

5th GECAFS Executive Committee Meeting
c/o START Secretariat & USAID, Washington DC, USA
Sunday 7 and Monday 8 December 2003

DRAFT MINUTES

Present:

Peter Gregory (Chair)
Dagoberto Arcos (IGBP-SC rep)
Mike Brklacich (Vice-Chair)
John Ingram (Secretary)
Maarit Thiem (Observer)

Welcome and Apologies

Peter Gregory welcomed participants. Apologies were noted from Doug Whelpdale (WCRP-JSC rep); and from Mohamed Salih (IHDP-SC rep) who is stepping down.

05/01: Minutes of 4th GECAFS Executive Committee Meeting

Peter Gregory signed these as correct.

05/02: Matters Arising (*italicised text from 4th Exec Minutes*)

04/03: Matters Arising

FURTHER ACTION: Ike Holtmann to discuss again with Barbara Goebel the addition of "Commercial Sponsorship" to the next C&Ds teleconference. **Done;** was discussed at C&Ds 2004 meeting, Paris.

FURTHER ACTION: Peter Gregory and John Ingram to draft short statement on GECAFS attitudes for discussing with potential commercial sponsors; and contact Leverhulme.

FURTHER ACTION: Ike Holtmann to discuss Joint Project 1-day meeting at C&Ds with Barbara Goebel. **Done; meeting proposed for next C&Ds.**

FURTHER ACTION: John Ingram to pursue Pacific Fisheries project with GLOBEC & LOICZ reps. **Done; joint meeting planned for late 2003.**

FURTHER ACTION: John Ingram to pursue Seminar with NL contacts re mid 2003. **Ongoing.**

FURTHER ACTION: John Ingram to discuss NL agencies Seminar with Jan Verhagen and Renne van Kessel-Hagesteijn.

FURTHER ACTION: Ike Holtmann to pursue Seminar with German contacts re late 2003. **Pending.**

FURTHER ACTION: Maarit Thiem to discuss DE agencies Seminar with Paul Vlek.

FURTHER ACTION: John Ingram to discuss further possible Canadian intern program with Doug Whelpdale. **Done.**

FURTHER ACTION: John Ingram to work with Ken Green on presentation for the IUFoST Congress, 16-20 July 2003. **Done.**

04/04: Executive Committee and SAC membership

ACTION: John Ingram, as Exec Secretary, to write to Chairs and Directors recommending Peter Gregory and Mike Brklacich be invited to continue as Chair and Vice-Chair respectively, for a further full term (3 years). **Done. Positive reply.**

ACTION: Ike Holtmann to discuss with Barbara Goebel replacement IHDP SC representative on GECAFS Exec with effect from end 2003. **Ongoing.**

FURTHER ACTION: Peter Gregory to write to IHDP Chair seeking IHDP SC rep from Jan 2004.

ACTION: John Ingram to write to Chairs and Directors recommending Barbara Huddleston be invited to join the SAC in a personal capacity; and informing them of the new FAO nominee. **Done. Positive reply.**

ACTION: Peter Gregory to write to Ian Johnson inviting a CGIAR nominee for the SAC. **Done. Mark Rosegrant nominated.**

ACTION: John Ingram to pursue links with Asian Development Bank re SAC, and also investigate a possible rep the African Development Bank (which now has substantial funds). **Ongoing.**

ACTION: Ike Holtmann to send John Ingram suggestions for an EU rep for SAC. **Superseded by events.**

ACTION: Mohamed Salih to send John Ingram suggestions for a possible African Development Bank contact re SAC; and for a possible African scientist for Member #9. **Superseded by events.**

04/05: GECAFS Regional and Underpinning Research Projects

ACTION: John Ingram to submit Challenge Program pre-proposal by 14 April 2003. **Done. Successful. [The follow-up full proposal was not successful.]**

ACTION: John Ingram to explore other funding opportunities for IGP activities. **Ongoing.**

FURTHER ACTION: John Ingram to explore other funding opportunities for IGP activities.

