



**Action Plan 2023 - 2024** 



# Contents

1.	Introdu	ction	1
2.	SWP St	rategy	1
	2.1	About the SWP	1
	2.2	SWP Vision	2
	2.3	SWP Objectives	2
		2.3.1 Outcome 1: Networking, exchange and learning	3
		2.3.2 Outcome 2: Building solutions together	4
		2.3.3 Outcome 3: The Swiss voice in global spaces for water security 5	
		2.3.4 Outcome 4: Platform Development	7
3.	Action	Plan 2023 – 2024	9
4.	Monitor	ing	18
5.	Organis	sational Set-Up	18
	5.1	Roles and Responsibilities	18
	5.2	Working and Discussion Groups	18
		5.2.1 Working Groups 2023	19

### April 2023

### **Swiss Water Partnership**

c/o HELVETAS Postfach 8021 Zürich

info@swisswaterpartnership.ch www.swisswaterpartnership.ch



### 1. Introduction

According to the statutes of the Swiss Water Partnership (SWP), the SWP's General Assembly has to "adopt the annual action plan". The Secretariat drafts the action plan based on the SWP's long-term vision and objectives and the Steering Board of the SWP reviews it.

The action plan 2023-2024 presents the key elements of the SWP activities and puts it in the broader framework of the SWP's long-term strategy and objectives as laid down in the SWP phase plan for the 2022-2025 period. This document covers the period from 2023 to 2024 including key targets and activities. It will be updated for the SWP General Assembly 2024.

The SWP is a member platform. While the Secretariat can facilitate and trigger certain actions, its dynamism relies on the ideas and participation of its members. The document therefore presents concrete opportunities to get involved and potential entry points.

# 2. SWP Strategy

#### 2.1 About the SWP

The Swiss Water Partnership (SWP) was launched in 2012 with the aim to contribute to solving global water challenges and position Switzerland at the forefront of the international water scene.

Switzerland's privileged situation as Europe's water tower and the fact that around 80% of its water footprint is affecting other countries call for the country to take responsibility to support others in achieving water security for their population and aquatic ecosystems.

As a multistakeholder platform, the SWP brings together around 70 Swiss organisations from the academic, civil society, public and private sector to develop, share, and promote innovative solutions for water challenges in developing and transition countries.



#### 2.2 SWP Vision

The SWP's vision is to be a globally recognized Swiss platform of high-quality trans-disciplinary water solutions.

The envisioned **impact** of the Swiss Water Partnership is that Swiss knowhow and expertise contribute to **global water security**<sup>1</sup> **for sustainable development**.

The Swiss Water Partnership is expected to have an indirect impact on the **lives of the people** most vulnerable and exposed to water-related risks and challenges (lack of sustainable access to water and sanitation, water-related disasters, water-related conflicts, etc.), on **environmental protection** as well as **economic development** of the countries the members are working in.

The SWP activities mainly seek to contribute to achieving **SDG** 6 on water but also relate to other SDGs like SDG 1 on poverty, SDG 2 on food, SDG 3 on health, SDG 5 on gender equality, SDG 11 on sustainable cities or SDG 13 on climate action.

The role of the Swiss Water Partnership is to facilitate Swiss water actors, including youth, to exchange their **knowledge and expertise**, to learn, **co-develop** and jointly **contribute innovative solutions to global water challenges**.

Our **impact hypothesis** is that *if* the Swiss Water Partnership continues with a diverse and active membership base of Swiss actors in the water domain, including youth, which is well connected and facilitated, *then* its members can mutually benefit from networking, knowledge exchange and learning from each other. *If* the members know each other's interests, expertise and competences, *then* they can co-develop joint projects, approaches and innovative solutions relevant for global water security, building synergies across the science-practice-policy spheres. Engaging youth will generate new ideas for the sector and will prepare the new generation of water professionals. *If* the SWP is well connected and present at global water fora and events with a strong Swiss voice, the members have the space to share and contribute Swiss water solutions internationally. This international presence will allow the review, refinement, adoption, and replication of effective approaches. Well-connected and bundled Swiss knowhow and expertise will hence contribute to global water security for sustainable development.

