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# Meeting Minutes, 1 August 2019

Strategic Advisory Group



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<b>LOCATION</b>	Teleconference
<b>DATE</b>	1 August 2019
<b>CHAIR</b>	Bruno Vandemeulebroecke
<b>PARTICIPANTS</b>	Fabrice Perrot, Jakob Kern, Sue Hodgson
<b>ACTION POINTS</b>	<ul style="list-style-type: none"><li>• SAG members encouraged to reach out to potential candidates to fill SAG NGO vacancy</li><li>• GLC to send out a request to members to finalise comments and feedback on the SAG ToR document</li><li>• SAG members asked to undertake final review on Working Group ToR draft before being sent to partners for comment</li><li>• SAG to email partners regarding extension of strategy timeframe</li><li>• SAG members to reach out bilaterally to partners on specific topics for upcoming GLM</li><li>• GLC to prepare a draft agenda and circulate</li><li>• SAG members encouraged to reach out to GLC on recommendations for potential facilitator for GLM</li></ul>
<b>AGENDA</b>	<ol style="list-style-type: none"><li>1. Global Logistics Cluster Coordinator staffing changes</li><li>2. NGO Representative Replacement</li><li>3. SAG Terms of Reference</li><li>4. Working Group Terms of Reference</li><li>5. Strategy Extension Confirmation</li><li>6. Global Logistics Meeting (GLC) Agenda</li></ol>

## 1. Global Logistics Cluster Coordinator Staffing Changes

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- Global Logistics Cluster Coordinator Stephen Cahill has been reassigned and promoted to WFP Chief of Logistics and Supply Chain Field Support Section.
- It was confirmed that the new coordinator will be identified through WFP's internal reassignment process. The position is currently advertised, with a decision anticipated by end-August 2019.
- The incoming GLC Coordinator will maintain dual reporting lines between WFP Director of Supply Chain (strategic matters) and WFP Chief of Logistics and Supply Chain Field Support Section (operational matters).
- The new coordinator will be 100 per cent dedicated to Global Logistics Cluster activities. SOLVE and WFP Bilateral Service Provision will report directly to Stephen in his new position.

## 2. NGO Representative Replacement

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- SAG members were once again encouraged to reach out to potential candidates ahead of the vote at the upcoming global meeting.

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### 3. SAG Terms of Reference

- The SAG Terms of Reference document is in the final stages of review. The GLC will send out a request to SAG members following the meeting to finalise comments and feedback.
- It was agreed that the document would be finalised by the third week of August 2019.

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### 4. Working Group Terms of Reference

- The Working Group Terms of Reference document is in final stages of drafting. SAG members are asked to undertake a final review. Once the draft is finalised, the SAG will then send to partners for review. Partners will be given two weeks to provide comments before the document is finalised.

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### 5. Strategy Extension Confirmation

- It was agreed that an email will be sent to partners on behalf of the SAG, communicating the decision to further extend the strategy in its current form through 2021.

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### 6. Global Logistics Meeting (GLM) Agenda

- It was confirmed that the next GLM will be taking place in Dublin (24-26 September), hosted by GOAL and Concern Worldwide.
- A discussion was had regarding items for inclusion on the agenda. This included the possibility of incorporating an update on Reverse Logistics initiatives, following the GLM featuring this topic held in Rome in 2018.
- Based on the discussion, SAG members will reach out bilaterally to partners for more information on specific topics. The GLC will prepare a draft agenda and circulate with the SAG.
- A facilitator is yet to be identified. SAG members were encouraged to provide recommendations.

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#### Contacts

SAG

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