

PROCEEDINGS OF



GENERAL MEETING

**VENUE: DWAF Conference Centre,
Roodeplaat Dam, Pretoria**

DATE: 06 and 07 September 2005

Compiled by: Virginia Molose, The Mvula Trust

AGENDA

DAY ONE		
TIME	TOPIC	PRESENTER
07H30 – 08H30	Registration, Tea / Coffee	
08H30 – 08H45	Opening and Welcome	Martin Rall
08H45 – 09H15	Introductions, Purpose and Agenda	Martin Rall
09H15 – 10H00	Presentation: Setting the scene: Who is ANEW <ul style="list-style-type: none"> ○ Formation of ANEW, introduction to FAN ○ Mission and Vision; Membership ○ Structure: The Task Force, the Secretariat, funding ○ Partnerships and links (FAN, regional networks, AMCOW, etc) 	Juliette Malenge, Danielle Morley
10H00 – 10H30	Presentation: Summary Report on Secretariat and Regional (Task Force) activities, successes and challenges: Dec '03 - Aug '05. Questions for clarification and defining group tasks.	Juliette Malenge Facilitator
10H30 – 11H00	TEA BREAK	
11H00 – 12H00	Group work: Reflections & Reviewing the Past 1½ Years <ul style="list-style-type: none"> ○ Analysis of achievements and enabling factors ○ What is outstanding/not achieved and what were the challenges/constraints that contributed to this? ○ Suggestions for addressing challenges/constraints 	Groups (5)
12H00 – 12H30	Reports back & discussions in plenary	Groups
12H30 – 13H00	Presentation: Draft Constitution <ul style="list-style-type: none"> ○ Mission and Vision ○ Governance structure (continental and regional) and legal status ○ Election of governing bodies ○ Roles and responsibilities of governing bodies (including managing funds and relationships with funders, e.g. FAN/Water Aid) ○ Terms of office, meetings ○ Role of national, regional & international water networks Questions for clarification and defining group tasks	Professor Kairu
13H00 – 14H00	LUNCH BREAK	
14H00 – 15H30	Plenary Work: Finalising Constitution <ul style="list-style-type: none"> ○ Discussion and agreement on changes to draft constitution (Bear in mind suggestions for addressing challenges/constraints) 	All
15H30 – 16H00	TEA BREAK	
16H00 – 16H45	Plenary Work: Finalising Constitution Continued	All
16H45 – 17H00	Logistics Support Slot: Announcements, etc	Jayne Millar
END OF DAY ONE		

DAY TWO		
TIME	TOPIC	PRESENTER
08H30 – 08H45	Recap Day 1	Facilitator
08H45 – 09H30	Presentation: Funding <ul style="list-style-type: none"> ○ Funding to date ○ FAN/Water Aid proposal ○ EU Water Initiative proposal ○ Focus on proposed activities, as per proposals ○ Relationship between ANEW and FAN/Water Aid ○ Alternative sources of funding 	Danielle Morley
09H30 – 10H00	Questions for clarity and agreement on group tasks	Facilitator
10H00 – 10H30	TEA BREAK	
10H30 – 12H30	Group work: Development of detailed FAN/Water Aid and EU Water Initiative proposals	Groups (4)
12H30 – 13H00	Reports back & discussion in plenary	Facilitator
13H00 – 14H00	LUNCH BREAK	
14H00 – 15H30	Group work: Regional meetings – Plans of Action and other matters <ul style="list-style-type: none"> ○ Scenario 1: EU Water Facility proposal successful ○ Scenario 2: EU Water Facility proposal not successful ○ Other regional matters (relationships, networks, etc) ○ Follow-up actions from AGM 	Regions
15H30 – 16H00	TEA BREAK	
16H00 – 16H30	Reports back	Regions
16H30 – 16H45	Wrap Up & Logistics Support	
16H45 – 17H00	Vote of Thanks & Closure	Mr Martin Rall

