

Steering Committee Meeting Minutes

| Hanoi, 5 December 2019



Participants

- Patrick Moriarty, Steering Committee Chair (PM)
- Catarina de Albuquerque, SWA CEO (CTA)
- Criselle Alejandro, AquaFed (CA)
- Djoouro Bocoom, Mali (DB)
- Fousséni Palenfo, Burkina Faso (FP)
- Guy Hutton, UNICEF (GH)
- James Wicken, WSSCC (JW)
- Felister Lyimo, Tanzania (FL)
- Lotte Feuerstein, WIN (LF)
- Makhosini Khoza, Eswatini (MK)
- Maria Bethania Tellechea López, Paraguay (MBL)
- Mohammed Zobair Hasan, DORP (MZ)
- Nathalie Seguin, FANMex (NS)
- Nguyen Thi Lien Huong, Viet Nam (NH)
- Nicholas Igwe, Zenith Water Projects (NI)
- Paul Deverill, DFID (for Norway) (PDe)
- Pie Djivo, Benin (PDj)
- Rabab Hassan Abbas, Egypt (RA)
- Ramakanta Duwadi, Nepal (RD)
- Sareen Malik, ANEW (SM)
- Sumaira Gul, AHKMT (SG)
- Yamileth Astorga Espeleta, Costa Rica (YE)

Observers

- Fiona Gore, WHO (FG)
- Daniella Bostrom, UN-Water (DB)

Secretariat

- Joost Kooijmans, COO (JK)
- Alexandra Reis, Communications (AR)
- Heloise Chicou, CSO Advisor (HC)
- Marissa Streyle, Technical Advisor, Asia and Africa (MS)

Excused

- Erma Uytewaal, IRC
- Kepha Ombacho, Kenya
- Lisa Schechtman, USAID

Did not attend

- Dominick de Waal, World Bank

Steering Committee Meeting Minutes |

DRAFT Hanoi, 15 December 2019



Summary of Decisions

Decisions	Responsible	Deadline
Decision 1: Agenda The Steering Committee approves the draft agenda for the meeting.	n/a	n/a
Decision 2: Minutes The Steering Committee approves the minutes of the September 2019 meeting.	n/a	n/a
Decision 3: Feedback Forms The Steering Committee thanks the members who filled in the feedback forms and urges those who have not yet done so, to fill them in and share back with the Secretariat before the end of the year.	SC members that did not fill the Feedback Forms	End-2019
Decision 4: Secretariat 2019 Report and 2019 Update on the Results Framework The Steering Committee welcomes the Secretariat 2019 report and thanks the Secretariat for all the efforts undertaken during the year.	n/a	n/a
Decision 5: 2020 Budget and Workplan The Steering Committee approves the 2020 budget and workplan and asks the Secretariat to present an updated mid-term review by June 2020 to reflect any changes necessary after the approval of the new SWA 2020-2030 Strategy.	Secretariat	June 2020
Decision 6: Sub-Committee Workplans and Budgets The Steering Committee approves the two Sub-committee workplans and budgets and asks the Secretariat to integrate them into the 2020 budget and workplan for the partnership. The Strategy and Programme Sub-Committee notes that not all working groups had submitted final plans, and that these will be finalized in January. Assuming these fall within the overall budget, no further action is required. If they need additional budget, this can be considered in June.	Secretariat Sub-committees	January and June 2020
Decision 7: 2020-2030 Strategy The Steering Committee approves the Strategic Vision/Framework for 2020-2030 subject to final comments (by 8 December) to ensure discussions at the Retreat are reflected, and a subsequent no-objection approval in December by email of the final draft. The Steering Committee approves the following timeline for the development of the remaining elements of the 2020-2030 Strategy: <ul style="list-style-type: none">• Results Framework (by June 2020)• Regional Roadmaps (by June 2020)	Strategy WG, SC and Secretariat	December 2019; June and September 2020