### 2.3 SWP Objectives

Based on the analysis of the previous phases and the desired benefit for the members, the following four Outcomes have been formulated:

<sup>&</sup>lt;sup>1</sup> Water security is at the heart of SDG6, which states «ensure availability and sustainable management of water and sanitation for all". Water security can be defined, following UN-Water, as 'the capacity of a population to safeguard sustainable access to adequate quantities of and acceptable quality water for sustaining livelihoods, human well-being, and socio-economic development, for ensuring protection against water-borne pollution and water-related disasters, and for preserving ecosystems in a climate of peace and political stability' (UN-Water, 2013).



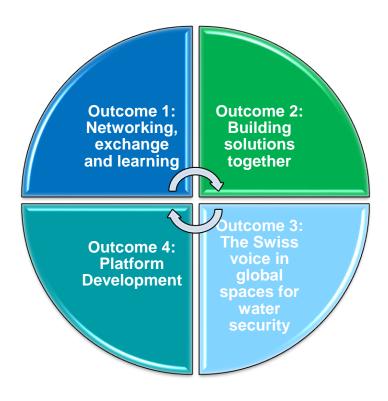


Fig. 1 Outcomes SWP Phase 4 (2022-2025)

#### 2.3.1 Outcome 1: Networking, exchange and learning

The core activities of the Swiss Water Partnership and main value for its members are **networking and connecting** as well as **knowledge exchange and learning**. The goal is that the SWP members have increased their knowledge and expertise of current water-related topics through the platform's work.

The SWP has three main outputs for this:

- a) Provide spaces for members to know each other and their expertise areas and network
- Share and enrich Swiss knowledge and expertise among members and with external experts
- c) Facilitate the exchange between young people and senior water experts to enhance inter-generational learning and professional insertion

The following SWP activities typically contribute to these Outputs:

**Learning and knowledge exchange events** focus on specific topics and facilitate the exchange of knowhow and practical experience between the members as well as with their partners abroad. The knowledge exchanges consist of sharing discussions on bottlenecks, business innovations and experiences as well as new forms of collaboration and solutions.

The annual **General Assembly** offers the members opportunities for networking among themselves but also with external actors, learning from each other, developing new ideas and solutions building up on the diversity of the SWP members' skills and experience, and possibly developing new partnerships.



**SWP Youth** will continue to focus on creating a network for young water professionals and students in the water sector, both within Switzerland and internationally. To facilitate the exchange between young people and senior water experts and to enhance **intergenerational learning and professional insertion**, activities like the existing Matura mentoring (proposing topics for maturity (A-levels) works and mentoring the works) and intergenerational events like the "Networkshops" will be continued. Other activities like SWP members offering Open Days for students and young professionals are encouraged by SWP. A mentoring system for young water professionals is still in the focus of SWP Youth.

The Covid-19 pandemic has triggered a change towards more virtual events, and also SWP foresees organizing more **virtual exchange events** and to reach a more diverse audience through that.

The SWP aims at promoting synergies and exchanging information with other Swiss-based networks in the sector such as AGUASAN<sup>2</sup>, the Rural Water Supply Network (RWSN)<sup>3</sup> and RésEAU<sup>4</sup> but also with umbrella organisations like Verband Schweizer Abwasser- und Gewässerschutzfachleute (VSA) or Schweizerischer Verein des Gas- und Wasserfaches (SVGW). In the water network landscape, the SWP is unique in that it agglutinates and represents Swiss water organisations, including the private sector. Developing synergies between the different networks is crucial and the SWP Secretariat keeps information lines with the mentioned networks open. The exchange between the networks has been intensified in phase 3 and will continue in phase 4.

