

SAG Minutes of Meeting

A. Meeting Information

Date:
16/05/2018

Location: audio
call

Opening Time:
10:00am

Closing Time:
11:35 am

Called By: gFSC

Chaired by:
Bruno minjauw

B. Attendees

Name

Carine MALARDEAU <Carine.MALARDEAU@ifrc.org>;
Cyril Lekiefs <clekiefs@actioncontrelafaim.org>;
Minjauw, Bruno <Bruno.Minjauw@fao.org>;
Sheila GRUDEM <sheila.grudem@wfp.org>;
Duechting, Andrea <Andrea.Duechting@fao.org>

C. Agenda

- Review agenda for the partner meeting (see attached with NFR from preparation meeting with partners)
- Follow-up of the membership application (only 6 partners submitted an application)
- Organization of the SAG election (only 4 out of 6 partners applied for a full membership, namely WHH, Care, War Child, Impact)
- Mid-term review of the strategic plan

D. Points discussed and decision taken

1. Are the workplans 2018 for the working group available? Andrea will check and make sure that they are all uploaded on the [website](#).
2. Results of the Premeeting held on Friday 11 May 2018:
 - Around 20 partners are confirmed for the partner meeting. Which is less than usual.
 - A questionnaire with 3 questions was sent to all cluster coordinators in preparation of the partner meeting and to identify key products in support of in-country clusters. There is a concern that the view of the coordinators does not represent the view of the partners. In case the answers are too vague, a follow up should be done with the coordinators.
 - Working groups' success stories should be presented at the partner meeting i.e. inter-cluster training in nutrition
 - A tool to monitor the performance of the in-country clusters need to be included as one of the tangible product to be developed by the working groups

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- The objective of the 2 days meeting is less strategical but more operational by discussing concrete results or products to be delivered within 6-12 months
 - 3. The first session should give time to the working groups to review the results of the questionnaire from the field and to discuss if and how to include the results in the workplan 2018.
 - 4. Working groups at the partner meeting should be in a position to take decision and to commit to a concept note for the production of tangible products
 - 5. Since only 6 members have registered (4/6 as full members), the election of the SAG needs to be postponed to October's partners meeting. A session to explain the process of the registration and election will be included in the agenda.
 - 6. We need to add a short session in the agenda to decide on the date of the next partner meeting in October 2018.
 - 7. The mid-term review of the strategic plan 2017-19 will be led by gFSC with participation of the SAG and feed-back from the field and partners.

E. Recommendations and action points

1. The objective of the partner meeting and the agenda is endorsed by the SAG. The gFSC will submit a review agenda with detailed session
2. The gFSC will send an email to all partners explaining that due to the low number of membership application the election of SAG will be postponed to the next partner meeting scheduled in October 2018.
3. gFSC will re-send a message to promote the membership application
4. gFSc will prepare the TORs of the mid-term review of the strategic plan by end of June to be submitted and endorsed by SAG. The implementation of the review will be during the summer. Preliminary results will be presented during a face to face SAG meeting in September and final result to be presented at the partner meeting in October.
5. The next partner meeting need to take into consideration that the Committee on World Food Security (CFS) will take place in Rome from Monday 15th October to Friday 19th October 2018.