<ul style="list-style-type: none"> • Global Roadmap (by September 2020) • Global Budget Framework (by September 2020) 		
Decision 8: Governance Document Annexes The Steering Committee approves the Code of Conduct and the Secretariat Terms of Reference and asks the Secretariat to include them in the Governance Document as annexes and to take necessary measures to publish and circulate the updated version of the document by January 2020.	Secretariat	January 2020
Decision 9: Performance of CEO The Steering Committee discussed the performance of the CEO, the secretariat and the Steering Committee itself in a closed session. Patrick Moriarty will write a short report based on the self-evaluation shared with Steering Committee members and Secretariat before the next Steering Committee meeting. The CEO's annual appraisal is made using the UNICEF "Achieve" framework, that incorporates 360° feedback and assessment against a personal evaluation report. The SC Chair and CEO had an appraisal discussion in Hanoi and are in the process of finalizing the associated paper-work.	Patrick Moriarty	Before next SC meeting
Decision 10: New Partner Applications The Steering Committee accepts the applications by: Governments: <ul style="list-style-type: none"> • The Ministry of Agriculture, Water and Forestry (MAWF) of Namibia • The Department of National Planning and Monitoring, Papua New Guinea. External Support Agencies: <ul style="list-style-type: none"> • The United Nations High Commissioner for Refugees (UNHCR) Civil Society Organisations <ul style="list-style-type: none"> • Action for Social Development and Environmental Protection Organization (ASDEPO) • CLTS Foundation • Max Foundation • Philomera Hope Center Foundation • Portuguese Association for Water and Wastewater Services (APDA) • WATERWIDE Research and Learning: <ul style="list-style-type: none"> • Aguatuya • Center for Regulation Policy and Governance (CRPG) • School of Public Health and Research, Somali National University Private Sector: <ul style="list-style-type: none"> • Aqua Africa Ltd • Global Impact Partners • Relevant Projects Ltd • WATALUX SA 	Secretariat	asap

<p>The Steering Committee asks the Secretariat to request more information from the following applicants from CSOs, which do not comply with all the admission criteria:</p> <ul style="list-style-type: none"> • Association pour la Promotion de l'Education, la Sante et du Tourisme (APEST) • HELP YOUR BROTHERS • Maasai Pastoralist Development Organization • Media for Transparency and Development Organization – MPDO LARETO • Rural Care Ministries <p>The Steering Committee also asks the Secretariat to inform the following organizations, which have applied to become SWA partners, that they are already part of the partnership through their membership of existing SWA network partners.</p> <ul style="list-style-type: none"> • CSO: IRSP – member of End Water Poverty and FANSA • Private Sector: Uduma Mali SA – member of AquaFed <p>These organizations also need to be added to the SWA website.</p>		
<p>Decision 11: 2021 Sector Ministers' Meeting</p> <p>Thanks the Government of Indonesia for its offer to host the 2021 SMM and accepts on behalf of the Partnership. Requests the Secretariat to start preparations for this meeting as soon as possible.</p>	Secretariat	asap
<p>Decision 12: Change in constituency designation</p> <p>The Steering Committee decides to change the Governance Document to replace references to “countries’ constituency” or to “country representative(s)” with “governments’ constituency” or “government representatives” (Note: these references are contained in paragraphs 2.2.1., 2.4.2. and 2.7.6.).</p>	Secretariat	asap

Summary of Actions

Actions	Responsible	Deadline
<p>Action 1: Sub-committees Chairs to send the Steering Committee an update on pending decision 9 b) “The Steering Committee asks the Chairs of both Sub-committees to agree on a list of leaders to be invited to the SWA Global Leadership Council.”</p> <p>Action 2: Steering Committee to reflect on how the governance structure is working, after the Secretariat submits its Fit for Purpose Report after the Strategy and Results Framework are finalized in 2020.</p> <p>Action 3: Secretariat to send SC members the mailing lists of their respective constituency members</p>		

