C A R I B B E A N

M E T E O R O L O G I C A L

O R G A N I Z A T I O N

**CARIBBEAN METEOROLOGICAL COUNCIL** **Doc. 2**

FIFTY-SIXTH SESSION

St. George's, GRENADA, 10-11 NOVEMBER 2016

**NOTES ON THE AGENDA**

# (Submitted by the Coordinating Director)

CMO documents bear the same numbers as relevant agenda items for ease of reference.

Actions proposed to Council are reflected in the documents.

##### Item 1: OPENING SESSION AND ELECTION OF CHAIRMAN

The format for the opening session is made in coordination with the host. Election of a Chairman follows. Traditionally, the Chairman comes from the host country.

##### Item 2: ADOPTION OF AGENDA AND PROCEDURAL MATTERS

The Agenda may be amended and subsequently adopted. Working hours, coffee breaks, matters of general interest, special and local arrangements are announced.

##### Item 3: CMO EXECUTIVE REPORTS

1. Coordinating Director’s Report – Headquarters Unit Matters

The Coordinating Director presents an annual report to the Council on the activities of the CMO Headquarters, on issues deemed relevant to its operations and seeks policy guidance and advice as necessary. Members are invited to comment, advise, inquire or make recommendations.

1. CIMH Principal’s Report

The Principal of the CIMH will report to the Council on the activities of the CIMH for the past year and upcoming programmes and activities for the next year.

1. Board of Governors

The Board of Governors of the CIMH will meet a few days before the Council session and the Chairman of the Board will submit its report to the Council. That report is expected to include, inter alia, urgent matters that impact on the physical and technical facilities at the Institute, as well as activities within the Strategic Plan of the CIMH. The reports of the Principal and the Chairman of the Board will then be open for further discussion and appropriate decisions by the Council.

##### Item 4: STATUS OF ACTIONS FROM PREVIOUS SESSION

A summary of the decisions of CMC55 (Belize, 2015) will be brought to the current session of the Council. The status of actions taken to implement these decisions will be presented in this document, but more detailed discussions on these actions will be presented under other agenda items, if appropriate.

##### Item 5: RELATIONS WITH OTHER BODIES

On occasions, the Council has been asked to formalize working arrangements between the CMO and other organizations and agencies. In 2015, Council endorsed the establishment of formal relations between the *Caribbean Meteorological Organization* and the *Meteorological Service of France* (Météo-France). Under this item,Council will review the outcome. In a new development, the institutions of the Caribbean Community, led by the Caribbean Court of Justice (CCJ) and the CARICOM Secretariat, have proposed the establishment of a *Caribbean Community Administrative Tribunal* (CCAT). Council will be asked to examine the proposed CCAT and CMO's possible involvement to it.

##### Item 6: SPECIAL CMO AND WMO ISSUES

The 68th session of the WMO Executive Council (2016) focussed on implementing the seven priority decisions of the WMO Congress of 2015. These priority areas will affect the activities of Member States and their NMHSs in the period 2016-2019 in particular. The Coordinating Director of the CMO, as a member of the WMO Executive Council, will engage the Caribbean Meteorological Council on the region’s role and responses to these major WMO implementation activities, several of which have been addressed by Council over the last few years. They include priorities on the compulsory implementation of improved observation and information systems, such as the new generation of weather satellites, more efficient meteorological services for the aviation sector, strengthening the capacity of National Meteorological Services in developing countries, the regional activities towards the implementation of the *Global Framework for Climate Services,* along with a related data-sharing resolution adopted by Member States, as well as projects aimed at enhanced disaster risk reduction, all of which are among the top priorities of WMO. Included in this topic will be a report on initial steps to establish a WMO Severe Weather Forecast Demonstration Project in the region, as proposed by CMO and partners. Council will be briefed on expectations for the 2017 session of the WMO Regional Association for this region, including the links between the CMO “Operational Programme 2016‑2019 and the WMO Regional Operating Plan being developed for the 2017‑2020 period, to which the CMO Member States are expected to provide input.

