

LOCATION: Logistics Cluster Global Meeting – Leysin, Switzerland

DATE: 28 November 2017

CHAIR: Stephen Cahill

PARTICIPANTS: Jean-Baptiste Lamarche, Rebecca Lewin, Cesar Arroyo, Didier Merckx, Fiona Lithgow, Stephane Arnaud

- ACTION POINTS:**
- Quarterly face-to-face SAG meetings to replace monthly phone calls. Ad-hoc calls to take place as required.
 - SAG members to look at reviewing GLC resource allocations.
 - Pending endorsement from the GLM plenary, SAG to develop TORs and profile for a funding and advocacy specialist.
 - Dedicated Working Groups webpage to be presented to GLM plenary for endorsement.
 - A dashboard to be developed to track and report back on funding progress.
 - Fiona Lithgow agreed to look at options for implementing an operational feedback mechanism.
 - SAG TOR to be updated and shared.

Global Meeting (GLM)

- The SAG session during the GLM should include the SAG mandate, a summary and status of SAG activities as requested by partners during the Bonn GLM in May 2017. Meeting participants and SAG members should also present on if their expectations of the SAG have been met.
- SAG members agreed that although the SAG is in early stages of development, it has achieved success in a number of activities and in maintaining open discussion. However, more engagement between SAG members and Logistics Cluster partners would be beneficial.
- The mechanism for communication with partners regarding SAG updates should be reviewed to encourage feedback from the Logistics Cluster community. Communication options include more regular emails to the wider Logistics Cluster community, surveys and individual outreach by SAG members.
- SAG members agreed that more focus is required to increase engagement with the working groups. The chair advised the GLC had prepared a new dedicated working groups webpage which will include information on existing members and related documentation. The page, currently in draft format will be presented to the GLM plenary for endorsement.
- SAG members Rebecca Lewin and Jean-Baptiste Lamarche to provide session guidance for the GLM keynote speaker.
- The voting process as per the SAG Terms of Reference (TORs) remains valid and should be used as the standard mechanism for any activity that requires a vote.
- SAG member Cesar Arroyo presented the proposed slides for the GLM session; Update on the WFP Integrated Roadmap (IRM) for feedback.
- SAG member Jean-Baptiste Lamarche agreed to provide the opening remarks for the GLM thematic session; Trends in Logistics and Supply Chain Technology’.

General SAG Updates

- SAG members agreed that quarterly face-to-face SAG meetings should replace monthly phone calls.

- The next SAG meeting will be held immediately before the Humanitarian Network Partnerships week (HNPW) taking place in Geneva in February 2018.
- SAG member Fiona Lithgow agreed to look at options for implementing a feedback mechanism at the operational level. The SAG email address could be shared on the operations webpages as a mechanism for partners at the operational level to confidentially share feedback. In addition, a question could be included on the regular operational surveys.

Funding and Advocacy

- A dashboard to be developed to track and report back on the allocation of resources to the GLC s during SAG meetings to ensure issues can be identified and addressed.
- SAG members agreed that there has been little focus on fundraising and advocacy as per the activity requested by partners during the Bonn GLM. SAG members agreed to seek endorsement from the GLM plenary to identify a dedicated fundraising and advocacy position for the GLC as a trial for one year. The position would be hosted by a member of the NGO community in a relevant strategic funding location (e.g. Geneva, Paris, New York). SAG members to review GLC resource allocations in order to support the position in addition to developing TORs and job profile. SAG to share communication with the wider Logistics Cluster community pending endorsement from the GLM plenary and development of TORs.

Post-2018 Logistics Cluster Strategy

- SAG members discussed the options for developing the Logistics Cluster strategy post-2018. There is a need to review the relevance of the existing strategy in the current global context and the need for resources for the development of a strategy.
- The Logistics Cluster should evaluate achievements and unmet goals presented in the 2016 – 2018 Strategy. The results of this review should be used to support the development of content for the post 2018 strategy.
- SAG members agreed to present to the GLM plenary the plan of adjustment and extension of the 2016 – 2018 Strategy. This process for the post 2018 strategy would be based on a funding analysis and review of internal and external factors.
- The current three year strategy timeline should be reviewed and a five year strategy timeline considered.
- To collect feedback from the Logistics Cluster community, SAG members agreed to reach out to partners and proposed a question on the strategy to be included in the regular operational surveys.

AOB

- SAG members agreed that the SAG TOR should be updated and shared after meeting. Changes include clarifying how the plenary will be informed where SAG advice to GLC is not adopted and the validation of the previously temporary voting system until further notice.
- SAG members discussed strategic partnerships between the Logistics Cluster and corporate service providers, it was agreed that the SAG TOR would be updated to re-inforce the SAGs role in consulting and advising on these strategic relationships.

Next teleconference to take place on 30 November 2017 at 14.30

Contacts

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