

WSUP Board Meeting
Unilever,
Unilever House, Blackfriars, EC4Y 0DY
26th February 2015
Agenda Item B0604-1

Participants

Birch, David (Independent)
Day, William (Chair)
Jager, Folkert Jan (Vitens Evides International)
Kruger, Rupert (Thames Water)
Lochery, Peter (CARE)
Marmot, Rebecca (Unilever)
McCummiskey, (Borealis & Borouge)
Menon, Girish (WaterAid)
Newman, Helen (Thames Water)
Parker, Alison (Cranfield)
Scott, David (Independent)
Stone, John (Observer)
Thomas, David (Mott MacDonald)
Wiplinger, Dorothea (Borealis & Borouge)

Apologies

Mitchell, Ed (Independent)
Plimmer, Dawn (NPC)

In Attendance

Bacon, Nathan (Secretariat)
Gunstensen, Paul (Secretariat)
Jeffery, Neil (Secretariat)
Norman, Guy (Secretariat)
Peacock, Bill (Secretariat)
Woodbine, David (Secretariat)

Minutes & Action Points

1. WELCOME

1.1 Welcome/Apologies

Will Day welcomed the Board to the meeting.

1.2 Approval of Last Meetings Minutes & Action Update

Minutes of the last meeting were unanimously approved. No issues were raised.

1.3 Approval of the Meeting's Agenda/Matters Arising

The Board approved the Agenda for the current meeting.

1.4 Register Conflicts of Interest

Peter Lochery (PL) raised a conflict of interest for CARE over RAIN contracts in Madagascar.

1.5 Company Secretarial & Membership

The Board noted the change of registered offices.

Joyce Okello was ratified as an administrator on Barclays Internet Payment System.

The Board noted the issuance of credit cards to WSUP staff.

The Board noted the name of the charity to initially be The WSUP Foundation, to facilitate the speed of registration.

The Board approved Mott McDonald as new Member of WSUP.

2. MANAGEMENT REPORTS

2.1 CEO Report

Neil Jeffery (NJ) paid tribute to David Woodbine (DWO)'s leadership, in driving forward progress on the production of management accounts and improvements in other aspects of financial management.

The Board noted the developments and issues related to institutional development, financial management, risk management & communications.

Members from VEI, Unilever & WaterAid offered their assistance with security & risk matters.

The Board discussed our future relationship with DFID, and sought clarification on the progress made to date in seeking support for the WSUP 2016-2020 Business Plan. NJ described the meetings to date with Guy Howard, Head of the WASH team at DFID, and the developments to date in discussing the new business plan.

2.2 Funding Report

The Board noted the update on funding, particularly in the regard to positive developments on the new Gates Foundation, USAID Zambia & Wasser Fuer Wasser funding.

Jim McCummiskey (JM) discussed the protection of intellectual property rights, and the fact we publicly share our processes and strategies. **[Action – check with Gates new policy]**

It was reported to the Board by Paul Gunstensen (PG) that ICAI (Independent Commission on Aid Impact) were conducting several reviews of DFID, firstly in Ghana regarding engagement with the private sector and secondly in Madagascar re working IFIs. WSUP has provided input into both processes to carefully manage the potential reputational risk, with PG visiting Ghana and Sylvie Ramanantsoa (SR), CPM in Madagascar meeting with the ICAI representatives.

The Board noted our 93% success rate on WSUP funding bids was outstanding. BP thanked Dorothea Wiplinger (DWi) for her recent help with the OFID meeting in Vienna.

2.3 WSUP Enterprises & WSUP Advisory

The Board noted the progress on WSUP Enterprises.

The transparency of WSUP Enterprises was discussed, and that its governance needs to be significantly strengthened.

The Board discussed the tax issues and non-compliance of SmartLife Kenya.

The Board discussed the hurdles facing scaling up of Clean Team Ghana, and noted the progress that have been made in sales numbers.

The Board discussed the ongoing recruitment of a MD for Advisory.

The Board noted the progress made against the WSUP Advisory Business Plan.

The need for more Advisory staff was discussed.

The significant expansion of future work in India was discussed at length, with significant contributions by David Birch(DB).

2.4 Audit Committee Report

The Board considered additional members for the committee. **[Action WD to write to Board asking for volunteers]**. Folkert Jan Jager (FJJ), Alison Parker (AP) & DWi expressed an interest in helping.

The Board agreed as a matter of policy that all sub committees should have access to the full Board papers.

[Action – DWo to look at non-disclosure issues]

The Management Accounts were discussed, and the Board applauded DWo’s hard work.

The Board noted the recruitment process for Director of Finance & Resources is ongoing and has not yet been resolved. General recruitment was also discussed.

There was a broad discussion of systems and processes in country, and the requirement to continue progress made to date.

2.5 Resources Report

The Committee noted the December 2015 Management Accounts.

The Committee considered whether WSUP should change its recognition of grant income and overhead recovery.

The Committee noted the Finance & Resources Work Plan.

There was discussion over better resourcing of the Finance & Resource team.

The significant underspend against budget for FY 14/15 was discussed, with the Board noting that the previous budgeting exercise was less rigorous and accurate than would be desired going forward. NJ commented that the process for the creation of Operational Plan and budget for FY 15/16 would be an important next step in strengthening the institutional budgetary process.

Specific budgets were discussed against the SOs.

The meeting was closed at 1111hrs

Acknowledged as a true and accurate record of the meeting:

Signed	
Name	

