

CDEMA

The Caribbean Disaster
Emergency Management Agency

SECTOR LEADS OF THE CDM CHC

Fourth Meeting Report

CDEMA Coordinating Unit

July 7th, 2012

REPORT OF THE FOURTH (4TH) MEETING OF THE SECTOR LEADS

Building Sustainable CDM Governance Mechanisms

I. INTRODUCTION

The fourth meeting of the CDM Sector Leads was convened at the CDEMA Main Board Room on 7th July 2012. The Meeting Objectives were:

1. To note the progress made across Sector Sub-Committees in the development and implementation of their work programmes
2. To identify opportunities for harmonization and collaboration across sector sub-committees; and
3. To identify initiatives for support under the CDM HIP Sector Support Grant as appropriate
4. To agree on the date and location of the next meeting of the Section Leads.

II. PARTICIPANTS

The meeting attendees included Ms. Elizabeth Riley (Chair), Mr. Emmerson Beckles (FAO/ASSC Lead), Ms. Sharon Layne-Augustine (CDEMA), Ms. Gayle Drakes (CDEMA), Ms. Cisne Pascal (CDEMA), Ms. Saudia Rahat (CDEMA), Ms. Michelle Harris (CDEMA) and via go-to-meeting were Dr. Paulette Bynoe (UWI/ESSC Co-Chair) and Mr. Howard Arfin (IFRCS/CSSC Lead)

III. WELCOME AND OPENING REMARKS

The meeting officially commenced at 2:45pm and the Chair, Ms. Elizabeth Riley welcomed Sector Leads and CDEMA CU internal Sector Lead representatives to the meeting and invited participants to introduce themselves. Following the round table introduction, Ms. Riley extended apologies from the Chairs of the Tourism and Health Sectors - CTO and PAHO respectively.

The Deputy Executive Director of CDEMA indicated that there are some changes in management at the Caribbean Policy Development Center (CPDC) and that the CU is currently in the process of identifying a focal point to participate on the CDM Governance Mechanism and confirmation of their willingness to maintain their role as Chair of the Civil Society Sub-Committee.

She noted that this meeting is timely. We are currently approaching the end of the CDM Strategy. In view of this, we have initiated the process for examining the CDM Strategy beyond 2012. She also noted that this will not be a substantive agenda item for the Sector Leads meeting, but will be discussed at the CDM CHC meeting. Ms. Riley urged Sector Leads to identify areas that need to be considered as it relates to CDM mainstreaming in Sector - this is Priority Outcome 3 of the Enhanced CDM Strategy. She welcomed recommendations for the

reshaping of the output level results of the Strategy, and/or support for the maintenance of some priority results.

Ms. Riley also noted that the CDM HIP is officially coming to a close on March 31, 2013, and further indicated that the CU is currently in discussions with the CDM HIP donors for consideration of a possible no-cost extension. The extension will include continued support for the sector level discussions. She stated that it is important that we turn our attention at the sustainability of the CDM GOV mechanism, and informed that more details will be shared on the agreement of support for the extension.

She noted the objectives of the meeting are four fold and that we need to get a sense of the status of implementation of the work plans that have been developed by the various sectors as this would allow for the preparation of a consolidated report for sharing at the level of the CDM CHC. This would also inform the identification of cross cutting themes for implementation across sectors and implementation challenges for consideration.

IV. APOLOGIES

Apologies were expressed for Tourism (CTO) and Health (PAHO) Sector Leads.

1.0 ADOPTION OF MEETING AGENDA

FAO moved to adopt agenda. IFRC seconded the adoption of the agenda. See complete agenda at Appendix I.