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LIST OF ACRONYMS

AfDB: African Development Bank

AGM: Annual General Meeting

AMCOW: African Ministers Council on Water

AMIWASH: African Ministerial Initiative for Water, Sanitation and Hygiene

ANEW: Africa Civil Society Network on Water and Sanitation

CSD: Commission on Sustainable Development

CSO: Community based Organisation

EU: European Union

ELCI: Environmental Liaison Centre International

FAN: Freshwater Action Network

NFP: National Focal Points

NEPAD: New Partnership for Africa's Development

ToR(s): Terms of Reference

DAY ONE

1.0. Opening and Welcome

Mr Martin Rall, Southern Africa ANEW Task Force member opened the meeting. He welcomed the participants and thanked them for coming to the General Meeting. He also thanked those involved in planning and coordinating the meeting.

Mr. Rall outlined the purpose of the meeting; for members of ANEW to take a closer look at the network and reflect on how it has been working in the last one and half years. He referred to the inception meeting in October 2003 when some decisions, such as governance issues, were left pending. The participants agreed that this General Meeting would tackle these and other issues but recognised that decision making may be limited as there was only limited participation from the wider network. It was decided that further decision making could be done within the various country networks after participants had consulted with colleagues.

The facilitator for the two-day General Meeting, Ms Virginia Molose, was introduced.

2.0. Introductions and Agenda

Ms Molose introduced herself by outlining her experience as a training specialist with The Mvula Trust, a national water and sanitation NGO in South Africa. She stated her hope for the meeting was to get to know more about ANEW and its members.

Each participant introduced themselves stating their name, organisation and a hope/expectation they had for the meeting.

See Appendix 1 for the list of participants. The common themes in people's expectations were:

- ◇ Establish a shared understanding of what ANEW is about, what it is trying to achieve
- ◇ Address the governance issues of the network including the governing structure, its formation and the constitution

The facilitator outlined the agenda emphasising that most of the hopes and expectations expressed were accommodated. She stressed that it was up to the group to make sure that the issues are addressed adequately. She appealed for people to be conscious of time, keep their contributions short and work efficiently in break away group work sessions. The participants acknowledged that everyone should feel free to express themselves in languages they were comfortable with and translation would be provided.

The facilitator requested participants volunteer for a Monitoring Committee (MOCO), which would be responsible for getting feedback from the entire

group on how meeting was going. Two volunteers would talk to participants individually to get their views on content, facilitation, process, pace and logistics of the workshop and share those comments with the facilitator. The facilitator was then to share those comments with the rest of the group the following morning. The volunteers for the MOCO were as follows:

Tuesday: 06/09/2005	Wednesday: 07/09/2005
1. Yunia	1. Faith
2. Simphiwe	2. Martin

A further suggestion from Faith, was that the facilitator develop a 'mood odometer' for people to tick appropriate columns at the end of the day. The suggestion was accepted.

3.0. Presentation: Setting the scene: Who is ANEW

Ms Juliette Malenge, ANEW Co-ordinator, outlined ANEW, including its formation, mission and vision, membership, structure and partnerships with other structures like FAN, AMCOW, ICDC and other regional networks. Participants were referred to ANEW's brochure for detailed information on the background information about the network.

4.0. Presentation: Overview and Introduction of FAN

Ms Danielle Morley, FAN Coordinator, gave a presentation on FAN and their partnership with ANEW (Appendix 2).

5.0. Presentation: Summary Secretariat and Regional Reports: Activities/Successes/Challenges for Dec '03 – Aug '05

The ANEW Co-ordinator led this presentation giving an overall report on what has been happening since the group last met (Appendix 3).

