



ASSOCIATED PROGRAMME ON FLOOD MANAGEMENT



**ASSOCIATED PROGRAMME ON
FLOOD MANAGEMENT**

FINAL REPORT ADVISORY COMMITTEE AND MANAGEMENT COMMITTEE MEETINGS

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The Associated Programme on Flood Management (APFM) is a joint initiative of the World Meteorological Organization (WMO) and the Global Water Partnership (GWP). It promotes the concept of Integrated Flood Management (IFM) as a new approach to flood management. The programme is financially supported by the Governments of Switzerland, USAID and Germany.



The World Meteorological Organization (WMO) is a specialized agency of the United Nations. It coordinates the activities of the meteorological and hydrological services of 191 countries and territories and is the authoritative voice on weather, climate and water.



The Global Water Partnership (GWP) is an international network open to all organizations involved in water resources management. It was created in 1996 to foster Integrated Water Resources Management (IWRM).

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ACRONYMS

AC/MC	Advisory Committee/Management Committee
ADPC	Asian Disaster Preparedness Center
APFM	Associated Programme on Flood Management
BoM	Bureau of Meteorology (Australia)
CapNet/UNDP	Capacity Development in Sustainable Water Management/UNDP
CBFM	Community Based Flood Management
CDKN	Climate & Development Knowledge Network
CERFE	Centro di Ricerca e Documentazione Febbraio '74
CHy	Technical Commission for Hydrology
CIFDP	Coastal Inundation Forecasting Demonstration Project
CIMA	Centro Internazionale in Monitoraggio Ambientale
CONAGUA	Comisión Nacional del Agua
COP	Convention of the Parties
DFID	UK Department for International Development
DHI	Danish Hydraulic Institute
DRR	Disaster Risk Reduction
FFGS	Flash Flood Guidance System
FOEN	Federal Office for the Environment of Switzerland
GFCS	Global Framework for Climate Services
GWP	Global Water Partnership
GWP WACDEP	GWP Water, Climate and Development Programme
ICFM6	International Conference on Flood Management 6
ICHARM	International Centre for Water Hazard and Risk Management
IDMP	Integrated Drought Management Programme
IFM	Integrated Flood Management
IPA	Instrument for Pre-Accession Assistance
IWRM	Integrated Water Resources Management
NAPs	National Adaptation Plans
NMHSs	National Meteorological and Hydrological Services
OIF	Organisation Internationale de la Francophonie
OPACHE	Open Panel of CHy Experts
PEARL	Preparing for Extreme And Rare events in coastal regions
PRONACH	Programa Nacional Contra Contingencias Hidráulicas
Q&A	Question and Answer
SBP	Support Base Partner
SIWI	Stockholm International Water Institute
SWFDP	Severe Weather Forecasting Demonstration Project
TSU	Technical Support Unit
TUHH	Technische Universität Hamburg-Harburg
UNECE	United Nations Economic Commission for Europe
UNESCO-IHE	UNESCO Institute for Water Education
UNFCCC	United Nations Framework Convention on Climate Change
UNISDR	United Nations Office for Disaster Risk Reduction
UNOSAT	United Nations Operational Satellite Applications Programme
USAID	United States Agency for International Development
WCDRR	World Convention on Disaster Risk Reduction
WMO	World Meteorological Organization
WWF	World Water Forum
WWW	World Water Week

PART I ADVISORY COMMITTEE

1. Opening

The meeting of the Advisory Committee of the Associated Programme on Flood Management (APFM) was held on the 8 September 2014 at the World Meteorological Organization (WMO) headquarters in Geneva, Switzerland. It was chaired by Mr Torkil Jønch-Clausen from the Global Water Partnership (GWP).

The Chair welcomed the participants, appreciating the large turnout as a sign of interest in the programme and its activities. Reiterating the Chair's recognition of the effort made by partners to attend the meeting, Mr Bruce Stewart, Director of the Climate and Water Department of WMO, on behalf of WMO Secretary General, thanked GWP Executive Secretary and the donors for their continued support to the APFM. He noted that this confirms the great attention given at the international level on the topic of floods, as shown by its recent inclusion in the draft SDGs on water and disasters. Mr Frederik Pischke, GWP Focal Point for the APFM and IDMP, greeted the partners on behalf of GWP Executive Secretary, Ms Ania Grobicki. Finally, Mr Paul Pilon, Head of the Technical Support Unit (TSU) of the APFM, presented the programme's team, wished the participants fruitful discussions and expressed his interest in the development of recommendations for consideration by the Management Committee.

After a brief self-introduction by all participants (Annex I), the agenda (Annex II) was considered. The Chair noted with appreciation the new scheduling of topics contained within the agenda for this meeting. It was adopted with no amendments.

2. Review of APFM Activities for the year 2013/2014 and proposed activities for the year 2014/2015

Presentations of APFM activities for the period 2013/2014 were made by the APFM TSU and discussed in detail by participants. The following topics were addressed.