2.0 SECTOR LEADS REPORT

2.1 Agriculture Sector

Mr. Emerson Beckles, FAO Representative, presented the Agriculture Sector Sub-Committee report to the meeting, he noted the following during his presentation:

- I. The Agricultural Sector DRM Committee (ASSC/TMAC) is an amalgamation of the Agricultural Sector Sub-Committee (ASSC) of the CDM and the Technical Management Advisory Committee (TMAC) of the Jagdeo Initiative. It is chaired by the Honourable Minister responsible for DRM under the Jagdeo Initiative, with reporting responsibilities to both COTED and the CDM CHC
- II. The system of "Core Group" meetings was introduced to facilitate the planning and implementation of the Committee's sponsored activities
- III. The Committee has been directly involved with the implementation of a number of specific initiatives in DRM within the agricultural sector, e.g. Agricultural Insurance Symposium (June 2010), the assessment of the state of praedial larceny within the agricultural sector in the Caribbean (2009/2010) and the ADRM Writeshop (January 2012)

- IV. The Writeshop focused on the Preparation of DRM plans for hurricanes, droughts and floods in the agriculture sector
- V. Since the meeting, progress has been made towards the development of national DRM plans for the agriculture sector focused on hurricane and flooding hazards.
- VI. The establishment of three sub-committees to monitor and report on developments in the respective areas:
 - a. Climate change sub-committee, chaired by CARDI
 - b. Agricultural Insurance sub-committee, chaired by IICA
 - c. Praedial Larceny/DRM sub-committee, chaired by FAO
- VII. The Committee agreed that the following items will be permanent fixtures of its agenda and that discussions be led by the sub-committee chairs:
 - a. DRM - FAO
 - b. Agricultural Insurance - IICA
 - c. Climate Change Adaptation- CARDI
 - d. Praedial Larceny - FAO
- VIII. One page briefs are to be prepared on the following topics as they relate to regional agriculture:
 - a. Climate Change by CARDI and CIMH
 - b. Agricultural Risk Insurance by IICA
 - c. Praedial Larceny by FAO
- IX. The Committee will pursue initiatives to ensure national level participation/representation. At a minimum, a representative from the National Disaster Office and from the Ministry of Agriculture from the country where the Committee will be meeting should be invited to participate.
- X. Pertinent items on every meeting agenda. These include – DRR, agriculture insurance, climate change adaptation and praedial larceny.
- XI. Use of the go-to-meeting platform is proving to be highly beneficial. Noted that the Chair requests face-to-face meeting during the year.
- XII. Major challenge for the sub-committee is the inability to identify dedicated secretariat support to the Chair in Antigua. Indicated that more decision and follow up actions at the level of committee would be better managed and executed.
- XIII. The area of reporting was identified as a major concern for the ADRM Committee

- XIV. Follow-up on the discussions of the Committee has proven to be a major challenge over the years as the Representatives of most agencies have been unable to devote adequate time
- XV. Agreed that the committee will pursue initiatives that will promote national level participation in the sub-committee dialogue. At a minimum a representative from the NDO and MoA should attend that meeting of the committee from the country the meeting is being convened.
- XVI. Agreed the need to establish committees at the national levels that can report to the sub-committee on progress made.

2.2 Civil Society Sector

Mr. Howard Arthur, IFRC Representative presented the report on the Civil Society Sector Sub-Committee. Mr. Arthur noted the following during the presentation:

- I. Results based work programme that was developed by Dr. Paulette Bynoe in the capacity as a Consultant. Discussions were had at a meeting about 11 months ago on a project to be articulated based on the work programme of the sub-committee. It was recognized that monies is available under the CDM HIP to support this project.
- II. Agreed that there is need to develop a website for the sub-committee. Task force set up and provided specifications on the design of the website. Based on the changes at the CPDC, the discussion went cold. Little progress has been made to date since the exit of Martin Hall and Cecilia Babb from CPDC.
- III. There is a hiatus as it relates to the leadership of the group.
- IV. There is strong consensus on the information sharing need across the SSCs.

