

(Revised edition, following review by the Secretary-General)

First Meeting of the WMO Executive Council (EC) Capacity Development Panel (CDP)

(Draft Annotated Agenda)

12:00 – 15:00 GMT 26 – 27 August 2020

Preambular note: *Since the meeting will be held through videoconferencing, all members of the panel are invited to make written contributions on every item on the agenda ahead of the session. The contributions will be posted on moodle site for online interaction. The WMO Secretariat, through the Member Services and Development Department, will coordinate the administration of the moodle site and assist the Chair in converting syntheses of the contributions into an aide memoire for running the meeting. Useful documents and information will be posted on the moodle site, which will be updated on a regular basis.*

Agenda Item 1: Opening and adoption of agenda

The Chair will open the meeting and invite a statement from the Secretary-General or his representative. Members will be invited to make a brief self-introduction.

Agenda Item 2: Election of Vice-Chair

The Chair will call for nomination of a member to the position of Vice-Chair, taking into account regional, gender and other considerations.

Agenda Item 3: Rules of Procedure

The Panel will discuss its rules of procedure following consideration by the first session of the Technical Coordination Committee (TCC-1). It is noted that the RoP will also be taken up at another level by the Executive Council (EC). The Panel may wish to seek clarifications and make recommendations to the EC.

Agenda Item 4: Approaches to collaboration between the Capacity Development Panel and Constituent Bodies.

The Panel will examine the concept for a coordinated approach between the Capacity Development Panel and Constituent Bodies (Technical Commissions, Research Board and Regional Associations). The Panel may wish to seek clarifications on various issues regarding how to ensure effective coordination and make recommendations to the EC.

Agenda Item 5: Brainstorming on various matters concerning contributions to capacity development of WMO Members

The Chair will call on members of the panel to express their views on capacity development in WMO in the context of contemporary and future challenges of Members in the provision of weather, climate, water and other environmental related services. Contributors may wish to speak freely on wider issues relating to capacity development, and how they see things evolving into the future especially with respect to the direction of WMO reforms, its attending programme activities and potential benefits to Members.

Agenda Item 6: Establishment of Expert Teams

The Panel will discuss and establish Expert Teams, their respective terms of reference and composition. An expert team should be composed of at least 3 members. A member of the panel could participate in the work of more than one expert team. Non-members of the Panel members could be invited to join the expert teams as necessary.

The Panel will brainstorm on some issues that could be contained in the terms of reference of the expert teams. The terms of reference should include review of status reports, identification of issues, specific tasks required by the members to tackle issues, recommendations and follow-up actions. Suggested issues that the expert teams could work on after their inauguration are as follows:

- i. Policy development, legislative measures, strategic and operating plans, leadership and management issues, WMO Gender Equality Action Plan
- ii. Human resource development, education and training needs to address gaps, qualification standards and competency implementation, WMO Regional Training Centres, education and

- training collaborators and implementation of education and training activities, WMO Global Campus initiative and opportunities
- iii. Infrastructure and appropriate development
- iv. State of Service Delivery, hydrology and water resources.
- v. Research and development, WMO Centres and collaborating institutions
- vi. Resource mobilization opportunities, how to best apply extra-budgetary resources for greatest impacts, guidance to NMHSs on resource mobilization strategy
- vii. Partnerships, promotion of multilateral and bi-lateral collaboration, Public-Private Engagement (PPE), interagency collaboration such as WMO-IOC JCB
- viii. Communications, outreach and negotiation needs and skills
- ix. WMO capacity Development Strategy
- x. Other issues to be identified and deliberated upon

Agenda Item 7: Consideration of timelines for delivery of the work programme of the expert teams to the Panel, and preparation for the Executive Council

The Panel will discuss timetable for delivery of work of its expert teams and how it will deliberate on the outcomes and make recommendations to the Executive Council.

Agenda Item 8: Any Other Business

The Panel will discuss any other issues of importance for its consideration.

Agenda Item 9: Closure

The Chair will call on the Secretary-General or his representative for remarks, further to which the meeting will be closed.

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