Some of the issues she raised are:

- ◇ Members need to get their act together' move out of the rut, need to be more visible. They need to clarify what the purpose of the network is and explore if that purpose is shared. Is the purpose purely information sharing as a network, is it a facilitating network for international meetings, is it to have projects on the ground?
- ◇ Currently the Secretariat is at the ELCI. Members need to answer the question 'what are the gaps' with this decision. From the Co-ordinator's perspective one of the biggest gaps is commitment, members are not willing to help out in the process, they have information that is not being shared widely with the broader membership. Information sharing is a one one-way process. Reasons for this need to be understood and dealt with.
- ◇ ANEW has been recognised by AMCOW and AfDB. The Chairperson of AMCOW came to the side-event. However these two institutions would like ANEW to get more serious. ANEW needs to articulate and demonstrate

clearly what it is about, for example what is ANEW doing in Kenya and Uganda' 'Kenya' etc before to it can be taken seriously.

- ◇ Benefits to members need to be clarified
- ◇ There is information gap. There doesn't seem to be direct communication about ANEW to other NGOs/CBOs that are not national task force members. This raises the question on the capacity of the Task Force; how much are they able to filter down, how much can those individual members contribute to the network. Someone has got to make things happen otherwise nothing grows.
- ◇ How can ANEW encourage members to share? – Are they being given enough time to comment on documents and what channels of communication are being used for the Secretariat.
- ◇ The fact that this meeting is hosted by South Africa, is because the South African government recognises ANEW as the civil society voice that has a relationship with AMCOW
- ◇ Members need to draw motivation the actions undertaken by the network
- ◇ Staffing – how can the secretariat be more productive without more people in it? It is not only a question of staffing the Secretariat –implementation and information sharing needs leadership to be attached to an executive secretariat, which is decentralised.

The Task Force members presented activities in their regions since the last meeting:

JULIETTE TO COMPLETE

5.1. Eastern Africa

5.2. Northern Africa

5.3. Southern Africa

Not done much until except organise this annual meeting because the Task Force member is stretched with the post of policy and advocacy director not as yet filled in The Mvula Trust. Mr Bryan Ashe gave a quick presentation of what NAWISA had done. He stated that NAWISA is based in Gaborone, Botswana. It is responsible for CSO capacity building on SADC water issues. In South Africa the 'service NGOs' have not done much around policy advocacy or networking beyond South Africa.

5.4. Western Africa

6.0. Reflecting and Reviewing the Past 1½ Years

During this session participants worked in regional groups, there was also a secretariat group. Each group answered the following questions:

- Analysis of achievements and enabling factors
- What is outstanding/not achieved and what were the challenges/ constraints that contributed to this?

- Suggestions for addressing challenges/constraints

The group work was followed with report backs in plenary and they are as follows

Countries	Achievements	Enabling factors	Not achieved	Challenges/Constraints	Suggestions for addressing challenges and constraints
Central Africa	<ul style="list-style-type: none"> ◇ Organised regional consultation meeting ◇ Organised World Water Day ◇ Attended international conference – EURO-AFRICA Conference on water and sanitation in Paris, March 2005 ◇ List serve for members ◇ Advocacy to LEMA ◇ Elaborate Action Plan for 2004 – 2006 	<ul style="list-style-type: none"> ◇ Involvement and commitment of CSOs ◇ Contributions from FAN – government of Chad, MNC Cameroon 	<ul style="list-style-type: none"> ◇ National meetings – All countries ◇ Structure not yet formed 	<ul style="list-style-type: none"> ◇ Lack of funding ◇ Non commitment of government of countries 	<ul style="list-style-type: none"> ◇ Independent Secretariat for ANEW at national, local and regional levels ◇ Sharing of information from continental Secretariat should not be discriminatory ◇ ANEW work (Activities) should be in French and English for an all inclusive participation
West Africa	<ul style="list-style-type: none"> ◇ Sub-regional meeting held participants in November with 87 participants ◇ Regional action plan developed ◇ Focal point appointed ◇ Country meeting held ◇ Celebration of World Water Day ◇ Network with other networks 	<ul style="list-style-type: none"> ◇ Involvement and commitment of CSOs ◇ Contributions from ENDA, FAN, WATERAID and country networks 	<ul style="list-style-type: none"> ◇ National meetings in all countries 	<ul style="list-style-type: none"> ◇ Lack of funding 	<ul style="list-style-type: none"> ◇ Intensify fundraising activities ◇ Proper information dissemination ◇ Involvement of more CSOs
Southern Africa	<ul style="list-style-type: none"> ◇ Little achievements apart from attending meetings ◇ Email communication was good ◇ Recognition of ANEW by AMCOW ◇ ANEW is recognised by individual government ◇ ANEW has been a collective 			<ul style="list-style-type: none"> ◇ ANEW's role was unclear – was it advocacy or implementation ◇ Lack of capacity ◇ Lack of funding to run with ANEW activities 	<ul style="list-style-type: none"> ◇ NAWISA to become ANEW contact/focal point for SADC ◇ To build synergy with Africa rivers network, ANEW, NAWISA and national networks ◇ There should be no official position of ANEW on issues apart from its individual members ◇ ANEW should be hosted by NAWISA in SADC subject to ratification by NAWISA AGM

