



GCARD3 Organizing Committee

Meeting #14: **Wednesday 9 March 2016, 1:00p.m UTC**

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

DRAFT Minutes

Participants:

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

Apologies:

Alain Vidal (CGIAR Consortium Office)
Sigismundo Bialoskorski Neto (International Cooperative Alliance)
Esther Penunia (Asian Farmers Association)
Shadrack Moephuli (Agriculture Research Council, South Africa)
Nadia Manning-Thomas (CGIAR Consortium Office)

1. Welcome

Frank Rijsberman opened the meeting, noting there would be one or two late arrivals to the meeting.

2. Matters Arising from Minutes of OC Meeting #13 (29 February 2016)

The minutes were reviewed and no new comments made. A review of the matters arising indicated that what was left outstanding would be addressed in the current agenda.

3. Update on the GCARD3 Global Event Program

The Program Task Force Chair Shared the draft program describing the process that Chairs and co-Chairs had been carrying out in filtering and synthesizing content into a more coherent program. The Theme sessions now have an indicative list of “catalysts” for the theme and with slightly different approaches in process between Themes. There are backing documents to the program which gives a better idea of the process. The OC emphasized that the intent is on encouraging and leaving space for ample dialogue and the Theme Session organizers (Chair, co-Chair and catalysts) should be clearly aware of this point. The OC asked that the Chairs be sure to be strict with ensuring more discussion time and ensure that people from the audience don’t give a speech when responding to a question.

The OC also pointed out that there were details in the [GCARD3 M&E framework](#) that needed to be considered for the Global Event Program. The M&E Framework is now agreed by the OC. The Chairs and co-Chairs need to be aware of this and bring this into their discussions and confirm that the discussions have been directed towards outcomes

The Program Task Force Chair reported that over 20 contributions from CGIAR/CRPs has been received; contributing to a total of 86 content contributions received (CGIAR contributing around 25% of the total content). These contributions had been distributed (mostly quite evenly) between 5 themes. Kwesi Atta-Krah reported that there was active discussion among CRP leaders and he was still trying to get clarification from various CRPs and how they are involved

in providing content. He is not sure if the contributions so far provided addressed the challenge of bringing together the various CRPs. It was advised that Wayne Powell (co-Chair Theme 3) was going to look for major gaps.

The Program Task Force Chair indicated that with the additional work that the Task Force is undertaking (polishing, filling gaps and getting confirmation of speakers) and input from the OC by Friday 11th April, the Program will be ready to be posted on the website by Monday 14th April.

It was proposed and agreed that the Chairs, co-Chairs would be invited to arrive in Johannesburg 2 days before the Global Event to put the final touches on the session program and process. The Program Task Force Chair seconded this proposal and indicated that it would be productive and that one day (4th April) should be fine so as not to draw people away from the GFAR Partner Assembly. However a reservation of 2 days, just in case, would be planned with the note that Chairs or co-Chairs who are part of the Partner Assembly will not be available to Program planning on the 5th April.

The imperative to have the names of the catalysts confirmed as soon as possible was raised so that they can get visas (if required).

It was confirmed that the four keynote plenary speakers are:

Maria Letizia Gordoni	A young woman farmer from Europe
Jim Cano	YPARD rep from the Philippines
Nono Sekhoto	An emerging black and female farmer who will speak on the transformation of the agricultural economy in South Africa
Tshepiso Marumo	From Botswana speaking on beekeeping as an emerging business in Botswana: and the role of bees in agriculture

In terms of Opening Ceremony speakers, Dr Lindiwe Majele Sibanda from FANRPAN was suggested as a suitable person to join Dr. Mayaki as the high level speaker. At this stage it looks unlikely that the DG of FAO will confirm this invitation and if he does, he'll be slotted into the Opening Ceremony program.

It was confirmed that there are now at least two rapporteurs for each theme and happy to have more up to 3-4 per theme. Having the scientists from CGIAR to join the list of rapporteurs would be appreciated.

It was discussed and agreed that the Organizing Committee members coming to the GCARD3 would be in a position to be participants and to contribute to discussions and be rapporteurs if required.

ACTION: OC to provide any feedback to the Program by Friday April 11th

ACTION: Frank Rijsberman to follow up with Wayne Powell regarding potential gaps

ACTION: GCARD M&E Framework to be shared and drawn upon by the Chairs and co-Chairs (Jasper)

ACTION: Fiona to ensure that a room is reserved for a pre-meeting Chair and co-Chair meeting on 4 April

ACTION: Tonya to ensure that Chairs and co-Chairs are aware of arriving early to the GCARD3

ACTION: Tonya and Jasper to confirm the names of the catalysts by Monday 14th April

ACTION: Invitation to be sent to Lindiwe Sibanda to speak at the Opening Ceremony

The OC reviewed the timing and structure for both Wednesday (6th April) and Friday (8th April). It was confirmed that each morning will start with a plenary session (2 of the four plenary session speakers had already confirmed). The sessions on Wednesday will conclude at 6.00pm.

There was concern that the plenary session on Wednesday morning that provides the feedback on the national and regional consultation might be too short (only 1 hour has been set aside for this in the current configuration of the Program). One suggestion made was to have this session structured as a panel session comprised of people who participated in the GCARD consultations (15' slot, one person 1') to say how important is it to show the link between

the national and regional consultations process and the next phase of CRPs. The OC would like to ensure that there is appropriate time for participant feedback in this session.

