Africa Climate Conference Steering Committee Meeting Report
Addis Ababa, Ethiopia
19 - 21 October 2012

Participants
Arame Tall
Cheikh Kane
Anna Pirani
Bruce Hewitson
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Action Items
Progress in the completion of the following action items will be reviewed by **15 November** by the SC co-Chairs Arame Tall and Seleshi Bekele, assisted by Anna Pirani.

1. Send an invitation to Wassila Thiaw to join the Scientific and Technical Committee and the Resource Mobilization Committee (Arame Tall, Anna Pirani)

2. Email SC to request nominations for central Africa and northern Africa (Anna Pirani)

3. Email SC to request nominations for representatives from international representative organizations for the IAV and Policy Review Committee, organize 'vote' and send invitation letters (Anna Pirani)

4. Develop a transparent abstract selection process (Scientific and Technical Committee leads)

5. Identify an international journal to organise a post-ACC special issue (Bruce Hewitson, Cheikh Kane)

6. Enquire whether START can collate information on research priorities developed by existing research programs (Arame Tall, Hassan Virji)

7. Produce documentation needed by fund-raisers (1-page conference summary, short concept note, and conference letterhead for support request letters) (Anna Pirani)

8. Prepare region-specific letter to request support from regional economic groups, following the AMMA example (Cheikh Kane)

9. Compile a list of pledged support from ACC funders by mid-December (Cheikh Kane, Ernest Afiesimama)

10. ACPC to compile detailed table of logistics costs (Seleshi Bekele)

11. Set conference registration fee (Resource Mobilization Committee leads, Anna Pirani, Seleshi Bekele)

12. Finalize ACC power point presentation (Anna Pirani)

13. Set ACC dates (ACPC Team, SC)

14. Develop the ACC website between by end December 2012 (Anna Pirani, ACPC Team)

15. Input from break out discussion and the SC meeting will be incorporated into the frontiers paper (Richard Graham)

16. Distribute frontiers paper to research community for review by mid-Dec 2012 (Scientific and Technical Committee)

The Second Climate Change and Development Conference (CCDA-II) organized by ACPC at the UNECA, Addis Ababa, Ethiopia was held on 19-20 October 2012. The ACC SC has played an integral role in the CCDAII, with the responsibility for shaping the CCDAII agenda of Sub-Theme 1: Climate Service Delivery for Development. The CCDAII was a major opportunity for the SC to consult with the users and policy makers present on the formulation of the climate research frontiers that are being developed by the SC, which will shape the agenda of the Africa Climate Conference (ACC) 2013. Presenting the research frontiers at the CCDAII has been part of the consultation process to vet the frontiers that is currently on going and will continue until the end of December this year, ahead of the call for papers for the ACC in early January 2013.

The SC members present at the CCDAII met on Friday 19th evening and Sunday 21st morning and discussed the following is agenda:
1. Review membership of the SC and its sub-committees
2. Discuss tasks to be accomplished by the sub-committees
3. Consolidate the frontiers paper that is being presented at the CCDAII and discuss how the CCDAII participants receive the paper.

The SC also met for lunch on Friday 19th with the WMO DSG Jerry Lengoasa to discuss the SC objectives and the ACC planning process. The DSG expressed his enthusiasm for the SC's activities and the ACC concept. He has pledged WMO funding to sponsor the ACC and gave two main pieces of advice. The first is for the conference Resource

Mobilization Committee to make contact with national funding bodies. The DSG had recently attended a meeting of the International Group of Funding Agencies (IGFA) and the agencies represented were very receptive of the ACC proposal. The second is to stress the interdisciplinary nature of the research frontiers as they shape the conference themes and the research proposals that are anticipated as conference deliverables. This is in terms of how the ACC will bring together the often-disparate communities of climate science, users and policy makers. The DSG also generously offered Secretariat help should the SC need it.

1. <u>Membership</u>
At the SC launch meeting in Sept 2012, four sub-committees were set up to steer the ACC planning: the Scientific and Technical Committee, the Resource Mobilization Committee, the Logistical Committee and the Communication Committee. Since most of the SC members here were not present at the SC launch meeting, here they had the chance to sign up for the various conference sub-committees (see SC website for an updated list). While the SC seeks to be as broadly representative as possible, it must not become too large a group to be unmanageable. Non-SC members can be nominated to join the sub-committees, in particular the Resource Mobilization Committee.

Of note is the fact that those present unanimously endorsed inviting Wassila Thiaw, NOAA Africa Desk, to join the Scientific and Technical Committee and the Resource Mobilization Committee. Cheikh Kane and Ernest Afiesimama were nominated to co-chair the Resource Mobilization Committee. The SC is aware of the lack of Central African representation and has noted the importance of strengthening the North African contribution. To address the former, nominations for a Central African representative will be circulated to the SC to vote on. For the latter, renewed contact will be sought with Abdullah Mokssit, as well as potentially nominating a representative from Tunisia or Algeria that is active in the HYMEX project.

