

National WASH Promotion Committee Coordination Meeting
January 16, 2014, 2PM
Ministry of Public Works, Monrovia

Agenda

1. Action Points from Last Meeting
2. Presentation
 - a. Calendar
 - b. Annual Work Plan
 - c. Partner Mapping
3. JSR Planning Update
4. Formation of Sector Ad-Hoc Committees
5. Quarterly Reporting
6. AOB

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Minutes

1. Action Points from Last Meeting
 - None documented from last meeting (December 19th)
2. Presentation
 - a. Calendar of Events
 - Outline to ensure everyone is aware of key events to strengthen partner coordination
 - Designed Excel calendar; notes appear when mouse is hovered over date
 - Partners can add events with details (venue, activities)
 - b. Annual Work Plan
 - Presentation of NWSHPC work plan for 2014
 - All activities directly from Sector Strategic Plan, Sector Operations Matrix
 - National Water Resources and Sanitation Board Executive Order is awaiting input from Ministry of State
 - Some plans may change a bit after Joint Sector Review; and subject to funding
 - AKVO FLOW and RSR scale up continues throughout the year
 - JSR will be focus of April
 - Partners should offer feedback on work plan, this is first draft
 - c. Partner Mapping
 - Part of work plan; NWSHPC wants to ensure all partners are captured
 - Partner meetings – NWSHPC will visit 40% of partners within three months; 40% in next 3 months; then remaining 20%
 - NWSHPC will compile final report, present and create publication for website

- *Question: Will this include government at county level? Yes.*
- Note that NWSHPC does not just include MPW; other ministries and agencies should be seconded to NWSHPC to support on as-needs basis
- MOHSW already seconded James Kokro; now time for Lands, Mines & Energy to second staff
- Clarification that all partners, no matter how small-scale WASH interventions are, will be part of process, including academic institutions
- This effort will enhance transparency and accountability
- Request that partners send updated contact info for 2014; reminder that reporting is done quarterly

3. JSR Planning Update

- This year's Joint Sector Review (JSR) will differ from first annual JSR in scope – instead of validation being done at JSR, this year it will be done prior to event with Sector Performance Report (SPR)
- Process leading up to event will be more in depth, including training around writing and communication skills and an internal retreat/ dry run prior to JSR
- JSR itself will be more high-level, targeting Cabinet, Legislature and partners with hope that WASH will be prioritized among government and donors in coming year
- World Bank has supported the recruitment of a consultancy firm (Skat Foundation, Europe-based with experience in successful Uganda WASH reviews) to facilitate process
- Next week, Core Team will have working session with Consultants and report more about structure of event by end of next week
- Ultimate responsibility lies with us; SPR will be written by government and partners, guided by Consultant
- MPW, as lead sector ministry, will send letters requesting nominations for representatives to other ministries, agencies and partners
- Initially target about 15 representatives for Core Team to participate in training and lead on writing the SPT
- All will have part to play – donors, implementers, NGOs, CSOs, etc.
- Anyone particularly interested can contact NWSHPC but specific institutions must be involved

4. Formation of Sector Ad-Hoc Committees

- These are technical resource groups that build on Strategic Objective-specific groups, though they have not yet met
- NWSHPC may re-establish groups; some letters were sent last year but NWSHPC did not drive groups
- Before next JSR Steering Committee meeting, will contact leads to discuss what groups achieved last year and how to move forward

5. Quarterly Reports

- Request to share list of organizations that have submitted; partners can then follow up

6. AOB

- Introduction of James Kokro – experience in data processing and physics
- Forthcoming AfDB rural water will target issues with technical working groups - Governance (Min. Yarngo & Abdul); Hardware (G. Woloba Karwee); Software (Andrew Boikpah); will also split counties into regional groups
- Study to increase investment in rural WASH
- Resource persons for WSA meeting tomorrow – Abdul sent invites today; need for guiding notes on how to deliver on commitments

Action Points

- Send details of WASH events to NWSHPC for inclusion on sector calendar (All)
- Offer comments on NWSHPC 2014 Work plan (All)
- Continue with partner mapping (NWSHPC) and respond to requests (All)
- Send update on JSR after Consultant visit (NWSHPC)
- Send letters requesting nomination of JSR Core Team members to ministries, agencies and partners expected to participate in training (NWSHPC)
- Contact leads of SO-specific groups about possible re-establishment before next JSR SC meeting (NWSHPC)
- Share list of partners that have sent Q4 2013 report (NWSHPC)

Next Meeting: Thursday, February 20, 2014, 2PM, Ministry of Public Works