Participants:

Steering Committee Members
1. Ms. Catarina de Albuquerque, SWA
   Executive Chair and Steering Committee Chair
2. Mr. Achille Kangni, Benin
3. Mr. Amjad Ehmedat, Palestinian National Authority
4. Mr. Dominick de Waal, World Bank
5. Ms. Erma Uytewaal, IRC
6. Mr. Jorge Mora Portugal, FANCA
7. Ms. Joséphine Ouédraogo, Burkina Faso
8. Mr. Kepha Ombacho, Kenya
9. Ms. Lajana Manandhar, Lumanti/FANSA
10. Ms. Lokuliyangan Mangalika, Sri Lanka
11. Mr. Nelson Gomonda, AMCOW
12. Mr. Nilton Trindade, Mozambique
13. Mr. Paul Deverill, DFID, United Kingdom
14. Mr. Pim van der Male, DGIS, The Netherlands
15. Mr. Samson Shivaji, KEWASNET/ANEW
16. Mr. Samuel Ome, Nigeria
17. Mr. Sanjay Banka, Banka Bioloo
18. Mr. Sanjay Wijesekera, UNICEF
19. Mr. Thilo Panzerbieter, German Toilet Organization/EWP
20. Mr. Tinayeshe Mutazu, Zimbabwe

Guests
22. Mr. Ganesh Ramakrishnan, The Bill and Melinda Gates Foundation
23. Mr. Paulo Teixeira, Logframe
24. Ms. Cinzia Scanu, Logframe
25. Mr. Koos Wieriks, DGRW, The Netherlands and member of the UNSGAB Water Advisory Board
26. Ms. Nathalie Rizzotti, SDC, Switzerland
27. Ms. Cindy Kushner, UNICEF
28. Mr. Jeff Goldberg, USAID/GMHTT Chair
29. Ms. Clare Battle, WaterAid/CPTT Chair

Secretariat
30. Ms. Amanda Marlin, Coordinator
31. Ms. Alexandra Reis, Communications
32. Ms. Naomi Parekh, Events and Protocol
33. Ms. Heloise Chicou, CSO Advisor

Regrets
Ms. Bayantuul Baasanjav, Mongolia
Ms. Claudia Coria-Bustos, Mexico
Mr. Ghulam Qader, Afghanistan
Mr. Jochen Rudolph, AfDB
Mr. Bruce Gordon, WHO

Observer
21. Mr. Federico Properzi, UN-Water
DAY 1

Session 1: Overview and introductions
Catarina de Albuquerque

Catarina de Albuquerque, Executive Chair of SWA (EC), welcomed the Steering Committee (SC) and thanked members for travelling to Lisbon. She also thanked the Hon. João Pedro Matos Fernandes, the Portuguese Minister of the Environment, for opening the meeting, as well as Águas de Portugal and the Lisbon Municipality for hosting the group and organizing a networking dinner later that day.

Catarina gave the SC an overview of the intense two days ahead and the substantial document package sent by the Secretariat ahead of the meeting. She reminded the SC that all decisions beyond Session 1 will be made at an Executive Session attended only by voting SC members. The first decision was the approval of the minutes of the virtual SC meeting held on 14 December 2015.

The group then proceeded to discuss the meeting’s agenda, which the SC approved after giving the EC the flexibility to change the order of the items for the sake of time efficiency.

Amanda Marlin, SWA Coordinator, updated the SC on the actions agreed during previous meetings. She reported good progress on all of them. Some actions were included in the current agenda for further discussion and decision, such as the Results-based Framework and the fixed-term contract of the EC.

Lajana Manandhar, on behalf of the CSO constituency, reported that CSO partners had drafted a concept paper on the rules of engagement and mobilization of the Community-based Organization (CBO) constituency. Potential CBO partners will be consulted on this document before it is discussed at the SC’s September virtual meeting.

The SC was then remotely connected to The Hon. Mr. Kevin Rudd, SWA Chair, who welcomed them to the meeting and reinforced the need to discuss the role of the partnership in the SDG architecture and how the partnership should adapt in order to maximize achievement of Goal 6.

Decision 1: Minutes
The Steering Committee approves the minutes of the December 2015 virtual meeting.

