

CAeM-16 SESSION (2018) AND FUTURE WORK PROGRAMME

(Submitted by the WMO Secretariat)

Summary and Purpose of Document

This document provides an overview of necessary considerations relating to the convening of the 16th Session of the CAeM, the future work programme of the commission and other relevant matters.

ACTION PROPOSED

The Management Group (MG) is invited to note the information contained in this paper and to consider the points raised in the context of future work.

1. EXECUTIVE SUMMARY

<Text to be included in the Final Report of the meeting>

1.1 Arrangements for the Session

1.1.1. The MG noted that the Sixteenth Session of the Commission for Aeronautical Meteorology (CAeM-16) was expected to take place during week commencing 23 July 2018, including a one-day Technical Conference (TECO), at a location to be determined – most probably either the University of Exeter in the United Kingdom (UK) or WMO headquarters in Geneva, Switzerland. The MG was informed that the precise venue for the Session was to be expected soon. If the United Kingdom was chosen, the UK Met Office would be expected to oversee all of the logistical arrangements in coordination with the university as well as with WMO.

1.1.2. The MG appreciated that the issuance of the WMO invitation letter for CAeM-16 and TECO was still pending in view of the urgent need to determine the venue as well as finalize the agenda for the session and the theme/concept for the TECO.

1.1.3. In respect of the running order, the MG recalled discussions at its last meeting in November 2016 where it was intended to arrange the CAeM-16 and TECO as follows:

Week commencing 23 July 2018							
	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Morning		TECO	CAeM-16	CAeM-16	CAeM-16	CAeM-16	
Afternoon		TECO	CAeM-16	CAeM-16	CAeM-16	CAeM-MG*	

* The convening of a CAeM Management Group meeting will likely take place on the Friday afternoon (subject to the conclusion of the CAeM-16 Session on the Friday morning) or on the Saturday morning (subject to the conclusion of the CAeM-16 Session on the Friday afternoon).

1.1.4. The MG recalled that in response to Action A12-2016 of the last meeting, an organizing committee (OC) comprising the MG members, Secretariat and others as necessary had been established to oversee and assist with all the necessary arrangements, including logistics and outreach, up to and including the conducting of the events. The MG noted that due to prevailing commitments it had so far only been possible to convene one teleconference of the OC (in March 2017). Notwithstanding, the MG acknowledged that the OC was still valid and that further teleconferences would be required in 2018.

1.1.5. The MG was informed that in order to comply with WMO-No. 15, Basic Documents No. 1, General Regulation 189 which required documents for a session to be dispatched as soon as possible and preferably not later than 45 days prior to the opening of the session, there was an expectation that all documents (except for information papers) should be available for translation 90 days prior. An illustration of this and other key milestones in preparing for the session is given at [Annex A](#) to this paper.

1.2 Provisional agenda for the Session

1.2.1. The MG was apprised that, in accordance with Regulation 191 of the General Regulations, the provisional agenda for an ordinary session of a commission was to be prepared by the president of the commission in consultation with the Secretary-General. In this connection, the MG reviewed a list of items normally included in an agenda for an ordinary session, as given at [Annex B](#) to this paper (based on Regulation 191), and used it as a baseline for the development of a draft provisional agenda for CAeM-16.

1.2.2. In development a draft provisional agenda for CAeM-16, the MG additionally gave consideration to the following relevant issues:

- How to handle the evolution of meteorological support to aviation in the context of the work of other technical commissions addressing integrated observing systems, seamless data-processing and forecasting systems, and information exchange systems;
- How to enable a review of technical regulations and other WMO publications of relevance to the commission;
- How to address collaborative arrangements with ICAO, IATA and others concerned;
- How to appropriately handle the development of a long-term plan for the AeMP in the context of WMO's strategic and operating plans as well as the evolution of ICAO's Global Air Navigation Plan (GANP);
- How to accommodate a report on the outcomes of the TECO; and
- How to address potential future changes in WMO constituent body structures.

1.2.3. Having completed its considerations of the draft provisional agenda for CAeM-16, the MG agreed <text to be developed based on the discussions/agreements of the meeting>.

