



## GCARD3 Organizing Committee

Meeting #13: **Monday 29 February 2016, 1:00p.m UTC**

Via Blue Jeans (<https://bluejeans.com/101020304>)

### DRAFT MINUTES

#### Participants:

Mark Holderness (co-Chair, GFAR Secretariat),  
Kwesi Atta-Krah (CGIAR Research Program – Humid Tropics)  
Alain Vidal (CGIAR Consortium Office, *acting co-Chair*)  
Tom Randolph (CGIAR Research Program – Livestock and Fish)  
Jasper Rees (ARC, South Africa – Chair of the Program Task Force)  
Aggrey Agumya (Forum for Agricultural Research in Africa)  
Shadrack Moephuli (Agriculture Research Council, South Africa)  
Bridget Takalani Murovhi (Agriculture Research Council, South Africa)  
Arturo Piedra-Santa (alternative representative from International Cooperative Alliance (ICA))  
Fiona Chandler (GFAR Secretariat, *ex-officio*)  
Nadia Manning-Thomas (CGIAR Consortium Office)

#### Apologies:

Sigismundo Bialoskorski Neto (International Cooperative Alliance)  
Esther Penunia (Asian Farmers Association)  
Frank Rijsberman (co-Chair, CGIAR Consortium Office),

#### 1. **Welcome**

The 13<sup>th</sup> Organizing Committee commenced once quorum had been achieved.

#### 2. **Matters Arising** from Minutes of OC Meeting #12 (12 February 2016)

The additional comments received prior to the meeting were noted. As no new comments were received the Minutes were approved as presented.

#### 3. **Logistics for the GCARD3 Global Event**

The Local Organizing Committee (LOC) reported there had been some delays in the registration site and were waiting on additional material in order for it to go live. It was expected that this would happen this week.

Other activities underway include:

- Room confirmation and other facilities are being organized with the Birchwood Hotel and OR Tambo Conference Centre (GCARD3 venue, and accommodation for most of the GCARD3 and GFAR partner Assembly delegates).
- A visa note has been prepared to send to all delegates. As noted, passport information on VIPs and GCARD3 OC and Task Forces (that hold passports from countries not exempted from getting visas before arrival) has been requested. Information received is being passed to South African embassies and consulates so that when a visa application is made it should be fast tracked. It was added that as people register they will get the same visa process as what has been done already.
- The LOC requested that the electronic signatures of the two co-Chairs are sent to them to add to the registration invitation letters.
- Pre-registration at date of OC meeting stood at 431.
- Additional wifi capacity is being added to the Birchwood premises – notably the plenary and breakout rooms. Information on wifi capacity in the guest rooms is being handled by the Birchwood itself.

- Ticketing will commence as soon as people register

#### 4. Update on the GCARD3 Global Event Program

The provisional program is now available online (on the GCARD site hosted by GFAR and CGIAR). The Program Task Force Chair advised that the content (both existing and received through the limited call) and potential speakers for the thematic sessions was being examined by the Theme Chairs and co-Chairs. The discussion on the sequencing of the program to ensure a good flow continues. Jasper confirmed that there is now a full set of confirmed Chairs and co-Chairs representing a diverse group – geographic, sector and gender and including from CGIAR. It was reported that the Chairs and co-Chairs would be joining the Program Task Force meeting on Tuesday 1 March.

In the process of selecting plenary keynote speakers, 22 recommendations were received. The Program Task Force have narrowed that list to 6 (see table below) and will invite all six in an endeavour to have at least 4 the slots available. The final list has gender and geographical dimensions.

Dr.Mayaki	M	Africa (West) (CEO NEPAD)
Rikin Gandhi	M	South Asia
Maria-Grazia Gordoni	F	Europe (young farmer)
Dorra Fiani	F	Middle East North Africa
Nahla Hwalla	F	Middle East North Africa
Jim Cano	M	Philippines (YPARD)

The deadline for additional content has passed with now 84 pieces of suggested content which the Chairs/Co-Chairs will work with in their themes to design a coherent program. Late entries continue to be submitted and will be considered but dealt with politely. This is now available for Chairs and co-Chairs to pull together and prepare a fleshed out program.