2.1 Closing of APFM Phase III and Inception of Phase IV

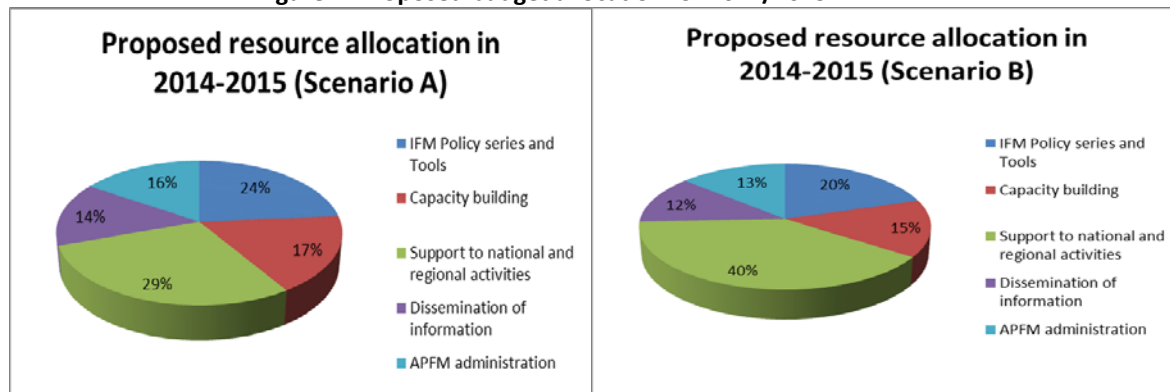
Given that the APFM is in a transition period between the closing of Phase III and the beginning of Phase IV, the AC provided the following recommendations:

- Phase IV shall have an expected duration of 4 and a half years (August 2014 - December 2018);
- The TSU shall prepare an Activity Plan aiming to "Mainstreaming IFM into policy and practice";
- For the implementation of Phase IV, the TSU shall:
 - o seek the support of CHy and the GWP network;
 - o develop synergies as appropriate with: WMO and GWP programmes (for instance SWFDP, CIFDP, FFGS, DRR, WACDEP, Urbanisation and Water Security Thematic Area, Ecosystems and Water Security Thematic Area), the SBPs, and GFCS;
 - o Develop and implement a mechanism to increase provision of support to the HelpDesk activities by the SBPs;
- A mechanism to better involve partners in APFM's activities shall be established, so as to ensure the best use of the available resources.
- A short Primer shall be prepared, to assist visitors to the APFM website in understanding the approaches that could be undertaken in the implementation of IFM. The Primer shall help identify what publications could be useful and when, so as to facilitate their use by the broader community. In essence, the Primer shall act as an umbrella for the IFM Policy and Tool Series. Its development shall also highlight gaps in the publications series, as well as guide the direction for the

development of new Tools. A good example to refer to for the drafting of the document was cited as the Primer developed by ADPC in 2005;

- The proposed budget for 2014/2015 shall be allocated among different activities as depicted in Figure 1 for the above recommendations.

Figure 1- Proposed budget allocation for 2014/2015¹



2.2 Publications

The AC reviewed the publications produced in 2013/2014 and considered the proposals for new publications for next year as submitted by the TSU. The importance of monitoring the usage and usefulness for downloads of the publications was underlined in several occasions. In this regard, it was recommended that the TSU undertake new efforts in this direction, for instance through questionnaires, surveys, analysis of the number of downloads and any other means as necessary so as to allow a better understanding of the dissemination and use of IFM Tools.

IFM Policy Series

When examining the work done in relation to this series, the Advisory Committee expressed:

- IFM Concept Paper:
 - o Agreement with the proposal to include new paragraphs about sediment-related risks, geomorphological and environmental aspects;
 - o Suggestion to better reflect the subject of resilience within the concept of IFM;
- Environmental Aspects of IFM:
 - o Endorsement of the development of a new publication consisting of a collection of case studies, noting that SIWI volunteered support in the compilation of examples;
- Economic Aspects of IFM:
 - o Approval of the drafting of a second edition of this item, although suggesting to broaden the scope of the publication to include the socio-economic aspects of IFM, due to the strong interrelations between economic and societal aspects. It was noted that Cap-Net offered to provide some manuals recently developed together with the World Bank as a starting basis for the update, as well as names of possible authors, and USAID volunteered to review the draft, on condition that there would be ample time established within the process to do so.

IFM Tool Series

The Committee analysed the progress done in this series and agreed on the proposed publications for next year, indicating priorities and willingness to collaborate (see Table 1). It recommended to share with the SBPs a list of the Tools under development to assess interest in cooperating in their finalization

¹ Scenario A was based on the assumption of a zero income to the APFM trust fund for the next period, whereas Scenario B includes a potential contribution from Switzerland (later confirmed during the MC).

and to receive feedback on where specifically contributions could be made. Furthermore, AC suggested that, besides offering support to review or enhance existing Tools, SBPs shall contribute to create them as a whole.

