

WATER ROUNDTABLE
Minutes of the meeting of the International Standard Development Committee
July 11th – 13th, 2011

IWMI Headquarters, Colombo, Sri Lanka

Attendance

ISDC Members: Imane Abdel Al, Peter Cookey, Carlo Galli, Riaz Ahmad Khan, Gerphas Opondo, Peter Ruffier, Lesha Witmer

Other: Alexis Morgan, Rodger O’Connell, Adrian Sym, Nicole Tanner

Open Session attendees: IWMI staff, CSR Japan representatives, USAID representatives

Apologies: Pedro Roberto Jacobi, Ma Jun (gave some input by phone), Marco Mensink, Ed Pinero, Maureen Ballestero Vargas

Monday, July 11th, 2011 – Wednesday, July 13th, 2011			
	Session	Discussion	Agreement/Actions
1	Introductions		
1.1	Attendance	7 ISDC members in attendance: Imane Abdel Al, Peter Cookey, Carlo Galli, Riaz Ahmad Khan, Gerphas Opondo, Peter Ruffier, Lesha Witmer	Quorum not in attendance. No formal decisions made.
	Apologies	Pedro Roberto Jacobi, Ed Pinero, Maureen Ballestero Vargas give advance apologies. Ma Jun and Marco Mensink apologies due to late logistic issues.	
1.2	Open ISDC positions	3 positions open.	
1.3	Agenda	Amended to include topics on: what is the regional interaction/input into ISDC mechanism, clarify the decision making process, how will we interact with 3 rd -party actors/stakeholders	
2	Building on efforts to date	Open Session	
2.1	Overview	Alexis Morgan gave overview of history and lessons learned of the Alliance for Water Stewardship (AWS) and the Water Roundtable (WRT) process	
2.2	Key questions raised/statements during Q&A of open session	<ul style="list-style-type: none"> Is it possible to have a global standard when water is such a local issue? 	

		<ul style="list-style-type: none"> • “Impacts” are not always a negative issue-some impacts are positive and desirable and should be reflected in the wording of the standard. Don’t always focus on ‘minimizing impacts’. • How will the metrics be determined for impacts at a watershed level? • The Standard should not duplicate efforts but instead fill a gap in existing works (i.e. WHO, existing standards that have some components relevant to watershed stewardship, such as the Forest Stewardship Council or the European Water Partnership standard). • The standard should be “do-able” and not too bureaucratic or involve too much (additional) (paper) work 	
2.3	Protocols	<p>The ISDC discussed operating protocols. Below are the key points.</p> <p>Meeting Reports:</p> <ul style="list-style-type: none"> • ISDC discussions will be reported in a non-attributable manner. • The output of the meeting will be reported publically. • ISDC will keep track of individual points requiring input from ISDC members not in attendance <p>Observers:</p> <ul style="list-style-type: none"> • There will be ‘open sessions’ in the future but these will be structured and distinct from the official ISDC meeting. The present format used, did not work well. The secretariat and others will circulate ideas about a workable format for enhanced participation and hosting organizations • ISDC reserves the right to invite observers to passively observe the meeting proceedings • ISDC reserves the right to invite experts to provide information or clarification on specific issues. • When observers or experts are invited to meetings or open sessions, their involvement will be clearly articulated and will be focussed and appropriate according to the agenda. <p>Communications Internal:</p> <ul style="list-style-type: none"> • Minutes will be taken to reflect high-level conclusions and action points 	<p>The secretariat and others will circulate ideas about a workable format for enhanced participation and hosting organizations</p>

		<ul style="list-style-type: none"> • Will be determined by ISDC • Each will have a Terms of Reference <p>Roles:</p> <ul style="list-style-type: none"> • Facilitator’s role is to move the work forward along the agenda, not create content. Facilitator will clarify discussion and help the group reach consensus. They are not the chairperson or the coordinator. • Global Water Roundtable Coordinator’s role is to act as a liaison between AWS Board and ISDC. Coordinator is a resource to the ISDC and will organize meetings (including preparing and disseminating materials), will act as the communications link between regional coordinators and ISDC, and is not a decision maker. • There will not be a chair of the ISDC. However, if it is felt later that one may be appropriate, the ISDC will revisit the issue. For example, if “formal” communication from ISDC with the AWS Board other than through the secretariat, spokesperson(s) will be elected by the members of the ISDC. 	
3.0	Documents		
3.1	ISDC Terms of Reference (ToR)	<p>The ToR needs to be revised to reflect how the ISDC members would like to work as a group. Below are the key proposed changes. The Secretariat will revise the ToR accordingly, send to Board for review and approval and then bring back to the ISDC.</p> <ul style="list-style-type: none"> • Quorum is 66% (2/3) of total membership appointed (i.e. for a 15 member ISDC, quorum is 10 members; for a 14 member ISDC, quorum is 9 members; for a 12 member ISDC, quorum is 8 members; etc) • Decision making is by consensus. If consensus is not possible, with quorum a vote will be taken-decision will be made with 66% of the vote of those present or represented with a minimum of 8 members voting for the decision. • Will add caveat that ISDC members have a right to step away from entirely or abstain from votes/positions of the Committee that conflict with their regional and stakeholder interests • Finances: Secretariat will examine what can constitute “related 	Secretariat will prepare and send edited draft to all ISDC members and facilitate approval by the Board