Decision 2: Agenda
The Steering Committee approves the meeting’s draft agenda and allows the Executive Chair flexibility to move agenda items.

Session 2: Updates from CPTT and GMHTT
Clare Battle, Jeff Goldberg

Clare Battle gave the group an update on the work of the Country Processes Task Team (CPTT) and informed them of their most recent members: Ethiopia, Kenya and SIWI. The CPTT is continuing its work on the Collaborative Behaviours, focusing now on the development of a toolkit/resource pack to support countries and their partners to put the Behaviours and Building Blocks into practice. Clare reminded the group that the demand for this idea was reinforced at the Ministerial Meeting in Addis Ababa. She underlined that the plan is not to produce tools that would duplicate existing resources, but rather to increase access to and knowledge of what already exists, identify gaps, and encourage greater government leadership around how and when tools are applied (a “democratic open market of tools”).
The CPPT is now looking for the SC’s agreement to develop a web portal where the tools are compiled and organized. The estimated cost is around US$30,000 – US$40,000, with an additional US$10,000 for maintenance per year.

On behalf of the Global Monitoring Harmonization Task Team (GMHTT), Jeff Goldberg informed the SC they have been working on two different products. The first is a proposed global standard for monitoring functionality of communal water points. Jeff stated this is being developed in response to alarming rates of non-functionality reported within the sector. It would apply in particular to rural point-water sources consisting of wells and boreholes equipped with hand pumps, as well as standposts from gravity or networked systems. The GMHTT now seeks the SC’s approval to disseminate this document to SWA partners at future Partnership and High-level Meetings.

The second area of work being carried out by the GMHTT is related to institutional analyses. The Task Team identified this topic as a priority for harmonization and examined the issue of institutional analyses led by development partners and the context in which they have been used, as well as their relationship with government-initiated and government-led sector performance reviews. Jeff summarized a draft paper prepared by the TT that includes recommendations on how to address the behaviours of external support agencies implementing institutional analyses and governments of countries where they are applied. The GMHTT now seeks the SC’s agreement to disseminate the paper as an SWA product in order to influence the behaviours of both external support agencies and country governments.

The SC asked several follow-up questions and discussed the requests from both Task Teams. There was general support towards the CPTT’s online toolkit platform, but the group emphasized that it should be as practical as possible. There was a request that the CPTT consider how the Behaviours can apply to all countries, not just the least developed.

Regarding the GMHTT’s requests, the group agreed that a TT should not develop technical standards as this is the responsibility of each individual country. There was also a concern that an advocacy paper cannot be completely agnostic and that anything with SWA’s brand needs to be carefully planned and reviewed. As a response, it was emphasised that the GMHTT agrees that countries should have their own standards and be responsible for their monitoring, and that the purpose of the work is not to impose standards but see whether data is comparable among different countries, independent of who collects it. The TT feels that SWA is the right place to have a discussion about functionality of standards.

The SC also suggested that, in finalizing the document, the GMHTT considers including the following in their papers: success cases; mentions of country-led processes such as Joint Sector Reviews; an analysis of donor/country coordination on standards; urban areas; and how regional and global monitoring can be an opportunity for harmonization.

Session 3: Engagement of SWA with the Private Sector
Jonathan Tench

In order to inform and inspire the SC’s discussions on private sector involvement in SWA, the EC invited Jonathan Tench from the SUN Business Network to share a presentation on their experience. The SUN Business Network is one of SUN’s four global networks (along with UN, Civil Society and Donor Networks) that support countries. Jonathan focused on how the Business Network had been developed, their biggest challenges and successes, and recommendations for SWA.

Jonathan emphasized several points, such as the constant need to share best practices among partners and the idea that the Network should not only work as a “contact book”, but be used to mobilize and intensify business
efforts (by e.g. support countries in de-risking investment, engage with the private sector so they invest in the countries’ priorities, knowledge-sharing, etc.). He also pointed out that creating an Advisory Group for the Network was extremely valuable as they act as champions for the private sector in SUN.

Jonathan mentioned that the more companies feel ownership for the Network, the easier the dialogue is with governments and other partners. Also, he highlighted the benefit of diversity in the Network (i.e. multinationals, small and medium businesses).

