

Global CCCM Cluster
Interim Strategic Advisory Group Meeting Minutes
20th June 2016
DRAFT V.1

Attendance:

Margo Baars (CCCM Cluster Support Team)
Daniela Raiman (CCCM Cluster Support Team)
Nuno Nunes (Global CCCM Cluster Coordinator, IOM)
Kim Roberson (Global CCCM Cluster Coordinator, UNHCR)
Jean-Philippe Antolin (IOM)
Andrew Cusack (UNHCR)
Jørn Øwre (Norwegian Refugee Council)
Giovanna Federici (Norwegian Refugee Council)
Roland Schlott (Lutheran World Federation)
Joshua Schreier (Lutheran World Federation)
Andre Krummacher (ACTED)
Christian Gad (Danish Refugee Council)
Ulf xxx (NRC)
Natalia Pascual (NRC)
Jennifer Kvernmo (CCCM Cluster Support Team)
Ruxandra Bujor (CCCM RRT)
Marjolein Roelandt (CCCM Cluster Support Team)
Tim Foster (independent)

Review of Global CCCM Cluster Work-plan (to October 2016)

It has been agreed that NRC, DRC, Acted, LWF, IOM and UNHCR will operate as an interim SAG until the Global CCCM annual retreat, to be held 22nd and 23rd September. At the retreat, the SAG terms of reference (TOR) and nominated membership will be presented to the wider Cluster membership for formal endorsement and election.

It was proposed and agreed that the interim group will meet approximately once a month until the annual retreat. Dates will be finalised via doodle poll.

The work plan for the interim group will focus on three pieces of work:

- **Development of Global CCCM Cluster strategy for 2017 – 2021:** An external consultant, Tim Foster, will be contributing to the process of drafting the Global CCCM Cluster strategy (as well as facilitating the retreat). The current strategy (2013 – 2016) remains in place until the end of 2016. The Cluster Support Team will lead on drafting the new strategy, based on input from the cluster and SAG. The next SAG meeting will be an in-depth consultation on the strategy. Physical attendance at that meeting was encouraged. The new strategy will take on a different format to the current one, and will be composed of a mission statement and key activities to be implemented. The IASC guidelines on the key functions of a Global Cluster will be taken as the key reference point for initiating the drafting process.
- **Preparations for the Global CCCM annual retreat, including development of retreat agenda:** The Cluster Support Team will lead on drafting the agenda, based on input from the cluster and SAG. The next SAG meeting will finalise the retreat agenda.
- **Strategic Advisory Group ToR revision for tabling at the retreat:** the SAG meeting at the end of August will review and finalise the SAG ToR.

NRC provided clarification of staff roles within the Cluster following a degree of restructuring. Giovanna Federici has replaced Katrine Wold on the Interim SAG, and will be dealing with how NRC supports displaced communities through the CCCM Cluster. Ulf will be looking at thematic approaches, whilst Jørn Øwre will be focusing on the European situation and the Syria response.

The need for the SAG to address fundraising and the strategy for approaching this in the future was raised, in reference to the recent ECHO funding proposal. It was noted the implementation plan to be developed for the strategy 2017 - 2021 will include costings and funding considerations.

Review of Cluster Survey (to collect feedback for the Global CCCM annual retreat agenda and strategy development) and **discussion on retreat agenda items**

A draft survey was tabled for distribution to Cluster members and field colleagues in order to obtain input that will shape the agenda for the annual retreat and start the development of the new strategy.

Additional items proposed for inclusion in question 1 on agenda items included:

- the impact of the World Humanitarian Summit (WHS) on the Cluster and any political ramifications that could affect its future role;
- accountability, and how it is interlinked with the localisation of aid, how the Cluster identifies and fills gaps in the delivery of aid, and how the Cluster opens access to other service providers and enables them to be more accountable and effective in their delivery of aid; and the work with OCHA on roles and responsibilities (ICC, CCCM).

It was proposed that question 1 request selection of 5 options only (rather than assigning a preference score to each one).

With regard to questions on the name of the Cluster, it was noted that there is already broad consensus on the need for a change. Therefore, asking again would be redundant. Instead, people should be asked three words to describe the work and impact of the Cluster. This will then guide people's thinking when

presented with a number of names on which people be asked to vote, so that we move the process forward as quickly as possible.

It was suggested to include a question to determine what types of agencies are responding, to consider if agencies working in different areas have similar or divergent priorities (e.g. camp coordination agencies compared to camp management agencies); and that there should be a clear delineation in the survey between questions relating to the annual retreat and those relating to the Cluster strategy. It was noted that multiple choice questions or ranking of choices rather than open ended questions would be less challenging to compile and analyse.

The CCCM SAG Support team will revise the draft of the survey and send it out to the Global Cluster list. The next steps will be to review the topics selected by respondents for the annual retreat agenda, and develop them from bullet points to consider what discussions could focus on. The CCCM Support team will start work once feedback has been received, and will look for guidance from the interim SAG.

Any Other Business

Mid-year call agenda: A date is being finalised for the mid-year call. This is one of the two global Cluster meetings held over the year to date (the other being the annual retreat). The proposed date will be either during the first or second week of July. The agenda will include operational updates, with Cluster Coordinators at national level invited to provide country updates, with a focus on operations of specific interest or which may be facing specific challenges. Given the proximity to the end of the WHS it was suggested to include the CCCM Cluster's involvement in the summit and what the potential impacts are on the Cluster; upcoming humanitarian response plans; GBV enhanced CCCM activities that were conducted by IOM and the related evaluations; update on the SAG process and opened up the floor for a SAG member to take this forward at the mid-year call.

Cluster working groups: improving partners' access to guidance and key strategic documents was raised as one area of work, possibly easier to discuss at the retreat. This opened up discussion on Global Cluster working groups. It was noted that working groups should only be opened and closed according to needs, and the strategy should bring out whether we need to create any. It was noted that the Shelter Cluster has considerably reduced the number of working groups in operation due to a lack of results.

Other issues that were mentioned as key areas that should be considered for attention included how the CCCM Cluster addresses the needs of handicapped people (Handicap International have recently developed material and guidance); how our response meets the needs of youth and children; needs assessments and our approaches, tools and methodologies.

Action Points

- **Cluster Support team to revise the cluster survey in accordance with feedback from Interim SAG members and distribute to Global Cluster list.**
- **Mid-year call date to be agreed and Cluster members to be informed. Agenda to be drafted and shared.**

- **Doodle poll circulated to fix Interim SAG meeting dates until the September retreat.**
- **In advance of the next Interim SAG meeting (first week of August likely), initial draft of cluster strategy to be circulated.**

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