Countries	Achievements	Enabling factors	Not achieved	Challenges/Constraints	Suggestions for addressing challenges and constraints
	<p>voice of Africa civic society in international for a</p> <ul style="list-style-type: none"> ◇ Networking with African Development Bank, EU Water Initiative, Tony Blair's Commission for Africa 			<ul style="list-style-type: none"> ◇ Lack of follow up on email communication ◇ How to present ANEW in the SADC Water sector 	<ul style="list-style-type: none"> ◇ Need to support the NAWISA Secretariat to strengthen ANEW ◇ Brian Ashe to hold a teleconference with NAWISA Secretariat and get their views on suggestion from ANEW
East Africa	<ul style="list-style-type: none"> ◇ East African sub-regional meetings in October ◇ Different countries developed action plans and established focal persons ◇ Contribution to engagement with AMCOW session and CSD 13 ◇ Recommendations for ANEW AGM adopted and development of Constitution 	<ul style="list-style-type: none"> ◇ Commitment and belief in ANEW's objectives and vision ◇ Support from FAN and Norwegian Forum to hold the regional meeting and CSD 13 	<ul style="list-style-type: none"> ◇ Advocacy skills training ◇ Fundraising for regional activities – e.g. GWP support for water governance ◇ Information sharing of best practise and case studies 	<ul style="list-style-type: none"> ◇ Follow up action inadequate ◇ Low prioritisation of ANEW's objectives ◇ Lack of ToRs for national focal points ◇ Inadequate funding ◇ Need to beef up ANEW's Secretariat because a lot of coordination work of regions is required 	<ul style="list-style-type: none"> ◇ Increased follow up by ANEW Secretariat in consultation with NFP ◇ Develop ToRs for national focal points ◇ Prioritise, upscale and downscale planning for policy/advocacy issues, e.g. ADB, NEPAD and AMIWASH
Secretariat	<ul style="list-style-type: none"> ◇ Membership has grown and is now at nearly 200 members. ◇ Linkages have been established between ANEW and key agencies, such as UNEP, GTZ, WB, UN Habitat and the World Water Council. ◇ The Freshwater News Newsletter of FAN has received articles from ANEW members, mostly from West Africa. ◇ The ANEW lists have been 	<ul style="list-style-type: none"> • ANEW is building its reputation as a membership organisation of African civil society organisations working on water and sanitation issues. • The link with FAN. • Recognition of ANEW by the South 	<ul style="list-style-type: none"> • Co-ordinated fund raising for bigger activities. • Advocacy materials were not produced such as case studies, a gender strategy and the ANEW website is not functional. 	<ul style="list-style-type: none"> • Confusion with some budget items • Members not having adequate information to act, such as in the production of case studies. • Perception of members that 	<ul style="list-style-type: none"> • ELCI and the ANEW Secretariat Co-ordinator should revisit the budget and ensure that all activities are implemented. • The ANEW Secretariat Co-ordinator should do more follow-up with members to ensure that they provide information necessary for the completion of activities. • There is need to revisit the relationship between ANEW, FAN, ELCI and the Task Force members. • There should be better pre-meeting planning.

