**SAG Meeting Notes**

**Date and time:** Thursday, 24 August 2017. 14h00-15h00 Geneva time **Participants:** CRS, CARE International, IFRC, InterAction, IOM, NRC, Save the Children, **UN-Habitat,** and UNHCR.

**Excused:** Habitat for Humanity, ACTED, and World Vision International.

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

No comments or additions were made to the minutes of the previous meeting.

**Decisions and Actions:**

* Agenda is approved with an additional AOB on Sierra Leone’s shelter response to the landslides (proposed by UN-Habitat)
* Minutes of the SAG July meeting were approved and will be uploaded to the website.
1. ***Update on Strategy 2018-2022 WG:*** A final meeting of the SAG small group was held and a final proposal for the final version of the zero draft will be shared by email. Then it will be handed over to the newly established Working Group to develop it further.

**Decisions and Actions:**

* The co-chairs will share the 0-draft of the Strategy 2018-2022 with SAG members by e-mail.
1. ***Update on the Construction Standards WG:*** final consultations draft of the Construction Good Practices Standards is ready and has been shared with the SAG.



Next steps:

* What is the process to brand a WG output as a GSC product? Technical/guidance documents usually will not require further SAG clearance, unless there are policy issues that might benefit from further deliberation within the SAG. With the creation of a WG, the SAG gives it a mandate to finalize outputs and deliverables included in the WG ToRs.
* How has the WG arrived at some of the hard data/numbers in the document? The document is meant to set standards similar to the way Sphere does. Numbers and percentages are more of a recommendation and provide a range to guide practitioners.
* Advocacy Plan – how to promote and disseminate the document? The WG will: talk to donors, engage related clusters (Education, Health, WASH), discuss whether a reference to that documents could be included in the Sphere revision, take steps to disseminate the Standards and discuss how can they be adopted by individual agencies.

**Decisions and Actions:**

* The Construction Standards WG will decide when the document is final and up to the standard to become a GSC product, unless a SAG member specifically requests a revision of the WG deliverables.
* The Construction Standards WG will link up with the GSC graphic designer to format the document as a GSC product.
1. ***Shelter Week in October:*** *agreement on**draft agenda*

The draft Agenda for the GSC Meeting (4-5 October 2017) has been shared in advance to the SAG meeting.



Topics A, B and C for the break-out groups on day 1 and 2 will be dependent on the results of the pre-meeting survey.

Countries/thematic issues for the Market Place will be decided upon at a later stage

 **Decisions and Actions:**

The Support Team will:

* Send a reminder to SAG members with the link to the pre-meeting survey. All SAG members should try to distribute it widely to ensure it reaches a large number of respondents and the results are representative.
* Launch a request for expression of interest by participants to present at the Market place.
* Adjust break-out sessions proposal in the agenda – 5 WG sessions on day 1 and 5 WG sessions on day 2
* Organise a separate meeting between Communities of Practice moderators to share ideas and progress made in advance of the GSC meeting.
1. ***SAG membership***

The SAG members have received a draft proposal on the future selection of SAG members. The new addition is that each applying agency should include one paragraph justification of why it wants to sit on the SAG and how it will contribute to the GSC. The proposal includes a voting process where each agency present at the GSC meeting will have one vote in the SAG election.



**Comments**:

* No objections were made to the proposed process, apart from the comment that all of the attendees to the GSC meeting should be given the opportunity to be present in the room when candidates to be SAG members present their plans.

**Decisions and Actions:**

* The Support Team will adjust the draft to reflect the comment and share for any final comments.

1. ***Donor Consultation Group (DCG) –*** *first meeting held*

The minutes of the first DCG meeting has been shared. The next meeting will be held on 20 Sept and a more detailed agenda is needed. Topics for discussion proposed are:

* Update on Strategy 2018-2022;
* Cash Champions – what they are and what are their plans
* HLP
* Urban Settlements WG
* The State of Humanitarian Shelter and Settlement
* Briefing on the GSC Events – to raise awareness among donors who have not attended
* Localisation – what do donors mean and how the GSC can respond
* Present the output of the Construction Standards WG

**Decisions and Actions:**

* A reminder will be sent on the date of the DCG meeting, together with a draft agenda, and which agency committed to invite which donor.
1. ***AOB:*** *update on Sierra Leon landslide response:*

The Government has requested different agencies for support, mostly on urban response. Between 5-10 thousand displaced by the landslides and subsequent floods

**Comments:**

* IOM started helping the government with left-over stock from a pre-existing DRR project. Additionally, provided some mission support for CCCM and DTM.

**Decisions and Actions:**

* Each agency will share update/information on the Sierra Leon response.
1. ***AOB:*** *update on Bangladesh response:*

IFRC has deployed a shelter cluster coordinator and is looking for an additional IM capacity to be recommended/seconded to the response.

**Decisions and Actions:**

* Agencies to recommend/refer suitable colleagues for the IM role.
1. ***AOB:*** *the**Sphere consultation half-day session (3 October) should be open to everyone*

**Decisions and Actions:**

* The GSC events announcement/update should make clear that this session is not only for coordination teams but is open to anyone.

**Next SAG meeting will be held on 28 September 2017 at 2pm Geneva time**