Table 1 - Planned activities for the IFM Tool Series for 2014/2015 (in order of priority)

TITLE	STATUS	SBPs OFFERING SUPPORT	COMMENTS
Primer	Planned	ADPC	
Regulations and Technical Standards for Flood Management	Under finalization		
Health and Sanitation Aspects of Flood Management	Under finalization	Université Nice Sophia-Antipolis WHO/WMO Climate and Health Office of GFCS	
The Role of the Media in Flood Management	Under finalization		
Social Impact Assessment and Public Perception of Flood Risk in IFM	Under finalization		
Effectiveness of Flood Management Measures + Case studies	Work in progress		
Crisis Mapping and Crowdsourcing in Flood Management	Work in progress	BoM CERFE	
Flood Management in a Multi-hazard Environment for the Private Sector	Work in progress	ADPC	ADPC offered to finish the tool without compensation for extra person-days.
Flood Management in a Changing Climate (Tool #9)	To be revised		SIWI and CHy suggested to give it a higher priority.
Organizing Community Participation for Flood Management (Tool #4)	To be revised	BoM CERFE	
The Role of Land-Use Planning in Flood Management (Tool #7)	To be revised		
Formulating a Basin Flood Management Plan (Tool #1)	To be revised		
Historical approaches and coping strategies for flood management	Planned		
Project Cycle in Flood Management	Planned		
Loss Assessment case studies	Planned		
Science-policy interface or "how to talk to decision makers"	Planned	CERFE	CERFE proposed to broaden the scope to "science-policy-business-civil society interface".
The Contribution of Geospatial Science to Flood Management	Planned	UNOSAT CHy	CHy suggested starting its development even though it is considered a low priority, and to consult with spatial agencies. Assistance could be obtained through the CHy as part of WMO contribution to APFM.
Issues of Gender, Youth and Disabled Persons in Flood Management	Planned	USAID	USAID suggested assigning it a higher priority due to its importance in the Post-2015 Agenda, and offered assistance for further developing this aspect.
Governance issues in Flood Management	Proposed		Focus shall be on roles, frameworks and regulations, as suggested by UNESCO-IHE.

2.3 HelpDesk Operation

The Advisory Committee discussed the HelpDesk Operation according to the different services that had been provided and made various recommendations on further activities, as captured below.

Capacity building activities

In addition to the activities anticipated by the TSU, the Committee welcomed the participation of the APFM to the events organised by UNECE on the topic of transboundary flood management in Geneva, Switzerland (i.e. 7th meeting of the Task Force on Water and Climate, 13 October 2014; 5th Workshop on Adaptation to Climate Change in Transboundary Basins, 14-15 October 2014) as appropriate occasions to promote the programme and the concept of IFM.

The AC recommended that the TSU proceed with the implementation of the proposed undertakings, according to the following order of priority:

- Provide feedback and support to the GWP Course on Integrated Urban Flood Management;
- Provide feedback and support to the course by Cap-Net on Integrated Water Resources Management as a tool for Climate Change Adaptation;
- Coordinate with GWP Caribbean on Advancing Ecological and Environmentally Friendly Approaches for IFM;
- Prepare Power Point presentations on IFM Tool Series;
- Revive Training Manual on Community Based Flood Management with ADPC;
- Provide guidance and feedback to the World Bank e-learning on the role of Land Use Planning in Disaster Management;
- Finalize Training Manual on IFM with Cap-Net;
- Develop action plan on E-learning with TUHH;
- Include Project Preparation Workshops (“bankable” projects) as a topic to offer through the HelpDesk “Get Help” function.

Specifically concerning planned training workshops, precedence should be given to:

- West Africa – regional advocacy for the NMHSs and the Regional GWP network;
- Bangladesh – high level dialogue on Coastal FM and project proposal development ;
- Argentina – support development of a partnership with Cuba on IFM courses.

Other HelpDesk functions

Some general remarks were formulated with regard to the management of the HelpDesk:

- The TSU was exhorted to act as broker/facilitator forwarding the requests received through the HelpDesk to the SBP/s having the most suitable expertise. In this operation, it was indicated that the TSU shall undertake this function using a human interface between the external users and the partner institution/s, rather than performing these interactions by an automatic system executed through the website;
- Equally, SBPs are encouraged to contact TSU when opportunities for collaboration with the APFM arise;
- A catalogue of the profiles of the SBPs expertise shall be built and displayed on the website, showing the know-how and services that partners can provide to final users through the HelpDesk. One-to-one discussions with each SBP shall be carried out by the TSU for the identification of tailored work packages;
- To favour the implementation of pilot projects, a suggestion was put forward to include among the HelpDesk functions the provision of assistance in developing project proposals;
- A possible new line of service was mentioned that would be the provision of guidance in the development of National Adaptation Plans (NAPs);

- APFM involvement on PEARL was acknowledged as a stepping stone for future collaboration with EU-funded projects (through the European Development Fund) and was seen as a valuable mechanism to increase the overall availability of products and tools.

Pilot demonstration projects

The AC appreciated the efforts undertaken by the APFM in supporting the development of national strategies for flood management and encouraged the TSU to continue to work in this direction.

Partners (especially GWP) were invited to seek APFM involvement in their projects or initiatives, where appropriate. In so doing, ongoing and forthcoming pilot demonstration projects shall be directly associated to publications in the IFM Tools Series.