Countries	Achievements	Enabling factors	Not achieved	Challenges/Constraints	Suggestions for addressing challenges and constraints
	<p>established and is being used with members passing on information they receive through the listserve to their networks and members.</p> <ul style="list-style-type: none"> ◇ Key documents have been put together, such as the Membership Guidelines, Membership Application Form, the ANEW Brochure and two issues of the ANEW Newsletter. ◇ FAN has established direct relationships with ANEW members who contribute to the e-bulletin. A spirit of sharing information has been developed among members ◇ ANEW members have attended key international meetings such as the CSD, Stockholm meeting on water and FAN's Advisory Group meeting. ◇ The proposal that was developed by FAN has passed through its first round of approval. ◇ ANEW members are in the process of preparing for the World Water Forum. 	<p>African Government and the World Water Councils, which made them provide financial and in-kind contributions towards ANEW's AGM.</p> <ul style="list-style-type: none"> • Having a secretariat in Nairobi, that is hosted by a UN accredited organisation. • Having a bilingual Secretariat Co-ordinator. • Having regional focal points. 	<ul style="list-style-type: none"> • A good working relationship between FAN and ANEW secretariat has not been achieved. 	<p>the money that was offered for the production of case studies was too little.</p> <ul style="list-style-type: none"> • Lack of communication between the Secretariat and the members. 	

Countries	Achievements	Enabling factors	Not achieved	Challenges/Constraints	Suggestions for addressing challenges and constraints
	Despite financial and time constraints, ANEW held its Annual General Meeting in South Africa				

7.0. Presentation: Draft Constitution

Professor Kairu, Eastern Africa Task Force member led this session. He apologised on behalf of the Task Force to members for not circulating the Draft Constitution before the meeting. He then opened the discussion on the adoption of the draft that would be produced at the end of the session. Participants felt that they could not adopt the Constitution at the General Meeting because not all members were present and that a copy of the amended Draft Constitution should be circulated to all members for comment by a set deadline.

Professor Kairu suggested that in order to make progress and ensure that everyone participated in the drafting that the session be done in plenary. He suggested that they work through the draft editing as necessary.

The Draft Constitution was amended, the changes made are captured below:

◇ Contents page to be inserted with the following headings

✓ Preamble

✓ Definition of Terms

✓ Article 1: IDENTITY

1.1. Name

1.2. Acronym

1.3. Logo

1.4. Use of logo

✓ Article 2

2.1. Legal status

2.2. Registered office

✓ Article 3

3.1. Vision Statement

3.2. Mission Statement

3.3. Aims and Objectives

✓ Article 4: ACTIVITIES

4.1. Organisational Development

4.2. Collection and Dissemination of Information

4.3. Advocacy and Networking

✓ Article 5: GOVERNANCE

5.1.a General Assembly

- 5.1. b Executive Committee
- 5.1. c Secretariat
- 5.1. d Regional Focal Point
- 5.1. e National focal Point
- 5.1. f Membership

✓ Article 6: MEMBERSHIP

- 6.1. Membership criteria
- 6.2. Categories
 - 6.2.1. Full members
 - 6.2.2. Associate membership
 - 6.2.3. Special consideration
- 6.3. Membership responsibility
- 6.4. Benefits of members
- 6.5. Termination of benefits

✓ Article 7: PARTNERSHIPS

✓ Article 8: MEETINGS

- 8.1. Current assembly
- 8.2. Executive Committee
- 8.4. Extra ordinary meetings

