**SAG Meeting Notes**

**Date and time:** Thursday, 22 June 2017. 14h00-15h00 Geneva time **Participants:** Habitat for Humanity, IFRC, IOM, NRC, **UN-Habitat,** UNHCR, CRS

**Excused:** ACTED, Save the Children, CARE International, World Vision International, InterAction.

1. ***Welcome and revision of agenda and minutes from previous meeting.***

No comments or additions to the agenda nor the minutes of the previous meeting.

**Decisions and Actions:**

1. Agenda is approved with no further changes.
2. Minutes of the SAG May teleconference were approved and will be uploaded to the website.
3. Shirin to update the “pending decisions and actions” table and include a revision of these in the next SAG teleconference agenda.
4. ***GSC Strategy process: agreement on dates to finalize zero draft and launch of the Strategy WG***

Next steps for the Strategy Development process:

* To establish a WG to advance the development of the next GSC Strategy, targeting in particular country-level cluster coordinators.
* SAG to finalize zero draft of the Strategy for the WG to elaborate and develop further.

**Decisions and Actions:**

* A GSC email update will be sent announcing the creation of the Strategy WG and inviting EoIs to participate in the WG, targeting particularly country-level cluster coordinators.
* A final meeting of the SAG small group will be called to finalize the zero draft. An open invitation to all SAG members will be sent proposing a date for the small group to meet. This zero draft will incorporate the findings of the evaluation.

1. ***Donor Consultation Group Meeting:*** *de-brief on the meeting with the DCG and points for the next meeting on 20 September*

Comments/Reflections:

* Good to have the World Bank as we hardly ever hear from their perspective. Interesting to explore the connections we can develop with the World Bank.
* A good start. Received thank you notes from the World Bank and ECHO.
* There was a side meeting with the World Bank in DC after the Settlements conference. Brett met with 4 people from the World Bank Urban and Territorial Development as follow up to the humanitarian-development nexus discussion in the World Reconstruction Conference in Brussels.
* It reflects everyone’s interest in stronger humanitarian-development outcomes and earlier coordination in the humanitarian-development process.
* If we manage to keep it as a regular thing, can we at some point bring up the need for resources? Pitch ideas?
* We should be more strategic for the next meeting and have a pre-meeting around it so that our points are clear and strong.
* There is also the possibility of inviting additional donors.
* Good to hear from the different donors on their vision and position on a number of issues.
* It is striking to see the differences amongst donors and within donors (between policy and technical staff).
* We could try and think about what 3 or 4 priorities we want to push forward. Be proactive in pushing issues rather than reactive.
* We should contact other donors to see if they are interested and expand the pool of donors that participate in the DCG, such as Japan, Germany, Switzerland (SDC). Some of them may not have a high profile in shelter but they do in other specific areas of relevance for us such as cash (SDC).

**Decisions and Actions:**

* UNHCR to contact Japan (JICA), IFRC to contact Germany and NRC to support through their contacts with German donors.
* HfH to identify other donors that may have an interest in other areas of relevance to us.

1. ***Shelter Week in October:*** *initial discussions on structure of the week, agreement on launch of pre-meeting survey*

A **venue** has been identified and reserved, it was very difficult to find it and it is relatively costly. It is too late to change the dates now that the venue has been secured and a commitment has been made. There was an agreement that the **external facilitator** from last year was a good one and that she should be contacted to repeat this year.

The grant from ECHO excludes the **cost** of the annual meeting which is considered core business of the cluster which should be mainstreamed. There are concerns over the costs related to the annual cluster meeting but the GSC leads will find the way to cover them.

**Structure of the week**: The evaluation of last year’s GSC Annual Meeting was shared. The level of satisfaction with the meeting was extremely high: 60% found it useful and 40% very useful. On the one hand it’s working well but it can also be changed. In 2016 there were 3 events in the following order: Coordination Workshop, GSC meeting, Shelter Centre meeting. The Coordination Workshop is targeted at coordination team members as a forum for peers to exchange practices on coordination, technical coordination, and information management. The GSC meeting is targeted at GSC partners to revise the progress made by the GSC and indicate priorities for the next year. The Shelter Centre meeting is targeted at shelter practitioners to exchange practices in shelter programming.

**Comments**:

* Suggestion to reverse the order: GSC Meeting first and then workshop at the end. It will help in reducing repetition and also perhaps easier for more people to arrange travel.
* It improved last year but continue to make an effort to reduce overlap and coordinate all events. A small SAG group to work on this.
* Last year WGs sessions were very informative and productive: good to continue this.
* Look at the content and then decide where to put it and in what order: for the small SAG group to approach it this way.
* Should we use an external facilitator? Yes, good idea, has worked well. The one last year set the tone well, kept everyone to time and in a good way, inclusive, kept the conversation going and not too much of a police.
* In the future we can consider the possibility for other agencies to host it, in the field or elsewhere. Cost implications, no longer ECHO funding.

**Decisions and Actions:**

* Will send an invitation for a small SAG group open to anyone interested to join, together with the agenda of last year to refresh our memory
* Hire a facilitator, contact the one from last year.

1. ***Update on ECHO:*** *update on next steps for current proposal and regarding a proposal for 2018*

ECHO confirmed approval of 1 million euros for the shelter cluster although the contract has not been signed yet. All clusters received an equal amount of funds regardless of how much they had requested. There is a possibility for the GSC to send another request next year for additional issues which have been excluded from this year’s proposal.

A GSC update has been sent explaining the process and forms to be used to submit the EoIs. A webinar has been held to explain the process to allocate the funds and send EoIs. Deadline is 30th of June. The ECHO grant manager will compile the EoIs and rate them based on the criteria agreed by the SAG. The proposed allocation of activities will be shared with SAG members for electronic approval. An ad-hoc meeting will be called if there is a need.

Cash champions: some partners have expressed some worry about the expectations. It is difficult to provide all the cash services for the sector given the limited expertise available. There may be a need to join forces. Organisations interested in this but not sure how to go about it, please contact UNHCR any time.

**Comments:**

* What does it mean to get half of the funding that we requested. Are we in crisis? No, over the years we have managed to mainstream a large part of the core services the GSC provides. However, we will not be able to grow as fast as we wanted, we have had to cancel some of the new activities. We should be fundraising from others to do everything we wanted to do.

**Decisions and Actions:**

* ECHO EoIs will be rated according to the agreed criteria and shared with SAG members for electronic approval. An ad-hoc meeting can be called on this topic if any partners feels the need to do so.
* Contact UNHCR and the ECHO grant manager if there are any questions.

1. ***AOB***

No other business.

**Next SAG meeting will be held on the 27th of July at 2 PM**