		<p>expenses”, per diem legality and insurance (mainly liability). Will come back to ISDC with more information.</p> <ul style="list-style-type: none"> • ISDC members will not “represent” their region, but rather will give input in their personal capacity including from the perspective of the region. ISDC will reach out as appropriate and liaise with regional coordinator. • Reporting (ISDC and AWS): reporting to AWS Board will be with agreed upon decisions developed at the end of the meetings. Can share non-attributed approved minutes with AWS Board as well. Noted that AWS Board can send its member(s) to all meetings and on calls-they will be there as observers only. • Time Commitment: clarify guidelines-minimum commitment of four 3-day meetings a year as well as necessary phone calls and emails. • Alternates: no alternates, but include ways of alternative participation for ISDC members that cannot participate in person (i.e. remotely via WebEx or conference call etc). 	
3.2	Advisor Agreement (Intellectual Property)	<p>This document is unclear. It will be revised to reflect that the role of ISDC members is not as an advisor, but as an ISDC (voluntary) member. The general consensus was that there should be an agreement on intellectual property but it should not be 5 pages in legal English. In other words: “simple” and to be understood clearly by all. It also should provide for use of material developed by others (and property rights “belonging” with another organisation)</p> <ul style="list-style-type: none"> • The Secretariat will revise and aim for a shorter, basic and clear document. 	The Secretariat will revise and aim for a shorter, basic and clear document.
3.3	Straw Dog	The Straw Dog was not discussed in terms of its content. The ISDC reserves the right to refer to its information in the future.	
4	Outcome Vision		
4.1	Initial Thoughts: Success	The ISDC discussed initial thoughts on what success would look like at the end of the Water Roundtable process. This will be further explored when the full ISDC meets next. Below is a sampling:	

		<ul style="list-style-type: none"> • The IWSS will help reduce the gap between demand and supply of future water. • The water use cycle is managed in a responsible way-responsible means with integrity and conscientiousness • Implementation of the IWSS leads to improved livelihoods, because of responsible use-better food security, hydro energy generation and other social needs; biodiversity is thriving alongside healthy economic activities. Nature and man are coexisting in a balanced way. • Implementation of the IWSS leads to better water management thereby facilitating adoption by the government. And if the governments are not adopting it fully, they are at least aware of its positive impacts and are significantly influenced by it to move towards the practices and processes included in the standard. • No end user has to be concerned/ worry about the security and safety of basic services (connected to water) • All three stakeholder groups-private and water service provider sector, civil society, and the public sector all think the IWSS is the standard of choice. • Other ISEAL standards adopt IWSS principles/ideas etc. • The IWSS was created in a fully participatory manner including all stakeholders represented on the ISDC. Stakeholders engaged are still interacting with each other at the ‘end’ of the process in a collaborative manner. • The IWSS is widely applied across the world 	
5	IWSS-Standard Discussion		
5.1	Initial Thoughts: Components	<p>The ISDC discussed their initial thoughts on what components or principles should be in or addressed by the IWSS. Below is a summary of the discussion.</p> <ul style="list-style-type: none"> • The Standard will be both process and performance based. • The scale for IWSS application needs to be further defined-what is included at a “Watershed” scale? What is the scope and boundary of a “Watershed”? 	

		<ul style="list-style-type: none"> • The Standard should recognize achievers and those who are making an effort towards full adoption of the IWSS (even if efforts are in an overstressed watershed). • Standard should be short and clear with longer external guidance documents where needed. • The Standard should “raise the bar” of what defines good water stewardship. • Elements to be included in the IWSS: <ul style="list-style-type: none"> ○ Rational for Standard ○ Goals and Objectives ○ Major Issues to be addressed (tentative list below) <ul style="list-style-type: none"> ▪ Governance ▪ Quantity ▪ Timeliness of availability ▪ Disaster prevention ▪ Equity, Access and Competing Demands ▪ Biodiversity ▪ Quality/Sanitation and Waste ▪ Financial Stability (cross cutting) ▪ Culture/Social/Capacity (cross cutting) ○ The desired outcome from implementation ○ Monitoring and Reporting ○ Principles-the philosophy behind a proposed solution to a problem <ul style="list-style-type: none"> ▪ Clarification of Intent ▪ Transparency ▪ Multi-stakeholder ▪ Implementable/ do-able ▪ Comprehensive 	
5.2	Initial thoughts: IWSS impact on existing systems	For next meeting, ISDC would like to review the reference documents that could show how an IWSS would impact an organization’s policy or resources (i.e. corporate water plans, country or basin water management plans, etc). How would the IWSS impact an existing plan-would it add something? Would	ISDC members will send water management plans/Strategies (where available) for circulation