ACTION 1:   Send an invitation to Wassila Thiaw to join the Scientific and Technical Committee and the Resource Mobilization Committee (Arame Tall, Anna Pirani)

User Consultation
Considerable discussion was dedicated on how to best consult with climate information users (notably impact and vulnerability (IAV) practioners and policy makers) when framing the research frontiers and the ACC agenda. Endorsement of the ACC process by user groups will confirm that the research priorities are framed in accordance to user needs and this will motivate stakeholders to mobilize resources in support of the ACC. Demonstrate the value of integrating climate info into national policy will also mobilise national investment towards NHMS. A new ACC sub-panel, the IAV and Policy Review Committee, is proposed to entrain the user perspective. The user groups that will be represented here are in addition to the NHMS community, which is already represented in the SC membership. The users in this sub-committee will encompass as broad a selection of sectors as possible and will reflect the user groups as defined by the GFCS. The Chair

of the sub-group will also sit on the scientific and technical steering committee to ensure adequate communication between the two groups.

Sub-committee: IAV and Policy Review Committee

Terms of Reference:
1. Review and validate plans of scientific steering committee (Frontiers document) in terms of the statements made user needs

The SC will be asked to nominate representatives from the following sectors:

> Disaster reduction (e.g. Red Cross)
> Water (e.g. Nile delta activity)
> Agriculture
> Health
> Food Security
> Policy (e.g. city mayor, regional economic groups)
> Media
> Education
> Academic applications initiatives (e.g. QWECI, Healthy Futures)

ACTION 2:   Email SC to request nominations for central Africa and northern Africa (Anna Pirani)

ACTION 3:   Email SC to request nominations for representatives from international representative organizations for the IAV and Policy Review Committee, organize 'vote' and send invitation letters (Anna Pirani)

2.1 Scientific and Technical Committee

Timeline of Tasks
The timeline of activities of the committee was discussed and modified, see the SC website for the most up-to-date version. The timeline had the selection of abstracts and paper development taking place from March to early July. This has been changed so that the selection of abstracts takes place from March to the end of May, when the committee will notify participants on the outcome. Those selected for oral presentations will be invited to produce extended abstracts that will be included in the conference proceedings. These must be submitted by the end of July. If this deadline is not met, the abstract will not be included in the publication. The conference agenda will be set during August-September, and this period will also see the start of the development of community research proposals.

Abstract Selection Process
The paper selection process was discussed and the recommendation is that the committee develops a transparent abstract selection framework to ensure both high quality and inclusiveness, particularly of PhD students. START and WCRP can provide guidance on

how to best set up the procedure. It is anticipated that members of the large committee will naturally gravitate towards assessing the abstracts in their particular areas of expertise.

ACTION 4:   Develop a transparent abstract selection process (Scientific and Technical Committee leads)

Journal Special Issue
The committee will commission 10-12 community review papers to address key areas identified in the frontiers paper, each with a lead author/champion that is in a position to form an author team to best represent the wider community. A pre-conference deadline will be set and these papers will then go to produce a special issue in a peer-reviewed journal. Bruce Hewitson and Cheikh Kane will explore the choice of journal and will report back to the SC by mid-November. An online journal will be chosen to avoid publication costs and facilitate distribution.

ACTION 5:   Identify an international journal to organise a post-ACC special issue (Bruce Hewitson, Cheikh Kane)

Current Research Priorities
Various programs have or are in the process of currently developing research priorities, some of which will feature in up-coming calls for proposals. It was suggested that START is best place to collate this information that is relevant for research in Africa. This will help the SC with its stakeholder engagement between now and the end of the year.

ACTION 6:   Enquire whether START can collate information on research priorities developed by existing research programs (Arame Tall, Hassan Virji)

2.2 Resource Mobilization Committee
The Resource Mobilization Committee should aggressively pursue fund raising options between now and December so that the feasibility of holding the ACC is known before the call for abstracts is opened. Strong endorsement of the ACC will strengthen the drive to attract sponsors. A letter of endorsement will be sought for example from IPCC Chair, WG1 Chairs, WG2 Chairs, AU Chair (Dlamini Zuma), etc. The WCRP and ACPC logos will be removed from conference documents, e.g. funding solicitation letters, instead putting together a conference letterhead (like Planet Under Pressure). It was thought that this would be more attractive to potential funders. Fund raising activities will need to clearly demonstrate the benefit gain that funders will get by supporting this conference. This will need to be tailored according to the funding body, for example citing region-specific gains.

ACPC has confirmed that they can set up an account through UNECA to handle the central conference fund, including revenue from the conference registration fee. This banking service, that will include on-site participant travel reimbursements, will incur a 13% overhead cost.