##### Item 7: FINANCIAL REPORTS

1. Status of Refundable Balances

Up-to-date figures for the Refundable Balances account from reimbursements from the UK and held by the CMO Headquarters Unit for Members will be presented.

b) CMO HQ - Auditor’s Report

The accounts of the CMO Headquarters for 2015 have been audited by the Trinidad and Tobago Auditor General’s Department. The report of the auditors will be submitted for the consideration of the Council.

c) Statement of Contributions and Arrears (CMO HQ and CIMH)

The Council will also be presented with the latest Statement of Contributions and Arrears to the CMO Headquarters and to the CIMH, in order to monitor progress, if any, in alleviating the financial difficulties of the Organs of the Organization.

d) Policy on Radar and Rawinsonde Funds

Council is aware that contributions by Member States to the Organization are based on a Contribution Formula. Embedded in the Formula are contributions by all States to two networks - The *Caribbean Rawinsonde Network* and the *CMO Weather Radar Network*, which are operated by specific Members for the common good. The low levels of regional contributions over the years has made it difficult to disburse funds to the Members that operate the networks. As a result of accumulations over time, the CMO Headquarters has initiated a new round of disbursements. Council will be briefed on the system and the proposed methodology, in order that the original intentions of Council would be achieved.

##### Item 8: CMO BUDGETS (Headquarters Unit, CRN and Radar, CIMH)

Draft versions of the CMO HQ budget estimates and the CIMH budget estimates for 2017 are presented to the Council. The Council, as the final arbiter of all CMO budgets, will decide on the CMO Budgets for the year 2017.

##### Item 9: SUCCESSOR TO THE CMO COORDINATING DIRECTOR

Council will recall that, at its 54th session in Kingston, Jamaica (November 2014), the incumbent Coordinating Director indicated his intention to demit office in 2018 and that he would propose the process for selecting a successor during the period of that new contract. Council will be asked to consider and approve the process for succession to this post.

##### Item 10: ANNUAL MEETING OF THE DIRECTORS OF METEOROLOGICAL

#####  SERVICES

The Directors or representatives of the Meteorological Forecast and non‑Forecast Offices meet before the Council session to discuss a range of scientific/technical matters affecting their operations, including those during severe weather and the hurricane season. A report of the discussions will be submitted to the Council, with special emphasis on recommendations that require specific considerations and/or approval.

##### Item 11: CMO WEATHER RADAR NETWORK/PROJECTS

The CMO Weather Radar Network comprises radars in Belize, the Cayman Islands, Jamaica, Barbados, Trinidad and Tobago and Guyana. This network, along with radars of neighbouring States, forms a primary tool in the region’s early warning system. The Council will be briefed on issues affecting the operation of the network, the impact of the radars on the public and other users, the importance of fulfilling international commitments and the long-term sustainability of the radars.

##### Item 12: OTHER PROJECT UPDATES AND PROPOSALS

The Council will be briefed on the status of projects involving the CMO and partner organizations, such as the WMO, and other non-regional Governments. Council was informed about the culmination at the end of 2015 of the regional project entitled “*Strengthening Hydrometeorological Operations and Services in the Central America and the Caribbean (SHOCS-II)*”, which wasfunded by the Government of Finland and carried out in close collaboration with the CMO, ACS and regional partners. Council will be informed of a small follow-up project using residual funds from related projects, which is being called *"Complementary Project to the SIDS-Caribbean Project SHOCS I and II (COPS)”.*

The project focus in 2016 for the CMO Headquarters has been the continuation of the regional implementation of major projects and initiatives emanating out of the World Meteorological Congress, all of which have far‑reaching implications for CMO Member States. These projects, most of which have international timelines to be met, have been given priority over other projects under consideration by the CMO Headquarters. Council may wish to review national progress towards the objectives of these activities, as well as their expected roles in impending projects, as described under agenda item 6.

##### Item 13: OTHER MATTERS

Miscellaneous issues not covered in the Agenda may be brought up under this item.

##### Item 14: DATE AND VENUE OF CMC57 IN 2017

CMC is mandated to meet annually and traditionally does so in a different Member state. Members that have not hosted in recent times are invited to seek authorization to do so, and to extend an invitation to the Council for the meeting in the year 2017.Members may, if they so choose, give indications of interest for the year 2018.

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CMO Headquarters

October 2016