Summary of Action Points

<table>
<thead>
<tr>
<th>Action</th>
<th>Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWA Vice-Chair to communicate decisions taken on this call regarding SWA Review and timeline and Vice-Chair and SC extension.</td>
<td>Vice-Chair</td>
</tr>
<tr>
<td>Form Vice-Chair Search Committee for Vice-Chair (draft TOR, profile of desirable person, etc.) Please contact Cindy if you would like</td>
<td>SC members with Secretariat support</td>
</tr>
<tr>
<td>to join this Search Committee</td>
<td></td>
</tr>
<tr>
<td>For SC Members requesting financial support to the August 30 SC meeting, contact Naomi Parekh by 27 June.</td>
<td>SC members</td>
</tr>
<tr>
<td>Send Cindy Kushner any ideas for post-2015 activities that SWA should be involved in and also possible events/engagement by the Chair.</td>
<td>SC members</td>
</tr>
<tr>
<td>Follow-up on initial contact with the new World Bank Water Global Practice Director.</td>
<td>Vice-Chair</td>
</tr>
</tbody>
</table>

Steering Committee Members
1. Mr. Darren Saywell, Vice-Chair
2. Mr. Solphi Joli Hamelo, Madagascar
3. Mr. Irfan Tariq, Pakistan
4. Mr. Leonard Tedd, DFID
5. Mr. Dick van Ginhoven, DGIS
6. Mr. Anthony Kolb, USAID
7. Mr. Jochen Rudolf, AfDB
8. Ms. Veronique Verdeil, World Bank
9. Mr. Patrick Apoya, WSA
10. Ms. Andrea Guzman, WSSCC
11. Mr. George Chaima, ANEW
12. Mr. Thilo Panzerbieter, EWP
13. Mr. Dibalok Singha, FANSA
14. Ms. Claire Battle, WaterAid
15. Ms. Ebele Okeke, Leading Spokeswoman
16. Mr. Evariste Kouassi Komlan, UNICEF
17. Ms. Marisa Streyer, UNC
18. Mr. Federico Properzi, UN-Water
19. Ms. Fiona Gore, WHO

Regrets
20. Mr. Christian Eggs, SDC
21. Mr. Roberto Acosta, Paraguay
22. Mr. Peter Mahal Dhieu, South Sudan
23. Mr. Sana Jawara, The Gambia
24. Mrs. Chitralekha Yadav, Nepal
25. Mr. Salisu Abdulmumin, AMCOW
26. Ms. Nina Odenwaelder, Germany (Observer)

Secretariat
27. Ms. Cindy Kushner, Coordinator
28. Ms. Fiorella Polo, Monitoring and Outreach
29. Ms. Clarissa Brocklehurst, Senior Advisor
30. Mr. Piers Cross, Senior Advisor
31. Ms. Princess Jimenez, Administrative Assistant
32. Ms. Alexandra Reis, Communications
33. Ms. Naomi Parekh, Events and Protocol
Draft Minutes

1. Welcome

   Darren Saywell, SWA Vice-Chair and Chair of the SC meeting

   The Vice-Chair welcomed the SC and underlined that the main issues on the table were related to the upcoming SWA Review and its impact on the Partnership’s structure.

2. SWA Review

   Darren Saywell, Vice-Chair and Chair of the SC meeting

   The group was updated on SWA’s ongoing Review, and was presented with an updated timeline where the first findings will be presented to the SC at the next meeting at the Stockholm World Water Week (SWWW).

Summary of comments from SC members:

   Generally, there was agreement to follow the timeframe as the Vice-Chair laid out in his memo to the SC. There was a question as to whether the schedule might be tightened; however, as there is a need to have in-person meetings, that is challenging. Efforts will be made to process the findings and come to decisions as fast as possible. The Secretariat will fund those otherwise unable to attend the Stockholm meeting to ensure a representative body is deliberating on the Review findings.

   The report will be issued by the consultants in early July to the Oversight Committee. The Oversight Committee will have a brief period to do an initial review before the report is shared with the SC in advance of the August 30 SC meeting. The Schedule has been updated to reflect the discussion.

<table>
<thead>
<tr>
<th>Activity</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial findings/recommendations submitted by SWA Review Consultants</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>to Oversight Committee</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oversight Committee deliberates; possibly requesting clarifications;</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>minor revisions</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Review report shared with full SC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SWA Review Consultants present findings and facilitate discussion on key</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>issues at SC meeting (Stockholm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SC possibly requests clarifications/revisions and for the consultants</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>to consult the partnership on a narrowly defined set of issues</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SWA Review Consultants hold consultations at SWWW (Sept 3), AfricaSan</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Oct 8-10) and in South Asia (TBD; possibly a standalone event coupled</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>with HLM follow up)</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SWA Review Consultants refine recommendations/options</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final report shared with SC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>24</td>
</tr>
</tbody>
</table>
SC meets to deliberate on and make final decisions and set a roll-out timeframe regarding any changes to SWA’s goals, structure and/or activities (Location TBD) | 11-13 |
| SC and Secretariat prepare for changes as per agreed timeframe | X |

→ Decision: the SC will address the Review findings as per the articulated schedule.