ACTION 7:   Produce documentation needed by fund-raisers (1-page conference summary, short concept note, and conference letterhead for support request letters) (Anna Pirani)

ACTION 8:   Prepare region-specific letter to request support from regional economic groups, following the AMMA example (Cheikh Kane)

ACTION 9:   Compile a list of pledged support from ACC funders by mid-December (Cheikh Kane, Ernest Afiesimama)

Registration fee
The committee has agreed that a registration fee should be set to cover the costs of catering, a welcome reception, conference material and publications. This is also a cost-recovery in case of budget gaps. The registration fee of invited participants will be incorporated in their sponsorship. The fee will be set once a full conference budget has been established.

Conference Budget
A detailed spreadsheet of conference costs is needed to set the ACC fundraising goal.

Participant Travel Costs (Estimate $1500 airfare, $200 per diem x4, for 300 people)	$690,000

Logistical Costs (venue UNECA, Estimate for 500 people)

Venue Hire	
Catering	
Ushering	
Translation	
Interpretation	
Media	
Publishing	
Technical Consultant/Event Organizer*	
Support Staff	
ECA Protocol and Liaison**	
Shuttle Service	
UNECA conference account*** overhead	13%

* program design, compiling documents, website, invitation letters, abstract management, hotel reservations, etc
** airport welcome, visa support
*** account for sponsor funding, registration fee, bank service to arrange travel reimbursements

ACTION 10: ACPC to compile detailed table of logistics costs (Seleshi Bekele)

ACTION 11: Set conference registration fee (Resource Mobilization Committee leads, Anna Pirani, Seleshi Bekele)

2.3 Communication Committee
The ACC concept will be presented in various venues between now and the end of the year. A set of overview slides has been put together (see SC website). Examples of meetings where SC members will present the ACC are the GFCS meeting coming up at WMO (Ernest Afiesimama, Arame Tall) and the AMMA international steering committee meeting in December (Cheikh Kane). A standard power point presentation on the ACC has been prepared.

ACTION 12: Finalize ACC power point presentation (Anna Pirani)

2.4. Local Organizing Committee

Conference Dates and Venue
The SC proposes that the ACC is held in the third week of October. How the dates are arranged in that week will be discussed with ACPC, depending on their plans for CCDAIII. ACPC recommends that the conference venue be the UNECA, instead of the African Union Hall, because of easier logistics.

A key issue to be discussed with ACPC colleagues is the setting up of the conference website before the end of December, ready to open the call for abstracts in January and to the collection of the registration fee.

ACTION 13: Set ACC dates (ACPC Team, SC)

ACTION 14: Develop the ACC website between by end December 2012 (Anna Pirani, ACPC Team)

3. Climate Research Frontiers
The ACC research frontiers were presented at CCDAII in sub-Theme 1: Climate Service Delivery for Development. The participants were subsequently divided in a break out discussion session into regional groups to discuss the user needs identified in the SC Frontiers paper. The following is a list of topics discussed:

- Understanding/communicating the current limits to predictability
- Factoring in indigenous knowledge (how to match/harmonise indigenous and scientific knowledge on onset date, forecast methods, etc.)
- Downscaling
- Understanding why there is a weak uptake of climate products
- Need for education in meteorology in schools

- Observational data (there be a concerted data effort Africa-wide – like AMMA, AMCOMET endorsed need for a continent-wide ocean-obs program, network of weather stations, under auspices of ACPC).
- Need for temporal 'applications' data, eg health
- Need for increased temporal, spatial resolution
- Tailoring of products and training so that products can be generated in-house.
- Training to increase publication in international peer-review literature by African scientists.

The outcomes of break out discussion mapped well onto the table of priorities of the ACC frontiers paper. Some gaps were identified, notably on the topic of observations, which will be incorporated into the frontiers paper. Observations and downscaling are cross-cutting topics, in other words they are relevant for all the other priorities already identified, so these will be included as such in the frontiers paper.

Frontiers document focus is on science research frontiers, with recommendations on how to best coordinate activities between existing institutions and what the resource/data needs are, in other words what is needed in research proposal design. The ACC itself will focus on validating the identified research areas, provide a forum to establish partnerships to take research forward. It will also address issues of uptake, outreach, capacity building, etc.

The wording of the frontiers paper and table was reviewed. The document will now refer to 'advancing the frontiers of climate science', not 'pushing back frontiers'. It will also carefully note that it is the NHMSs that have the mandate to transmit information products at a national level and these should be capacitated to better support core climate information provision, for example by downscaling.

On the topic of observations, the group discussed how to explore the role that regional economic groups could play in supporting the development of an extended and sustained observing system. The value of this and the improved coordination of regional activities across the Continent should be clearly demonstrated by the conference, for example for operational activities and as an educational resource.

ACTION 15: Input from break out discussion and the SC meeting will be incorporated into the frontiers paper (Richard Graham)

ACTION 16: Distribute frontiers paper to research community for review by mid-Dec 2012 (Scientific and Technical Committee)