✓ Article 9: OFFICIAL LANGUAGES

✓ Article 10: ARBITRATION

✓ Article 11: AMENDMENTS

✓ Article 12: DISSOLUTION

✓ Article 13: MISCELLANEOUS

Preamble:

Aware of the need for co-ordination and networking among civil society organisations that are engaged in water and sanitation sector in Africa;

Aware of the need for improved dialogue and collaboration between the Civil Society, Governments, International agencies/organisations and all other stake holders in the realisation of the MDG's, Johannesburg Plan of Implementation targets, at all levels in Africa responsible for water and sanitation sector;

Cognisant of the fact that sustainable initiatives should be made to alleviate poverty by increasing the right to safe water and improved sanitation in Africa, thereby promoting social justice, improved health status and development especially among the disadvantaged and marginalized;

Desirous of contributing to the development and implementation of water and sanitation sector policies, strategies, standards, guidelines, water governance and planning at all levels;

Propelled by the urgent need and desire to mobilise the required finances and resources to facilitate the establishment and sustenance of an organisation that will address or concern itself with the aforesaid matters;

We the Civil Society organisations in Africa involved in water and sanitation whose particulars are hereto subscribed on this day...../ 2006 do hereby give to ourselves and the future members these articles of association and resolve as contained herein;

Definition of terms

Right to water, unlimited access to safe drinking water and ability to buy and use this water to satisfy the need of the present generation without compromising access of the future generations;

1.3. Logo

- ◇ Make the map in the water drop clearer
- ◇ Add 'sanitation' in the full name of the network. To read *Africa Civil Society Network on Water and Sanitation*

1.4. Use of logo

FAITH AND THE TASK GROUP.

2.1. Legal status

Anew is a not for profit organisation, which is a legal entity working throughout Africa.

2.2. Registered office

The office of the organisation shall be based in Nairobi Kenya but could be shifted to any other place within Africa, if deemed necessary by the majority decision of the General Assembly,

3.1. Vision:

An Africa where water resources are managed sustainably and where everyone has the right to safe water and proper sanitation.

3.2. Mission:

To facilitate the co-ordination of diverse African civil society voices to influence policy on water and sanitation

3.3. Aims and Objectives

1. To influence, encourage and assist communities within Africa to sustainably manage and utilise water resources
2. To provide a vehicle for a collective voice and action on issues of concern to CSOs and the purpose they serve
3. To strengthen the capacities of member CSOs and networking with other networks and organisations within and beyond the continent that have similar aims
4. To contribute to the political prioritisation of water and sanitation and facilitate a participatory approach to water governance
5. To monitor and evaluate the progress on the international commitments on water and sanitation in Africa

Article 4: Activities:

Activities of ANEW are to include:

- a) Organisational Development
- b) Collection and dissemination of information
- c) Networking
- d) Advocacy

4.1. Organisational Development

- ◇ Facilitate the formation of national networks and strengthening their functions

4.2. Collection and dissemination of information

To develop a clearing house and resource bank of CSO needs, activities, expressions and interest of the people of Africa

5.1.a General Assembly

In current wording in 8.2.3 take out 'who are in good standing'

5.1.b Executive Committee

In current wording 8.4.2 add 'Should it not be possible to hold the regional elections before the general assembly, then voting by mail should be conducted

Add '2 members elected from the Regions on a 50:50 basis, one man, one woman

5.1. c Add The Secretariat will be fixed in one location with the option of moving it, upon an evaluation that recommends it to be moved.

5.1.f Membership

TO BE INSERTED, DEFINITION OF REGIONS, WHICH COUNTRIES MAKE UP THAT REGION (JULIETTE)

Northern Africa
Eastern Countries
Southern Africa Countries
Central Africa Countries
Western Africa Countries

6.1. Membership criteria

Include 'networks' after civil society organisations

6.2.2. Associate members

Take out 'consultancy firms'

Include 'consumer associations and trade/labour unions

6.3.3. Membership responsibility

- ◇ Members will therefore be expected to support the Network's objectives, sharing information with the Secretariat and other Members on practices, experiences, publications, policies, research, events, training opportunities, discussions and debates, and reporting back after meetings and conferences in their countries or sub-regions.
- ◇ All members of ANEW will be encouraged to play a part in increasing awareness on the Network's existence and purpose, thus assist in increasing membership.