3. **Vice Chair Succession**

   *Darren Saywell, Vice-Chair and Chair of the SC meeting*

The Vice-Chair informed the SC that officially his term will end at the end of August. He laid out two key issues for his succession: profile of the Vice-Chair and timing of succession. The Vice-Chair explained that the job has grown exponentially in workload given the development of the partnership. He recommended that the Vice-Chair should be a renumerated position and held by someone with notable political weight. This issue will need to be addressed with the discussions around the Review findings. The Vice-Chair proposed the creation of a Vice-Chair Search committee to be formulated sooner rather than later as some key steps can begin already – such as the drafting of a TOR and initial thinking on the profile of the person. This will enable a search to begin promptly after the August 30 meeting, if the SC might be able to make a preliminary decision on the Vice-Chair at that point.

The second issue is timing. While the Vice-Chair's term ends in August, he offered to stay on through the end of the year to see the Review findings processed to conclusion. SC members welcomed Darren’s offer and it was agreed that Darren will stay on until the end of 2014.

→ Decision: Extend current Vice-Chair's term until the end of 2014.

- **Action**: Form a Vice-Chair Search Committee. SC Members to contact Cindy Kushner if they would like to join the Search Committee. The Committee will hold its first meeting in the third week of July.

- **Action**: Search Committee to begin initial steps to find a new Vice-Chair (establish profile, identify potential candidates, investigate possible need for funds, etc.)

4. **Upcoming Meetings**

   *Darren Saywell, Vice-Chair*

The SC will meet in Stockholm on August 30. Those requiring funding should request funding from the Secretariat. Those requesting funding to attend SWWW should contact the Secretariat by June 27 so that registration can be done at the reduced rate.

- **Action**: SC members (developing country and CSO constituencies) requesting funding for the August 30 SC meeting and/or SWWWW Registration should contact Naomi Parekh by June 27.
5. **SC Elections**  
*Darren Saywell, Vice-Chair*

The Vice-Chair reminded the SC that there were objections to holding the SC’s elections before the next SC meeting on August 30. There were voices for (to ensure continuity and a smooth transition, the current SC should see the SWA Review to its conclusion) and against (elections could be delayed extensively and beyond mandate and so we should move forward as planned) the postponement of the elections, but the general position was in favour of extending the period of the current SC members until a point where decisions on the future SWA structures could be decided, based on findings and recommendations of the Review.

→ Decision: Extend current SC’s mandate until at least the November SC meeting, where the status and conclusions of the Review would be discussed.

6. **High Level Commitments Dialogue (HLCD) Update**  
*Cindy Kushner, SWA Coordinator*

The Secretariat recently launched four papers with short summaries of the 2014 HLM, SMM and HLCD. They are available on the website. Other documents are likely to be published following further analysis. For example, a short paper on sustainability will be done for the SWA Session at SWWWW. Also, without an overlap with the current Review, the Secretariat will undertake an internal review of the process that it facilitated to improve the process going forward. It will focus on the Secretariat’s activities (e.g. facilitation to the HLCD process). The interviews with partners and stakeholders will start in July.

7. **Secretariat Update**  
*Cindy Kushner, SWA Coordinator*

The SC was asked to block three SWA events in their SWWWW calendars:

- Saturday, August 30: All day for the SC meeting
- Monday, Sept 1: 17:45-18:45 SWA side-event at SWWWW on sustainability
- Wednesday, Sept 3: (approximately) 2pm-5pm: open consultation of the Review’s findings (in the city, not SWWWW site)

The SC was also informed of the ongoing communications-related activities, in particular the ongoing update of the SWA website with blog articles, video interviews, etc. The 2013 Annual Report and the June newsletter are also available.

The Secretariat will be reporting on funding at the SWWWW SC meeting, but meanwhile it has recently submitted a 4-year proposal to donors which reflects an extension of current operations. This proposal is only indicative and likely to be updated after the Review.
8. **AOB**

The Secretariat was asked about SWA’s and SWA Chair’s activities around the post-2015 process. Cindy Kushner informed the SC that the SWA Chair will attend the upcoming UN GA, but in his capacity as UN Special Envoy on Climate Change. The Secretariat will work towards securing some of his time for SWA activities.

The SC was reminded that beyond the positioning of the importance WASH being a part of the new MDGs, SWA does not have other post-2015 messages due to the different positioning of the Partners. SC members were asked to send the Secretariat any recommendations for post-2015 actions or activities that SWA Chair could input on/participate in, keeping in mind the limitations of mobilizing the Chair without a clear position.

The SC also flagged the important of SWA reaching out to the new WASH Director at the World Bank and establish good working relationships with him from the start. The Vice-Chair informed the SC that he has already been in contact with him and will follow up on that initial exchange.

9. **Action for Secretariat:** Aim to engage the SWA Chair on one or two events a UN General Assembly in September.

10. **Action for SC members:** send Cindy Kushner any ideas for post-2015 activities that the SWA Chair could be involved in in the coming year.

11. **Action for influential SC Members:** Engage the new World Bank Senior Director, Water Global Practice on SWA.