



Minutes

International Management Committee

Thursday 3 September 2020 11:00 GMT / 12:00 BST
Zoom Meeting

Present

Present:	Name	Position	Initials
	Alan Jones	Chairperson, IVP & Trustee	AJ
	Dato Radzak Malek	President	RM
	David Pugh	Hon Treasurer	DP
	Jan Steenberg	Hon. Secretary	JS
	Jane Green	Trustee	JG
	Keith Newton	International Secretary General	KN
	Finbarr Cleary	IVP	FC
	Francis Ehiguese	IVP	FE
	Ramli Amir	IVP	RA
	Sunny Ho	IVP	SH
	Fiona Knight	IVP	FK
	Tom Maville	IVP	TM
	Romesh David	IVP	RD
	Tom Naylor	Interim Finance Director	TN
	Jon Harris	International Education Lead	JH
	Vicky Koo	WiLAT Deputy Chairperson	VK
	Emma Ross	Next Generation Global Chair	ER
	Harriet Leung	Manager CILT Hong Kong	HL
	Dr Newton Demba	IVP, Africa	ND
	Gayani De Alwis	WiLAT Global Chairperson	GDA
	Ceri Williams	International Communications	CW
	Abi Sofian	International Business Forum	AS
	Laurens Remigus	Guest and member of CILT NA	LR
Apologies	Ceri Williams, Rupert Nichols, Kevin Richardson		

No.	Item	Action
1.0	Welcome AJ welcomed members to meeting of the year. He welcomed Gayani to her first meeting as the WiLAT Global Chairperson and Tom Naylor, also as his first IMC as Interim FD.	
2.0	Minutes of Meeting on 14 May 2020 The Minutes were passed as an accurate representation of the meeting and were approved for posting on the website.	CW
2.1	There were no Matters arising.	
3.0	Covid-19 Response	
3.1	Plan on a Page KN reviewed the plan on a page that had driven many of the actions over the last 4 months.	



3.2

Country & Regional responses

AJ asked the IVP's for a brief update on how responses had gone in their regions. FC asked for help with branches where the communications and bulletins were not being shared with members and he mentioned CILT Ireland as not doing that well. TM said North America had joined the world of webinars and this was successfully keeping members updated. FK said ANZ had had webinars and now in NZ had returned to some in house meetings. SH said that Zoom had enabled business as usual with Council meetings held that way. Webinars had been successfully held with a watch out for webinar overload. CILT China had returned to normal activities. SH said sharing best practice globally through bulletins had proved to be very useful. VK explained the programme of WiLAT webinars and the forward programme planned for the autumn. RA said CILT Malaysia had completed 4 webinars locally & was planning to actively contribute to the requests for academic papers / research which would take time to produce. Two papers are planned. The AGM had been held in Malaysia on 15/8 with 100 plus attendees.

KN

GDA said CILT Sri Lanka were running a webinar programme. FC proposed putting out a report on what the branches are doing. He said that would help Ireland and other countries who are not actively taking up the International webinars and advertising locally. RM pledged to keep making best practice available to share and also to use our global presence. The bulleting and webinar content had been global and joined many together. FE thanked the International Secretariat for the timely response on Covid-19 and CILT Nigeria had been able to galvanise local response through it. They have also held 5 local webinars.

4.0

CILT Join Up at UK & International Level

AJ told the meeting that a communication had been sent out in August to all countries. AJ advised that a small committee had been formed and was meeting monthly with two meetings so far. The Education track was being focused on as a key area led by KR with input from KN & AJ.

5.0

Regional and Forum Reports

5.1

Next Generation (NG) Forum Report

ER updated the group on the strategy with the implementation of a global team and the steps taken so far and to be taken. RA checked on the involvement of the CILT Malaysia NG lead, which ER explained advising of the link with the regional chairpersons. KN advised the meeting of the planned NG webinar and the use of the forum as a pilot for potentially wider use in other contexts and with other groups.