2.3 Education Sector

Dr. Paulette Bynoe presented the Education Sector Sub-Committee. She began by offering apologies for Dr Barbara Carby the Chair of the sub-committee. Dr. Bynoe noted the following during the presentation:

- I. Through a consultancy, the ESSC has managed to achieve the following:
 - a. Developed a work programme for the sub-committee and has prioritized activities. Expect that some of the elements within the work programme will be carried out by member of the committees from relevant organizations.
 - b. Developed the core elements of basic DM courses.
 - c. Developed a course outline for the BSc level
 - d. Completed an inventory of DM courses in the region

- II. UWI DRRC has hosted two public consultations on DRR. Also has a database of personnel available to support DRR from the University system.
- III. The key challenges for the sector include establishing a quorum due to scheduling conflicts. Need to revisit the membership of the sub-committee and the staff turnover within agencies that are represented on the sub-committee.

2.4 Issues/Discussions:

Dr. Paulette Bynoe indicated that there is need for more vertical and lateral integration across the work of the various SSCs.

Ms. Riley indicated that integration is a key theme to be discussed by the Sectors. The website development that the CSSSC was looking to advance would address many of the issues currently noted across sectors.

The representative from FAO noted that the use of ICT platforms would require dedicated human resources to manage and maintain the websites.

Dr. Bynoe indicated that sector leads need to utilize pragmatic ways to address limitation. The solution does not have to always be costly alternatives such as hiring of staff etc. However, support the need for committed personnel.

2.5 Sector Leads:

- I. **Noted** the progress made in advancing CDM in the education, civil society and agriculture sectors.
- II. **Congratulated** the SSCs on their efforts made to date and encouraged continued progress.
- III. **Recognized** the need to strengthen measurement of progress.
- IV. **Acknowledged** that the ASSC has a reporting requirement to COTED on status of achievement of the targets. **Further noted** that this reporting would be useful for inclusion in the CDM Strategy beyond 2012.
- V. **Acknowledged** that the issue of quorum is a challenge faced by several other SSCs.
- VI. **Noted** that the core group system instituted by the ASSC has allowed progress to be made during the interim of wider ASSC meetings.
- VII. **Agreed** that information sharing needs to be enhanced across the sectors.
- VIII. **Recognized** the need to establish formal communications through the Sub-Committee Chairs and the CU for posting on the CDM CHC website.
- IX. **Recognized** that SSC reporting needs to demonstrate to development partners the tangible results being achieved.
- X. **Requested** that Dr. Bynoe and Mr. Beckles share information shared today. This information will be shared with the CDM CHC prior to the meeting on the 24th July.
- XI. **Recalled** that financial resources are available under the CDM HIP.
- XII. **Agreed** that SSCs need to look at resource mobilization for the implementation of the sub-committee work programmes. Important opportunity to use the work programmes

of the sectors to mobilize funding for projects articulated. The CU has triggered some dialogue with DFID for work to be done under the Civil Society Sub-Committee.

- XIII. **Appreciated** that human resource is clearly an issue for the SSCs as well. Specifically noted for the ASSC. The need for specific secretariat support. These 2 resource factors have implications for sustainability of the sub-committees.
- XIV. **Noted** that a CDM Database was developed at the request of partners to allow for the archiving of regional DRR projects and programmes to inform planning.
- XV. **Recognized** that funding opportunities currently existing under the CDM HIP need to be examined to address the limitations/challenges of SSCs and to advance work programmes.
- XVI. **Agreed** to share the work programmes of the various sub-committees with the Chairs of the SSCs.
- XVII. **Encouraged** more extensive cross dialoguing across the chairs of SSCs.
- XVIII. **Agreed** that the contact information for the Sector Leads is to be shared with the Chairs of the SSCs.

3.0 Sector Sub-Committees Uptake Rates of CDM HIP Sector Support Grants

Ms. Saudia Rahat, SPO, CDM HIP, provided an update on the Sector update rates. In her presentation, she noted the following:

- I. **Out of the USD\$50,000.00:**
 - a. Agriculture Sector used **USD\$16,979.54 for the FAO Writeshop;**
 - b. Civil Society used **USD\$5,930.85 to pay Dr. Bynoe;**
 - c. Education used **USD\$11,887.28 to pay UTEC.**
 - d. Tourism and Health did not utilize this fund.