At the end of the discussion the SC asked the Private Sector Working Group to, when developing SWA’s paper on private sector engagement, take into consideration Jonathan’s recommendations as well as the paper prepared by ODI entitled “Private sector and water supply, sanitation and hygiene”.

**Session 4: SWA’s High-level Political Dialogue**

*Catarina de Albuquerque*

Catarina gave the SC a short introduction on the High-level Political Dialogue (previously the High-level Commitments Dialogue). She mentioned how the HLPD has always been more than the big meetings and the global dimension, since each Meeting’s preparation process also encourages change at national level.

She pointed out that the ambition of the SDG era makes it even more pressing to maintain country level engagement between Meetings, hence the proposal by the HLPD Working Group for the creation of regional adviser positions that will keep that momentum. The EC asked the SC to make three decisions: the first on whether SWA should organize a Finance Ministers’ Meeting (FMM) in 2017, the second on whether a Sector Ministers’ Meeting (SMM) should be organized back-to-back with the FMM, and third, to agree on the cycle of meetings until 2020, in order to make the work of the Secretariat and EC more efficient.

Catarina then asked the World Bank (WB) representative, Dominick de Waal, to comment. Dominick informed the SC that he is making the case for the organization of a FMM on 21 April 2017 at the WB, but pointed out the need to adapt the FMM’s format and objectives to the SDGs. In particular, he mentioned there are concerns about the SWA commitments, since they are often not linked to country plans and policies and there is a lack of alignment between country and donor commitments. Dominick stressed that the WB and SWA need to determine how to best use the 2-3 hours of the ministers’ time. Important messages to be transmitted at the FMM: the sector does not only need more funds, but to find ways to use existing funds more efficiently; the consequences of not taking action on water, sanitation and hygiene. Dominick also called for the production of case-studies that illustrate the benefits of investing in the sector, perhaps also focusing on the links with nutrition.

There was a general agreement that SWA’s country level processes need to be given special attention, and that they need to be intrinsically part of the FMM and SMM – on the former to advocate for the sector among finance ministers and on the latter to get sector ministers to learn from each other and give them an opportunity to interact with existing and potential donors. There were recommendations for organizing in-country face-to-face preparatory meetings with ministers of finance and for involving regional bodies in the process.

The SC also agreed that a strong link between the FMM and SMM needs to be made: one must influence and reinforce the other at global level so that those connections can continue to be made in-country. This reinforcement is particularly important in the next three years, as countries respond to the SDGs and take implementation action, while different sectors compete for the same funding. Several SC members supported the idea that the SMM should focus on implementation of SDG plans, while the FMM should send out a message of alignment with donors and political incentive towards investment in water, sanitation and hygiene.

In the light of these discussions, the SC requested UNICEF, in cooperation with the CPTT, the High-level Political Dialogue Working Group (HLPDWG), Executive Chair and Secretariat, and in consultation with interested
partners, to review their High-level Political Dialogue proposal, to be further discussed during the September virtual meeting.

**Session 5: Executive Session 1**

**Decision 3: Country Processes Task Team (CPTT)**
The Steering Committee supports the development and dissemination by the CPTT (with Secretariat support) of an SWA “one stop shop” for tools and resources on Building Blocks and Collaborative Behaviours.

**Decision 4: Global Monitoring Harmonization Task Team (GMHTT)**
The Steering Committee approves the dissemination of the finalized paper on institutional analyses as an SWA product to influence the behaviours of External Support Agencies implementing institutional analyses and governments of countries where they are applied.

**Decision 5: Global Monitoring Harmonization Task Team (GMHTT)**
The Steering Committee supports the continued work of the GMHTT on the issue of water point monitoring within a broader discussion of sustainability of water services.

**Decision 6: High Level Political Dialogue (HLPD)**
Concerning the High Level Political Dialogue, the Steering Committee:
1. Endorses the concept of stronger on-going country level engagement mechanisms;
2. Requests UNICEF to, in consultation with SWA partners (in particular the CPTT and HLPDWG), the Executive Chair and Secretariat, prepare a concept paper with proposal(s) for such country-level engagement mechanisms;
3. Requests UNICEF to submit a first draft of the concept paper to the SC by the end of July;
4. Requests the Executive Chair, with the support of the Secretariat, to organize consultations on the concept paper with a view to its approval at the upcoming virtual Steering Committee meeting in September 2016.