ACTION: John Ingram to draft IGP Regional Coordinator Terms of Reference for discussion with Exec; and then with Winrock International (Nepal). **Superseded by events.**

ACTION: Mike Brklacich to discuss effective coordination with CFS Proposal Writing Group and explain how the Exec sees the Project moving forward both in terms of scientific and institutional arrangements. **Done.**

ACTION: Mike Brklacich to discuss GECAFS Eastern Pacific project with Tim Baumgartner and Ian Perry. **Done.**

ACTION: John Ingram to plan Banff meeting and follow-up actions as appropriate. **Done.**

ACTION: Mike Brklacich to represent GECAFS at Maputo SAVI workshop and report back to Exec. **Done.**

ACTION: Mike Brklacich to discuss with Tom Downing to ensure Vulnerability workplan underpins GECAFS needs. **Done.**

ACTION: John Ingram to ask Jim Jones, Linda Mearns and Doug Whelpdale to prepare Terms of Reference for a GECAFS-orientated scenarios review. **Ongoing.**

FURTHER ACTION: John Ingram to contact Jim Jones, Linda Mearns and Doug Whelpdale re Scenarios ToR.

ACTION: John Ingram to seek funds to commission a GECAFS-orientated scenarios review. **Done. Part of NERC grant.**

ACTION: John Ingram to discuss nature of “decision support tools” workshop with Jim Jones and Pramod Aggarwal. **Done.**

ACTION: John Ingram to seek funds for a “decision support tools” workshop and plan for mid-2003. **Done. Part of IHDP & IGBP contribution.**

04/06: Funding

ACTION: John Ingram to follow-up with all potential Core and Project funding. **Done.**

04/07: Future GECAFS Meetings

ACTION: John Ingram to inform SAC of SAC3 date and establish venue in discussion with Exec. **Done. Set for FAO, Rome 1 May 2004.**

ACTION: John Ingram to confirm arrangements for Nov 03 Exec meeting. **Done. Set for Washington DC, 7 Dec 2003.**

ACTION: John Ingram to discuss SAF follow-up to the first workshop with Jaap Arntzen; with Mike Brklacich re SAVI; and with SADC, NEPAD, regional scientists and potential donors. **Done.**

ACTION: Mike Brklacich to discuss Oxford Vulnerability workshop with Tom Downing. **Done.**

ACTION: John Ingram to arrange Oxford Vulnerability workshop in collaboration with SEI-Oxford. **Done.**

ACTION: John Ingram to convene an Expert Workshop on “decision support tools” in mid-2003. **Done.**

ACTION: John Ingram to update GECAFS Timeline and load on www.gecafs.org. **Done.**

04/08: Future Related Meetings

ACTION: To decline the “Lal” workshop, Ohio 10 & 11 June 2003. **Done.**

ACTION: John Ingram to represent GECAFS at IGBP Science Conference, Banff 19-24 June 2003. **Done.**

ACTION: Mike Brklacich to discuss GECAFS presentation in HD Open Meeting (October 2003) with Susan Singh-Renton. **Done.**

ACTION: Ike Holtmann, Mike Brklacich and John Ingram to discuss convening possible side meeting on interdisciplinary research at HD Open Meeting if appropriate people are present. **Done.**

ACTION: John Ingram to discuss with Doug Whelpdale GECAFS representation in CLIVAR Open Science Conference Baltimore, 21-25 June 2004. **Ongoing.**

- ACTION:** John Ingram to identify HELP reference to proposed joint meeting mid 2004; and discuss further with Jim Wallace. **Ongoing.**
- ACTION:** John Ingram to represent GECAFS at GWSP Delft meeting, but report that the Exec did not see the Virtual Water proposal for Southern Africa as a GECAFS priority at present. **Done.**

04/09: *GECAFS Publications Strategy*

- ACTION:** John Ingram to draft GECAFS Report Series Editorial policy statement. **Not done.**

FURTHER ACTION: John Ingram to draft GECAFS Report Series Editorial policy statement.

