**SAG Meeting Notes**

**Date and time:** Thursday, 22 February 2018. 12h00-13h00 Geneva time **Participants:** ACTED/IMPACT, Australian Red Cross, CARE International, CRS, Habitat for Humanity, IFRC, InterAction, IOM, NRC, Save the Children, and UNHCR.

**Excused:** DRC

1. ***Welcome, revision of the minutes from last meeting, and revision of agenda.***

No comments or additions were made to the agenda.

**Decisions and Actions:**

* Agenda is approved as shared.

1. ***Update on Strategy:*** *reminder of next steps, and agreement on launch(es).*

The finalization of the Strategy is delayed. Reminders are being sent for final comments. SAG members are encouraged to send reminders within their agencies to provide input. Deadline for comments is 26 February. There has been a call for photos, to be submitted by the 28 February. After that there will be time for voting the best photos.

SAG members were also asked to provide input for the Annex document which includes the ouputs, indicators, and budget. Focus on comments to the strategy, photos and budgets as assigned.

Key milestones ahead:

* 23 March 2018 – Launch(es)
* 14 March - Finalised outputs document (content and design)
* 26 Feb – Indicators agreed and baselines inserted
* 23 Feb – Deadline for comments and submission of photos
* 15 Feb – Extended to 16 Feb – Finish budgets

Focal points for budget:



**Decisions and Actions:**

* SAG members to focus on reminding colleagues on the deadline for comments to the strategy, gathering photos and budgets.
* A reminder on the budget will be sent to the focal points for each activity.

1. ***Avoiding overlaps between State of the Humanitarian Shelter and Settlements publication and Shelter Projects***

A SAG member raised the concern on whether there is a need for the cluster to have two documents, which have similarities and which may end up contradicting each other. Giving the budget and capacity limitations should the cluster concentrate in one document? If the decision is to go for two, how to ensure that there is no overlap.

Other SAG members argued that the decision to have two publications had already been made. They target different audiences with different objectives. Shelter Projects targets shelter practitioners to share practices while the State of the Humanitarian Shelter and Settlements (SOHSS) targets non-technical decision makers to advocate for the importance of shelter. They are both bi-annual alternating years so each year there will be one produced. The question is not whether two publications are needed but how to ensure that each of them fulfils its requirements. Shelter Projects is already well accepted and appreciated, it is a matter of ensuring the same for SOHSS. The main concerns for SOHSS are:

* Ensuring that the chapters are appealing to the target audience (senior management, national government officials…). The current authors are shelter practitioners which may not be the best placed to reach the target audience. Senior management are more likely to listen to their peers.
* Ensuring clear advocacy messages are passed. Need for strong direction from editing team.
* Longer term sustainability of this expensive publication. What is the most sensible and sustainable way of doing it.

**Decisions and Actions:**

* Pablo will share the current table of contents and organize an adhoc call between SAG, SOHSS WG and lead editors to clarify the first two concerns.
* Regarding the sustainability, it was agreed to review this issue once the first SOHSS edition is published.

1. ***DCG meeting:***

A draft agenda for the meeting, initially proposed for the 15 March was shared:

- Welcome and revision of last meeting minutes

- Update on next steps Strategy 2018-2022: Possibilities for collaboration

- GSC Events for 2018: description of events and dates

- Update on GSC initiatives: State of Humanitarian Shelter and Settlements; Longitudinal Studies

- DR Congo: an underfunded emergency with many shelter needs

As previously agreed, there will be bi-lateral preparatory meetings with the donors prior to the meeting.

SAG members appreciated the effort to continue engaging with the donors. The main feedback received was:

* Give donors more time to speak so that they can share their concerns
* Share with them what are the 3 or 4 challenges in the coming years, where the cluster is struggling and how they could help other than funding
* Consider the possibility of OCHA joining as well or at least the CERF Secretariat
* The donor representatives participating in the DCG are probably convinced of the importance of shelter and settlement but they need arguments to convince their organizations. We should ask them what they need from us, what are their blockages.
* Consider including SDC. Also the Australian Government but better with the mission in Geneva

**Decisions and Actions:**

* Schedule a DCG meeting in the first quarter of 2018.
* GSC Support Team to revise the draft agenda, suggest dates, and consult donors on what they would like to discuss.
* IFRC and NRC to follow-up with German Government; NRC to follow-up with Canadian Government; Australian RC to follow-up with Australian Government; DRC to follow-up with Danish Government.

1. ***Updates on:*** ECHO Joint Monitoring Mission, Sphere, Global Cluster Coordinators Group (GCCG), WUF, DR Congo briefing

**ECHO Joint Monitoring Mission (JMM)**: ECHO has decided to go forward with Bangladesh with a focus on WASH although they will also look at Shelter. They will choose a second country where they will focus on shelter on the second half of the year.

**Sphere**: final draft submitted to editors, working on language and consistency, etc, back to them in 6 weeks to give a last glance at the final draft, may be shared with the SAG for red lines.

**GCCG**: The GCCG retreat took place on 1-2 February. The report is shared in this minutes.



**World Urban Forum (WUF)**: SAG members that could not attend requested those that participated to share any presentations or transcripts that can be shared.

**DR Congo briefing**: on the 7th of March there will be a presentation using the findings of the REACH assessments to raise awareness on the situation in DRC. Is there a mechanism on awareness raising on underfunded crises? The sheltercluster.org homepage shows the funding and underfunding of the different operations. The GSC Support Team organizes ad-hoc events.

1. ***AOB****:*

**Hosting of mid-year teleconference:** will be done along the UK Shelter Forum. This has been shared with ECHO as well.

**Two workshops coming up:** 15-18May in Bangkok (15-16 NFI workshop, 17 Shelter Projects, and 18 Asia-Pacific Shelter Forum) and July in Nairobi on Shelter Projects.

**The next SAG meeting will be on 29th March at noon Geneva time, 6am Washington, 9pm Melbourne** (change of time due to summer time in northern hemisphere)