<p>Action 4: The Steering Committee requests the Secretariat to start the process of preparation of its yearly workplan earlier in 2020, and to allocate more time for Sub-Committees to consult with WG's about the preparation of their respective workplans, so as to ensure greater alignment of plans in a more systemic way.</p>		
<p>Action 5: Secretariat to re-circulate the template for FMM case-studies by 20 December.</p>		
<p>Action 6: Secretariat to translate the SWA Code of Conduct into French and Spanish.</p> <p>Action 7: Secretariat to research online sexual harassment trainings that Steering Committee members can take, and in particular to reach out to UNICEF to ask for permission for SC members to attend its courses</p> <p>Action 8: Governance and Finance Sub-Committee to give recommendations to the Steering Committee on who needs to sign the SWA Code of Conduct document, at the June meeting.</p> <p>Action 9: Steering Committee Executive Sessions to start with an agenda item on declarations of interest.</p> <p>Action 10: Secretariat to give recommendations to the Governance and Finance Sub-Committee on how child protection/rights policies can apply to the SWA Code of Conduct, ahead of the June meeting.</p>		
<p>Action 11: Secretariat to organized induction webinars/calls for new partners and others dedicated to partners that have not been active.</p>		
<p>Action 12: GFSC, with the support of the Secretariat, to make a proposal ahead of the March virtual meeting on a possible flexibility clause in the Governance Document regarding the number of Steering Committee meetings per year.</p> <p>Action 13: Secretariat to circulate Doodle pool regarding the 2020 SC meeting by the end of the year.</p>		

Note: all decisions were taken during the Executive Session, but for clarity they are included in the minutes in sessions where the main discussion happened.

Session 1: Introductions and Overview

PM welcomed the Steering Committee (SC) to Hanoi, thanked the Vietnamese government for hosting and gave an overview of the agenda. CTA asked to add three additional points to the AOB session, and the SC agreed to extend the length of the meeting to accommodate these. The SC unanimously approved the revised agenda and the minutes from the March virtual meeting.

PM then guided the group through the list of pending decisions from previous SC meetings, and, since the leaders of the Sub-committees were not in the room at that moment, he asked them to send a written update on decision 9b) (“The Steering Committee asks the Chairs of both Sub-committees to agree on a list of leaders to be invited to the SWA Global Leadership Council.”) to the group by end-year.

The SC agreed to postpone Action 8 “The SC to discuss reflections on how the governance structure is working during the retreat part of the next SC Meeting in December” to the next SC meeting, since the new Strategy will likely impact governance arrangements. CTA informed the SC that, as part of its agreement with USAID, the Secretariat will perform a “fit for purpose” analysis. This will be done once the Strategy and Results Framework are agreed. This analysis can be part of the discussion.

PM gave an overview of the results of the SC feedback forms, noting that the Secretariat received a record number of those (19). The most common activities were the development of the strategy, SC meetings, Mutual Accountability Mechanism (MAM), and Work Groups (WG). SC members reported spending an average of 23 days on SWA since June. The SC agreed these were very positive reports that reflect a very intense and high contribution from partners to the partnership, but also that members should consider whether some of these tasks could be performed by the Secretariat. The SC discussed the need for clear roadmaps and workplans for the Secretariat, regional groups, constituencies and WGs, in order for the Secretariat to have clarity on where to prioritize support. SC members also reiterated their need for a mailing list of all their respective constituency members, in order to be able to brief them and receive feedback.

Decision 1: Agenda

The Steering Committee approves the draft agenda for the meeting.

Decision 2: Minutes

The Steering Committee approves the minutes of the September 2019 meeting.

Decision 3: Feedback Forms

The Steering Committee thanks the members who filled in the feedback forms and urges those who have not yet done so, to fill them in and share back with the Secretariat before the end of the year.

Action 1: Sub-committees Chairs to send the Steering Committee an update on pending decision 9 b) “The Steering Committee asks the Chairs of both Sub-committees to agree on a list of leaders to be invited to the SWA Global Leadership Council.”

Action 2: Steering Committee to reflect on how the governance structure is working, after the Secretariat submits its Fit for Purpose Report after the Strategy and Results Framework are finalized in 2020.

Action 3: Secretariat to send SC members the mailing lists of their respective constituency members.

Session 2: 2019 Update and 2020 Workplan and Budget

In this session, the SC was updated on the SWA Results Framework (the last update under the current Strategy). CTA explained that the number of countries responding to GLAAS questions relevant to the Results Framework was as low as 16 for some indicators and as high as 55 for others. She also made the point that, on SWA-led activities (e.g. High-level Meetings), the partnership is performing especially well. The SC raised concerns regarding the lack of disaggregated data and on how certain indicators do not directly relate to the information being collected (e.g. 2.2.1). The group agreed that these were good lessons for the development of the new Results Framework.