1.3 Arrangements for the Technical Conference (TECO)

1.3.1. In addition to the consideration of the provisional agenda for the CAeM-16 session, the MG acknowledged that there was also an urgent need to consider arrangements for the one-day technical conference (TECO), in particular its theme and overall concept.

1.3.2. The MG recalled that the theme of the last TECO in July 2014, held back-to-back with CAeM-15 and the ICAO Meteorology Divisional Meeting, had been '[Building Blocks for the Future](#)' as an acknowledgement of the introduction, by ICAO, of the aviation system block upgrades (ASBU) methodology in the GANP and the key enabling role to be played by the aeronautical meteorology community in supporting the air transport modernization objectives described therein over the coming 15 years and beyond.

1.3.3. In respect of the 2018 TECO, the MG considered the following thematic ideas (non-exhaustive and in no particular order):

- Progress with and implications of large-scale MET-ATM modernization programmes;
- Implementation of system-wide information management (SWIM), IWXXM and web services;
- Scientific developments and future direction, taking into account outcomes of AeroMetSci-2017;
- Climate change and variability impacts on aviation – recent developments and future path;
- Future service structures and service delivery mechanisms – centralization and regionalization, requirements for global and regional MET centres, enhanced public-private partnerships, regional/sub-regional cost recovery schemes, supplier-consumer (provider-user) interactions, scientific and technological advancement, etc.

1.3.4. Having completed its consideration of these and other ideas for the 2018 TECO, the MG agreed <text to be developed based on the discussions/agreements of the meeting>.

1.4 CAeM Operating Plan: 2016-2019 update and 2020-2023 preparation

1.4.1. The MG recalled that during its last meeting in November 2016 it had given consideration to the development of a CAeM Operating Plan for 2016-2019 taking into account the work plans of the various CAeM Expert Teams. The MG had proposed that ET-GOV should remain in charge of overall coordination of this effort across the ETs (Action A10-2016 of the last meeting refers). In this connection the MG was informed <text to be developed based on an update to be provided by ET-GOV>.

1.4.2. In respect of the preparation of a CAeM Operating Plan for 2020-2023, the MG was informed that the EC WG-SOP was still working on the new WMO Strategic Plan (2020-2023) which will be a starting point for the operational planning of all WMO constituent bodies. It was expected that a mature draft of the WMO SP/OP would be submitted to the next meeting of the EC WG-SOP (11 to 13 April 2018) and, after that, to the EC-70 Session (20 to 29 June 2018). The MG noted that the draft agreed by EC-70 would be further refined through inputs and feedback from WMO Members in order to have a final draft for the time of submission of the Cg-18 documents in Q1 2019.

1.4.3. Acknowledging that this was a 'work in progress', the MG was informed of the already agreed general structure of the WMO Strategic Plan (2020-2023) (see [Attachment 1](#) to this paper), where the Plan was structured around five Long-Term Goals (LTG) with several Strategic Objectives (SO). The main sector-oriented service activities were included under **LTG 1, Better serve societal needs: Delivering, authoritative, accessible, user-oriented and fit-for-purpose information and services**; the respective AEM-related strategic objective is **SO 1.4, Weather-integrated decision-making: Enhance and innovate the provision of value-added decision-supporting information and services for weather- and climate-sensitive economic and social activities**.

1.4.4. The MG was informed that the WMO Operating Plan (OP) that would ensure the achievement of the LTGs and SOs was under development in all its sections in view of developing a fully integrated, organization-wide OP and that the CAeM should provide input in terms of concrete priority tasks, related objectives and KPIs. Such inputs should be submitted in time for the aforementioned EC WG-SOP meeting in April 2018. Thus, the MG tasked <text to be developed based on the discussions/agreements of the meeting >.

1.5 Long-term Plan for the AeMP (2019-2033)

1.5.1. In addition to consideration of the CAeM Operating Plan (above), the MG gave further consideration to the development of a long-term plan for the AeMP. The MG recalled that this matter had been discussed at the last MG meeting and was pleased to note that an introduction and template with basic content had been developed by the Secretariat as follow-up to Action A09-2016. ([INF. 1](#) refers) The MG noted however that in view of other significant prevailing commitments it had not been possible to make significant recent progress in terms of the maturation of a draft long-term plan.