04/12: *Any Other Business*

- ACTION:** Peter Gregory and John Ingram to prepare presentation for C&Ds (Tuesday 3 June 2003, Paris). **Peter Gregory reported back on the outcomes of the C&Ds meeting. The C&Ds approved the appointment of Peter Gregory as Chair and Mike Brklacich as Vice-Chair for a further 3-year period. The C&Ds requested GECAFS prepare a Science Plan for endorsement at their next meeting (June 2004).**

- ACTION:** Peter Gregory and John Ingram to draft GECAFS policy paper on endorsing relevant, ongoing research for tabling at the next Exec Cmmtt meeting. **Not done.**

FURTHER ACTION: Peter Gregory and John Ingram to draft GECAFS policy paper on endorsing relevant, ongoing research for tabling at the next Exec Cmmtt meeting as part of Strategic Plan.

- ACTION:** John Ingram to ensure draft IHDP Newsletter article is submitted on 14 April 2003. **Done.**

05/03: Strategic Plan

Considerable time was devoted to a discussion of the 15 October 2003 draft Strategic Plan. The major outcome was the need for a re-structured document to be developed around a new Table of Contents.

New diagrams are needed to explain several aspects of GECAFS design and activities; and a clear expression of links to policy formulation and other stakeholders needs to be included in the presentation to the 2004 C&Ds meeting .

- ACTION:** John Ingram to work with all Exec Cmmtt on developing a revised document for circulation for comment to the SCs/JSC in March 2004; and to then develop the “GECAFS Science Plan and Implementation Strategy” for presentation to the C&Ds in June 2004.

05/04: Funding

The Exec noted the status of Core and Project funding. The IPO grant from NERC was particularly welcomed. It was also noted that the Sponsoring Programmes have less funding than in previous years which may affect the annual funding for GECAFS management.

ACTION: Peter Gregory to write to John Lawton, Chief Executive NERC to convey the thanks of the Exec Cmmtt for the NERC IPO grant.

05/05: GECAFS Regional and Underpinning Research Projects: Updates and Actions to be taken

a. Pacific Fisheries

The Exec noted progress at the Miami meeting, and noted that GECAFS involvement will most likely be in terms of vulnerability assessment and DSS, rather than as a GECAFS Food Systems project *per se*.

ACTION: John Ingram to work with Manuel Barange (GLOBEC) on a Pacific Coastal Fisheries position paper for discussion at SAC III.

b. Caribbean

The Exec noted that Phase II needs to be re-launched and that the best way forward is to cultivate contacts with the development community.

ACTION: Mike Brklacich to explore CFS funding possibilities with IDRC in the first instance.

c. IGP

The Exec noted that the Challenge Program bid had not been successful but that the proposal had been submitted to DFID and USAID regional offices.

ACTION: John Ingram to pursue IGP funding opportunities for research implementation, especially with DFID.

d. Southern Africa

The Exec noted an "issue identification" consultancy is underway, and also the interest expressed by the Rockefeller in receiving a concept note for GECAFS planning activities.

ACTION: John Ingram to pursue SAF funding opportunities for planning activities, especially with Rockefeller.

e. GECAFS links with SAVI

The Exec noted the risk of science and donor “confusion” and therefore the need for common planning with GECAFS. This should be factored into the bid to Rockefeller.

ACTION: Mike Brklacich and John Ingram to liaise on preparing strategic approach to Southern Africa regional activities.

f. Vulnerability research

The Exec noted progress on both the SEI-Oxford (ESRC funded) and Carleton (ICSECA funded) sub-projects, and that funds are available for liaison between the two elements.

ACTION: Mike Brklacich to liaise with Tom Downing on collaboration and integration of two vulnerability elements.

g. Scenarios research

The Exec noted the need for a review of scenarios and that a short consultancy should be set up. This paper would provide input to the Scenarios Ws (Rome, late April 2004).

ACTION: John Ingram to liaise with Doug Whelpdale, Linda Mearns and Mike Brklacich on Scenarios Consultancy ToR; and to engage suitable consultant.

h. DSS research

The Exec noted the need for a background paper on DSS for discussion at SAC III, and that Jim Jones should be approached.

