



World Meteorological Organization
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Agenda: Programme Steering Committee Meeting

14th and 15th of April 2015
Geneva

Project Name:
Global Framework for Climate Services (GFCS) Adaptation Programme in Africa

Financed by: Norway

Main Objectives of the PSC Meeting:

The April 2015 meeting of the Programme Steering Committee for the GFCS Adaptation Programme in Africa has the following objectives:

1. Review Year 1 achievements and make amendments to Year 2 plans if needed
2. Review the main deliverables from Year 1 (baseline & scoping studies), discuss the synergies between these reports and review the dissemination strategy for these reports.
3. Agree on a set of recommendations on how to strengthen the Programme Management arrangements.
4. Agree on a plan for the Mid Term Review and identify the members of the Core Team for the review

The meeting will be chaired by the Director of the GFCS Office and the minutes will be taken by the WMO Project Officer and circulated for approval by all partners and submitted to NORAD within two weeks.

The meeting will be held at the Jura 6 meeting room at the WMO Secretariat in Geneva.

DAY 1 – 14th April 2015 Reviewing progress to date

Time	Presenter	Topic	Outline
9.00 – 9.30	Chair	Welcome	<ul style="list-style-type: none">• Welcome.• Introductions.• Presentation of agenda
9.30 – 12.00	All partners	Session 1: Review of Year 1 achievements	<ul style="list-style-type: none">• Summary of Year 1 outputs with short presentation from each partner, referring to the Year 1 report, highlighting main achievements from both countries:<ul style="list-style-type: none">• IFRC (10 mins)• WFP (10 mins)• WHO (10 mins)• CICERO (10 mins)• CCAFS (10 mins)• WMO (10 mins)• Discussion on main lessons learned from first year and areas that need improvement in Year 2
12.00 – 13.00	Lunch		
13.00 – 14.00	CCAFS	Session 2: Findings from Baseline survey & Radio Scoping study	<ul style="list-style-type: none">• Presentation from CCAFS on the main findings from the delivered studies• Q&A
14.00 – 15.00	CICERO/CMI	Session 3: Findings from Baseline, Inventory & Document analysis	<ul style="list-style-type: none">• Presentation from CICERO/CMI on the main findings from the delivered studies• Q&A
15.00 – 15.20	Coffee/Tea		
15.20 – 16.30	Chair	Session 4: Synergizing & disseminating the findings	<ul style="list-style-type: none">• Review of the main points from the studies: identifying commonalities and synergies• Discussion on how the findings can be taken forward, especially how the findings will inform the design of climate products.

DAY 2 – 15th April 2015 Mid Term Review & Programme Management

Time	Presenter	Topic	Outline
9 – 10.30	WMO Project Officer	Session 5: Mid Term review	<ul style="list-style-type: none"> Planning for the October Mid Term review: presentation of the review plan for approval.
10.30 – 11.00	Coffee/Tea		
11.00 – 12.00	WMO Project Officer	Session 6: Programme Management arrangements	<ul style="list-style-type: none"> Review of the effectiveness of the programme management structures and agreeing recommendations for how these should be improved.
12.00 – 14.00	Group Lunch		Lunch at the Papyrus Restaurant, Jardin Botanique
14.00 – 15.00	Chair	Session 7: Sustainability	<ul style="list-style-type: none"> Looking beyond 2016 – what mechanisms can we put in place now to ensure that specific services will continue to be delivered beyond the lifespan of the project. Identification of key activity areas that need to be sustained.
15.00 – 15.30	Chair	Session 8: Calendar of Events	<ul style="list-style-type: none"> Mapping the key events and deliverables for the remainder of the Year

Confirmed Participants:

WMO/GFCS –Filipe Lucio, Mary Power, Sofie Sandstrom, Clare Nullis, Veronica Grasso

CCAFS – Arame Tall

CICERO – To be represented by CMI

CMI – Arne Tostensen

IFRC – Susil Perera

WHO – Joy Shumake-Guillemot

WFP – Kaisu Leena Rajala, Katusca Fara

NORAD – Anne Wetlesen

Documents to be shared with participants prior to the meeting:

1. Year 1 Progress report
2. Final activity plan for 2015
3. Consolidated findings of baseline & scoping studies for Tanzania & Malawi, along with full reports
4. Draft plan for Mid Term Review