1.5.2. The MG considered practical ways in which the template for long-term plan for the AeMP could be matured and further basic content developed prior to CAeM-16, taking into account the outcomes of the EC-69 Special Dialogue on the Future of Aeronautical Meteorological Services and the Aeronautical Meteorology Scientific Conference in 2017. In this regard the MG agreed <text to be developed based on the discussions/agreements of the meeting>.

1.6 Future CAeM Expert Team needs and structures

1.6.1. The MG realized that the establishment of the future structure of CAeM subsidiary bodies should be guided by two main factors: a) the need to deliver the objectives of the WMO SP for the next financial period (i.e. 2020-2023); and b) the final decision on the restructuring of the technical commissions (see 1.7 below). Since, at the time of the MG meeting, both factors were at an interim stage of development, the MG accepted that it would have to deal with some uncertainties and assumptions. In view of this, it was agreed that this work would continue until the CAeM-16 Session, which would be better informed by the EC-70 decisions on the WMO SP as well as the WMO restructuring.

1.6.2. In any case, the MG appreciated that the expected general reformatting from a technical commission to a standing committee should be considered in the planning for future expert groups. The meeting considered possible positive and negative impacts of this restructuring which included **<text to be developed based on the discussions/agreements of the meeting>**.

1.6.3. The MG agreed that the other key factor to be taken into consideration in the planning process was related to the longer-term tasks stemming from the evolution of the ICAO GANP and its ASBU methodology, of which ICAO's next GANP would be endorsed in 2019 to cover the period up to 2033. Notwithstanding the WMO reform process and its eventual finalization, the MG agreed on the need for WMO to support the evolution of the ICAO and WMO regulatory frameworks and related MET Panel tasks, and that this would stay as a foundation pillar of the AeMP.

1.6.4. After a thorough debate, MG agreed on the following options for the future structure of the CAeM: **<text to be developed based on the discussions/agreements of the meeting>**.

1.7 Restructuring of technical commissions – status of discussions

1.7.1. The MG was reminded that the Seventeenth World Meteorological Congress (Cg-17) in 2015 had requested the Executive Council to:

- Provide recommendations to the Eighteenth Congress on constituent body constructs, as appropriate, including possible new structures for technical commissions, regional associations and the Executive Council;
- To provide recommendations on rules, procedures, processes, working mechanisms, and duties of constituent bodies, WMO Officers (President and Vice-Presidents) and the relationship between them and the WMO Secretariat; and
- To enhance the efficiency and effectiveness of the Organization and of good governance.

1.7.2. In this connection, the MG was informed that the Executive Council had followed the directions of Cg-17 and tasked an EC Working Group on Strategic and Operational Planning (EC WG-SOP) *"to prepare separate recommendations pertaining to each of the structures: the Executive Council, the technical commissions and the regional associations, including terms of reference of proposed bodies, step-by-step transition schedules and other relevant details explaining in particular inter-relations between various bodies in a holistic manner"* (Decision 68 (EC-69) refers).