ACTION: The Program Task Force is to develop a set of proposals around the plenaries and come back to the next OC with the proposal

The Friday afternoon session will be under the responsibility of the Organizing Committee. It was suggested that a rough outline for this session would be:

14.00-15.30	Report back from the Theme Chairs
15.30-16.00	Coffee break
16.00-16.30	Presentation of the draft GCARD3 Pledge and the process for finalizing the Pledge (suggestion that this be done by Shadrack). The intention is that the Draft Pledge is not open for editing
16.30-17.15	High level panel discussion (participants TBC). It will be important that the high level speakers are clear on what their role is (e.g. to comment on key outcomes; give their perspectives on the thematic issues addressed)
17.15-18.00	Closing ceremony

ACTION: Frank, Mark and Shadrack will prepare the frame for the Pledge and work out the process for its finalization. They will also work out the way this is presented in the Friday afternoon session.

It was agreed that having Ministers on the high level panel would be an appropriate role for them in the GCARD program. There is one minister confirmed (from Gujarat State in India), another one invited (Deputy Minister of Agriculture from Armenia) and one or two more from South Africa (to be confirmed by Shadrack)

An invitation will also be sent to Prof. Monty Jones, Minister of Agriculture, Forestry and Food Security of Sierra Leone and to The Hon. Papa Abdoulaye Seck, Agriculture and Rural Equipment Minister, Ministry of Agriculture and Rural Equipment of Senegal

ACTION: Invitation to be sent to the two Ministers (Sierra Leone and Senegal)

4. Logistics for the GCARD3 Global Event

It was reported that the online registration was open and notices sent to the 450 that had pre-registered, to the invitees to the GFAR Partner Assembly, posted on the websites, and circulated through the GFAR Update (distribution of 8,000). The OC asked that the communication and marketing on registering for the Global Event continued. The OC will review the registration list before their next meeting and, depending on the numbers, continue the pre-event marketing. The intent is to have the GCARD3 Global Event as full to capacity (600) as possible ensuring diversity of delegates.

The deadline for registration is the 18 March in order to have the discounted rate for accommodation at the Birchwood Hotel.

The Local Organizing Committee advised that dispatch of visa letters had been slowed down as the registration site had only been open since Tuesday 8th March. A few urgent visa invitation letters had been sent out manually however the registration system was now able to cope with the requests automatically. Bridget advised that the matter of visas had been discussed and handled with the South African Department of Home Affairs and that messages had been sent by DHA to all South African Embassies and Consulates to give priority to applicants holding a GCARD3 visa invitation letter.

ACTION: Allocation of meeting rooms was being discussed with the Program Task Force with the request to provide feedback from them on the preferable options on room allocation and configuration by Tuesday 15 March.

5. Sponsored participants

It was reported that with combined funding from CGIAR Fund and GFAR a total of 245 participants had opportunities for either full or partial sponsorship. This list is comprised of

- Participants to the GFAR Partner Assembly (and also to GCARD3)
- High level speakers (for Opening Ceremony and High Level Panel on Friday 8th April)
- Organizing Committee members
- Program Task Force members
- Chairs and co-Chairs of sessions
- 3 Catalysts in each thematic session
- YPARD social media team
- 35 spaces for partners selected by CGIAR that have been engaged in the national and regional consultations
- 34 additional spaces selected by GFAR to fill in the gaps for the program, in particular for farmers and women and to ensure a good diversity of sectors participating) and to requests for sponsorship coming via the online registration

It was confirmed that the Program Task Force will request Chairs, co-Chairs, catalysts and rapporteurs to self-fund and if this is not possible then they will be sponsored to come to the GCARD3 Global Event.

Additionally, it was advised that all representatives who work for CGIAR Center and CRPs will be self-funded.

ACTION: The Program Task Force will advise Fiona Chandler of the names and contact details of all Theme Chairs, co-Chairs, catalysts and rapporteurs that require full or partial sponsorship by Monday 14 March so that they can be included in the sponsorship list and asked to register

ACTION: Kwesi will solicit among CGIAR to select 35 nominees that were part of the national/regional consultations for sponsorship. He will endeavour to ensure that there is diversity among this group and it is used for national and regional partners. Deadline to send these names and contact details to Fiona is Monday 14 March so that they can be asked to register

ACTION: Fiona to provide analysis of registrations by next OC meeting and advise on how many sponsored places are taken and still available.

6. Update on GCARD3 Regional Consultation

Arturo reported that the LAC regional consultation is underway and will be closing next week (18 March). He will then work with FORAGRO and IICA to undertake an analysis of the consultation and prepare a report of the outcomes.

It was reported that the plan for the SSA regional consultation (e-consultation) is well established with the questions in place. A moderator is still required from GFAR and FARA to handle Theme1 and Theme 3 respectively. The e-consultation will run on the CGIAR/GCARD website.

It was suggested to postpone the e-consultation by one week so that the CGIAR moderator (Kwesi Atta-Krah) can be available.

A concept paper for the consultation has been prepared and it was suggested that this could be used by all themes to base their consultations around.

ACTION: FARA and GFAR to send the names of their moderators and prepare their part in the e-consultation

7. Next Meeting

It was agreed to hold the next OC Meeting (#15) in the second half of next week e.g. 17 or 18 March. The meeting should be one hour duration and be largely focused on:

- Registration and sponsorship (analysis from GCARD3 Support Team)
- The framework for the Pledge (being prepared by Shadrack, Mark and Frank)

A doodle poll will be circulated to determine the preferred date.