

LOCATION: Teleconference

DATE: 7 February 2019

CHAIR: Stephen Cahill

PARTICIPANTS: Bruno Vandemeulebroecke, Cecile Terraz, Fabrice Perrot, Jakob Kern, Susan Hodgson

AGENDA:

1. Feedback on change to Global Cluster Coordinator's role
2. Review of SAG Terms of Reference
3. Global Meeting
4. Service Provision Update
5. Working Group Terms of Reference
6. AOB

ACTION POINTS:

- Fabrice to revise SAG Terms of Reference based on comments from other SAG members.
- GLC Support Team to produce visual aid outlining reporting mechanisms for partners in the field.
- Fabrice to submit finalised Service Provision document to Stephen for review by WFP Legal team.
- Bruno to compile feedback on Working Group Terms of Reference

1. Feedback on change to Global Cluster Coordinator's role

- It was discussed whether there had been any noticeable impact since additional responsibilities had been given to the Global Cluster Coordinator following the WFP internal restructure. Participants agreed that there had not been any noticeable impact so far.
- It was agreed that a session would be allocated for Jakob at the upcoming Global Meeting to allow partners the opportunity to provide feedback directly.
- It was acknowledged that the only impact to date had been the additional workload placed on Bruno and the GLC support team, but that the change had been made due to Jakob's confidence in the strength of the team and their ability to absorb the additional workload.
- SAG members were informed that half of the Global Cluster Coordinator's salary would be recovered. The saved funds are to be used for additional cluster staffing if needed.

2. Review of SAG Terms of Reference

- A quick review of comments was undertaken, and it was agreed that Fabrice would amend the document based on these comments, and focus on simplifying Section 2.
- It was discussed whether SAG terms should be amended to a period of two years with the possibility of extension for a third year based on need for consistency. SAG members agreed to this.
- A brief discussion was had around the SAG's involvement in operations and potential use of the SAG as a feedback mechanism. It was clarified that while the SAG is not a first point of contact for operational issues, these can be raised through the SAG where other channels have not resulted in any action. It was suggested that a visual guide be created outlining the various reporting channels currently available to partners in the field. The GLC team will arrange this.

3. Global Meeting

- The next Global Meeting will be held in Dubai from 9 to 11 April. Save the dates were sent this week with an admin note to follow shortly.
- SAG members provided feedback that some partners felt that this information had been shared too late and it would make it difficult for them to attend. It was resolved to try to share this information earlier whenever possible but as this is subject to availability of suitable venues this can pose challenges at times.
- The following meeting will be held in Dublin and dates are being finalised now.
- For the Dubai meeting, based on feedback from previous meetings the suggested theme is access (physical, security and administrative). Sessions were also suggested for updates on service provision, preparedness (with a focus on access), and the strategy implementation plan.
- Other suggested topics for future meetings included examining responses where the cluster is not officially activated, institutional donor view of humanitarian logistics, technological innovation, and the impact of cash transfer programming on humanitarian logistics.
- It was requested that more in-depth information is provided on operations following the lighter updates at the previous two meetings.

4. Service Provision Update

- A meeting was held at HNPW and an agreement has been reached, except for a small article on funding that still needs to be resolved.
- Fabrice will finalise the document and send it to Stephen who will then submit the final document to the WFP legal team for review.

5. Working Group Terms of Reference

- It was agreed that Bruno will compile the feedback provided on the draft Working Group ToRs.

6. AOB

- It was agreed that the next call will be held in the last week of February.

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