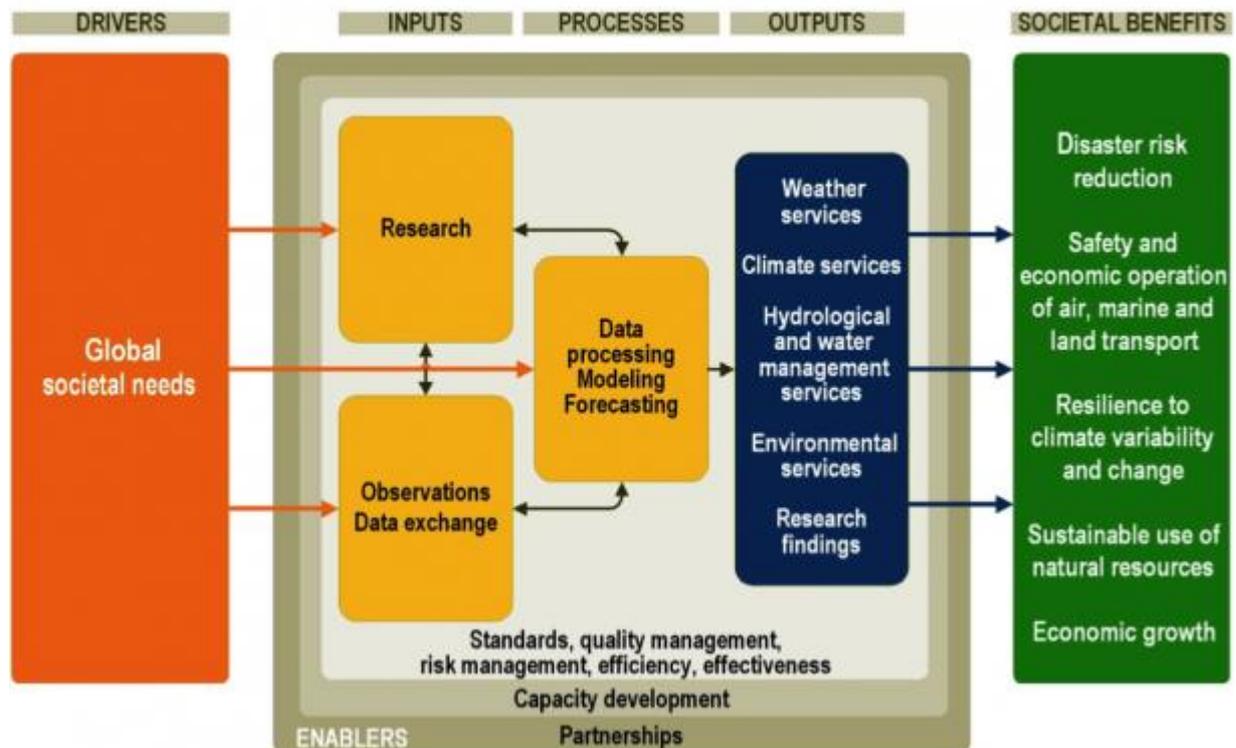
1.7.3. The MG noted that EC WG-SOP had met twice in 2017 and the constituent body reform was one of the main agenda item of both meetings. The rationale of the reform and the related process was provided in detail in document [EC-69/INF. 16.3](#). The MG further noted that the PRA/PTC-2018 meeting held from 17 to 19 January 2018 had continued this discussion.

1.7.4. The MG was informed that the next steps in the reform process includes an EC WG-SOP meeting in April 2018 and, finally, the EC-70 session (20-29 June 2018), where a mature reform proposal should be endorsed for submission to Cg-18 in June 2019.

