**MEETING NOTES**

**Strategic Advisory Group Meeting**

**Thursday, 24 August 2019,**

**14:00 – 15:30 (online)**

**Participants**: Giovanna Federici (NRC), Niklas Stoerup (DRC), Christian Gad (DRC), Andre Krummacher (ACTED), Daniela Raiman (Cluster Coord), Wan Sophonpanich (Cluster Coord),

**Absent:** Dher Hayo (UNHCR field), Conrad Navidad (IOM field), Jean-Philippe Antolin (IOM)

**Observers/invites:**

**Global Cluster Support Team**: Jennifer Kvernmo, Alistair Bremnath, Brian McDonald

**AGENDA**

1. Retreat debrief and next year planning
2. SAG minimum engagement and next F2F meeting
3. AOB

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| **ACTION POINTS** | **Deadline** | **Focal Point** |
| 1. Idea for a SAG member to host the next Global Meeting – ie. Regional office – SAG members to discuss internally and confirm by end of November.
 | November SAG call | SAG NGOs |
| 1. Share monthly email update on deployments and resources provided
 | Monthly | Support Team |
| 1. create doodle for 21st – 28th November SAG Call
 | Mid November | Daniela |
| 1. November SAG Call to include overviews introductions of each Working Group – WG ToRs to be pre-circulated. Inform WG coordinators.
 | Mid November | Support Team |
| 1. Next face to face meeting should be a 1 day meeting and take place in first week of February 2020.
	* 3-7 Feb is Humanitarian Partnerships Week – DRC can meet sometime between 5-7 Feb.
 | November Call | Support Team |
| 1. Global Cluster Membership form to be shared.
 | Mid November | Support Team |
| 1. 3 locations for Global Meeting to be suggested by end of November – with pros and cons
 | November Call | Support Team |

**MEETING NOTES:**

1. **Retreat debrief and next year planning**
* Style of facilitation received negative feedback.
* We have grown beyond a two day format.
* Location should change to refresh format.
* Half day/day overlap with Protection could bring a new energy to discussions and raise the profile of CCCM. Possibility for sessions on CCCM/Protection collaboration or how CCCM can contribute to AoRs.
* The date and name should change. Change the name from Global Retreat to Global Meeting. Change date from October to May as this fits better with HPC schedule and other commitments.
* Change of date to May requires planning to start ASAP.
* Idea for a SAG member to host the next Global Meeting – ie. Regional office – **SAG members to discuss internally and confirm by end of November.**
* Protection is still deciding on the location – we could take the lead and propose something to them – **3 locations for Global Meeting to be suggested by end of November** – with pros and cons - location ideas include;
	+ Bangkok
	+ Kigali
	+ Nairobi
	+ Amman
	+ Latin America
* We need to decide on the priority:
	+ With Protection
	+ Regional
	+ Most people can join
1. **SAG minimum engagement and next F2F meeting**
* Roles of Respnsibilties of SAG to include:
	+ Actively engage in Global Meeting planning
	+ Engage with WG’s
* Important to keep regular face to face meetings
* Agreement to have two face to face meetings a year and 2 calls a year – 4 meetings total a s a minimum.
* SAG requested info on the recent Burkina Faso mission – this prompted the decision to debrief SAG on Cluster missions:
	+ **Monthly email update:**
		- **Deployments**
		- **Resource where and to do what**
		- **Etc.**
* Next SAG Call late November – **Daniela to create doodle for 21st – 28th November**
* **November SAG Call to include overviews introductions of each Working Group – WG ToRs to be pre-circulated.**
* WG’s to update SAG on a revolving basis during the 4 SAG Meetings a year.
* Next face to face meeting should be a 1 day meeting and take place in first week of February 2020.
	+ 3-7 Feb is Humanitarian Partnerships Week – **DRC can meet sometime between 5-7 Feb.**
1. **AOB**
* Wan travelling to Indonesia November 11th for meetings on National Cluster System.
* **Global Cluster Membership form to be shared.**