Steering Committee Members:

1. **Mr. Darren Saywell, Vice-Chair**  
2. Mr. Yaw Sarkodie, Ghana  
3. Mr. Jawed Ali Khan, Pakistan  
4. Mr. Jon Lane, WSSCC  
5. Mr. Johan Gely, SDC  
6. Mr. Dick van Ginhoven, DGIS  
7. Mr Khaled Abu Zeid, CEDARE  
8. Mr. Yakub Hossain, FANSA  
9. Ms. Rolien Sasse, EWP  
10. Mr. Rudy Amenga-Etego, ANEW  
11. Ms. Sooma Ghosh Moulik, World Bank  
12. Mr. Sanjay Wijesekera, UNICEF  
13. Mr. Henry Northover, WaterAid  

SWA Secretariat  
7. Ms. Cindy Kushner, Coordinator  
8. Ms. Ceridwen Jonson, Comms & Advocacy  
9. Mr. Piers Cross, Senior Advisor  
10. Ms. Clarissa Brokelehurst, Senior Advisor  
11. Ms. Rania Elessawi, Consultant  
12. Ms. Princess Jimenez, Admin Assistant  
13. Ms. Charlotte Lie-Piang, Consultant  
14. Ms. Nena Nedeljkovic, Consultant  

Observer  
1. Ms. Soma Ghosh Moulik, World Bank  
2. Ms. Heather Skilling, USAID  
3. Ms. Jackie Tront, USAID  
4. Mr. Peregrine Swann, WHO and DFID  
5. Ms. Clare Battle, WaterAid  
6. Ms. Amanda Martin, WSSCC

Regrets  
1. Mr. Dominick de Waal, WSP  
2. Mr. Will Niblett, DFID  
3. Mr. Kepha Ombacho, Kenya  
4. Mr. Disan Ssozi, Uganda  
5. Ms. Lindiiwe Lusunga, South Africa  
6. Ms. Anita Gaju, Rwanda  
7. Mr. Ger Bergkamp, IWA  
8. Mr. Oswald Chanda, AfD  
9. Ms. Ebele Okeke, Lead Spokeswoman

Summary of Action Points:  
1. HLM follow up and documentation (Secretariat)  
2. Stock-taking of HLM preparatory process in developing countries (Cindy)  
3. Prepare a paper on Monitoring HLM outcomes and GLAAS report alignment, including recommendations to serve as a basis for discussion with GLAAS team (Clarissa)  
4. Develop a communication strategy and policy on communications with partners (Ceridwen)  
5. Explore options for managing the SWA Chair (Darren and Sanjay)  
6. Paper on future strategy and options for the HLM and broader HLM Dialogue (Piers)  
7. Paper on political prioritization strategy (non-HLM) (Jon and Sanjay)

Minutes of Meeting  

1. **Welcome and Setting of Agenda (Darren Saywell, SWA Vice-Chair)**  
The Vice Chair provided a brief reflection on the Sector Minister’s and High-Level Meetings and requested that SC members share their feedback.
2. **HLM review:**

**Way Forward to 2014**

- Success of the Sector Ministers’ Meeting, and High Level Meeting was noted by the Steering Committee members with positive feedback received from delegations.
- A great deal of momentum has been created—this will define post-2015; SWA is a vehicle; having the UN Deputy SG (Amb. Jan Eliasson, starting in June) supportive of WASH is a huge opportunity.
- The high-level attention demonstrated in the HLM is a solid foundation for future action.
- The Partnership surpassed its expectations in three short years.
- The Secretariat and UNICEF were acknowledged for their commitment and successful efforts in leading SWA towards the 2012 HLM.
- The World Bank’s support and engagement is well recognized as essential for the success of the HLM.