CTA also presented a summary of the Secretariat's workplan, highlighting the addition of 23 partners, including 4 countries; global advocacy and representation; country-level work (e.g. country visits); and, communications. The highlights of the year for the Secretariat were the Sector Ministers' Meeting, supporting partners around the MAM and the regional Strategy consultations. CTA also pointed out the effort required to recruit new people in order to complete the Secretariat organigram earlier approved by the SC – 10 new full-time Secretariat members joined in 2019. The SC expressed appreciation for the work done by the Secretariat. The group discussed the difficulty in recruiting people for the Global Leadership Council and how the new Strategy could help. They also discussed the impact on SWA of the possible accession of Eastern European countries.

JK then gave a presentation on the Secretariat's 2020 workplan and budget. He pointed out that the proposed workplan and budget consist of two Objectives and a Governance segment, which will be adapted to the new SWA Strategy once it is approved by the SC. Major 2020 activities include the Finance Ministers' Meeting and other key international events, promoting country-level activities and increasing visibility, awareness and knowledge of the Mutual Accountability Mechanism, a new website, and the development of a knowledge management strategy. JK reminded the SC that recruitment will continue in order to complete the agreed organigram. He also reminded the SC that there will be SC elections in mid-2020. Referring to the most recent version of the draft Strategy discussed in the two previous days, he also mentioned that since the newly proposed Objective 3 is new to the partnership, if it is approved the respective level of activities will be lower in 2020 compared to following years.

The SC supported the trend to decentralize the Secretariat, especially at regional level. DB invited SWA to share country case-studies and stories with UN-Water, for their use in World Toilet Day and World Water Day campaigns. The group also agreed that the alignment between the Secretariat's and WGs' workplans could be improved.

JK presented a report on the 2019 budget and made a proposal for the 2020 budget. He gave an overview of the grants that expire in 2019 and pointed out that the overall fund utilization rate for the SWA Secretariat is 84% across all grants, which is a significant improvement from previous years – e.g. 52% in 2018.

Regarding the funding outlook, payments scheduled in 2020 include SIDA (Kr 5,000,000) and Netherlands (\$2,000,000). An additional installment of \$500,000 from the Gates Foundation is due in January 2020. In total, about \$4.7 million are already contracted for 2020, with a further \$1.5 million still under discussion. JK underlined that the Secretariat is now looking at long-term, multi-year funding partnerships with existing and new donors in parallel with the establishment of the Trust Fund and the development of the new SWA Strategy.

For 2020, the Secretariat proposes a budget increase from \$5.2M in 2019 to \$5.5M, due to the need for greater support to constituencies, monitoring, and evaluation and knowledge management, resource mobilization and operational management. The resource-intensive areas of work in 2020

will include: the Finance Ministers' Meeting; sustaining country engagement, and the implementation of the Mutual Accountability Mechanism.

The SC thanked the Secretariat for the work done on the financial report and agreed that the partnership needs to move towards multi-year budgeting and funding. The SC also discussed that, although meetings and human resources are a significant part of the budget, convening power and coordination are the great added-values of the partnership. The group also agreed that it is positive that the regional roadmaps will be budgeted, as this will strengthen activities at regional and national levels. There were also discussions about the possibility of partners to formally donate time (not only funds), and around improving the monitoring of disbursed funding, which will be done with the hiring of new Secretariat staff dedicated to Monitoring and Evaluation.

Decision 4: Secretariat 2019 Report and 2019 Update on the Results Framework

The Steering Committee welcomes the Secretariat 2019 report and thanks the Secretariat for all the efforts undertaken during the year.

Decision 5: 2020 Budget and Workplan

The Steering Committee approves the 2020 budget and workplan and asks the Secretariat to present an updated mid-term review by June 2020 to reflect any changes necessary after the approval of the new SWA 2020-2030 Strategy.

Action 4: The Steering Committee requests the Secretariat to start the process of preparation of its yearly workplan earlier in 2020, and to allocate more time for Sub-Committees to consult with WG's about the preparation of their respective workplans, so as to ensure greater alignment of plans in a more systemic way.

Session 3: Sub-Committee Reports (2019) and Budgets and Workplans (2020)

LF reported on the work of the Governance and Finance Sub-Committee (GFSC) and its Working Groups.

She pointed out that, although these bodies have a significant number of official members, there are only five or six active ones. As 2019 highlights, LF mentioned the development of the Governance annexes, and the support to the recruitment of new positions. She also pointed out the difficulty in getting partners interested in governance and finance work.