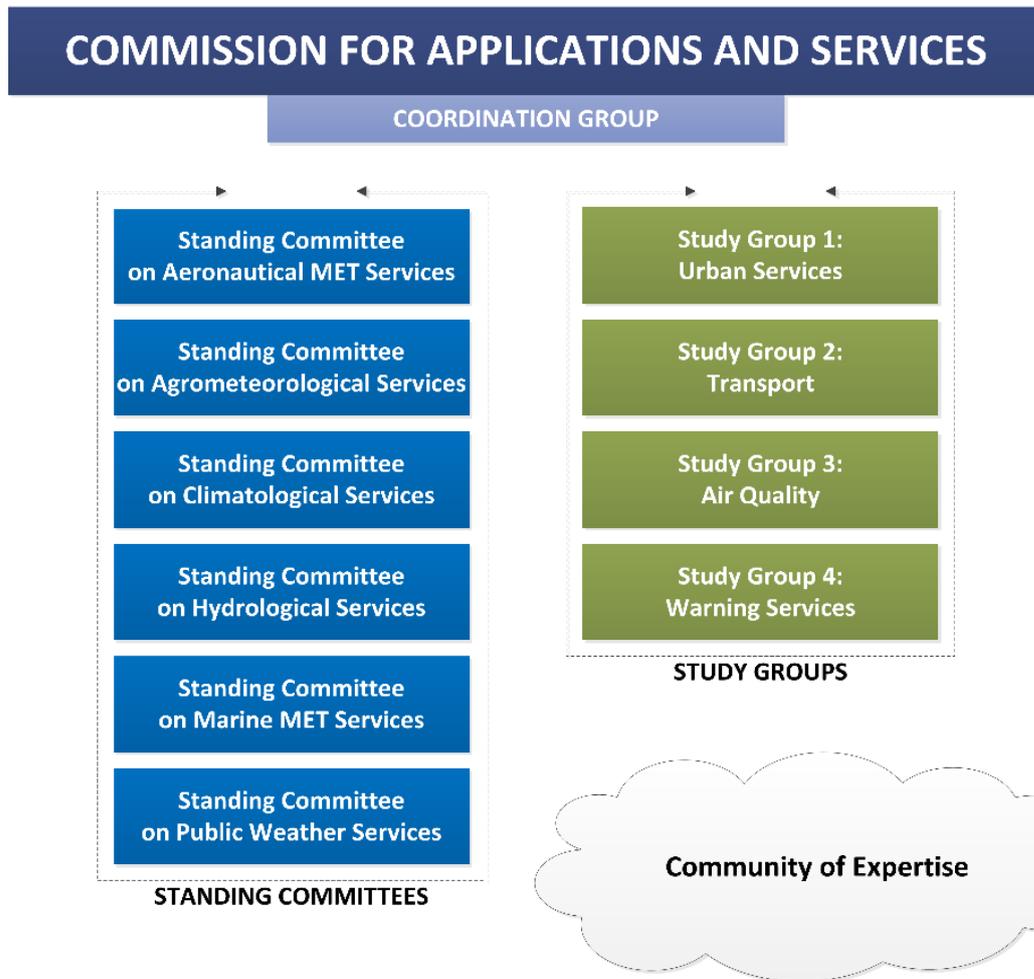
1.7.5. The MG noted that, currently, there was a general agreement in the technical commission (TC) part of the reform discussion about the need for consolidation of some of the existing TCs in order to streamline processes and gain efficiency, and that there were converging views for establishing two main TCs, as follows (working titles):

- Commission for Infrastructure and Information Management (CIIM); and
- Commission for Applications and Services (CAS).

This proposal is based on the so called “value chain” work flow as follows:



1.7.6. The MG was informed that it was currently envisaged that the new CIIM would incorporate the terms of reference (TORs) of the existing CBS and CIMO while the new CAS would incorporate the TORs of the CAeM, CAgM and all service-related tasks of other commissions – for example, public weather services (from CBS), hydrological services (from CHy), marine meteorological services (from JCOMM), climatological services from (CCI). An initial proposal for the structure of the new CAS was as follows:



1.7.7. The MG was informed that the following structure elements of the technical commissions were being considered:

- *Standing Committee (SC)* – a quasi-permanent expert body reporting to a TC with limited scope (normally, service sector specific) and TORs defined by the parent TC; SCs will be formed for areas where a WMO regulatory framework has been established and needs to be further developed and maintained;
- *Joint Standing Committee* – a SC established jointly by and reporting to more than one TC;
- *Inter-Agency Standing Committee* – a SC established jointly with another international organization with which WMO has working arrangements (e.g., ICAO);
- *Study Group (SG)* – an expert group established by a TC with a concrete task and timeframe for concluding its work; SGs (or ETs) will be established for areas where WMO has not yet established regulatory framework, but there are plans in place for establishment of international standard and/or recommended practices.

1.7.8. While realizing that there are still some uncertainties about the exact shape of the future TC structure, the MG noted that it was highly likely that the aeronautical meteorological programme (AeMP) would continue to be handled as one of the application programmes of WMO and, as such, be in the scope of a future Commission of Applications and Services. Thus, the expectation was for the establishment of a Standing Committee on Aeronautical Meteorology (SC-AeM). At this stage, the prevailing opinion was that the SCs should not be regarded as inter-governmental bodies, though, the membership will be through nominations by the PRs, or by relevant partner organizations.