**Decision 7: Finance Ministers’ Meeting**
The Steering Committee accepts the offer of the World Bank to host a Finance Ministers’ Meeting on behalf of SWA on 21 April 2017.

**Decision 8: Sector Ministers’ Meeting**
The Steering Committee decides to hold a Sector Ministers’ Meeting for ministers who accompany their finance ministers attending the Finance Ministers’ Meeting in April 2017.

**Decision 9: High Level Political Dialogue 2018-2020**
In the period 2018-2020, the Steering Committee decides to hold a Finance Ministers’ Meeting in 2019. This will be combined with a Sector Ministers’ Meeting (around one day’s duration) for those sector ministers accompanying their finance ministers. In even number years, i.e. 2018 and 2020, the Steering Committee decides to hold longer Sector Ministers’ Meetings. These will be combined with Partnership Meetings, spanning a period of approximately three days and preferably taking place in different regions addressing water, sanitation and hygiene issues.

**Decision 10: Private Sector**
Concerning private sector engagement, the Steering Committee decides to:
1. Encourage the SUN Business Network to prioritize water, sanitation and hygiene (a nutrition-sensitive approach) and intensify collaboration between SWA and SUN;
2. Encourage the participation of the private sector in national water, sanitation and hygiene sector dialogues and reviews;
3. Request the Private Sector Task Team to review the ODI paper on “Private Sector and WASH” to identify and propose priority areas for SWA to engage the private sector;
4. Agree two initial priority areas for Private Sector engagement and ask Task Team to develop targets and modalities for further work.

DAY 2

Session 6: Deepening the Engagement of SWA in Latin America
Jorge Mora Portuguez

Jorge Mora Portuguez informed the SC that an informal group of partners had come together to discuss how to further develop Latin America's (LA) engagement in SWA. He stated that, despite relatively high coverage levels reported for water, sanitation and hygiene in the Latin American region, the SDGs pose new challenges for the region: tackling equity, maintaining service delivery over time, ensuring the sustainability and quality of the water source, and avoiding a negative impact of these services on the natural environment and public health.

The group recognized there is a momentum currently underway for expanding the global partnership in the region and underlined its committed to support the Secretariat in further promoting and consolidating SWA’s presence there. On behalf of the group, Jorge requested the support of a senior regional advisor, funded by SWA, to further define and implement a regional strategy, giving direction to and coordinating each partner’s contribution.

The SC agreed that work related to tackling inequalities will be of extreme importance in LA, likely influencing many other countries in the world that have high levels of access but also high levels of disparity in that access. There were calls for the first SWA regional adviser to be in a region where the biggest challenge is still basic access. However, the SC recognized the work of the informal LA group and the role the region will play in achieving the SDGs. With this in mind the SC discussed the option of hiring a temporary consultant to develop a more in-depth strategy on SWA’s engagement in LA.

Session 7: SWA in the context of the SDGs – Deepening the Current Work and Embracing New Challenges
Kevin Rudd, Koos van Wrieks, Catarina de Albuquerque

To kick-off discussions on SWA's role in the SDG architecture, the SC was once again connected to the Chair The Hon. Mr. Kevin Rudd, who gave a brief update on the latest developments towards a global agreement on a SDG follow-up and review process. He mentioned his meetings with Mr. Tony Lake and donors. He also stressed his conviction that SWA's strength is in being an effective multi-stakeholder facilitation platform with a very practical delivery role on the ground.