For 2020, the GFSC proposed as priorities: ensuring that SWA's reputational risk is managed adequately, including rolling out the Code of Conduct and activating a complaints and investigation mechanism; as well as enhancing communication and accountability between SC and constituencies. Regarding the Finance and Performance WG, among other activities, in 2020 they plan to continue to improve the quality of planning, budgeting and reporting tools, and to develop a simple and robust set of performance indicators for the Secretariat.

The SC briefly discussed the future work around risk management, noting that if needed the Sub-Committee could draw on UNICEF's ethics office, or, an external advisor.

PDe presented on behalf of the Programme and Strategy Sub-Committee.

The 2019 highlights of the High-level Political Dialogue WG (HLPD WG) was work around the FMM and Ministerial Handbook and other inputs. The Country Processes WG (CPWG) contributed to the development of the new Strategy, and the Nutrition WG organized events in Stockholm and the SUN Global Gathering. PDe also highlighted that the Policy and Leadership WG, mandated to populate the Global Leadership Council, currently does not have members, but that a small Task Team under the

HLPD WG consisting of one member of each Sub-Committee and a country representative will pick up this work stream after March. Also, PDe reported that the German Toilet Organizations and the WASH Cluster submitted a paper on the nexus between development and humanitarian interventions.

For 2020 the Sub-Committee proposes to review and update the WGs and tasks under their responsibility vis-a-vis the new SWA Strategy and improve the coherence of the FMM preparatory processes within the WGs, Secretariat and others. Regarding the WGs, in 2020, the HLPD WG will continue to focus on the preparations for the FMM, the CPWG on the finalization of the second round of the Country Profiles and production of several learning notes, the Nutrition WG will support countries and partners to table WASH-nutrition commitments and the Strategy Working Group will finalize the full Strategy, including the Results Framework.

The SC discussed the need for better coordination between WG, Sub-Committees and the rest of the partnership, and the possibility to streamline some of the WGs, so it becomes easier for them to align with the rest of the partnership and find active members. They all agreed it is up to the Sub-Committees to recommend to the SC how many WGs should exist and that WGs should always be timebound to a task.

On behalf of the Policy and Strategy Sub-Committee, PDe requested that NI be its new co-chair. The SC approved this proposal.

Decision 6: Sub-Committee Workplans and Budgets

The Steering Committee approves the two Sub-committee workplans and budgets and asks the Secretariat to integrate them into the 2020 budget and workplan for the partnership.

The Strategy and Programme Sub-Committee notes that not all working groups had submitted final plans, and that these will be finalized in January. Assuming these fall within the overall budget, no further action is required. If they need additional budget, this can be considered in June.

Session 4: Update on Finance Ministers' Meeting and Ministerial Handbook

PDe led the discussion on the Finance Ministers' Meeting and Ministerial Handbook. He reminded the group that it is the HLPD WG leading FMM work, and that they formed a smaller "rapid response" task team that drafts documents as needed. The WG is building on lessons from past FMMs and developing an event that is interactive, not class-style. The event will open with a 2-3 minute video instead of high-level key-note speakers. The group wants finance ministers to come away from the event inspired by the discussions and real-life examples presented during the meeting and persuaded of the opportunities to make a difference in the lives of those currently without access to safe water and sanitation.

PDe also highlighted that 80% of the meeting's value is in the preparation and in the opportunities to have real dialogues with finance ministers at national level. The Secretariat circulated a template for submission of possible case-studies to be included in the Handbook and presented at the Meeting.

JK gave a summary presentation on the Ministerial Handbook. The objective is to make it a call for action to leaders, and a synopsis of solutions, inspirational case studies and forward-looking sector perspectives. The aim is for it to have between ten and 15 pages with high visual impact.

Following the presentation, the SC discussed how the FMM and the Handbook are an opportunity to build momentum around the 2023 UN-Water conference, and how the topics of the case-studies and everything discussed at the FMM needs to present water, sanitation and hygiene not as a drain on national budgets, but as an opportunity for economic gain, savings and growth.

Action 5: Secretariat to re-circulate the template for FMM case-studies by 20 December.