#### 2.3.2 Outcome 2: Building solutions together

One of the main reasons for the foundation of the Swiss Water Partnership was to **create partnerships and synergies** among SWP members by putting together different actors with complementary know-how and expertise. Building solutions together remains a central element in the SWP's strategy. The SWP builds on the assumption that there is a demand for 'bundled Swiss expertise'.

Mobilising Swiss water actors for global water issues is one of SWP's value propositions. The partnership aims at supporting Swiss water actors to participate in policy processes particularly related to the **monitoring and implementation of SDG 6** and promoting the operationalisation of the human rights to water and sanitation principles. To achieve SDG 6, SWP can provide space for reflections, partnership development, and dialogue, and by promoting the joint development of new ideas. The joint contribution to global policy dialogues on SDG 6 by joint statements to federal consultations is one specific output of this co-development.

The SWP has three main outputs for this:

 Facilitate spaces for members to co-create / co-develop joint projects and innovations, bridging science-practice-policy spheres on water.

<sup>&</sup>lt;sup>2</sup> AGUASAN is an interdisciplinary Swiss community of practice (CoP) that brings together a broad range of specialists to promote wider and deeper understanding of key water and sanitation issues in developing and transitioning countries.

<sup>&</sup>lt;sup>3</sup> The Rural Water Supply Network (RWSN) is the global network for rural water supply professionals. <sup>4</sup> RésEAU is SDC's water network. It aims at assuring the sector knowledge management within SDC and with its partners.



- b) Actively engage young people in all activities to co-create innovative water solutions and policies
- Support SWP members to contribute jointly to global policy dialogues on SDG6.

The following SWP activities typically contribute to these Outputs:

**More dynamic and quicker processes** to exchange on new ideas are expected to get **new co-creation processes** started. Some concrete ideas are 1) to organize quarterly "meet-the-members" sessions where members have the opportunity to present themselves, their new topics and solutions as well as to ask for collaborations and 2) temporary topic-interest based discussions and brainstorming sessions.

One activity which has been successful in supporting youth at gymnasium level to create innovative solutions since 2017, is the **Swiss Junior Water Prize** in collaboration with the Swiss Youth in Science contest and the SIWI's annual Junior Water Prize. Building up on this 5-year experience, this activity remains key to draw attention of youth at gymnasium level on important water issues and trigger their interest in further water-related studies.

The annual **Call for Proposals by SWP youth** provides seed funding for innovative projects led by young people across the world. The participants are encouraged to cocreate innovative solutions through Swiss-International collaborations to contribute towards the water (related) SDGs.

The existing mechanism of the **Working and Discussion Groups** will be used for this co-creation. To motivate the members to become active, the working groups (WG) should be more flexible, thematically focused and for a limited timeframe. The creation of a WG needs a host member and 2-3 other members from at least two different sectors. The Steering Board needs to approve the WG outputs. The **thematic working group** meetings should be mostly dedicated to the annual UN water topics, the preparation of the WWW and/or Swiss-based thematic events. They should continue to provide opportunities for sharing good practices and potentially develop new ideas across sectors. A **discussion group** can be launched by any member to exchange, discuss or innovate and is therefore a dynamic tool open to any member interested in shaping the SWP. Additional to the existing groups, SWP will offer more adhoc spaces for members for cocreation, to become sounding boards for other members' projects and brainstorm on innovations.

To enhance the linkage with international partners, SWP should step up to gain observer status at UN Water and the Economic and Social Council (ECOSOC). The SWP may **organise events in Switzerland**, for example in partnership with UN organisations and/or with the Geneva Water Hub, dedicated to the annual UN water topics. These events could focus on SDG 6 monitoring and implementation, linking the reflections between the SDG 6 process in Switzerland, at country level in other countries (with UN Water), and at global level.

#### 2.3.3 Outcome 3: The Swiss voice in global spaces for water security

The Swiss Water Partnership is well recognized through its participation at international events. Building up on this in the new phase, the platform aims at further **promoting Swiss water innovation internationally** by facilitating and organizing the members' voice at global events. Swiss solutions can only contribute to achieving the Agenda 2030 if they are shared, critically reviewed, refined, adopted, and implemented at a larger scale.



