of 10th June and the Secretariat is working on a statement to include quotes from SWA Chair that can be used for advocacy in the coming months.
5. **World Water Week in Stockholm**
   An SWA session is scheduled for Tuesday 3 September from 9-12am on Elevating Political Momentum, with a focus on the High Level Commitments Dialogue (HLCD). We hope the Deputy Secretary General (DSG) will be available to provide remarks as he is speaking at the plenary on Monday. We are checking his schedule.

6. **WASH Side Event at United Nations General Assembly**
   There is a growing demand to have a WASH event at the UN General Assembly in September. The Secretariat is working to identify Member State hosts and have tentatively asked the SWA Chair to attend. UNICEF and WaterAid are in discussions with the DSG’s office to ensure we have his support as well. We will share more information as the event develops.

**Main agenda: substantive points for discussion**

**Steering Committee elections, Piers Cross, SWA Secretariat**

Ref: Doc 1_SWA SC 2013 Election 1June.docx / Doc 2_Supplementary Elections Doc – Leading WASH Spokeswoman.docx

Piers summarized the two documents.

**Decision points**

- Management of constituency elections and time frame are non controversial. The time frame is logical. Darren proposed that we accept this as a way forward and this was accepted on a no-objection basis.

- It was agreed that the SC would request Ms Ebele Okeke to serve another 2 years in the position of Leading WASH Spokeswoman.

- The review of the Governance Document should decide whether SWA wants to have this position incorporated into the rules of SWA SC membership.

- Size and representation - size, effectiveness and composition. Darren proposes that we proceed with election of the positions required and continue with our work. We can revisit this point at a further point in time.

**Additional issues arising**

- The large numbers of members of the SC can make it difficult to adequately manage or to arrive at decisions.

- We need to work towards a stronger gender balance

- We need to consider alternative solutions to the fact that the Asian rep also represents Latin America.

**Governance Document policy shifts, Darren Saywell**

Ref: Doc 3_Remaining Governance Policy Shift Path forward.docx
Darren summarized and framed the two issues within the document, the role of the private sector in SWA and Developing Country constituency definition. The paper suggests that the SC must decisively resolve the 'rules of engagement' (i.e. clarify the governance) so that we can focus on the strategic issues at hand.

**Decision points**

- The paper was endorsed and the group appreciated the separation of issues of governance and strategy.
- We do not need to revise the current definition on private sector in order to move forward.
- There is consensus around the need to ensure greater inclusiveness in the governance document. The small group taking this forward will bring in comments on refining the approach.
- We agree on the suggested approach for the finalisation of the governance document and timeline and the approach to be taken on resolution of Executive function and timeline.

**Action Darren:**

*Approach others in the existing governance group and invite people to join to finalize the document. The group should include reps from all constituencies to ensure broader cross sectional representation.*

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**Meeting Attendees**

**Steering Committee Members**

1. Mr. Darren Saywell, Vice-Chair
2. Mr. Naa Demedeme, Ghana
3. Mr. Peter Mahal Dhiu, South Sudan
4. Mr. Jean De Dieu Rakotondramihamina, Madagascar
5. Ms. Lily Ryan-Collins, DFID
6. Ms. Karina Nikov, GIZ
7. Ms. Amanda Marlin, WSSCC (for Chris Williams)
8. Mr. Dibalok Singha, FANSA
9. Mr. Dennis Warner, EWP
10. Mr. Tom Slaymaker, WaterAid (for Henry Northover)
11. Ms. Clare Battle, WaterAid
12. Ms. Ebele Olak, Lead Spokeswoman on WASH
13. Ms. Erma Uytewaal, IRC
14. Ms. Mamuna Nalubega, AfDB (for Osward Chanda)
15. Mr. Sanjay Wijesekera, UNICEF

**Apologies**

16. Ms. Heather Skilling, USAID
17. Mr. Dick van Ginthoven, DGIS

**Secretariat**

18. Ms. Cindy Kushner, Coordinator
19. Mr. Piers Cross, Senior Advisor
20. Ms. Clarissa Brocklehurst, Senior Advisor
21. Ms. Ceridwen Johnson, Communications and Advocacy
22. Ms. Naomi Parekh, Events and Protocol