3.1 Issues/Discussion

- I. Ms. Riley recommended that the available funding can be used by sectors to undertake the following:
- II. Liaison within Ministries at the National Level. Opportunities for online training for these national capacities to be strengthened.
- III. Low hanging fruits within sector work programmes.
- IV. Mr. Beckles indicated that Dao was not aware of the funding. Recommended that more awareness among committee members be promoted on the funding available and the protocols for accessing these funds.
- V. Dr. Bynoe indicated that the uptake rate for this sector is due to the significant time utilized for the articulation of a work programme in a results based management format.

3.2 Sector Leads:

- I. **Acknowledged** commitment by Sector Leads to expend funding available under the CDM HIP.
- II. **Recommended** that SSCs be encouraged to establish core groups that can manage parallel activities being undertaken by the sector.
- III. **Noted** that the CDEMA roving team can play a key technical support role to the SSCs.

- IV. **Re-iterated** the importance of expending to the extent possible, by March 2013. Charge the chairs of the sub-committees to revert and shape a proposal.
- V. **Agreed** that the CU will re-circulate the guidance note to access funding available under the CDM HIP.
- VI. **Agreed** to formally communicate to Sector Leads, the balances remaining under the CDM HIP.

4.0 Standardization of DRR across sectors

Ms. Cisne Pascal led this discussion. She noted that there are a plethora of tools available especially at the civil society level. This has caused some confusion at the NDO in terms of what tool to use for what purposes. Recommended that the Sector Leads examine what DRR tools exist for their sector and look at options for standardization of tools.

4.1 Issues/Discussion

Dr. Bynoe indicated that the word standardization should be rephrased. The idea of core elements is supported. This would suggest there is flexibility in the design of tools.

4.2 Sector Leads:

- I. **Agreed** that there is need for flexibility in the design of these tools.
- II. **Recommended** that sectors compile a list of model tools and documents being utilized.

5.0 Next steps and scheduling

The following timeframes for scheduling of SSC meetings were noted:

- I. Agriculture meeting set for end of august.
- II. Education meeting set for end august.
- III. Health sector will be meeting in august.
- IV. Next sector leads will precede the CDM CHC meeting.
- V. Next CDM CHC will be in December 2012.

Ms. Riley thanked the SL for committing their time and expressed our appreciation for the collaboration. Look forward to seeing SL at the ninth meeting of the CDM CHC in Barbados.

APPENDIX I – AGENDA

TIME	SESSION	RESOURCE AGENCY/PERSON
2:30-2:40	1. Welcome Remarks	CDEMA CU Representative Sector Lead Representatives
2:40-2:45	2. Adoption of Meeting Agenda and Review of Meeting Objectives <u>Document:</u> CDM-GOV-SL4-12-1.0 Agenda	CDEMA CU
2:45-3:45	3. Sector Leads Report <i>The meeting will receive 5-10 minute presentations from Sector Leads that summarise key achievements to date. This session will provide a forum for Sector Leads to discuss progress, challenges and lessons learned, and to identify opportunities for coordination and harmonisation across the sectors.</i>	Sector Leads – CTO, UWI, IICA/FAO, IFRCS/CPDC, PAHO
3:45-4:00	4. Sector Sub-Committees Uptake Rates of CDM HIP Sector Support Grants <i>The uptake rates of funding available under the CDM HIP by Sectors will be examined. Sectors are to confirm if they can spend the balance of their funding before March 2013. Also, the issue of capacity building for sectors at the national and regional levels in DRR will be highlighted as possible use of the funding available.</i>	CDEMA and Sector Leads
4:00-4:15	5. Standardization of DRR related tool across Sectors <i>Dialogue on the possible role of the Sector Sub-Committees on the standardization of DRR tools specific for sectors.</i>	CDEMA and Sector Leads
4:15-4:20	6. Next Steps and Scheduling of Sector Level meetings	CDEMA and Sector Leads
4:20-4:30	7. Any Other Business	CDEMA and Sector Leads

Meeting Documents: CDM-GOV-SL4-12-1.0 Agenda