International exposure and visibility for Swiss water solutions is therefore needed. The Swiss voice in global spaces for water security contributes to exposure and visibility by convening policy debates and the development of positions, organising events both in Switzerland and internationally, and maintaining and developing partnerships with key actors.

The SWP has three main outputs for this:

- a) The platform facilitates and organizes the members' voice at global events, including youth.
- b) Facilitate international exchange with water experts.
- c) Link Swiss expertise and solutions to market demand through the partnership.

The following SWP activities typically contribute to these Outputs:

The World Water Week and World Water Forum remain the key priority international events for the members. Other events the SWP might become active are the EXPO Dubai 2022, Asia Water Week or the Amsterdam International Water Week. The SWP secretariat will continue to invest to highlight Swiss water expertise within the framework of those events. The collaboration with partners like Switzerland Global Enterprise has brought up interesting opportunities to get insights on investment opportunities in the water sector in different countries. Participation in other events like international fairs, exhibitions or matchmaking events, expected to be of added value for members that are usually not involved at the WWW, particularly representatives from the private sector, can be looked into by the Secretariat on initiative of a member. In case these events will change format long-term to virtual events (based on the experience forced by Covid-19), the benefit of continued participation for SWP members shall be carefully analyzed.

SWP will actively include **SWP Youth** in its international activities, but also support specific youth activities together with other regional and global youth networks such as Youth Parliaments for Water. The **SWP Youth** have also co-led the conceptualization of the Youth Session at the Stockholm Water Week the past two years and aim to continue to take a leading role in the coming years.

International events offer the opportunity to **network with international experts**. This international exchange with water experts (e.g. Development Banks, World Bank, ASEAN, WWC, UN organisations), but also with other **national water partnerships** (French Water Partnership, Danish Water Forum, Finnish Water Network, AIWW), other relevant water actors with **complementary competences** and **international youth networks** will be facilitated by the SWP Secretariat. Additionally, the SWP has developed a **good partnership** with related organisations and initiatives such as Switzerland Global Enterprise, Swiss Water and Climate Forum or Geneva Cities Hub that needs to be maintained and further developed in the new phase. Through sessions at international events also the partners of the members get involved in SWP activities. These exchanges with actors with high visibility can leverage funding and create the ground for Swiss actors to engage in cross-sector international projects. The good relationship developed with key actors in the past phases will be maintained and further developed by regular exchanges, for example at the occasions of events or in bilateral meetings. SDC's role will be fundamental in supporting the SWP in developing those partnerships.

Ideally requests for **Study Tours** or training are resulting from these networking efforts. Study tours will be organised based on demand, on topics such as (transboundary) Integrated Water Resources Management, Hydropower, Integrated Flood Risk



Management or water governance. The SWP elaborates a **tailored offer based on the specific needs** of the participants. This approach à la carte builds on an offer of various thematic modules and the participants would choose the most relevant ones according to their expectations and availability. Such events provide visibility to Swiss water actors and contribute to develop partnerships with key global or national actors.

To strengthen the support of the private sector within the Swiss Water Partnership, the **link between Swiss expertise and solutions to market demand** shall be facilitated. Possible activities to reach the linkages are the organization of events to **showcase investment opportunities** for SWP members (e.g. together with embassies, federal offices, Switzerland Global Enterprise) or to present Swiss water expertise at **international roadshows and matchmaking events** (e.g. with international financing institutions). Moreover, SWP also participates in events organised by other organisations such as the EPFL TechforDev or promote marketplaces of Innovate4Water, which offer visibility to Swiss water actors and enable them to link up with other actors.

#### 2.3.4 Outcome 4: Platform Development

The main stakeholders of the Swiss Water Partnership are the **members**. The SWP activities are expected to enhance their competences, presence at international level, and visibility. The goal is the platform uses the available means of communication to share the members' thematic expertise publicly.