The SC also welcomed Koos van Wrieks, a member of the UNSGAB Water Advisory Board, that made a presentation on a proposal for a new and dedicated UN intergovernmental body on water that would 1) be responsible for the follow-up and review of the implementation of all water, sanitation and hygiene-related goals and targets, 2) provide key thematic input to the High-level Political Forum, 3) be supported by a Secretariat and linked to ECOSOC and 4) have minimal implications on the UN budget. This body would have other functions towards implementation such as political guidance, monitoring, reporting, review, advocacy, knowledge exchange, coordination and financing. Koos explained that, under this umbrella, partnerships such as SWA would contribute with their work towards multi-stakeholder mobilization at country level, as well as with their experience in aligning different constituencies.
The SC generally agreed that a “World Health Assembly”-type of event (likely to be organized by the UN intergovernmental body) would be beneficial for the water, sanitation and hygiene sector, as it would create alignment of global policies and send a strong political signal. However, there was concern about a possible lack of voice from non-government stakeholders such as CSO, research and the private sector.

Because of the current uncertainty around the future follow-up and review process, the EC described her challenge when doing advocacy for SWA and making pro-active proposals on the partnership’s role.

The group discussed the possibility of giving Catarina a mandate to make proposals on behalf of the SC when there was no time for consultation, but in general there was an agreement that the Executive Chair should not focus too much on offering solutions, but instead on promoting the added-value of a partnership like SWA thus allowing UN Members States to decide how the partnership would fit their plans. There was also a proposal to create a Working Group to support the EC in her work around the global architecture. This Group would share latest updates on the SDG process and support the EC in her positioning and messaging.

**Session 8: Deeper Engagement of SC Members**
*Catarina de Albuquerque*

Catarina opened the discussion on increasing SC engagement by stating that she places considerable value and confidence in current SC members, and how essential it is for the partnership’s success that they are committed and engaged (e.g. attend meetings, answer emails from EC/Secretariat, available for preparation calls). She asked the SC to consider how SC members (or their alternates) can become more deeply engaged, including how they ensure their constituencies are informed and consulted about what happens at SC meetings.

In particular, the group discussed the proposal to terminate a SC member’s tenure if he/she or his/her alternate do not attend more than a determined number of SWA meetings (i.e. SC meetings and HLMs). Several members pointed out that access to the internet is not reliable in some countries, which might compromise attendance at virtual meetings. There was however a general agreement that the existence of an alternate and the limited number of SC meetings per year already greatly decreased the chances of a committed member missing several meetings.

To increase the SC’s accountability, the SC also agreed that members should regularly report back on their activities on behalf of SWA, as well as openly share any challenges they face.

**Session 9: Financial Situation and Fundraising**
*Amanda Marlin*

Amanda gave the SC an update on the financial status of the SWA Secretariat. She presented the final figures for 2015, which were on track compared to the agreed budget for the year. She also presented the 2016 expenditure to date, explaining that currently there is no funding going directly to the Geneva office and that a transfer had to be arranged from UNICEF. She mentioned that, with the approval of the Results Framework, financial reporting would change format. For instance, budget lines will no longer reflect the Three Pillar Strategy used previously (e.g. “Strengthening the functioning of the SWA Partnership” or “Influencing high-level decision-makers”) but will be organized according to the different Framework results.

Amanda also gave the group an update on fundraising and expenditure to date. The EC, with the support of the Secretariat, is continuing to lead fundraising efforts. Recently, several letters were sent by the Chair to development agencies and foundations and follow-up actions are ongoing.

SC members also discussed their role in supporting the EC’s fundraising efforts. There was a general agreement that the SC was ultimately accountable for the success of the partnership, including its financial security. SC
members should use their contacts and every suitable opportunity to raise awareness for SWA and make a case for investment in its work.

**Session 10: Results Framework for SWA**  
*Catarina de Albuquerque, Paulo Teixeira and Cinzia Scanu*

Catarina reminded SC members of their decision to work on a Results Framework for the partnership as a whole based on the draft prepared just for the secretariat. She informed the SC that consultants specialized in this area were hired by the Secretariat to support the work and ensure neutrality. Through a selection process led by UNOPS, the firm Logframe was chosen. Paulo Teixeira and Cinzia Scanu attended the SC meeting and gave a short presentation on the draft Framework, the methodology, and the main findings from interviews with partners.