Among the numerous initiatives planned for 2014/2015, the Committee confirmed the following priorities:

- Support the PRONACH project in Mexico (in cooperation with CONAGUA);
- Continue participating in the PEARL project – Preparing for Extreme And Rare events in coastal regions (in partnership with UNESCO-IHE, TUHH, Euroaque, DHI, ICHARM and others);
- Continue implementation of the Community Based Flood Management (CBFM) project in Thailand and Lao PDR (with ADPC);
- Follow the development of the Community Based Flood Management (CBFM) practices in Iowa State (USA);
- Follow-up on the project proposal regarding Instrument for Pre-Accession (IPA) on flood resilience for the Western Balkans and Turkey (with CIMA and others);
- Advocate for IFM in the Amur River Basin on the border between Russia and China;
- Support GWP China in the adoption of IFM practices;
- Seek funding opportunities for:
 - o The enactment of the pilot project on transboundary flood management in the Dniester river basin (Eastern Europe);
 - o The reinforcement of Sudan Water Partnership (SWaP) network of trainers;
 - o The implementation of a project on Community Based Flood Management in Nepal;
 - o The development of a pilot project on Coastal Flood Management in Vietnam.
- Establish linkages with other WMO initiatives dealing with floods, such as Coastal Inundation Forecasting Demonstration Project (CIFDP), Flash Flood Guidance System (FFGS) and the Severe Weather Forecasting Demonstration Project (SWFDP) and use those links to provide implementation activities related to IFM practices.

2.4 APFM Outreach

The Committee discussed the APFM outreach activities and made the following recommendations.

Linkages with GWP network and cooperation with Support Base Partners

The AC exhorted the SBPs to ensure that their websites have direct linkages to the APFM website.

WMO and GWP shall cooperate more closely in co-organizing seminars and side events at international conferences, such as the World Water Week, to promote and share experiences on activities of the APFM on implementing IFM into practice. Moreover, strengthening linkages between the TSU and the GWP Communication Office were suggested to help coordinate the respective communication strategies and outreach efforts.

Dissemination of information

The Committee endorsed the list of activities proposed for 2014/2015, acknowledging the priorities highlighted by the TSU, and recommended that the TSU:

- Continue the publication of the Newsletter “Flood Management News” (3 issues per year);
- Participate in key events and conferences:

- World Water Week 2014, 31 August - 5 September 2014, Stockholm, Sweden²;
- ICFM6, 16-18 September 2014, Sao Paulo, Brazil ;
- World Conference on Disaster Risk Reduction, 14-18 March 2015, Sendai, Japan;
- UNFCCC COP20, 1-12 December 2014, Lima, Peru;
- 7th World Water Forum, 12-17 April 2015, Daegu & Gyeongbuk, Korea;
- World Water Week 2015, 22-28 August 2015, Stockholm, Sweden;
- UNFCCC COP21, 30 November - 11 December 2015, Paris, France;
- Participate in new outreach opportunities, such as the UNISDR initiative “Guest Editor”, scheduled on 12-18 January 2015;
- Increase the use of social media profiles to grow outreach. In particular, use Twitter as a platform to engage in conversations with stakeholders and decision makers;
- Boost the programme’s presence in external newspapers, newsletters, and websites.

With regard to the website:

- Increase the usability of the website;
- Substitute the actual Reference Centre Database with an “Ask for References” service;
- Improve the Q&A section;
- Give priority to developing a Spanish version of the APFM website, as AC expressed concerns about the geographical distribution of website visits mainly being focused on the Northern hemisphere. Other languages shall be considered in the future.

The necessity of keeping track of the number of downloads of APFM publications and any other material available on the website was reiterated.

Implementation of APFM Communication Strategy

The Committee agreed with the goal of the TSU to further develop and apply the APFM visual identity. Nevertheless, in light of the decrease of funding experienced since last year, the focus of the communication strategy should shift towards policy-makers and potential donors. New avenues for engaging the latter should be explored; the use of traditional media and the publishing of policy-briefs could help in this sense.

2.5 Discussion on potential synergies with:

WMO

As previously mentioned in section 2.3, opportunities for collaboration with following WMO programmes were identified:

- Coastal Inundation Forecasting Demonstration Project (CIFDP);
- Flash Flood Guidance System (FFGS);
- Severe Weather Forecasting Demonstration Project (SWFDP);
- Disaster Risk Reduction (DRR) Programme;
- Global Framework for Climate Services (GFCS). The forthcoming Meeting on the Implementation Coordination of the GFCS, 29 September – 1 October 2014, Geneva, Switzerland could represent an occasion to liaise with this initiative and its partners.

Moreover, the Commission for Hydrology supports the programme largely through the Secretariat and its President. The possibility to include the Open Panel of CHy Experts (OPACHE) in the HelpDesk was pointed out by representatives of the Commission.

² The Committee retroactively endorsed APFM participation in the WWW, which had concluded few days before the AC meeting.

GWP

The most appropriate framework for potential synergies was identified in GWP Water, Climate and Development Programme (WACDEP). Further interaction would be possible for other GWP programmes, such as the Urbanisation and Water Security Thematic Area or the Ecosystems and Water Security Thematic Area.