It was discussed and agreed that formal invitations to the key note speakers will be sent under the signature of the OC Chairs. The invitations will be prepared by the Program Task Force (support team) and kept in a shared folder for institutional knowledge and clear follow up responsibilities.

Nadia informed the OC that during the limited call a lot of CGIAR contributions were proposed (within the deadline). It will require an analysis of how many contributions were made and how these map across the 5 themes. It is also not necessarily clear if these suggestions point to CRPIs or work of Centers. It was decided that the Chair of the Program Taskforce would review this with Wayne Powell, Chief Science Office at the CGIAR Consortium to determine if there was enough and appropriate CGIAR contribution to the Global Event program.

One point of view was that there doesn't seem to have been the space to have the GCARD3 Global Event focus on CRP proposals. In spite of the individual focus from CGIAR researchers, it is the specific focus of where the new CGIAR is going that is not being put forward in the Program. However it was clarified that there are two Theme co-Chairs from CGIAR and it would be appropriate to ask them to ensure an appropriate coverage of CRPs in the sessions. This could be not only for the Theme where CGIAR is co-Chairing but in other themes as well as all Themes lend themselves to reporting from CRPs on how they address, or the challenges they have, in the topics these themes cover.

A further opportunity for CGIAR to be able to share results is in the plenary session when the Frank Rijsberman and Martin Kroff will speak about the CRP portfolio and SRF (Day 1 of the GCARD).

**ACTION:** The OC suggested to the Program Task Force Chair that the Task Force, would review with Wayne Powell, Chief Science Office at the CGIAR Consortium to determine if there was enough and appropriate CGIAR contribution to the Global Event program..

**ACTION:** The OC asked that the Program Task Force to undertake a mapping exercise of content to CRPs and encourage Chair and co-chairs to be open to suggestions that come in from the CRPs and include CRPs in their theme program as appropriate.

In regards to the Opening Ceremony, there is a sense from AfDB that the President is very keen to join the GCARD3 but this is not confirmed. Kwesi will follow up to confirm. Alternative high profiles speakers were considered including the CEO of NEPAD (who is already on the list of plenary speakers). The Director General of FAO has been invited.

The LOC is working out which Minister will be joining the GCARD3 for the Opening Ceremony.

**ACTION:** Mark to follow up with FAO on the status of the invitation

**ACTION:** ARC CEO requested a copy of the invitation to DG FAO to use in the invitation to the SA Minister. In addition ARC will lobby with the Minister to encourage the FAO Director General to attend.

The Task Force Chair reported that there is still a need for more rapporteurs. It was noted that the rapporteurs have a challenging task and so the Task Force should strive to have at least 3 to 4 per theme with a balance from ARC and external as well as having some French-speaking rapporteurs.

As a key output of the Global Event is the GCARD3 Pledge **GCARD3 Pledge to Sustainable Development**, outlining key actions/commitments/principles arising out of sessions/themes at the global event in support of collective action to deliver on the SDGs. The OC recognized that drafting a Pledge framework needs to be started pre-event so that the Chairs and co-Chairs can ensure that their session outputs contribute meaningfully to the Pledge.

**ACTION:** Frank Rijsberman, Mark Holderness and Shadrack Moephuli will prepare a strategic frame for the GCARD3 Pledge

## 5. Sponsored participants

Available funds to sponsor participants to the GCARD3

- From GFAR (sponsoring up to 100 stakeholders that will go to the GFAR Partner Assembly and GCARD)
- From CGIAR Fund (around \$150K for sponsorship)
- From IFAD (for up to 50 women and youth)
- From ARC (through government departments) will probably be from regional but still need to be confirmed (still not known) – possibly for speakers
- From CRPs (for their partners): They are waiting to see how national consultations are being addressed in the meeting before they decide whether they will sponsor any partners from the national consultations to come to the Global Event. Budget pressures and engagement in the CRP proposal development process also impinge on whether CRPs will sponsor any of their partners to come. It may be that the CRPs will show what they can vis a vis the national consultations with the resources they have available. Centers will be visible in the process through communication (e.g. Exhibition Booth and media).

**ACTION:** Kwesi Atta Krah and Tom Randolph will contact CRP leaders to see if there is interest to sponsor their partners to the Global Event.

