

SAG Meeting Notes

Date and time: Thursday, 2 July 2015. 13h00-14h00 Geneva time

Participants: ACTED, Habitat for Humanity, IFRC, IOM, UN-Habitat, UNHCR, World Vision International and Interaction.

Excused: Australian Red Cross, Care and NRC.

1) Welcome – Introductions

- If there are no comments on the minutes of the previous SAG meeting by COB 3 July, 2015, they will be considered approved.

2) Update on the ECHO 2015-2016 grant

- The Support Team received partners' Expressions of Interest to carry out activities included in the ECHO proposal, and there was little overlap. Thus far, ACTED, IFRC, IOM and ShelterBox have expressed an interest to implement activities.
- There was overlap between ACTED, IOM and ShelterBox on one activity (Act. 1.3 - Travel of cluster coordinators to participate in the Coordination Workshop and the GSC Meeting).
- According to the ECHO proposal, the GSC committed to have two Roving Focal Points (100% dedication for 18 months). IOM and IFRC expressed an interest to host RFPs with lower time dedication (50% for 18 months) than included in the ECHO proposal. The GSC needs to find a solution to cover the remaining time committed to ECHO.
- There is concern from IOM regarding the percentages of ECHO funds included in the call for expressions of interest and the amount allocated to the RFPs. IOM also raised a concern regarding a perception that 70% of the funds go directly to the GSC lead agencies.

Action:

1. After discussions on which organization was better placed to implement activity 1.3 (travel expenses for cluster coordinators) it was agreed that ACTED was best placed. ACTED will implement activity 1.3, on the understanding that these funds will serve to cover travel expenses of staff from agencies different from UNHCR and IFRC to attend the meeting and workshop. The Support Team will prepare a document to clarify that ECHO funds cover only *flights* and *accommodation*, so that there is a standardized approach to covering costs, regardless of what agencies individuals come from. Any other costs should be covered by the agencies.
2. The Support Team will launch an additional call for expressions of interest for two weeks in order to receive additional expressions from other partners, explaining that the person acting as RFP can be partly dedicated (50%) to the cluster responsibilities (does not have to be 100%).
3. The SAG will decide on the final arrangements regarding the RFPs after the two-week deadline for receiving expressions of interest.
4. The Support Team will prepare and share a document with the breakdown of the budget in terms of how much will be implemented by cluster lead and non-lead agencies, to address concerns expressed by IOM that funds raised are being mainly shared between the two cluster lead agencies.
5. Include *Action 4* as a discussion point during the SAG Retreat.

3) Review and approval of a draft management response to the review put forward by the Environment CoP to the SAG.

Action:

6. To be resolved via e-mail (comments included in the document itself). The deadline for comments is Friday, 10 July, 2015.

4) Scheduling of GSC Annual Meeting and related events

- The GSC Annual Meeting is scheduled for the first week of October, starting Monday, 5 October, 2015.

Action:

7. The Support Team will develop and share a plan for the week, including details on the coordination workshop and related events such as a possible IM workshop.
8. The Support Team will prepare a pre-GSC Meeting survey with an objective to gather inputs on GSC meeting priorities and issues to be discussed.
9. GSC to find an external facilitator for the GSC Annual Meeting.
10. Given the growing importance of the “Urban” theme and its prominence in different fora, the GSC should include it in the agenda of the GSC meeting. This will allow GSC partners to discuss what it means, and to adopt a common plan of action and coherent approach to the issue.

5) AOB

- Brett (World vision) will be away for one year, starting in August. WVI will still be represented at the SAG by his replacement.
- Yemen emergency was declared a system-wide L3 – implications to the Shelter Cluster: the Cluster is a merged CCCM & Shelter Cluster. A recruitment of a coordinator is ongoing. UNHCR searching for additional capacity but it is not known if and when the permission to deploy the capacity needed will be granted.
- Next SAG meeting will be held at the end of August as planned.