However, the APFM shall continue working with the GWP networks, in particular its Regional and Country Water Partnerships, where fruitful cooperation has been established and numerous activities are underway, matching national and regional needs with expertise on IFM.

International Flood Initiative

ICHARM presented the International Flood Initiative (IFI) flagship project and showed interest in a possible involvement of the APFM in its activities. A final decision about APFM participation to the initiative will be taken during ICFM6 in September 2014. The APFM will continue to support the IFI through the services provided in its HelpDesk.

3. Critical Issues for the APFM

Several issues were discussed by the Advisory Committee and reflected below:

- **Direction for Phase IV:** since some concerns emerged about the available resources to address the policy-science interface and other planned activities, the Advisory Committee recommended to prioritize projects according to the availability of human and financial resources;
- **Reporting period and financial period:** considering the necessity to align them with WMO and GWP schedules, both periods should henceforth coincide with those of the WMO and GWP, which correspond to the calendar year (1st January – 31st December);
- **Timing of AC/MC Annual Meetings:** all parties agreed to hold the two meetings in September, this allowing continuity with the IDMP AC/MC meetings;
- **Need for an additional Management Committee meeting:** this shall be held electronically and eventually scheduled after the end of the fiscal year to discuss budget matters;
- **Funding opportunities:** acknowledging the financial limitations that the APFM will face in the next year, partners suggested the exploration of new funding channels through:
 - o UNEP National Adaptation Plans Global Support Programme (NAP GSP)
 - o GFCS
 - o SIWI Action Platform for Source to Sea Management
 - o Climate and Development Knowledge Network (CDKN), funded by the UK Department for International Development (DFID), especially interested in co-financing capacity development activities in the field of extreme weather events;
 - o UNFCCC Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts;
 - o Government of France and the Organisation Internationale de la Francophonie (OIF), for support in the translation of APFM material into French;

A certain scepticism was evident on discussions regarding the possible use of crowd-funding (e.g. mobile phone apps, “run for a cause”, etc.) to raise funding for specific initiatives. The Advisory Committee did not advocate the use of such an approach at this time.

4. Selection of SBPs for Management Committee meeting

Cap-Net and DHI were chosen to co-chair and represent the SBPs in the MC meeting.

5. Wrap up of Advisory Committee meeting

Concluding remarks by the Chair

In closing the Advisory Committee meeting, Mr Torkil Jønch Clausen thanked all participants for their active contribution to the discussions. He indicated that through the united efforts of all the APFM will be able to achieve progress, similar to the remarkable work done over the last year.

Others

Sincere appreciation was extended to the Chair by Mr Bruce Stewart, on behalf of WMO, and by Ms Ania Grobicki, representing GWP, for his expert direction of the meeting.

All members expressed their gratitude to the major funders of the APFM, namely the Federal Office for the Environment (FOEN) of Switzerland, the government of Germany, WMO and GWP.

The AC meeting adjourned on 8th September 2014 at 18:00.

6. Summary of Conclusions and Recommendations

1 Phase IV

- Prepare Phase IV Activity Plan on “Mainstreaming IFM into policy and practice”, expected phase duration: about 4 ½ years (Aug 2014 – Dec 2018);
- Develop Primer [refer to ADPC Primer (2005)];
- Seek support of CHy and the GWP network;
- Develop synergies as appropriate with:
 - o WMO and GWP programmes (SWFDP, CIFDP, FFGS, DRR, WACDEP, Urbanisation and Water Security Thematic Area, Ecosystems and Water Security Thematic Area);
 - o SBPs;
 - o GFCS.

2 Publications and Tools

- Proceed with the priorities as established during AC (see table 2 below);
 - o Should a SBP or donor wish to develop a non-prioritized product, this is welcomed;
- Develop and share a list of “Tools to be or under development” with SBPs for assessing their interest.

Table 2- Publications: priorities

ACTIVITY	PRIORITY
IFM Concept Paper (4th edition)	
Economic Aspects of IFM (2nd edition)	
Environmental Aspects of IFM - Case Studies	✓
Development of a Primer	
Revision of tools: <ul style="list-style-type: none">• Formulating a Basin Flood Management Plan Tool #1• Organizing Community Participation for Flood Management Tool #4• The Role of Land-Use Planning in Flood Management Tool #7• Flood Management in a Changing Climate Tool #9	✓
New Tools: <ul style="list-style-type: none">• The Contribution of Geospatial Science to Flood Management• Issues of Gender, Youth and Disabled Persons in Flood Management• Loss Assessment case studies	✓

<ul style="list-style-type: none"> • Science-policy interface or “how to talk to decision makers” • Historical approaches and coping strategies for flood management • Project Cycle in Flood Management 	
7 IFM Tools at different stages of development to be finalized	

3 Capacity Building

- Proceed with the priorities as established during AC (see table 3 below);
 - o Should a SBP or donor wish to develop a non-prioritized activity, this is welcomed;
- Participate in the UNECE events on transboundary flood management, 13-15 October 2014, Geneva, Switzerland.

