**Global Shelter Cluster Strategic Advisory Group Meeting**

**Participants:** NRC, UNHABITAT, Acted, IOM, Habitat for Humanity, IFRC, UNHCR. Excused: World Vision, CARE

**Date:** Tuesday,06 March 2013

**Venue:** Meeting - Geneva, IFRC Room 1

**Meeting Minutes**

1. **2013 Working Groups**

Based on the 2013 Thematic Priorities <https://www.sheltercluster.org/Global/Global%20SAG/2013%20GSC%20Thematic%20Priorities.docx>

Process undertaken: An e-mail was sent to all cluster members for expression of interest to participate in the working groups, either for leading or being a member. Based on the answers received, two changes are proposed:

* Priority on Engagement with local and national actors did not have any agency expressing interest in leading or being a member of a Working Group addressing this priority. Suggestion: the Enhanced Shelter Cluster Coherence Working Group to address this priority of Engagement with local and national actors. Agreed by present agencies.
* Priority on Regulatory barriers to the provision of shelter, aiming on the continuity and expansion of the HLP working group. Not enough organisations showed initial interest in addressing this priority but later some agencies raised interest during the UK Shelter Forum. Suggestion: create a Working Group to address Regulatory barriers to the provision of shelter. Agreed by present agencies.

Decision on the Working Groups lead agencies:

***Enhanced Shelter Cluster Coherence:***Continue CRS and UNHCR as co-leads

***Accountability:***Co-lead Impact Initiatives and IOM

***Shelter in Recovery****:* Co-lead Habitat for Humanity and UN-Habitat

***Regulatory barriers to the provision of shelter****:* Co-lead IFRC and NRC

The decision was taken based on the expressions of interest received and the following criteria:

1. A maximum of 2 organisations should co-lead each Working Group.
2. One organisation can only lead/co-lead one Working Group.
3. There should be at least one NGO co-leading each Working Group

The agreed list of Working Groups and their co-leads will be shared. Organisations are welcome to still join Working Groups as members or Peer Reviewers. The 2013 Priority, Strategy and the template of the WG work plan will be shared and the co-leads can start organising the working groups with the members.

1. **ECHO Proposal**
* The Letter of Intent submitted to ECHO in February mirrored the Global Shelter Cluster Strategy 2013-2017 aims: Responsive and flexible support to country-level shelter coordination mechanisms; an effective and well-functioning Global Shelter Cluster; and Increased recognition of the shelter and settlements sector as an essential component of the humanitarian response, through enhanced advocacy and communication.
* After submitting the Letter of Intent, ECHO’s overall feedback was to focus on surge capacity and preparedness and to cut the Result on Advocacy and Communication. ECHO clarified that their contribution should be reduced to 2 million EUR.

Main changes proposed by the Support Team:

* Contingency Planning: will be part of the Regional Focal Points tasks when not deployed.
* Assessments: ACTED’s project to provide inter-cluster assessment capacity will not be funded by ECHO this year. It is suggested to include some capacity for shelter assessment in the current proposal. It will not replicate REACH, but it will go further and actually be the implementation of the outcomes of the 2012 Impact Working Group. Further, it will also develop the assessment capacity of other shelter cluster partners, to increase the sustainability and continuity of assessment capacity within the cluster.
	1. **Agreed process for the selection of partners to implement certain activities of the ECHO proposal**
* The SAG sends an email to all the GSC partners asking for expression of interest to participate in the implementation of activities of the ECHO grant. The following documents are to be attached:
	+ The final ECHO proposal
	+ A summary of the activities that are to be implemented by cluster partners and the criteria for the selection of partners for each activity.
* GSC partners interested in the implementation of these activities should send their interest to the SAG and justify how they fulfill the criteria using a very simple format.
* The Support Team will compile all expressions of interest, rate them and share them with the SAG for final judgment.
* A SAG meeting is convened to take the final decision on which GSC partner implements each of the activity based on the recommendation from the Support Team.
	1. **Partners selection criteria**

SAG members agreed in principle with the criteria shared by the Support Team but recommended the following changes to be made:

* Need to explain better each of the activities in the table provided to partners so that they can understand them without needing to refer to the ECHO proposal document.
* The partners that will manage the funds for activity 2.1 will be the co-leads of the WGs and a member of the SAG so there is no need for cluster partners to express interest in that activity.
* Need to be clear on the reporting lines of the GFP and RFP positions: technical reporting to the GSC and management to the agency.

The attached table has been modified to include the recommendations from the SAG.