**Country Process and Participation**

- Country SC members noted that the HLM country level preparatory process notably strengthened the relationship between the Finance Ministers and the sector ministries. This should be considered a major achievement due to the HLM.
- Measuring commitments tabled at the HLM is an essential component of the HLM Dialogue and will be key in maintaining the credibility of SWA’s role in the future.
  - The Secretariat will ensure monitoring and reporting on the commitments.
- While almost 30 Finance Ministers confirmed in advance that they would attend, the actual number of attending Finance Ministers was limited. (Verification underway)
  - A point for further review is to understand why Finance Ministers changed their minds at the last minute so we can better understand how to mitigate last minute changes in the future.
  - A major point of review is to evaluate the World Bank Spring Meetings as the appropriate venue for the HLM. In addition the structure of the meeting is to be assessed. (World Economic Forum, regional Development Bank meetings and other options should be explored.)

**Donor Engagement and Transparency**

- The level of donor participation in the 2012 HLM was far greater than the 2010 HLM. Partners need to reflect on why this occurred and what can be taken on board for the advocacy model that has to be developed.
- Greater transparency of the donor preparatory process was requested.

**Engagement of other regions**

- The SWA partnership should consider the option of expanding the partnership to new regions and countries and consider the trade-offs between achieving a global reach for SWA and keeping a focused agenda on strengthening the rate of WASH coverage in poorly performing “off-track” countries.

**Evidence-base / GLAAS**

- The role of GLAAS and the alignment with the HLM/SWA was discussed. The discussion was around rigorous sector performance assessment (what is behind bottlenecks? What needs to change? Where are the capacity gaps?). Do we have the right evidence for sector analysis?
  - Clarissa will draft a paper for SC discussion.
- During the HLM, questions arose on how results are measured from what is discussed in the Meeting. Can this be done in GLAAS?
- Release of GLAAS was too close to HLM and results could not be used for discussions before and this is seen as a weakness of the HLM-GLAAS alignment.
• Important for follow-up on the commitments made at the meeting – relationship to GLAAS needs to be explored.

Rethinking format of HLM
• First hour of the HLM was the most impactful.
• SWA draws on resources of limited group of partners and there is a high expectation for a small number of organizations to deliver a great deal. This needs to be reviewed along with the current format, including meeting structure, venue, length/type of meeting, event vs. meeting concept;
• Should SWA also be looking to engage head of states in addition to Ministers of Finance? What is the convening power of SWA and its Partners? Piers and Cindy will draft a paper for SC discussion

Issues for future HLM consideration:
• Substantive issues to address: Impact of resources, sustainability, equity, sanitation needs more attention, focus on basic services. These issues need to be in strong alignment with our communications and strategic thinking about how we build a wider narrative for SWA – we need to recognize that our offering at the High Level will need to evolve and mature, in response to perceived policy needs and imperatives.
• Engagement of other high level officials to support SWA country processes, such as Parliamentarians
• Reflecting on the partner make-up of SWA, and expanding the partnership to other regions, or country-types.

Communications and Advocacy
• Media outreach has thus far been on the developing countries and this resulted in decent media coverage. In the future, more outreach is also needed in donor countries.
• Need to focus on reaching civil society and media networks—speaks to the transparency aspects of SWA
• Now that the partnership has dedicated communications resources (led by Ceridwen), a strategy will be developed on Partnership communications and a policy on how partners work together.

3. Strategy Discussion Points
• We should have a broader strategy on increasing political prioritization, in addition to the HLM.
  o Jon and Sanjay will draft a note for discussion.
• How do we further the aid-effectiveness agenda?
• Is it possible for SWA to serve as a marketplace i.e.: linking developing countries with a need to donors that have resources?
• We need to look at monitoring more comprehensively – how to monitor sector performance, how do the HLM commitments factor in? What are the benchmarks and indicators to do this?
• There is more clarity needed on NPRI’s role and modus operandi
• How do we optimize the impact of the HLM Dialogue?
• Management and role of the Chair needs to be addressed.
• Transition of steering committee members to be completed through SC election process