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 COR**

FIFTY-EIGHTH SESSION

Basseterre, ST. KITTS AND NEVIS, 15-16 NOVEMBER 2018

**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. This includes matters related to the transition process at the helm of the Organization.

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 CMC57(Antigua and Barbuda, 2017) 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: SPECIAL CMO AND WMO ISSUES

The 70th session of the World Meteorological Organization's Executive Council (2018) focussed on implementing the seven priority decisions of the WMO Congress of 2015. These priority areas affect the activities of Member States and their NMHSs in the period 2016-2019 in particular. The session also deliberated on many of the urgent issues to be brought to the attention of the next WMO Congress in 2019. The outgoing Coordinating Director of the CMO, as a long-standing member of the WMO Executive Council, along with the incoming Coordinating Director,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 operational status of 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* that have special implications for institutions of the CMO. Council will be briefed on the outcomes of the 2018 sessions of the WMO Commissions on Climate, Agriculture and Aeronautical Meteorology, as well as the important Tropical Cyclone Programme, which is crucial to all Member States of the CMO.

##### Item 6: FINANCIAL REPORTS

1. Status of Refundable Balances

Up-to-date figures for the Refundable Balances account from reimbursements received from the UK and held by the CMO Headquarters Unit for Members will be presented. Details will be provided on the Refundable Balance system and the mechanism for redistribution to Member States.

b) CMO HQ - Auditor’s Report

The accounts of the CMO Headquarters for 2017 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.

##### Item 7: THE CMO STRATEGIC PLAN

The CMO Headquarters has been operating under its “Operational Programme for the period 2016-2019". Progress in this regard will be discussed by Council. The CMO Headquarters is now in the process of preparing the CMO Strategic Plan 2020-2023, for which there is a requirement to show a link to the CARICOM Strategic Plan for the period 2020-2023. Council will provide guidance on these.

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

Draft versions of the CMO HQ budget estimates and the CIMH budget estimates for 2019 are presented to the Council. The Council, as the final arbiter of all CMO budgets, will decide on the CMO Budgets for the year 2019.

##### Item 9: 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 10: CMO WEATHER RADAR NETWORK

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 11: 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.

The 56th and the 57th sessions of the Council discussed the initial steps being undertaken to establish a WMO Severe Weather Forecast Demonstration Project in part of the region, as proposed by CMO and partners. Considerable regional activity has taken place in the last two years towards the development of this Project, with implementation plans making significant progress in 2018. Council will discuss the aims of the project and the expected roles to be played the Meteorological Services and other institutions in Member States.

##### Item 12: OTHER MATTERS

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

##### Item 13: DATE AND VENUE OF CMC59 IN 2019

CMC is mandated to meet annually and traditionally does so in a different Member State each year. 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 2019. Members may, if they so choose, give indications of interest for the year 2020.

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CMO Headquarters

October 2018