6.4. Benefits of members

- ◇ Members will be involved in ANEW activities which include commissioned field action, community involvement, research, policy development and advocacy, education and public awareness, and fundraising where these are for purposes in line with the mission of ANEW. The Network will encourage and support efforts of its civil society members to contribute to policy-making and standards setting, within reasonable limits. The Network's Secretariat will accordingly inform, consult and involve members in the activities of ANEW.
- ◇ Members will be consulted on policy issues related to water and sanitation in advance of participation in relevant international and regional meetings, and will be encouraged to engage in the Network's programming preparations through national and sub-regional committees.
- ◇ All categories of membership will be placed on the ANEW mailing list to receive information on other members products, good practices, policy processes and news on the involvement of the Network in diverse issues relating to water and sanitation.

6.6. Termination of benefits

The Executive Committee has the power to terminate the membership of an organisation that they deem:

- To be working contrary to the vision and objectives of ANEW
- Failure to comply with regulations of the Network

- Failure to attend 3 meetings consecutively, without explanation
- Misconduct and abuse of office
- De- registration of organisation by country laws
- Upon winding of business
- Voluntarily withdrawing affiliation

A fair hearing or appeal shall be heard by the General Assembly

Article 9: Official Languages

Add 'and Arabic, however, translation of official documents shall be subject to the availability of funds'

8.0. Actions from the Draft Constitution Plenary Session

- ◇ A small working group was set up to work on matters that the plenary session could not agree on. This group was to present their work to the plenary session the following morning for further discussions and debate
- ◇ The meeting agreed that Mr Martin Rall would incorporate comments, changes and edits made. He should then circulate the Amended Constitution to members.

9.0. Day 1 Closure

After a very long day, the day was ended with a very useful evening working session on the Constitution. The participants were to resume an hour earlier the following morning to wrap up discussions/debate on the Constitution. The facilitator thanked the participants for their hard work and bid them good night.

DAY TWO

1.0 Draft Constitution Continued

Work on the Constitution was concluded and the following issues were raised:

1.1. Adoption of the Constitution

Mr. Delax Chilumbu moved that the Constitution be adopted as a 'live' document to be sent to the rest of the membership for correction and adoption. This was supported with the suggestion that before it was sent to the ANEW membership it should be translated into French. This was agreed on this and Mr Bryan Ashe and Mr. Simphiwe Nojiyeza seconded the suggestion.

1.2. Decision-making processes in ANEW

Mr. Simphiwe Nojiyeza observed that during the Constitution session it was difficult for decisions to be made rapidly. He observed that perhaps as network it is important to agree on how decisions are going to be made, would it be according to majority, consensus, voting etc. The meeting acknowledged this as an important point and that it should be shelved with other action points that were to be looked into later in the day

2.0. Recap Day One

The facilitator shared comments from the MOCO members of the previous day, Yunia and Simphiwe.

Facilitation

- ◇ Participants are happy with facilitation
- ◇ Sticking to time allocated on the agenda can be improved on

Content

- ◇ Participants felt that governance issues were not dealt with – the Constitution did not deal with relationship challenges faced by the Secretariat and members
- ◇ Reflections on Task Force should have been in one session with other reflections on the Secretariat, regional networks etc on Day One

Meals

- ◇ The times stipulated by the venue for meals are too rigid
- ◇ The quality of food is not satisfactory – too basic

Venue

- ◇ The venue is too secluded – ideal for training or workshop but not for an AGM. Others saw this as a benefit as they are able to remain on the task on hand like last night a decent job was done on the Constitution.

