



Minutes of Inter-Sector Meeting - 03 March 2017 - Beirut, Lebanon

Meeting Location	UNHCR, Leah bldg. First floor	Meeting Time	10:00 a.m.
Chairperson	Aimee Karam - MoSA Margunn Indreboe – UNDP Sander Van Niekerk – UNHCR	Meeting Duration	1.5 hours
Co-Chairs			
Minutes Prepared by	Malak Rahal – Senior Inter-Agency Assistant		
Agenda of the Meeting	<ul style="list-style-type: none"> • Introduction • Monitoring and Evaluation consultant • Feedback from the Inter-Sector survey • AOB (Humanitarian Pool Fund (HPF) update The PPT presentations are attached to the MoMs.		

1.	Introduction
	<p>Introducing new staff:</p> <ul style="list-style-type: none"> ✓ Mazen Riachi , shelter coordinator , Ministry of Social Affairs ✓ Abdulrahman Abdelghani, associate shelter officer, inter-agency unit ✓ Oula Ibrahim, senior coordination assistant , inter-agency unit ✓ Joumana Habr, PR and fundraising , Ministry of State for Displaced Affairs

2.	Monitoring and Evaluation (M&E) consultant
	<ul style="list-style-type: none"> • A consultant from UNDP (Cecilia Utos) is coming to Lebanon on a one month mission in order to meet with sector coordinators, GOL, donors and NGO representatives to a) develop an M&E framework for 2017 – 2020, b) examine options for strengthening existing tools and systems, c) expanding analytical and reporting functionalities and d) strengthening higher level analysis (outcome/impact/stabilization level (request from stakeholders) • Currently, the M&E reports available are: a) Monthly statistical dashboards based on ActivityInfo, b) Quarterly analytical dashboards, c) Mid-year and end-of-year progress reports (including financial tracking) d) Monthly Inter-Sector Updates and e) Support to Public Institutions biannual reports • <u>Next steps</u>: a) Development of 4yr M&E framework, b) Stabilization Monitoring Framework (Lead by UNDP in order to provide quarterly perception surveys that would feed into the Stabilization Monitoring Framework and c) Integrated financial tracking system (will be lead through the RCO with the Prime Minister's office and the office of the Minister of State for Displaced Affairs • <u>Activity Info</u> : <ul style="list-style-type: none"> ✓ One common reporting platform used by all LCRP partners ✓ Monthly Reports on achievements in the field ✓ Tracks partners' progress against sector indicators at various administrative levels (e.g. # of healthcare consultations in Bar Elias primary health care centre) • Discussions took place with the UN agencies, NGOs representatives and donors regarding their expectations towards the M&E framework of the LCRP. Key requirements suggested: <ul style="list-style-type: none"> ✓ Capture critical data only ✓ Minimize reporting through different working groups – have an overall reporting system ✓ Unify all the reporting tools (to prevent multiple tools being used in different sectors)



	<ul style="list-style-type: none"> ✓ Verify annual baselines and targets by sector ✓ Identify who is responsible for implementing the evaluation ✓ Measure impact and outcome across all sectors ✓ Enable the identification of gaps and priorities <ul style="list-style-type: none"> • <u>Red lines</u> : <ul style="list-style-type: none"> ✓ Ministries and partners must be committed to timely reporting of the data (a requirement of being a partner of the LCRP) ✓ Avoid overburdening of partners in terms of reporting ✓ Provide standardized tools ✓ Allow for more qualitative indicators • <u>Regular evaluations</u> : <ul style="list-style-type: none"> ✓ Regular evaluations needed based on monitoring plans of each sector ✓ Should look to answer whether strategic objectives are reached (yes or no/ how and why) ✓ Impact evaluation of the response model is needed <p><u>Discussion</u></p> <ul style="list-style-type: none"> • The M&E consultant will propose recommendations regarding the M&E framework, noting that reporting requirements won't be added to partners, however, some of the indicators of the LCRP might be changed. Discussions and consultations will take place between the M&E consultant and the sectors lead/co-leads in order to assess the recommendations and implement/produce what is feasible for Lebanon; • Normally in a humanitarian response the plan is on a yearly basis. Thus, since the LCRP is a four year plan, it is feasible to start the evaluation of 2017 and it will become a standard exercise in the coming years; (noting that existing evaluations done by the humanitarian agencies will be the basis of the M&E exercise) • The M&E framework needs to answer the following question: what was done and achieved with the USD 1.3 billion received through the LCRP 2016?
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3.	Feedback from the Inter-Sector survey
	<p>A survey was circulated to the Inter-sector group for feedback, the compiled answers can be found in the link of the presentation : http://data.unhcr.org/syrianrefugees/download.php?id=13079</p> <p><u>Proposed actions from the survey</u> :</p> <ul style="list-style-type: none"> ➤ Inter-sector coordinators to review and update Terms of References (TORs) of inter-sector forum. Ensure linkages with field inter-sector and inter-agency. Ensure collaboration on agenda setting by a closer follow-through ➤ Invite field representatives (one person per field) and/or include standing agenda point on field-level IS updates ➤ Inter-sector group suggests 1-2 agenda items for each Inter-Agency meeting ➤ Inter-sector group to circulate forward looking agenda for inputs (April – October). Dedicating 15 minutes at the end of each IS meeting to facilitate bilateral discussions. ➤ Inter-sector group to review the inter-sector matrix ahead of April meeting. Field coordinators to update by region. It was proposed to remove the impact section from the inter-sector matrix and bilateral meetings to take place between sector coordinators <p>The proposed actions will be discussed in the next steering committee that will take place in March.</p>

4.	A.O.B.
	<p><u>Lebanon Humanitarian Fund update</u></p> <ul style="list-style-type: none"> • The LHF funding balance today is almost \$5million secured for the first quarter of 2017. • The Humanitarian coordinator is planning to launch a new allocation in the coming weeks. In this regard, two scenarios will be discussed during the Advisory Board meeting planned for Friday 10 March. The first



scenario is to go for a proper standard allocation in coordination with the sectors based on the gaps recently identified. While the second scenario is to go for an emergency based allocation, less competitive, where sectors would help providing specific projects and activities in particular areas to be covered.

- It was mentioned that in order to better allocate the funds, priorities should be shifted to a) focusing on humanitarian issues and b) empowering national NGOs
- More information will be shared with the Inter-sector group following the AB meeting.
- It was suggested that the sector coordinators send priority interventions to the AB before their meeting on March 10

The next Inter-sector meeting will take place on Friday 7 April at 10:00 in MOSA , 7th floor

Presentation's link: <http://data.unhcr.org/syrianrefugees/download.php?id=13079>