**SAG Meeting Notes**

**Date and time:** Thursday, 27 October 2016. 14h00-15h00 Geneva time **Participants:** ACTED, CRS, Habitat for Humanity, IFRC, InterAction, IOM, NRC, Save the Children**, UN-Habitat,** UNHCR, World Vision International.

**Excused**: CARE

1. ***Welcome, revision of the agenda and action points from the previous meeting.***

SAG co-chairs shared a table with all the action points from previous meetings and their status. Most of the action points are completed, but there are some pending and some that require a decision whether they are still relevant.

**Decisions and Actions:**

* Agenda is approved with no further changes.
* Minutes of the previous meeting approved, no objections were raised.
* SAG members to review the action points and send questions/comments regarding pending issues to co-chairs by the end of the week.
* Co-chairs will come back to the SAG regarding action points that may need revision or are no longer relevant.
1. ***General Impressions from the GSC events***

While the “Shelter Week” is usually included in the agenda of the SAG retreat for reflection and future planning, the initial impressions shared were as follows:

* Positive spirit and sharing was appreciated, however country level participants seemed to be disconnected from the global level discussions.
* Time and space dedicated for the breakout groups was appreciated – having experienced participants dedicated to WG issues for 4 hours has been beneficial.
* The less is more approach and focus is paying off and helping to progress the WGs.
* Perhaps a similar approach could be used for the Coordination Workshop.
* Refugee operations are outside of the cluster, thus not discussed during the GSC Meeting but perhaps in the complementary events we could have discussions on programming for refugee contexts?

**Decisions and Actions:**

* The GSC Meeting evaluation survey results will be shared with the SAG members and could be reviewed during the retreat or during the next SAG Meeting.
* UNHCR to contact NRC bilaterally to brainstorm ideas on how to include refugee related discussions in complementary events.
1. ***Suggestions for content sessions for the SAG retreat***

IOM requested to discuss the duration of the SAG retreat: 2 days or would 1 day suffice?

* Habitat for Humanity can only participate for 1 day.
* More than 1 day is useful especially for those flying in from distant places.
* Perhaps all issues can fit it into one longer day or one day and a half.
* Topics for discussion:
* WHS, grand bargain and implications for the clusters and specifically for the shelter cluster.
* Outreach, how can shelter better reach out and engage with others – (it was evident at the Habitat III that we need to work on this).
* Feedback/briefing from those who participated in WHS and Habitat III.
* How to look beyond Shelter Cluster? Promoting a multi-sectorial approach.
* The Sphere revision process – coordinated approach.
* Possible submission to ECHO or submission to other donors, budget of the cluster for the next 2 years, potential activities.
* Where HLP sits and what does it means practically for cluster operations? NRC could update on the HLP materials they developed (30 minutes).

**Decisions and Actions:**

* The GSC SAG Retreat to last at least one day and a half.
* UNHCR will update on the conversation with Global Protection Cluster Coordinator on HLP.
* A draft agenda for the SAG Retreat will be shared prior to the November SAG Meeting for feedback.
1. ***Review of the State of Humanitarian Shelter and Settlements Activity Proposal:***

An Activity Proposal template for the State of Humanitarian Shelter and Settlements report had been circulated amongst SAG Members prior to the meeting for review. The proposal is submitted by USAID-OFDA, UNHCR and IFRC. The activity objective is to raise the profile and understanding of the humanitarian shelter and settlements sector. It is envisioned as a comprehensive report and analysis of the trends. It will contribute to Strategic aim 3 of the GSC Strategy. The publication is to have two parts: first – research or opinion pieces around a commonly agreed theme and second – a mapping and statistical analysis of needs and responses, as well as trends.

Some feedback had been received via email prior to the meeting. In addressing this feedback, it was mentioned that the first part of the SoHSS will differ from the opinion pieces of Shelter Projects because the SoHSS will be devoted to one specific and commonly agreed theme that the GSC would like to prioritize, such as protection, urban, DRR, green response, gender and so on, ideally a topic on which the cluster would like to inform current policy and carry out some advocacy.

The theme of the first publication could be more generic as opposed to specific – an initial idea for the theme for the first edition could be “What is Humanitarian Shelter”. However, if the activity is endorsed it will be up to the WG to decide the theme, content, whether it will consist of opinion pieces, evidence-based research or any other format.

It is not meant to cover all issues on housing but focus on humanitarian shelter. As such, it will cover refugee contexts, and also issues that affect humanitarian shelter, for example slum housing, only in so far as they relate to humanitarian shelter (increased risk, security of tenure, etc.).

The report will rely on secondary data as it is not feasible with the funding available, nor probably necessary, to go into primary data collection. The methodology will be developed by the WG, and it may be wise to consult with ALNAP on their methodology for the State of the Humanitarian System.

It will be a cluster product, developed and promoted as such. In following the GSC agreed visibility policy, the logos of all organizations participating in the WG will be included.

It was considered that a “Where are we now” type of document would be helpful, including data analysis to back-up our advocacy. However some concerns were raised for further consideration:

* Frequency – every 2 years is the minimum required to be able to analyse trends, but sustainability is unclear at the moment.
* How do we measure the impact of such publications?
* It is confusing when we can talk about refugees, and when we cannot.

**Decisions and Actions:**

* If there are any objections to the endorsement of this activity please send it by COB Monday, October 31. If no objections are raised a call for Expressions of Interest to contribute to this initiative will be sent to the GSC partners.
1. ***Discussion on ECHO proposal:***
* ECHO is satisfied and positive with the Shelter Cluster at the technical level and would like to continue funding, however there are new directors in ECHO that are not so familiar with cluster work, so there is a need to advocate for the GSC and the need to fund it (via senior management of your agencies).
* If ECHO funds again, the amount will not cover much of the GSC core business, because they understand that we should have mainstreamed it, but instead they are interested in funding new activities related to the commitments made at the WHS.

**Decisions and Actions:**

* A concept note will be prepared, including some of the GSC core business but also new activities such as the collaborative tools, funding at the local level (staff, trainings and awareness raising workshops). To be followed up via e-mail.
1. ***AOB***
* The case of the Environment CoP’s involvement in Haiti (some guidance was sent and this created some confusion with UNDP) raised an issue of how CoPs interact with country clusters and other sector-based coordination mechanisms. The CoPs Governance paper could perhaps be further developed and more detailed on this aspect.
* The Global Cluster Coordinators Group retreat will take place on 8-9 December. The Support Team will contact the SAG to consult on what kind of issues they would like to be raised at that level from the cluster, either by email or during the next SAG meeting.
* Donor Consultation Group – to be further discussed. The three donors did not fill in the doodle poll. It was raised at the GSC Meeting. Co-chairs will follow up.

**Next SAG meeting will be held on 24 November at 2 pm**