**SAG Meeting Notes**

**Date and time:** Thursday, 26 May 2016. 14h00-15h00 Geneva time **Participants:** CARE International, Habitat for Humanity International, IFRC, IOM, NRC, Save the Children, **UN-Habitat**, and UNHCR.

**Excused**: ACTED, InterAction, and World Vision International.

1. ***Welcome, revision of the agenda.***
* The co-chairs read through the decisions and actions of the last SAG Meeting and the shared agenda.

**Decisions and Actions:**

* Agenda is approved with no further changes.
1. ***Donor Consultation Group: update on responses from donors and discussion on meeting.***
* Although the three donors (DfID, ECHO, and USAID-OFDA) had confirmed their interest to participate in the Donor Consultation Group, not all of them filled the Doodle poll that was sent to fix the date of the meeting.
* A new Doodle poll will be circulated with donors to fix the meeting. This time the meeting will be called with those donors that answer to the request.
* As expressed in previous meetings, SAG members are encouraged to suggest some issues for the agenda, both at the global level on strategic issues for advocacy and at the country level for specific response operations.

**Decisions and Actions:**

* The SAG co-chairs will prepare a new Doodle poll and the Global Cluster Coordinators follow up with the donors to encourage them filling it.
* SAG co-chairs will get back to SAG members once donors have responded the doodle poll on scheduling the meeting.
* SAG members to send issues for discussion to the SAG co-chairs.
* SAG co-chairs to consolidate feedback and share a draft agenda.
1. ***Mid-Term review of the GSC strategy 2013-2017***
* The GSC committed to undertaking a mid-term review of the GSC Strategy in order to assess the progress made and any changes in the strategy that will be needed. The timing of the review also offers a good opportunity to compare the strategy with the World Humanitarian Summit (WHS) conclusions.
* The review will analyse the progress made in the strategy, what is pending, what should be prioritized before the end of the strategy, and provide recommendations on what should be included in the future follow-up strategy.
* Ideally, feedback should be captured in the coming months and the findings should be presented in the GSC meeting for validation.

**Decisions and Actions:**

* IFRC will prepare draft ToR for the review and share them with the SAG members before the next SAG meeting.
1. ***Mid-year Teleconference and GSC Events***
* It was agreed that the Mid-year Teleconference should be held on the 10 June. A draft agenda for the **Mid-Year Teleconference** had been shared. Feedback was provided during the meeting on the need to make the following changes:
	+ WHS: the themes on awareness raising and use of cash could be slightly elaborated in reference to the Grand Bargain. A bit of time should be dedicated to explaining the outcomes of WHS and their implications for the GSC.
	+ Broaden the issue of lack of understanding of shelter to include its implications and the consequences of this lack of recognition, and to expand the scope beyond senior management to also include the RCs/HCs and intercluster groups

The agenda has been revised as attached:

 

* A discussion was held on the **shelter events** in October 3-7. A mini-survey had been shared in advance of the meeting with 3 alternatives. There were concerns about possible duplications of content. There was a proposal for an additional alternative to be added to the survey. On the other hand, there was a reflection that one of the alternatives (3 events in 4 days) was not providing sufficient time for the events.
* Some SAG members did not understand the **objectives and audience of the different events**. It was agreed that clarification on this should appear in the survey. As a reminder, this table summarizes the issue:

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| --- | --- | --- |
|  | **Audience** | **Objective** |
| **Shelter Coordination Workshop** | Shelter Coordination Team members (cluster coord., IM, technical coord...) | Review the shelter cluster coordination methodology and learn from each other. |
| **GSC Meeting** | Global Shelter Cluster partners | Revise needs and progress in the implementation of the Strategy, plan for future, elect new SAG. |
| **Shelter Forum** | Shelter practitioners and anyone interested in shelter | Exchange practices in shelter sector programming and learn from each other |

* The survey should also add a question on the need for an **external facilitator**. The SAG co-chairs found that the external facilitator was an extremely useful role last year, it provided better preparation, good facilitation, and enabled the SAG co-chairs to engage bilaterally with a number of participants and get more out of the event.
* The Shelter Forum is an event to replace the Shelter Meeting that previously was organized by Shelter Centre since it is anticipated that the Shelter Meeting will not be happening. If Shelter Centre is still going to organize a Shelter Meeting, there would be no need for a different event like the Shelter Forum. It would be good to encourage Shelter Centre to hold the Shelter Meeting in coordination with these other shelter events. There was a suggestion that a Working Group should be created to prepare the Shelter Forum, this WG should ideally be led by organisations other than the GSC leads. Shelter Centre could be encouraged to participate in this WG. As in other WGs, funding could be combined from various sources, including ECHO’s contribution to the GSC, to meet the needs identified.

**Decisions and Actions:**

* The SAG co-chairs will revise the survey to include new alternatives, an explanation of the events, and a question on the external facilitator and re-circulate with short turn-over for SAG members to answer.
* SAG members to consider the creation of a WG to prepare the Shelter Forum and reach out to Shelter Centre to encourage their involvement.
1. ***AOB***
* The **Shelter Projects WG** has sent a call for abstracts as well as a survey to receive feedback on how to improve this product. A global update has been sent about it, SAG members are encouraged to provide inputs and disseminate it.
* The **Shelter and GBV WG** would like to create a sub-working group to develop Site Planning guidelines. There is a need of clarity on whether these are guidelines on how to incorporate GBV mitigation measures when doing site planning or general site planning guidelines.
* The Global Cluster Coordinators and other SAG members participated in the **World Humanitarian Summit**, reports will be shared in the coming weeks by the WHS.
* **ECHO** has requested the GSC to participate in its Aquarius meeting which brings together ECHO’s technical advisors on WASH and Shelter. There will be an intervention from the Cash and Shelter Working Group and another one from the Global Shelter Cluster Coordinators.
* The **World Bank Group** has recently developed a Strategic Note on Cash Transfers in the Humanitarian Context. Some concern was expressed on the shelter section of this strategic note, the **Cash and Shelter WG** should look into it.

**Decisions and Actions:**

* SAG members to contribute and disseminate the call for abstracts and opinion on Shelter Projects
* The Shelter and GBV WG to clarify the scope of the site planning guidelines
* The Cash and Shelter WG to revise the World Bank Strategic Note and provide feedback if still possible.

**Next SAG meeting will be held on the 23rd of June at 2 pm**