# SAG Meeting Notes

Date: Thursday, May 8, 2014.

Time: 13h00-14h15

Participants: IFRC, IOM, UNHCR - Phone: Inter-Action, World Vision, Care, UNHCR

## Welcome - Introductions - Revision of the agenda

* No comments on the agenda.
* Deadline to send comments on the last SAG meeting minutes - COB Monday, May 12.

## Revision and approval of WG leads and work plan template and presentation of support team work plan

* Revision of the GSC 2013-2017 Strategy currently on-going and the templates of work plan for WG will be revised accordingly.
* E-mail shared with through the GSC Updates asking for calling of interest in participating in Working Groups.
* Endorsement of WG chairs:
	+ **Accountability**: IMPACT Initiatives and IOM
	+ **Shelter in Recovery**: Habitat for Humanity and UN-Habitat (UN-Habitat will still continue to co-chair the working group in Shelter in Recovery and will come with an work arrangement with the habitat for Humanity)
	+ **Regulatory barriers**: NRC and IFRC
	+ **Technical and Innovation**: IOM and CARE
	+ **Outreach and Capacity**: UNHCR and IFRC
* Next steps: Co-leads will share an email for the WG chairs to develop the work plan, maximum of 3 outputs, and the list of agencies with interest members of the WG. WG leads will directly contact the agencies interested in participating.
* Participation: Anyone can participate on behalf of the members of the Working Group. Individuals not linked to an agency may participate as resource persons upon the invitation of one of the WG agencies.
* It is to be noted that still a small number of actors are participating in the Working Groups as members and fewer yet as chairs and these are almost the same that are in the SAG. There is a need to expand the number of active actors.
* Support team workplan: document is currently available [here](https://docs.google.com/spreadsheet/ccc?key=0Aod_iSRGGhHMdGYtRks2LXdxejZhN2o0aE1JTkFaZFE&usp=drive_web#gid=1). SAG members should input comments directly in the document by May 16.

## Revision of progress of issues from SAG retreat

***1. Outreach and Capacity Working Group will reach out to other cluster partners***

- Still need to increase engagement of other agencies

***2. The Support Team will produce more regular updates briefing on SAG decisions and GSC issues***

- Global Shelter Cluster updates on decisions from SAG ongoing but need to be reinforced. Communication with the SAG on the discussions happening on the IASC level should be enhanced. Those attending IASC meetings should share summary notes with the SAG members when feasible.

***3. The Support Team will prepare a list of initiatives undertaken by cluster partners that should be better coordinated or could be done jointly as cluster products.***

* Support Team to look at what the other agencies are doing on the global level and leverage partnership. It could be good to have a GSC update asking for those experiences.

***4. Cluster Leads and Support Team will draft a proposal for SAG members on funding and contributory mechanism***

* See item 4) Cluster resources and sustainability

***5. The Support Team will increase the relation with country-level clusters and working groups and capture and share learning***

* Still need to increase the communication with the country level shelter clusters

***6. SAG ToR will be revised by Support Team as explained in SAG Retreat minutes***

* SAG ToR will be developed by the GFP hosted by IOM

***7. SAG meetings will be better organized as explained in SAG Retreat minutes***

* Meetings are being better coordinated.

***8. A SAG member (IOM) will consult Shelter Centre and CCCM cluster on sequencing of shelter events***

* Coordination with Shelter Centre: agreed that the SAG funding from ECHO could be used to support a 1 day technical Shelter Meeting organized by Shelter Centre, under the scope of the Tech and Innovation WG.

***9. Others***

* GSC Meeting – need to clarify the date. In the SAG retreat it was agreed that the meeting would be held in October. IFRC will revise the dates to book the auditorium. Date will be confirmed by IFRC.
1. *Cluster resources and sustainability*
* **Round table with donors**:
	+ Inter Action will prepare a document. Some progress has been made but the proposal is not finished yet. The event would include the GSC SAG members on behalf of the cluster and key donors.
	+ InterAction will share the information that has already been developed.
	+ The venue was discussed with options being Washington, Panama, or Geneva.
* **New proposal for ECHO Enhanced Response Capacity (ERC) grant**: the cluster will present another proposal for 2015-2016. It will be led by UNHCR as was done for the current grant and will include a dedicated Grant Manager given the additional workload this entails.
* As was done in 2012, the GSC will produce a standard request to donors and apply for grants to different donors. In order to do so, SAG members will create a smaller group to develop this document, discussing areas and amount of funding the GSC needs. SAG members that wish to volunteer for this should communicate it.
1. *Initial discussion on mid-year teleconference*
* The co-leads will work on the agenda and share with the SAG for comments, based on what has been organized last year. Deadline May 21.
1. *AOB*

World humanitarian summit

* Co-leads will share with SAG members the documents related to the event.
* Support team will follow up on a possible participation of the GSC, as it should be a good forum for advocacy with the cluster.

Next ad-hoc meeting – May 14, 2014 – on Philippines and Syria.