Global Health Cluster Strategic Advisory Group

TERMS OF REFERENCE

Objective

The objective of the Global Health Cluster (GHC) Strategic Advisory Group (SAG) is to provide strategic guidance to the GHC, monitor GHC performance, oversee the implementation of the work plan\(^1\) and support GHC functions as appropriate. The SAG will work closely with the Global Health Cluster unit (GHCU) and the Global Health Cluster Coordinator. The GHC Coordinator will have a functional reporting line to the Strategic Advisory Group.

Role and responsibilities of the SAG

The Strategic Advisory Group (SAG) provides strategic support and guidance to the GHC to guide direction of GHC affairs. SAG roles and responsibilities include:

- Support the achievement of the GHC Strategy and participate in activities related to the GHC work-plan
- Support the implementation of and participate in the work conducted by the Task Teams
- Provide additional support to the GHCU activities in furtherance of implementation of the GHC work-plan
- Support performance of health clusters at the country level through participation in the planning and implementation of Cluster Coordination Performance Monitoring (CCPM) exercises and Joint Cluster Support Missions
- Assist the GHC in identifying and addressing gaps and trends in policy and practice that impact health service delivery in emergencies
- Assist in resource mobilization for the work of the GHC and for health needs in emergencies as identified by health clusters at the country level
- Assist in the development and approval of agendas for meetings of Global Health Cluster

Composition of the SAG

The SAG will consist of up to 10 individuals and reflect the GHC membership organizations. The recommended composition for the SAG is:

- 1 WHO representative
- 1 other UN agency representative
- 4 Non-governmental /non-UN operational agency representatives
- 1 Donor agency
- 2 Health Cluster Coordinators
- 1 Representative of a WHO Regional Office

\(^1\) Recognising that daily management and monitoring of the GHC work-plan is the responsibility of the GHC unit.
Membership criteria and commitment

SAG representatives volunteer to be on the SAG. Individuals interested in being represented on the SAG should have significant relevant work experience at a strategic level along with a solid understanding of the humanitarian aid sector. Selected individuals commit to represent the interests of the GHC and not their own agency’s interest, and will therefore serve in their individual capacity.

The SAG will have two co-chairs, one appointed by the Assistant Director-General, Emergency Response, WHO Health Emergencies Programme, and the other nominated by the SAG members.

The SAG membership will be determined following the selection procedures described in Annex 1. SAG members will serve for a two-year term which may be extended for one additional year. Extension can be proposed by the SAG co-chairs 6 months prior to the term end date, and confirmed based on the agreement by the category of members/Health Cluster Coordinators/Regional Offices that the SAG member represents.

Convening

The SAG will convene at least on a quarterly basis. Two meetings will be face-to-face in Geneva and two will be convened virtually. Additional ad-hoc meetings/teleconferences may be called as determined by the co-chairs and the GHC Coordinator. SAG members are expected to attend all meetings.

Accountability and transparency

- Decisions made by the SAG shall be taken to the extent possible on the basis of consensus.
- Decisions will be recorded in minutes.
- Agendas and meeting minutes will be uploaded on GHC website.
- SAG reports to GHC Partner Meetings on the accomplishments of its functions.

Review of the SAG

A review of the SAG functions can be conducted at the request of GHC members.
Annex 1: Procedures for selection of different SAG representatives

The procedures for selection of the different SAG representatives are the following:

- As Cluster Lead Agency, WHO has a permanent seat and holds a co-chair role. The representative is appointed by the Assistant Director-General, Emergency Response, WHO Health Emergencies Programme.

As soon as a seat representing the other categories becomes vacant, the GHC secretariat announces the vacancy and requests GHC members/Health Cluster Coordinators/WHO Regional Office representatives to submit nominations for the seat/s of the SAG representing their category. Only GHC members that have predefined their representatives and attend GHC Partner Meeting on a regular basis (at least once a year for the past year) may nominate persons to vacant positions on the SAG.

If more nominations than the available seats are received,

- UN agencies will be invited to discuss and agree among themselves their representative among the nominations received. The process will be facilitated by the GHC secretariat.
- Non-governmental/non-UN operational agencies will be invited to elect their representatives among the nominations received. Only members that attend GHC Partner Meeting on a regular basis (at least once a year for the past year) will have the right to express their vote.
- Health Cluster Coordinators will be invited to elect their representatives among the nominations received.
- WHO Regional Offices will be invited to discuss and agree among themselves their representative among the nominations received. The process will be facilitated by the GHC secretariat.

As for donors, GHCU will ensure appropriate rotation among the GHC donors.