**gFSC STRATEGIC ADVISORY GROUP (SAG) FACE-TO-FACE MEETING**

**Minutes of Meeting**

The first virtual meeting of 2017 was held on 11 January at 10:00 hours. The following SAG members attended the meeting.

1. Daniele Donati – FAO
2. Olivia Hantz – WFP
3. Cyril Lekiefs – ACF
4. Priya Behrens-Shah – WHH
5. Cyril Ferrand – global coordinator gFSC

Samantha Chattaraj could not join due to her mission travel.

The meeting was facilitated by Rajendra Aryal, gFSC Secretariat.

**Proceedings:**

1. **SAG Governance**

Following the decision made during the November 2016 Face-to-Face meeting, gFSC Secretariat officially informed IFRC as regards the latter’s absence from the SAG meetings and requested their opinion. IFRC officially responded on 19 December 2016 confirming that a new Hunger Resilience Officer is coming on board in Geneva on 1 February 2017 and she will be the IFRC focal person for gFSC also representing the organization in SAG.

Though this was considered as a positive development, SAG members were of the opinion that the person joining IFRC may already have a lot in her new responsibility and at the same time may not be fully acquainted with gFSC works. In order thus to avoid any gap, the SAG exceptionally agreed to approach ACTED and bring the latter on board as the newest SAG member to reinforce the SAG until mid-2018[[1]](#footnote-1). Meanwhile, SAG also suggested to approach IFRC requesting for a short resume of the focal person. SAG also agreed to have a meeting with the IFRC person and brief her once she comes on board.

Decisions made:

1. Send a message to IFRC requesting for the resume of the focal person (Action: **SAG Secretariat)**
2. Approach ACTED and get their confirmation to be the newest member of SAG (Action: **SAG Secretariat)**
3. **Face-to-Face meetings of the technical Working Groups (WG) and the way forward**

Progress of the Working Groups since the last Face-to-Face meetings held on 28 November 2016 was presented as follows:

1. Urban WG has secured a grant assistance of USD257,000 from WFP for 2017. The major activities to be carried out under this grant will be the development of guidelines on urban food security needs assessment, conduct needs assessment in urban settings, document good practices and develop relevant training modules.
2. Other WGs (Preparedness and Resilience, Programme Quality with Technology and Innovation Task Team, Cash and Market, and Inter-cluster Food Security and Nutrition) are finalizing their respective work plans for 2017.

SAG highlighted the need to link the works of the WGs with the country clusters as well as the Grand Bargain commitments. In line with its Terms of Reference, SAG highlighted the need to review the WG work plans once drafted and provide required inputs and feedback. Similarly, SAG expressed the importance of the works of the Urban, Preparedness and Resilience and Cash and Market WGs and emphasized the need to cross-fertilize the works as well as enhance collaboration with the academia. Meanwhile, SAG urged Cash and Market WG to conduct relevant training and webinars.

Decisions made:

1. Since gFSC is aiming to roll out its Strategic Plan 2017-19 and Annual Report 2016 by early/mid-February, send a message to gFSC focal points for the WG requesting them to submit their draft work plan by the end of January 2017. The work plan will have to come up with clear deliverables mainstreaming the following three key issues:
* How does the work plan support the country clusters?
* How does the work plan support the upstream advocacy works?
* How does the work plan align itself along with the gFSC Strategic Plan 2017-19 with the Grand Bargain commitments at the backdrop?

Meanwhile, the commitment and participation of the (co)chairs and the partners need to also be improved and assured for operationalizing the work plan of the Working Groups.

The message going out therefore should also specifically ask for the high level of commitment from the (co)chairs and the partners on the development and implementation of the work plan. (Action: **SAG Secretariat)**

1. An assessment template will then be developed and shared with SAG members to provide their inputs/feedback on the individual work plans, which will be consolidated, shared and discussed with the WG (co)chairs thereafter. The assessment templates will also be posted on the gFSC website for transparency. (Action: **SAG Secretariat)**
2. **gFSC Face-to-Face meeting held on 28 November and overall feedback**

The SAG Face-to-Face meeting held on 28 November had clearly agreed the timing for SAG performance survey and the next election as November 2017 and mid-2018 respectively. There was some confusion however on the election date when SAG presented the progress update during the global partners’ meeting on 30 November 2016. SAG thus confirmed the two timelines as agreed earlier.

SAG also confirmed that its role will specifically be advisory as per its Terms of Reference.

SAG suggested to have a separate session on presenting SAG activity update during the next global partners’ meeting. SAG meanwhile requested the Secretariat to prepare brief minutes of the Face-to-Face meeting for this session beforehand.

(Action: **SAG Secretariat)**

1. **gFSC Strategic Plan 2017-19 and the main activities for SAG in 2017**

gFSC Global Coordinator presented the progress update on the gFSC Strategic Plan 2017-19 briefly explaining the four Results in line with the discussion held with SAG in October and the global partners meeting in November 2016. He also mentioned that the work plan will be including relevant indicators. The draft Strategic Plan is expected to be finalized soon and will be shared with the SAG as soon as it is ready. Meanwhile, he also informed that the gFSC Annual Report 2016 is being finalized and will be sent to SAG for their review the soonest. The Annual report is expected to be printed out by the first week of February 2017 and distributed as well as shared through social media (e.g, gFSC website, twitter).

Decisions made:

1. Draft annual report will be shared with SAG by 21 January with deadline for comments by 28 January. (Action: **gFSC Global Support Team**)
2. Draft Strategic Plan will be shared with SAG by 21 January with deadline for comments by 28 January before being circulated to Global partners. (Action: **gFSC Global Support Team**)

As regards SAG work plan, SAG members agreed to share their suggestions by the end of the week of 16 January to the SAG Secretariat for finalization.

1. **AoB**
* gFSC/WHH video expected to be finalized by the first quarter of 2017 could be used as a good tool to advocate localization.
* The next ad hoc SAG teleconference will be in the beginning of February mainly focussing on finalizing the gFSC Strategic Plan and Work Plan. Another follow-up conference call can be organized around March or April. The next Face-to-Face meeting will be during the next gFSC global partners meeting in May/June 2017.
1. SAG will exceptionally consist of 8 members with this decision instead of 7. From the next election due to take place in mid-2018 during the global partners’ meeting, the number of SAG members will go back to 7 members. [↑](#footnote-ref-1)