Session 5: Strategy Update and Issues for Decision

PM gave a summary of the recommendations that came out of the two-day retreat. It was agreed that the current document was not the full Strategy, but a Global Strategic Vision or Framework. This will be complemented by a Global Results Framework, Roadmap, and Budget, as well as Regional Roadmaps and Budgets. The group agreed on the timeline for developing these additional elements (see decision, below).

The group also agreed to send the Secretariat final comments on the Strategic Vision/Framework, limited to those ensuring that the retreat discussions and conclusions were reflected. The Secretariat will then send it to an editor and then to graphic designers, before circulating it to the Steering Committee for approval on a non-objection basis, by the end of 2019.

Several SC members also asked that any consultants hired to support them in developing the Regional Roadmaps and Budgets should be based in the respective regions. The group also agreed that a small sub-group of the Strategy WG will work with the Secretariat and consultants to develop the draft Results Framework. Also, that the Global and Regional Roadmaps will be developed in parallel, while noting that work needs to be coordinated so that all documents are aligned.

Decision 7: 2020-2030 Strategy

The Steering Committee approves the Strategic Vision/Framework for 2020-2030 subject to final comments (by 8 December) to ensure discussions at the Retreat were reflected, and a subsequent no-objection approval in December by email of the final draft.

The Steering Committee approves the following timeline for the development of the remaining elements of the 2020-2030 Strategy:

- Results Framework (by June 2020)
- Regional Roadmaps (by June 2020)
- Global Roadmap (by September 2020)
- Global Budget Framework (by September 2020)

EXECUTIVE SESSION

Session 6: Governance

LF summarized the work the GFSC did on the development of the Code of Conduct. She pointed out that the document reflects the overarching ethical principles and core values of SWA and that its aim is to ensure that everybody working with SWA behaves in accordance with these values and does not abuse their position. The Code covers conflicts of interest, gifts and bribery, sexual harassment and abuse of authority, and tries to be respectful of cultural differences. LS asked the Secretariat to translate the Code of Conduct before circulating it.

LF also presented the new Secretariat Terms of Reference, which will become part of the Governance document and will become the standard against which the SC will assess the performance of the Secretariat. She reminded the group that the Secretariat is accountable to the Steering Committee and that the focus and level of support it offers the partnership may vary from one year to another, according to levels of staffing and resources available. These levels of support will be outlined every year according to the workplans approved by the Steering Committee.

During the discussions, the SC asked the Secretariat to look for online trainings on sexual harassment which SC members could take, perhaps those provided by UNICEF. JK promised to both share

relevant trainings with the SC and ask UNICEF to allow SC members to join. The SC also discussed who needs to sign the Code of Conduct - whether just SC members and Secretariat, or also consultants, WG members or others. The GFSC will give recommendations on this at the next SC in-person meeting. The SC also agree to the recommendations that the SC Executive Session should start with an agenda point where members declare any interest in what will be discussed. Apart from sexual harassment, the SC also agreed that SWA's Code of Conduct should also include mentions to the child protection/rights policies and asked the Secretariat to make proposals for text.

Decision 8: Governance Document Annexes

The Steering Committee approves the Code of Conduct and the Secretariat Terms of Reference and asks the Secretariat to include them in the Governance Document as annexes and to take necessary measures to publish and circulate the updated version of the document by January 2020.

Action 6: Secretariat to translate the SWA Code of Conduct into French and Spanish.

Action 7: Secretariat to research online sexual harassment trainings that Steering Committee members can take, and in particular to reach out to UNICEF to ask for permission for SC members to attend its courses

Action 8: Governance and Finance Sub-Committee to give recommendations to the Steering Committee on who needs to sign the SWA Code of Conduct document, at the June meeting.

Action 9: Steering Committee Executive Sessions to start with an agenda item on declarations of interest.

Action 10: Secretariat to give recommendations to the Governance and Finance Sub-Committee on how child protection/rights policies can apply to the SWA Code of Conduct, ahead of the June meeting.

Session 7: CEO and Secretariat Performance Evaluation

Note: The Secretariat was excused during this discussion, so no minutes were collected.

Decision 9: Performance of CEO

The Steering Committee discussed the performance of the CEO, the secretariat and the Steering Committee itself in a closed session.

The CEO's annual appraisal is made using the UNICEF "Achieve" framework, that incorporates 360o feedback and assessment against a personal evaluation report. The Steering Committee Chair and CEO had an appraisal discussion in Hanoi and are in the process of finalizing the associated paperwork.