ACTION: John Ingram to contact Jim Jones to discuss DSS paper and establish how a paper could be generated for SAC III.

05/06: Executive Committee and SAC Membership

The Exec noted the background paper and agreed the need for IGBP, IHDP and WCRP SC/JSC representation on the GECAFS Exec with effect from early 2004.

The Exec also agreed the value of IGBP, IHDP and WCRP Secretariat liaison officers on the Exec to help with implementation aspects, but it was also noted that nominated officers need not necessarily participate in all Exec meetings.

The Exec agreed that key scientists from the regions where GECAFS activities were ongoing or immanent should be invited to join the SAC; and that representatives from GECAFS research projects (nominally the PI) should be invited to SAC meetings to report progress.

ACTION: Peter Gregory to write to IGBP, IHDP and WCRP asking for SC/JSC representation on the GECAFS Exec with effect from early 2004.

ACTION: Peter Gregory to write to IGBP, IHDP and WCRP asking for Secretariat liaison officers on the GECAFS Exec with effect from early 2004.

ACTION: Peter Gregory to write to C&Ds asking for expansion of SAC.

05/07: GECAFS Communications Strategy

This item was deferred to Exec VI.

05/08: GECAFS Publications

Prospectus. This needs to be updated after the 2004 C&Ds meeting. The Exec agreed a GECAFS newsletter was not yet needed but that the web should be kept up-to-date.

ACTION: John Ingram to update Prospectus after 2004 C&Ds.

05/09: Future GECAFS Meetings

- a. Southern African Planning Meeting, late January 2004, Nairobi
- b. Vulnerability WS, late February 2004, Venue?

The Exec noted both (a) and (b) need further discussion.

ACTION: Mike Brklacich and John Ingram to consult on links between SAVI, and GECAFS Vulnerability and SAF work.

- c. Scenarios WS, 29-30 April 2004, FAO Rome (TBC)
- d. 3rd SAC, 1 May 2004, FAO Rome (TBC)
- e. 6th Exec, 2 May 2004, FAO Rome (TBC)

These three meetings are set for FAO Rome, subject to formal confirmation from FAO.

ACTION: John Ingram to plan Scenarios workshop 29-30 April 2004, FAO Rome.

ACTION: John Ingram to confirm Exec and SAC meeting arrangements with Jelle Bruinsma and notify Exec and SAC.

05/10: Future Related Meetings

This item was deferred to Exec VI.

05/11: Any Other Business

Presentation to IHDP SC: It was noted that the 2004 IHDP SC meeting did not anticipate a verbal report from GECAFS.

ACTION: Maarit Thiem and John Ingram to prepare written report on GECAFS activities for the 2004 IHDP SC. [The same document will be circulated to IGBP SC and WCRP JSC.]

John Ingram
GECAFS Executive Committee Secretary

Drafted: 23 December 2003

Confirmed:

Peter Gregory, GECAFS Chair

Date: 2 May 2004, Rome

Annex: Summary of Actions

05/02: Matters Arising

FURTHER ACTION: Peter Gregory and John Ingram to draft short statement on GECAFS attitudes for discussing with potential commercial sponsors; and contact Leverhume.

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05/05: GECAFS Regional and Underpinning Research Projects:

- ACTION:** John Ingram to work with Manuel Barange (GLOBEC) on a Pacific Coastal Fisheries position paper for discussion at SAC III.
- ACTION:** Mike Brklacich to explore CFS funding possibilities with IDRC in the first instance.
- ACTION:** John Ingram to pursue IGP funding opportunities for research implementation, especially with DFID.
- ACTION:** John Ingram to pursue funding opportunities for SAF planning activities, especially with Rockefeller.
- ACTION:** Mike Brklacich and John Ingram to liaise on preparing strategic approach to Southern Africa regional activities.
- ACTION:** Mike Brklacich to liaise with Tom Downing on collaboration and integration of two vulnerability elements.
- ACTION:** John Ingram to liaise with Doug Whelpdale, Linda Mearns and Mike Brklacich on Scenarios Consultancy ToR; and to engage suitable consultant.
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