Table 3 - Capacity building: priorities

ACTIVITY	PRIORITY
Provide feedback and support to the GWP Course on Integrated Urban Flood Management	
Coordinate with GWP Caribbean on Advancing Ecological and Environmentally Friendly Approaches for IFM	
Provide guidance and feedback to the World Bank e-learning on the role of Land Use Planning in Disaster Management	
Prepare Power Point presentations on IFM Tool Series	
Finalize Training Manual on IFM with CapNet	
Revive Training Manual on CBFM with ADPC	
Develop action plan on E-learning with TUHH	
Training workshops to be held in: <ul style="list-style-type: none"> • West Africa – regional advocacy for the NMHSs and the Regional GWP network • Bangladesh – high level dialogue on Coastal FM and project proposal development • Argentina – support development of a partnership with Cuba on IFM courses 	

4 HelpDesk

- Proceed with the priorities as established during AC [red checkmarks] (see table 4 below);
- Build the profiles of SBP expertise;
- TSU to be broker/facilitator linking SBPs to requests for help;
- Provide assistance in developing project proposals;
- SBPs are encouraged to contact TSU when opportunities for collaboration arise.

Table 4 - National and regional implementation activities: priorities

ACTIVITY	PRIORITY
Support to the PRONACH in Mexico (with CONAGUA)	SBP
PEARL – Preparing for Extreme And Rare events in coastal regions (with UNESCO-IHE, TUHH, Euroaqua, DHI, ICHARM and others)	
Community Based Flood Management (CBFM) in Thailand and Lao (with ADPC)	SBP
Following developments on CBFM in Iowa State	
Instrument for Pre-Accession (IPA) project proposal on flood resilience for the Western Balkans and Turkey (with CIMA and others)	SBP
Advocating for IFM in the Amur River Basin	SBP
Support to China GWP in the adoption of IFM	SBP
Seeking funding opportunities for:	

<ul style="list-style-type: none"> • Transboundary issues in the Dniester • Reinforcement of Sudan Water Partnership (SWaP) network of trainers • CBFM in Nepal • Coastal Flood Management in Vietnam 	<ul style="list-style-type: none"> ✓ D SBP ✓ D SBP ✓ D SBP
Linkages with CIFDP, FFGS and SWFDP	✓ D

5 Funding opportunities – explore new channels

- UNEP's National Adaptation Plans Global Support Programme (NAP GSP);
- GFCS;
- SIWI's Action Platform for Source to Sea Management;
- Climate and Development Knowledge Network (CDKN), funded by the UK Department for International Development (DFID);
- UNFCCC's Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts;
- Government of France and the Organisation Internationale de la Francophonie (OIF).

6 Outreach

- Proceed with the priorities as established during AC (see table 5 below);
 - o Should a SBP or donor wish to develop a non-prioritized activity, this is welcomed;
- SBPs to ensure their websites having direct linkages to the APFM website;
- Explore new avenues for engaging policy-makers through, for example, traditional media;
- Develop policy briefs to help engage decision-makers;
- Keep track of the number of downloads, possibly through use of Google Analytics;
- Promote APFM at international events: COP20 (Lima), COP21 (Paris), 7th WWF, WWW 2015, WCDRR;
- Consider providing information in other languages, starting with Spanish – creating a landing page as a first step to test usage.

Table 5 - Outreach: priorities

ACTIVITY	PRIORITY
Further develop and apply the APFM visual identity	✓
Continue publication of the Newsletter (3 issues per year)	✓
Participation in key events and conferences: <ul style="list-style-type: none"> • World Water Week 2014, 31 Aug-5 Sept., Stockholm, Sweden • ICFM6, 16-18 Septembre, Sao Paulo, Brazil • Global Platform on Disaster Risk Reduction, March 2015, Sendai, Japan 	<ul style="list-style-type: none"> ✓ ✓ ✓
Increasing presence in external newspapers, newsletters, websites	✓
Participating in new outreach opportunities <ul style="list-style-type: none"> • E.g. UNISDR initiative "Guest Editor", 12-18 January 2015 	<ul style="list-style-type: none"> ✓ ✓
Increase the use of social media profiles to grow outreach	✓
Website: <ul style="list-style-type: none"> • Increase the usability of the APFM website • Substitute "Ask for References" service in place of the Reference Centre Database • Improve the Q&A section • Make the APFM website available in Spanish as a trial 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓

7 Other issues

- Change fiscal/reporting period to calendar year;

- AC/MC Annual Meeting to be held in September and coincident with the AC/MC Meeting of the IDMP to facilitate attendance at both events;
- MC to meet electronically after the end of the fiscal year (regarding budget matters).

PART II MANAGEMENT COMMITTEE

The Management Committee meeting was convened on 9th September 2014 at 9:00 and was chaired by Mr Torkil Jønch Clausen. The MC noted with satisfaction the ability of the APFM to realize the numerous activities recommended for 2013/2014, despite the reduction of human and economic resources. In this regard, the Government of Italy announced its intention to explore possible future financial support to the APFM.

7. Review of progress on implementation of APFM activities for the year 2013/2014

The Committee confirmed the comments and recommendations formulated by the AC. Moreover, in view of the entering into Phase IV, the MC requested that an external, independent evaluation of the first three phases be conducted. It indicated that the costs associated with such a review shall not be directly funded by the APFM and shall be shared among the financial partners. For this reason, the MC requested that the TSU circulate a draft of the Terms of Reference for the potential external review to all (present and past) donors.

