**Terms of Reference - Strategic Advisory Group (SAG) for the Shelter and Non-Food Items Cluster
Republic of South Sudan
20 February 2014**

Introduction

The coordination function in South Sudan seeks to engage more than thirty Cluster participants in decision-making through consensus management. The process confers legitimacy only through maximising participation and inclusivity. In order to ensure good Cluster coordination management practice in emergencies, a 'Strategic Advisory Group' has been established made up of one individual from the following organizations:

- i. ECHO
- ii. DFID
- iii. USAID
- iv. IOM
- v. WV
- vi. IFRC
- vii. UNHCR
- viii. LCED (NNGO)
- ix. Concern
- x. Medair
- xi. NRC

To this list can be added as Observers:
- xii. ICRC
- xiii. MSF
- xiv. OCHA

Meetings will be held monthly, with ad-hoc meetings called to address specific issues as necessary. Meetings should be held according to 'Chatham House Rules' i.e comments are incorporated but are not attributable to any particular organization.

Terms of Reference
- Agree composition of the Strategic Action Group (SAG);
- Agree these (or adjusted) Terms of Reference;
- Draw up and agree Terms of Reference for Cluster Partners;
- Formulate and agree the Cluster's 'Strategic Framework'; update regularly according to evolving needs; and hold partners to account against this framework
- Formulate and agree the Cluster workplan; and provide strategic oversight of its application by Cluster partners;
- Establish 'Technical Working Groups' (TWIGs) as required and hold such groups accountable to Terms of Reference agreed by the SAG; ensure proper representation within such groups; ensure timely output; ensure transparent reporting; and close such groups;
- Formulate and agree advocacy positions on behalf of the Cluster partners;
- Provide strategic planning oversight for effective and efficient allocation of resources by Cluster partners;
- Provide strategic oversight on integration of cross-Cluster planning and inclusion of cross-cutting issues (in close cooperation with the OCHA Cluster Coordinator);
- Agree benchmarks and indicators;
- Ensure technical standards are agreed and consistently applied;
- Support the Cluster Lead Coordinator in setting up dedicated mechanisms and systems for transparent and equitable allocation and monitoring of 'pooled' funds available to the Cluster;
- Oversight technical, financial, and functional capacities of Cluster partners;
- Oversight quality assurance, market price fluctuations, and quantities available from local and/or national markets;
- Ensure coherence of public messaging;
- Ensure the Cluster Lead upholds its responsibilities by applying both Cluster and Cluster partner Terms of Reference;

It is the responsibility of the Cluster Lead Coordinator to ensure that outputs from SAG meetings are brought to the attention of, and followed up with relevant authorities, promulgated in plenary coordination meetings, reflected in Situation Reports (which provide the working 'frame-of-reference' for the Cluster membership and beyond), and posted to the relevant web-site.