The SWP has three main outputs for this:

- Ensure a growing, diverse and active membership base, around Swiss expertise areas in water and related sectors, through the member acquisition activities of the SWP Secretariat.
- b) Contribute to the platform's financial sustainability.
- c) The SWP Secretariat facilitates a growing and dynamic SWP youth.

The following SWP activities typically contribute to these Outputs:

One of the requirements for the functioning of the platform is a **diverse and active membership base**. The SWP Secretariat should continue approaching new potential members and also consider possible members from other sectors (e.g. chemical or pharmaceutical sector). The increased activities in **communication** with the members but also the sharing of information in the e-newsletter, flyer and on social media is in the interest of the members. For this phase, a renewed design and updated content of the SWP website shall provide more detailed information of the members' thematic expertise, well clustered to reflect the Swiss water sector strengths.

The future of the platform depends on its' **financial sustainability**. Additional to the membership fees and donor contributions, **fundraising activities**, sponsorship and contributions for participation in learning and knowledge exchange events as well as fees for the coordination of study tours shall all contribute to diversifying income sources and to further strengthen financial sustainability.

In phase 4, the facilitation of **SWP Youth** remains an important strategic component. The Steering Board in line with the youth strategy now includes a member from the Youth Management Committee. Youth representatives will also be integrated in every activity proposed in this phase. SWP Secretariat, the Steering Board and the members at large will continue to support youth involvement through support to youth activities and financial



contributions. SWP Youth in turn will contribute the youth perspective and active engagement in all activities, in addition to support fundraising wherever possible. A growing and dynamic SWP Youth can contribute to new and creative ways of tackling water issues.



# Action Plan 2023 – 2024

This section presents key activities to be conducted in 2023 and 2024. It also presents the targets for 2023-24 based on the objectives of the fourth phase (2022-2025) and the long-term strategy. These activities are presented along the four outcomes and contribute to one or several aspects of the SWP vision described in the previous chapters.

Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
	Outcome 1: Networking	, exchange and learning	
Spaces for members to know each other and their expertise areas and networking were provided.	<ul> <li>Organize an interesting and interactive program for the yearly General Assembly</li> <li>Organize a virtual event which gives the new SWP members the opportunity to present themselves.</li> </ul>		<ul> <li>Participate actively at the SWP General Assembly</li> <li>Host the SWP General Assembly or a learning event</li> <li>Participate at virtual events to get to know better other members</li> </ul>
Swiss knowledge and expertise are shared and	Organize a Learning and knowledge exchange event with the focus on integrity	Organize or support a SWP learning event, jointly organized by members	Share your knowledge in a SWP learning event



Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
enriched among members and externally.  management in the water and sanitation sector		and youth, based on a specific topic suggested and prioritized by the members	Take the initiative to organize further learning events for SWP members
The exchange between young people and senior water experts to enhance intergenerational learning and professional insertion is facilitated.	<ul> <li>Support SWP youth to organize inter-generational events like the Networkshops</li> <li>Matura mentoring</li> </ul>		<ul> <li>Become host of a youth event</li> <li>Launch ideas to foster youth engagement</li> <li>Become a mentor</li> </ul>
Outcome 2: Building solutions together			
Spaces for members to Cocreate / co-develop joint projects and innovations, bridging science-practice-policy spheres on water were facilitated.	<ul> <li>Promote and strengthen synergies among Swiss and international Networks by identifying joint opportunities (e.g. joint event with other water partnerships, AGUASAN, Reseau, etc.)</li> <li>Further explore current and upcoming possibilities for SWP involvement in</li> </ul>	<ul> <li>Facilitate Working Groups and Discussion groups</li> <li>Create spaces for members to exchange on innovations and solutions and to take on a sounding board function for other members' solutions.</li> </ul>	<ul> <li>Join an existing SWP     working group or express     your interest to initiate a new     working group on a     topic/project or idea, which     would be of interest for you     and other SWP members</li> <li>Contribute to cross-sector     collaborations</li> </ul>



Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
	international projects (through expert panel or expert mapping)		<ul> <li>Communicate to the SWP secretariat your existing and new innovations to which you would like to present and get an expert feedback</li> <li>Indicate on the SWP website where your organization is active, so it can easily be communicated to strategic partners or persons willing to start a project in a specific country</li> <li>Propose to other SWP members who complement your expertise to jointly get involved in projects</li> <li>Contribute with your ideas and network to identify possibilities for SWP consortia</li> </ul>



Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
Young people are actively engaged in all activities to cocreate innovative water solutions and policies	<ul> <li>Promote the winner of the Stockholm Junior Water Prize – Switzerland in Switzerland and internationally</li> <li>Provide opportunities for the winner of the Stockholm Junior Water Prize – Switzerland to get exposure to the water sector (attendance to SWP events, communication of the project, etc.)</li> <li>Organize the SWP Youth Water Challenge</li> <li>Select projects to be mentored by Senior Members</li> <li>Seek more long-term sponsors</li> </ul>	Invite Youth to Working Groups and Discussion Groups	<ul> <li>Participate in the expert committee of the Stockholm Junior Water Prize – Switzerland</li> <li>Promote the prize in your network</li> <li>Participate in the SWP Youth Water Challenge</li> <li>Become a mentor</li> <li>Offer the possibility to the future generation of water leader to get an insight into your organisation (presentation of the activities of your organisation, internships, etc.)</li> <li>Become a sponsor of SWP Youth activities</li> </ul>
SWP members contributed jointly to global policy dialogues on SDG6.	Develop joint statements to federal consultations e.g. on the draft Dispatch on	Based on exchanges, gather and provide information on current	Share with the Secretariat your expertise and activities related to monitoring and



Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
	Switzerland's International Cooperation 2025-2028	development of relevant policy processes from members (e.g. through newsletter or event)	implementation mechanisms in Switzerland and abroad, which shows how your organization is making a significant contribution in the process towards the achievement of SDG 6  Share with the Secretariat information on federal consultantions  Contribute to joint statements
O	utcome 3: The Swiss voice in	global spaces for water secu	ırity
The platform facilitated and organized the members' voice at global events, including youth.	<ul> <li>Facilitate the participation in thematic events at the World Water Forum in Bali 2024</li> <li>Organize a Swiss booth at the World Water Forum 2024</li> <li>Facilitate the participation in thematic events at the</li> </ul>	Organize an event or webinar in occasion of the World Water Day 2024	<ul> <li>Co-convene a thematic event at the SWWW</li> <li>Co-own the Swiss booth in Stockholm</li> <li>Represent the SWP at international events you are attending</li> </ul>



Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
	Stockholm World Water Week 2023  Organize a Swiss booth at the SWWW 2023  Include youth representatives in SWP sessions at international events		Join an existing SWP     working group or express     your interest to initiate a new     working group on a     topic/project or idea, which     would be of interest for you     and other SWP members
The platform facilitated international exchange with water experts.	<ul> <li>Prepare and conduct a (virtual) Study Tour in Switzerland in 2023-24</li> <li>Create demand for Swiss water expertise (e.g. multilateral and financial organisations)</li> <li>Network with partners (e.g. World Bank, The Association of Southeast Asian Nations (ASEAN), Asian Development Bank, UN organisations, etc.)</li> </ul>	Support the development of Swiss strategies/ positions in view of key (international) events and processes (e.g. WWW, WWF, SDG)	<ul> <li>Communicate to the SWP secretariat your existing and new innovations so they can be documented and shared with key strategic partners</li> <li>Participate at the networking event during study tours</li> </ul>



Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
Swiss expertise & solutions to market demand were linked through the partnership.		Organize events to showcase opportunities for SWP members, e.g. together with embassies, federal offices, S-GE etc.	<ul> <li>Propose to other SWP members who complement your expertise to jointly get involved in projects or events</li> <li>Get in touch with the Secretariat to propose new type of activities that better suit your expectations</li> </ul>
Outcome 4: Platform Development			
A growing, diverse and active membership base, around Swiss expertise areas in water and related sectors is ensured through the members acquisition activities of the SWP Secretariat.	<ul> <li>Overall coordination, monitoring, reporting, financial management</li> <li>Actively promote the partnership towards potential new members Regular communication and update of key SWP communication documents (e.g. newsletter, website, SWP Brochure, event flyers, social media, etc.)</li> </ul>		<ul> <li>Regularly read the SWP newsletter</li> <li>Encourage your peers to join the SWP</li> <li>Make sure the description of your organisation on the SWP website is up to date</li> <li>Provide content for the SWP Secretariat to upload on the website</li> </ul>



Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
	Develop a new SWP     Website with members		Become part of the working group to develop the new SWP website
The SWP Secretariat has mobilized resources that contribute to the platform's financial sustainability.	<ul> <li>Reach out to the new potential sponsors for the SWP and SWP youth activities</li> <li>Develop adjusted financial scenarios to ensure SWP's continuity once SDC has ended financial contributions (after 2025).</li> <li>Develop a new draft business model for service offers and test it with the SWP members.</li> </ul>		<ul> <li>Sponsor an activity of the SWP</li> <li>Through your network, help the SWP in finding additional financial sources</li> </ul>
A growing and dynamic SWP youth which can contribute to other outcomes was facilitated through the SWP Secretariat.	<ul> <li>Coordinate SWP youth member meetings</li> <li>Coordination with SWP Youth Management Committee</li> </ul>		<ul> <li>Become part of SWP Youth</li> <li>Invite your youth employees to join SWP youth activities</li> </ul>



Outcome	Key activities 2023/24	Additional activities based on members initiative	How can members get involved?
	<ul> <li>Connect with regional and global youth networks</li> </ul>		



# 4. Monitoring

For 2023-2024, a closer yearly monitoring and evaluation system of the targets proposed in section 3 is foreseen, using simple spreadsheets and comparing items listed in the annual work plan against accomplishments. The objective is to have a concise overview of yearly progress (including member participation and financial feasibility) which will in turn will inform SWP's strategy, based on what is successful and what requires adaptation. This strategic information will also inform the development of financial scenarios beyond 2025, when SDC will end financial contributions.

# 5. Organisational Set-Up

### 5.1 Roles and Responsibilities

Tasks	Steering Board	Secretariat	Members
Planning and operation	Guide the secretariat in developing a strategic orientation & yearly program, oversee implementation	Develop a yearly program, support the development of working groups and joint activities	Get involved in the planning process, launch initiatives, actively participate in the activities
Communication	Review & validate the strategy	Draft the strategy, ensure day-to day communication, guarantee information transparency	Provide /share information
Finances	Review & validate the business plan, the financial report & audit, assist the secretariat in finding additional financing sources	Draft the business model, manage the budget, elaborate the financial report and organise the audit	Contribute to support the activities of the SWP through their membership fees and fees for participation in international events
Reporting	Review & validate the activity report	Elaborate the activity report	Provide reporting of activities

# 5.2 Working and Discussion Groups

The SWP aims at providing its members opportunities to take the lead and/or actively engage in discussion or working groups on specific topics or in preparation of a specific event.



The SWP Steering Board clarified that any member can launch a **discussion group** to exchange, discuss or innovate. Discussion groups are a dynamic tool open to any member interested in shaping the SWP.

The creation of a **working group** is more formalised as the Steering Board has to validate it along its planned objectives and outputs. It needs a host member and 2-3 other members from at least two different sectors.

The following table presents the working groups that exist today, but since these are dynamic groups hosted by SWP members and can easily be linked to the SWP activity streams and value propositions, new groups may emerge.

#### 5.2.1 Working Groups 2023

Name	Objective	Lead
New SWP Website	Discuss and prepare structure and content of new SWP Website	SWP Secretariat