The OC discussed and agreed that, to a reasonable number, speakers will be provided sponsorship to participate in the GCARD3.

## 6. Update on GCARD3 National consultations

National consultation proceeds as planned with only India left to confirm a date. With apologies that the reports on the national consultation learning not done yet, it was reported that a review of the feedback from the focal points for the national consultations has shown recognition of the value of dialogue and consultation and that the national consultations are part of future dialogue. Kwesi has agreed to help bring the lessons into the session at the gCARD3 Global Event.

The Consortium Office have prepared and released 2 documents – what is required of the focal points in doing the consultations for site integration and to help the other CRPS to incorporate the site integration process into their proposals. The two documents have been prepared as guidance for site integration-which does include the National Consultations, but goes beyond as well.

As a further note, the deadline for the CRP proposals will be 31 March. The proposals will articulate the site integration process with the actual site integration plans (on how they are working better together and with national partners) will be delivered one month after the CRP proposal e.g. 29 April.

## 7. Update on **GCARD3 Regional Consultation**

Arturo has worked with FORAGRO and have now prepared a new questionnaire that has been circulated to the OC for comment. The plan is to send the questionnaire (via survey monkey) this week including consultation among stakeholders in LAC as well as Canada and USA.

It was suggested to avoid YES/NO questions in the survey and to encourage responses that bring out the role of stakeholders in the generation of knowledge and how producers are influencing research.

**ACTION: Mark Holderness agreed to send comments further comments directly to Arturo.**

In the SSA regional consultation, FARA reported that they had taken on board the comments from the last meeting and have now 3 key questions they want to have for the e-consultation. They have requested CGIAR and GFAR to take a lead role in Question 2 (CGIAR) and Question 3 (GFAR), acting as moderators, organizing the publicity for the e-discussions (e.g. blog), refining the questions, stimulating discussion during the e-discussions and writing up a synthesis of the e-consultation. It was clarified that the e-consultations would run sequentially over a one week period and allow additional feedback and comment through CGIAR specific email box and FARA D-groups.

It was agreed that the e-consultation would run over the week 14-19 March.

**ACTION: GFAR and CGIAR to confirm their moderators for their assigned e-consultations**

## 8. Communication

The OC were updated on a number of activities being undertaken by the Communication Task Force, including:

- Circulating the provisional program and notice about side events through the GFAR Update (GCARD feature) and on the GCARD website hosted by GFAR.
- Have received two proposals (IISD and IPS) for media and press services – these are being reviewed by the GCARD3 Comms Task Force
- Have included SPACE (the event organizers) on the Communication Task Force which enables more effective planning and liaison on local communication, IT, press and media as well as event entertainment
- Comms Task Force meeting on Tuesday to go over a more comprehensive list of communication and media products
- Social media bootcamp is being organized to run 3 days ahead of the Global Event
- Prepared a logo placement and design guide
- Endeavoring to liaise more closely on the website links

## 9. GCARD3 Monitoring and Evaluation

Aline joined the meeting and walked through the M&E framework (national, regional, global) noting the indicators for different outputs, early stage outcomes and late stage outcomes.

Comments from the OC noted were:

- How to effectively capture input from regional consultations as they are not organized purely for GCARD3

- National and regional questionnaires are to be aligned with the M&E Framework and to try to keep it simple enough that people fill it out and yet relevant that get good information.
- To take care with the indicators for the site integration plans are so that they meeting expectations that the CGIAR organizers have been working towards
- Agreement that there will be a post Global Event questionnaire that could be distributed through the Event mobile app
- Ensure that the Pledge find its way into the outcomes downstream
- Agreement that all surveys would be administered and send out from Aline

**ACTION:** Nadia will share documents on site integration with ALINe.

**ACTION:** All comments to the Framework to be sent by Friday at which point it will be approved (on a no-objection basis) and proceed to implementation.

#### **10. Next Meeting**

As the next OC meeting will focus largely on the program it was proposed to hold OC#14 on 9 March when a more refined product will be available from the Program Task Force.

**ACTION:** Doodle poll will be sent around and OC members to mark the 9 March in their diary for the next OC meeting.