Session 8: New applications

Before the SC reviewed new applications, MBL made a statement on behalf of Paraguay, stating that, although the country joined SWA in 2010, up to very recently the Government Focal Point was not assigned to the correct agency, which made participation in the partnership difficult or non-existent. She assured the SC that those problems have been solved and that Paraguay has taken steps to ensure that the level of engagement as a country and as representative of a region was now adequate. The SC welcomed this statement and CTA committed to do an induction session with new partners, as well as some sessions dedicated to less-engaged partners.

Regarding the new applications, JK reported that, after undertaking due diligence with the support of the constituencies, the Secretariat has recommendations on what potential partners the SC should accept. The SC agreed to these recommendations (see decision).

Decision 10: New Partner Applications

The Steering Committee accepts the applications by:

Governments:

- The Ministry of Agriculture, Water and Forestry (MAWF) of Namibia
- The Department of National Planning and Monitoring, Papua New Guinea.

External Support Agencies:

- The United Nations High Commissioner for Refugees (UNHCR)
- Civil Society Organizations
- Action for Social Development and Environmental Protection Organization (ASDEPO)
- CLTS Foundation
- Max Foundation
- Philomera Hope Center Foundation
- Portuguese Association for Water and Wastewater Services (APDA)
- WATERWIDE

Research and Learning:

- Aguatuya
- Center for Regulation Policy and Governance (CRPG)
- School of Public Health and Research, Somali National University

Private Sector:

- Aqua Africa Ltd
- Global Impact Partners
- Relevant Projects Ltd
- WATALUX SA

The Steering Committee asks the Secretariat to request more information from the following applicants from CSOs, which do not comply with all the admission criteria:

- Association pour la Promotion de l'Education, la Sante et du Tourisme (APEST)
- HELP YOUR BROTHERS
- Maasai Pastoralist Development Organization
- Media for Transparency and Development Organization – MPDO LARETO
- Rural Care Ministries

The Steering Committee also asks the Secretariat to inform the following organizations, which have applied to become SWA partners, that they are already part of the partnership through their membership of existing SWA network partners.

- CSO: IRSP – member of End Water Poverty and FANSA
- Private Sector: Uduma Mali SA – member of AquaFed

These organizations also need to be added to the SWA website.

Action 11: Secretariat to organized induction webinars/calls for new partners and others dedicated to partners that have not been active.

Session 10: Decisions related to Sessions 2, 4, 6, 7, 8, 9 and Any Other Business

The SC reviewed the letter sent by the Government of Indonesia asserting their wish to host the 2021 Sector Ministers' Meeting. CTA stated that the Secretariat's recommendation is to accept the invitation, as discussions on this matter between SWA's High-level Chair and the Government of Indonesia are already advanced. Indonesia's offer seems to include a level of commitment and conditions similar to those of Costa Rica. The SC agreed to this recommendation.

CTA asked the SC to consider changing the name of the current "Country" constituency to "Government", since the expression "Country" can also include all other national constituencies. The SC agreed.

CTA also asked the SC to include some wording on the Governance document to allow flexibility on the number of SC meetings that are organized every year. The group discussed the possible criteria to determine if a SC meeting is needed or not. However, no consensus was reached, and the SC requested the GFSC to make a proposal on this topic ahead of the March virtual meeting. The SC also asked the Secretariat to circulate a doodle pool regarding the dates for the 2020 SC meetings.

Decision 11: 2021 Sector Ministers' Meeting

Thanks the Government of Indonesia for its offer to host the 2021 SMM and accepts on behalf of the Partnership. Requests the Secretariat to start preparations for this meeting as soon as possible.

Decision 12: Change in constituency designation

The Steering Committee decides to change the Governance Document to replace references to "countries' constituency" or to "country representative(s)" with "governments' constituency" or "government representatives" (Note: these references are contained in paragraph 2.2.1., 2.4.2. and 2.7.6.).

Action 12: GFSC, with the support of the Secretariat, to make a proposal ahead of the March virtual meeting on a possible flexibility clause in the Governance Document regarding the number of Steering Committee meetings per year.

Action 13: Secretariat to circulate Doodle pool regarding the 2020 SC meeting by the end of the year.