8. Financial report for the year 2013/2014 and shifting of fiscal year

The Committee was presented with the financial statement on the income and expenditure by source of funding for the year 2013-2014. The "Interim Statement of Income and Expenditure for the Period 1 April 2013 to 31 July 2014" of the APFM Trust Fund by WMO was reviewed and discussed in detail. After thorough review, the MC approved the financial statement for the year 2013-2014.

9. Oversight recommendations from MC

- The APFM shall have the opportunity to meet with GWP's financial partners;
- GWP shall approach CDKN to propose them to co-fund APFM capacity development work;
- In the financial report, a distinction between core funding and project funding is needed; and
- A larger amount of resources shall be allocated to dissemination of information, once external resources are found for project implementation.

10. Statements of Donors on level of financial support for 2014/2015

The Federal Office of Environment (FOEN) of the Government of Switzerland confirmed its willingness to renew the financial agreement signed with the APFM for two additional years.

11. Establishment of budget for 2014/2015

The Committee was presented with the Budget Plan for the year 2014-2015, which showed two different scenarios, depending on the renewal of support to the Programme by FOEN.

Due to the fact that 2015 will be a crucial year from the point of view of international events and negotiations on disaster risk reduction, the MC recommended that, whenever possible, the same level of

expenditures of 2013/2014 should be maintained (excluding the expenditure related to staffing the position of APFM Project Officer).

Based on the activities agreed by the AC for the next reporting period, the MC approved the Budget Plan. The MC expressed appreciation on the detailed budget information that had been prepared for the meeting. It requested that such an approach be taken for its next meeting and stated that it would appreciate receiving such information (including the budget plan proposal) in advance of the meeting.

12. Consideration of action plan for the year 2014/2015 as recommended by the AC meeting

In general, the Management Committee endorsed the recommendations made by the AC, with two differences described hereinafter. Firstly, the Activity Plan for the next phase should include the term "policy" and not just "practice", thereby rewording it to read: "Mainstreaming IFM into policy and practice"³. Phase IV shall therefore focus on implementation of policy and practices for IFM, which is consistent with the GWP Strategy Towards 2020. Secondly, the MC requested that long term performance indicators be developed (based on the external evaluation results of point 7 above), not only for Phase IV, but for all future work of the Programme, given that APFM is seen as a permanent feature for both GWP and WMO.

13. Medium and longer-term funding situation

The Committee was presented with the medium (April 2010 – July 2016) and long term (April 2010 – July 2017) funding situation. Two different scenarios were provided for each timeframe: the first considered the continuation of the current financial contribution by FOEN, while the second reflected an additional drawdown of expenditures of 210,000 CHF/year in the medium term and of 150,000 CHF/year in the long term. Discussions focused on these potential scenarios, resulting in the establishment of the budget for 2014/2015 as presented at point 11.

14. Staffing situation including secondments

The APFM Staffing situation was illustrated, highlighting the fractional allocation of staff employee undertaking APFM activities. A severe reduction in overall human resources is expected in 2015, when the contracts of the communication officer and both interns will end.

15. Closing remarks from Chair

The Chair thanked all participants for attending both the AC/MC meetings and for their valuable suggestions and advancement.

The MC meeting adjourned on 9th September 2014 at 13:00.

³ This modified expression has been used throughout the report so as to avert possible confusion.

ANNEXES

ANNEX I List of Participants

	Name	Position	Institution	Email
1	Torkil Jønch-Clausen	Senior Advisor	GWP Secretariat, Drottninggatan 33, SE-11151 Stockholm, Sweden	tjc@dhigroup.com
2	Ania Grobicki	Executive Secretary	GWP Secretariat, Drottninggatan 33, SE-11151 Stockholm, Sweden	ania.grobicki@gwp.org
3	Frederik Pischke	GWP Focal Point for the APFM and IDMP	Global Water Partnership APFM Technical Support Unit IDMP Technical Support Unit	frederik.pischke@gwp.org
4	Harry Lins	President	Commission for Hydrology, World Meteorological Organization, Switzerland	chy.president@gmail.com
5	Caroline Wittwer	Scientific Officer (attending as CHy representative)	BRGM-Geological Survey, 3 avenue Claude Guillemin, 45060 Orléans, France	c.wittwer@brgm.fr
6	Olivier Overney	Head of Section	Flood Protection Section, Swiss Federal Office for Environment (FOEN), Switzerland	olivier.overney@bafu.admin.ch
7	Carolin Schärpf	Scientific officer	Federal Department of the Environment, Transport, Energy and Communications (DETEC), Federal Office for the Environment (FOEN), Hazard Prevention Division, Worbentalstrasse 68, 3063 Ittigen Switzerland	carolin.schaerpf@bafu.admin.ch
8	Sezin Tokar	Senior Hydrometeorological Hazard Advisor	USAID Office of U.S. Foreign Disaster Assistance, USA	stokar@usaid.gov
9	Joachim Saalmueller		Deutscher Wetterdienst, Frankfurter Strasse 135, Offenbach, Germany	joachim.saalmueller@dwd.de
10	Maurizio Biasini	Scientific Attaché	Permanent Mission of Italy to the United Nations Office and other International Organization in Geneva, Switzerland	maurizio.biasini@esteri.it