Paulo informed the group that interviews were done around four major topics: the role of the constituencies in achieving SWA's five Objectives, the scope of the partnership considering the SDGs, measurement of the Strategy's effectiveness, and main risks and issues for the achievement of the five objectives. He explained that there were very diverging views on most topics, but that there was wide agreement that SWA should be a platform for dialogue among countries and constituencies, and that SWA's success should be measured by contribution, not attribution. After some questions by the SC, Paulo also underlined that the difference of opinions was independent of the constituency, and also recommended that activities should not be a part of the Framework. The Framework should concern only long-term strategic matters, and not day-to-day implementation. He also suggested that, for the sake of communicating better about SWA and its impact, a simplified and visually appealing version of the Framework should be produced and shared externally, giving a good idea of the connection between the Framework and the partnership’s Theory of Change.

When commenting on the draft Framework, the SC was concerned about the high number of quantitative indicators, especially since measuring contribution is usually done through qualitative data. There was also a general agreement that the Framework should reflect all Collaborative Behaviours and Building Blocks and that indicators should be reduced and simplified. The SC also agreed that the section on Governance should be part of a separate document, since it concerns not the partnership as a whole, but the performance of the Secretariat, the leadership (Chair and Executive Chair) and governing bodies.

**Session 11: Executive Session 2**

**Decision 11: Latin America**  
The Steering Committee agrees to support the development of a strategic option paper on the future direction of SWA engagement in Latin America. The document will be presented at the next face-to-face Steering Committee meeting, for consideration and subsequent decision.

**Decision 12: Global Architecture Task Team (GATT)**  
The Steering Committee establishes a Task Team to support the Secretariat and the Executive Chair in keeping the SWA partnership abreast on relevant developments around the global architecture relevant for the water, sanitation and hygiene-related targets of the SDGs. The Task Team will advise the Steering Committee on a SWA position and related advocacy opportunities.

**Decision 13: Fundraising responsibility**  
All Steering Committee members are accountable for fundraising. In future, Steering Committee members will support and enhance these efforts by identifying opportunities for fundraising and generating in-kind support, and communicating this to the Executive Chair and Secretariat.
Decision 14: Executive Chair position
The Steering Committee welcomes DGIS’s offer to take forward with UNOPS arrangements for creating the Executive Chair post. In the meantime, the Steering Committee requests UNICEF to extend the Executive Chair’s contract for a further 12 months to enable her to carry out her duties in the interim.

Decision 15: Deeper engagement of SC members
The Steering Committee recalls that Steering Committee members shall remain engaged and diligent in the performance of their responsibilities, including attendance at SWA meetings and participation in discussions.

The Steering Committee decides that:

a) Steering Committee members have a responsibility to attend meetings, or send their alternates. When members or their alternates do not attend at least 70% of Steering Committee meetings in a given year, this seat becomes available. In this case, the Steering Committee asks the Executive Chair to work with the constituency to ensure the seat is filled.

b) Steering Committee members shall send the Secretariat regular written updates (every 3 months) on their activities in representation or promotion of SWA, which shall be compiled, made publicly available and shared at Steering Committee meetings.

c) At each Steering Committee meeting, Steering Committee members shall be prepared to give a short briefing about the activities they have undertaken in representation or promotion of SWA, as well as about the consultations organized within their respective constituency and sub-constituency.

Decision 16: Results Framework
The Steering Committee:

1. Approves the overall structure of the draft Results Framework and the specific wording of Objectives 1, 2, 3 and 5.

2. Approves the removal of Objective 4 from the Results Framework, as this is not considered to be the comparative advantage of the SWA partnership.

The Steering Committee requests the Results Framework Working Group:

3. To examine and prioritize the Target Outcomes in the Strategy and propose one set of Outcomes for the Results Framework.

4. To ensure that the Outcomes and Results fully reflect the Collaborative Behaviours, the Building Blocks and the underlying Theory of Change.

5. To review the indicators in light of points 1-4 and seek to limit the number to the most critical indicators.

6. To reflect Objective 6 in a separate performance management mechanism for the Chair, Executive Chair, Steering Committee and Secretariat.

7. To review the Steering Committee’s decisions on the Results Framework with the view to approve the final version at the next virtual Steering Committee meeting.

Session 12: Conclusion and AOB
Catarina de Albuquerque

Catarina once again thanked the SC members, guests and observers for travelling to Lisbon and the effective decision-making done over the previous two-days. She then closed the meeting.