3.0. Presentation: Funding/Developing Business Plan

Ms Danielle Morley, FAN Co-ordinator, presented the EU/WaterAid proposal outlining some implications for this possible funding:

- ◇ FAN is unable to continue to work with ELCI, the current host of the ANEW Secretariat and will not be renewing the contract when it expires in December 2005. The reason was that the working relationship has been very difficult for some time.
- ◇ She recommended that an evaluation or assessment be carried out before the Secretariat is moved in order to determine a best placed network/organisation to host it.

During the questions that followed participants wanted more information on FAN's decision and clarity on what had gone wrong in FAN's relationship with ELCI. To debate this matter thoroughly they asked the FAN and ANEW secretariat's to leave the room.

The participants suggested that FAN and ELCI make presentations separately to the meeting on their perspective of the challenges and their suggestions to remedy the situation. They also agreed that the presentations were to be off the record. After the presentation the meeting summarised the discussion as follows and was presented in plenary by Mr Delax Chilumbu:

- a) Register ANEW immediately with contributions from members if needs be

Action:

Maji na Ufanisi and ELCI to immediately start exploring registration options. Explore quick registration options of the laws before December

- b) Explore alternative hosting with strategic time frames. The registration of ANEW Secretariat needs to be independent

Action

The host from September to December remains ELCI and from January to April Maji na Ufanisi will host the Secretariat. ANEW needs to sign an MoU with all concerned parties

- c) Go ahead with EU/WaterAid proposal with provision to subcontracting to Regional Networks

Action

Participants to send Danielle names of organisations and profiles by the 15/09/2005. Danielle to put the document together with the budget and timeframes

- d) Decision of where the Co-ordinator will be housed needs to be made after a complete appraisal process in November

Action

Task Force to decide on the appointment

- e) Develop a 5 year Strategic Plan for ANEW

Action

To be done in the New Financial Year

- f) Consolidate governance/structure of ANEW

- g) Task Force to play an active role in the management of the Secretariat

- h) FAN to be considered as 'a special partner' to ANEW with an MoU in place

Action

To be in place by January – April

- i) Transparency issues needs to be integrated in the governance structure of ANEW

- j) Task Force to put together a report to ANEW members on appraisal of the Secretariat and decisions not for the contract to be renewed as well as manage relationships

4.0. Detailed Action Plans for the proposals

The participants were broken into regional groups to work on the action plans for the proposal. After completion they were to submit their plans to Ms Danielle Morley. The Southern and Northern groups as they are not covered by the proposal were to produce an action plan on initiatives to be embarked on in case the proposal is unsuccessful.

No report backs in plenary were heard

5.0. Outstanding Tasks and Actions

- a) Finalising the Constitution

Action: The working group to make the presentation the following day

- b) Composition of the Executive

Action: To be finalised the following day

- c) Decision making process

Action: The meeting to agree on how decisions need to be made in ANEW and include in the constitution. To be done the following day

- d) Adoption of the Constitution

Action: Comments from working group to be incorporated by Mr Martin Rall in the Final Draft. Mr Martin Rall to circulate the Final Draft to the rest of the membership. The meeting to agree dates for comment. After the dates the Constitution will be assumed as adopted

6.0. Feedback on Day Two

MARTIN AND FAITH

7.0. Closure

The facilitator closed the meeting on the note of reminding MOCO members, Martin and Faith to give feedback. She thanked participants for their hard work during the General Meeting. She wished them well for the planning for the 4th World Water Forum, and best wishes for building ANEW.

LIST OF APPENDICES

Appendix 1: List of Participants

No.	NAME	ORGANISATION	COUNTRY	REGION	CONTACT DETAILS
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Appendix 2

Presentation available as an attachment

Appendix 3

JULIETTE'S PRESENTATION ON SECRETARIAT'S ACTIVITIES