1.7.9. The MG noted that the internal structure of the SC-AeM was yet to be established, but it would be based on the CAeM structure agreed by the CAeM-16. The MG would be widely consulted in the formation process. The MG further noted that EC-70 (2018) would review, along with the proposed new structure of the TC, a transition plan which would specify how and when the existing structures would be replaced by the new bodies established by Cg-18 in 2019.

1.8 WMO publications under CAeM responsibility

1.8.1. Further to discussions at the last MG meeting, the MG recalled that the CAeM had lead or supporting responsibility in the development or maintenance of the following WMO guides/guidance material (most recent year of publication in [brackets]):

WMO-No.	Title	Most recent year of publication
Lead responsibility		
731	<i>Guide to meteorological observing and information distribution systems for aviation weather services</i>	2014
732	<i>Guide to practices for meteorological offices serving aviation</i>	2003
770	<i>Methods of interpreting numerical weather prediction output for aeronautical meteorology</i>	1999
904	<i>Guide to aeronautical meteorological services cost recovery: principles and guidance</i>	2007
1001	<i>Guide to the quality management system for the provision of meteorological service for international air navigation</i>	2014
Supporting responsibility		
782	<i>Aerodrome reports and forecasts</i>	2014
842	<i>Guide to the provision of meteorological service for international helicopter operations</i>	1996
958	<i>AMDAR Reference Manual: Aircraft Meteorological Data Relay</i>	2003
1038	<i>Weather forecasting for soaring flight</i>	2009
1083	<i>Guide to the implementation of education and training standards in meteorology and hydrology, Volume I - Meteorology</i>	2015
1100	<i>Guide to the implementation of the quality management systems for national meteorological and hydrological services and other relevant service providers</i>	2017
TD 1390	<i>Aviation Hazards</i>	2007
####	<i>WMO Guide on Competency</i>	(2018)

1.8.2. The MG considered the status of the foregoing and agreed <text to be developed based on the discussions/agreements of the meeting>.

ANNEX A**Key milestones in preparing for the CAeM-16 Session**

Note. — A number of other activities are involved in preparing for a constituent body session beyond the list shown here.

Activity	Days prior	Deadline (based on session during week commencing 23 July 2018)
Formal invitation to host received by WMO from a prospective host country	300	29 September 2017
Prepare draft provisional agenda and send to P/CAeM for comment and approval	270	26 October 2017
Initiate documentation plan for the session	240	25 November 2017
Request Members to indicate their intention to attend	240	25 November 2017
Notification by Members of intention to attend	180	24 January 2018
Reply from host country on visa assurances and related procedural information in compliance	135	10 March 2018
Receipt of duly signed agreement from host country	135	10 March 2018
Decision by WMO on hosting venue	135	10 March 2018
Dispatch formal notification concerning the session to Members and others concerned	120	25 March 2018
Dispatch of working documentation for the session	90	24 April 2018
Dispatch of first list of participants of the session	90	24 April 2018
Dispatch of second list of participants of the session	60	24 May 2018
Latest date for posting of working documentation for the session	45	8 June 2018
Dispatch of third list of participants of the session	30	23 June 2018
Dispatch of fourth list of participants of the session	15	8 July 2018

ANNEX B

List of items normally included in an ordinary session of a technical commission

- (1) Consideration of the report on credentials;
- (2) Establishment of committees;
- (3) A report by the president of the commission;
- (4) Reports by chairs of working groups established and rapporteurs appointed by the commission;
- (5) Consideration of the WMO Programmes relevant to the commission;
- (6) Consideration of strategic planning relevant to the commission;
- (7) Items submitted by the President of the Organization, the Executive Council, other commissions, associations, the United Nations and Members;
- (8) Scientific lectures and discussions in the field of the commission;
- (9) Review of previous resolutions and recommendations of the commission;
- (10) Review of the Executive Council resolutions related to the commission;
- (11) Election of officers.

The order in which the items are to be discussed shall be determined by the president and submitted to the commission for approval.

// [ATTACHMENT 1](#)