5.2

WiLAT report

GDA had begun her tenure as Global chair since the last meeting when Dorothy Chan stepped down. GDA announced that CILT Bangladesh has established a local WiLAT Forum on 21/8 with a global conference link to the launch. VK advised of the WiLAT China conference on 14/9 as part of the China International Logistics Development conference which will be live streamed and all were invited. GDA advised of work to establish



WiLAT in Madagascar, Chile and Fiji. FK endorsed CILT NZ support for Fiji. FK also advised plans in Philippines to create WiLAT as part of the branch development work under CILT Australia's ownership.

5.3 IVP Reports – North America

TM updated the meeting on the chapter established in Dallas, Texas and the education work with the University of Houston. JH & LR shared a presentation with the details of the work and the approach used. TM is looking to apply the model in Canada.

5.4 Education Update

JH updated the group on the IESC headlines. Seven new providers had been accredited and much progress had been made to bring training providers on line and with assessment rather than examination where possible. JH asked for Education Champions to be nominated where there were gaps with nominations. It was important to meet the criteria of availability and a suitable background. JS emphasised the need for validation of champions and thanked all for the support in the education area over the last 6 months. AJ reinforced that education was critical to the organisation's aims and objectives.

ALL

5.5 IVP Reports

RA & KN updated the group of the CILT Indonesia reorganisation & new President and Council. Thailand was raised as a country where the CILT there could be revitalised. RD advised of a new Council and Chairperson in Sri Lanka – Channaka De Alwis. India & Bangladesh had been active on webinars. SH said that the CILT Awards in HK had gone ahead and a new council would be appointed at the AGM. CILT HK is advising the government on Covid-19 and administering a programme for graduates & employment on behalf of the government. ND's connections to the meeting failed at this point so KN updated the meeting of new branches being worked on in Rwanda, Sierra Leone and Cameroon. Work was ongoing to sort education problems out with CILT Zambia and also to seek to take the necessary steps to reinstate CILT Tanzania. FC said that CILT Ireland had been approached by government to create a forum for service providers and they were working on training for customs clearance with the new UK / Ireland trade rules post Brexit. FC advised that Wang Ensen had been made President of CILT China.

5.6 International Business Forum

FC reported the progress of the IBF. The value proposition had been drafted and agreed and a pilot had begun with CILT Sri Lanka and CILT Australia. AS stated the main challenge was to get the right input and response from the branch & territory representatives and progress would be faster with more commitment. FC requested all IVP's to challenge the countries in the regions to nominate an IBF contact and representative. FC requested that the IVP's asked for corporate member listings from countries so that offerings could be created by membership groups.

ALL

5.7 Regional Meetings to be set up



RM advised that he wished to set up regional meetings in September and October with each IVP and relevant region. One Africa region meeting had been held in July and enabled good connectivity and understanding of the current issues. KN to set up Zoom virtual meetings. KN

6.0 Conferences and Conventions

6.1 Convention 2021 & Africa Forum 2021 – feasibility of going ahead with these conferences would be reviewed in the next couple of months with the local committees and country organisations.

6.2 China Conference 2020

This is being held on 14/9 and can be attended virtually. Links and the process of registration to be made available for all countries shortly. RM & KN both have speaking slots and there is a WILAT China meeting at 1930 China time. VK extended an invitation to all IMC members and to any global members interested.

7.0 Finance matters

7.1 Management Accounts to end July 2020

DP headlined the July accounts. The latest position is a good one with a £49k surplus even with the Zambia debt write off. The year end position remained a surplus of £87k. DP said this was a good position considering the Covid-19 issues and the income and cost reductions that had been made.

7.2 DP reported that work was ongoing on the budget for 2020-21 and would be presented at COT on September 16th.

8.0 Any Other Business.

8.1 KN requested we consider the Brand Guidelines document at the next meeting in November.
FC notified the meeting that he was leading the preparation for a dangerous goods webinar in October and asked members to let him know of potential speakers and experts for that session.
RM stated that he was confident that CILT remained aligned and busy and responding well to the new challenges. AJ quoted Churchill's comment that "a good crisis should never go to waste" and the meeting agreed that CILT was adapting well to the "new normal" and sharing best practice and ideas effectively.

9.0 Next Meeting: Thursday 26 November 2020