		<p>it cause concerns? Foster innovation, etc?</p> <ul style="list-style-type: none"> • Secretariat will add these examples to ISDC library. 	<p>and reference internally.</p> <p>Secretariat will add these examples to ISDC library.</p>
5.3	Links with other initiatives	ISDC will take into consideration and benefit from other efforts that are aligned with the IWSS's issues. Linkages will be pursued where appropriate in order to foster innovation. The IWSS is being developed in tandem to other efforts.	
6	Meeting Planning		
6.1	Upcoming Meetings - Logistics	<p>General:</p> <p>Meeting locations should take into consideration ease of visa application, avoiding adverse seasonal weather implications for travel, ISDC member's availability, and opportunities to overlap with other professional meetings and conferences and to interact with Regional Coordinators, etc.</p> <ul style="list-style-type: none"> • The meetings may not include site visits etc.; if site visits are determined to be beneficial and within financial and logistical resources, meeting duration will be discussed again. <p>Next meetings: will be:</p> <ul style="list-style-type: none"> • Call-Thursday, August 18th at 14:00 UTC/GMT • Call-tentatively- Thursday, September 15th at 14:00 UTC/GMT • Physical meeting-October-first or last week-final dates and location TBD by end of July. • Physical meeting-January-week of 16th or 30th-final dates and location TBD 	
6.2	Remaining Questions	<p>Claims and Labelling</p> <ul style="list-style-type: none"> • How would either be applied and at what scale? <p>Certification</p> <ul style="list-style-type: none"> • Who will actually be certified? There was general agreement it should not be a company as a whole, but e.g. a production site. <p>Standard's structure</p>	<p>Secretariat will prepare a summary of examples of the structure of ISEAL standards.</p> <p>Secretariat will provide a</p>

		<ul style="list-style-type: none"> • Secretariat will put together a brief highlighting the different ways other ISEAL members have structured their standards and some additional notes about a standard’s framework structure and components • Secretariat will put together a brief of how the straw dog was constructed and what was taken into consideration while it was drafted <p>Legal Compliance</p> <ul style="list-style-type: none"> • How should the IWSS balance ‘raising the bar’ within legal boundaries? Bottom line is not breaking the law. • Secretariat will work in conjunction with Regional efforts to make an inventory of locally applicable regulations <p>Existing Documentation</p> <ul style="list-style-type: none"> • What regional reports are out there? • What technical reports (from pilots etc) are out there? 	<p>brief presentation at the next ISDC meeting on the background and rationale for the straw-dog IWSS.</p>
6.3	Public Meeting Conclusions	<ol style="list-style-type: none"> 1. The ISDC affirmed the significance and importance of water as a critical input in our daily lives and economic activities, and affirmed that water stewardship has the potential to bring about lasting social, economic and environmental benefits. 2. The International Water Stewardship Standard (“the Standard”) must include both performance- and process-based aspects and should acknowledge and reward effort (process) as well as achievement (performance). Measure of conformity with the Standard therefore will relate to the actions within the control of the entity seeking to apply the Standard, as well as their efforts to engage with stakeholders at the watershed level. 3. The ISDC will strive for the Standard to be able to be used by all public and private water users, regardless of size and type of use. Different levels/grading of conformity might be necessary. 4. The ISDC confirmed the need and importance for an International Water Stewardship Standard. 5. The Standard may take into consideration existing water stewardship thinking (including documents, tools, frameworks, guidelines, and other 	

		<p>standards), may not have to reinvent the wheel, and strive to not be too “bureaucratic”</p> <p>6. The interaction of regulation (laws and policies) and the Standard is complex and needs to be carefully considered and properly addressed. There was recognition of the need to comply with regulation while simultaneously striving for innovative ways to complement and improve the regulations.</p> <p>7. The Standard will be something new and different, that raises the bar of water stewardship, but should not require contravention of existing local laws and regional or International Treaties.</p> <p>8. The social/environmental/economic framework that underpins AWS’s definition of water stewardship is a good beginning point for developing the Standard’s framework.</p> <p>9. Involving all stakeholders in the process is critical and must remain in focus in the Water Roundtable process.</p> <p>10. Other models and certification systems (such as ISO) are important to consider. Such standard setting efforts and organizations will offer reference for (but not determine) the Standard, and were also recognized as important to gain traction at the country level for uptake in the longer term.</p>	
CLOSE OF ISDC MEETING			