11	Alessandra Tirrito	Intern	Permanent Mission of Italy to the United Nations Office and other International Organization in Geneva, Switzerland	alessandra.tirrito@googlemail.com
12	Aslam Perwaiz	Head	Disaster Risk Management System, Asian Disaster Preparedness Centre (ADPC), Thailand	aslam@adpc.net
13	Dasarath Jayasuriya	Assistant Director	Water Forecasting, Hazards Forecasting and Warning, Australian Bureau of Meteorology, Australia	D.Jayasuriya@bom.gov.au
14	Kees Leendertse	Senior HRD Specialist Deputy Director	Cap-Net UNDP Brazil	kees.leendertse@cap-net.org
15	Gabriele Quinti	Director	Center for Research and Documentation February '74 (CERFE), Italy	gabriele.quinti@cerfe.org gabriele.quinti@gmail.com
16	Jan Danhelka	Deputy Director Head of Hydrology Division	Czech Hydrometeorological Institute, Czech Republic	danhelka@chmi.cz
17	Henriette Tamasauskas		Danish Hydraulic Institute (DHI), Denmark	htt@dhigroup.com
18	Philippe Gourbesville	Director and EuroAqua Coordinator	University of Nice, France	philippe.gourbesville@gmail.com; Philippe.Gourbesville@unice.fr; Philippe.gourbesville@polytech.unice.fr
19	Arthur Askew		IAHS	arthuraskewge@bluewin.ch
20	Masahiko Murase	Chief Researcher	International Centre for Water Hazard and Risk Management (ICHARM) Public Works Research Institute (PWRI), Japan	m-murase@pwri.go.jp
21	Boosik Kang	Professor	Department of Civil and Environmental Engineering Dandong University, Korea Water Resources Association (KWRA), Republic of Korea	bskang@dankook.ac.kr
22	Anna Forslund	Programme Manager	Climate Change and Water Knowledge Services, Stockholm International Water Institute (SIWI), Sweden	anna.forslund@siwi.org
23	Sonja Koepfel	Environmental Affairs Officer	UNECE Water Convention, UNECE, Switzerland	Sonja.koepfel@unece.org
24	Stefan Uhlenbrook	Vice-Rector, Professor of Hydrology and Water Resources	UNESCO-IHE, Delft, The Netherlands	S.Uhlenbrook@unesco-ihe.org

25	Einar Bjorgo	Manager	UNOSAT, Switzerland	Einar.bjorgo@unitar.org
26	Luca Dell'oro	Specialist, Coordinator Training and Capacity Development	UNOSAT, Switzerland	Luca.DELLORO@unitar.org
27	Mauro Arcorace	Hydraulic Engineer	UNOSAT, Switzerland	Mauro.ARCORACE@unitar.org
28	Lesya Nikolayeva		Zoi Environment Network, Switzerland	lesya.nikolayeva@zoinet.org
29	Sara Casallas		Ramsar Secretariat, Switzerland	casallas@ramsar.org
30	Joy Shumake Guillemot		WMO/WHO Climate and Health Office, Switzerland	jshumake-guillemot@wmo.int

WMO Representatives

1	Bruce Stewart	Director	Climate and Water Department	bstewart@wmo.int
2	Maxx Dilley	Director	Climate Prediction and Adaptation Branch	mdilley@wmo.int
3	Paul Pilon	Head Chief	APFM Technical Support Unit Hydrological Forecasting and Water Resource Division	ppilon@wmo.int
4	Gabriel Arduino	Scientific Officer	Hydrological Forecasting and Water Resource Division	garduino@wmo.int
5	Giacomo Teruggi	Project Officer (Hydrological Forecasting)	APFM Technical Support Unit IDMP Technical Support Unit	gteruggi@wmo.int
6	Jan Moritz Krüger	Junior Professional Officer	APFM Technical Support Unit	jkruger@wmo.int
7	Isabel Riboldi	Communication Officer	APFM Technical Support Unit	iriboldi@wmo.int
8	Luis Roberto Silva Vara	Intern	APFM Technical Support Unit	lsilvavara@wmo.int
9	Nga Eichrodt	Secretary	APFM Technical Support Unit	neichrodt@wmo.int

ANNEX II Agenda for the APFM Advisory Committee and Management Committee Meeting

Advisory Committee Meeting

Day One: Monday 8 September 2014

Time	Activities
09:00-09:15	Welcome, self-introduction and adoption of agenda
09:15-10:30 (1:15 hr.)	<p>1) Review of APFM activities for the year 2013/2014 and proposed activities for the year 2014/2015</p> <ul style="list-style-type: none"> • Publications: <ul style="list-style-type: none"> ○ Integrated Flood Management (IFM) Policy Series ○ IFM Tools ○ Training manuals ○ E-learning
10:30-11:00	Tea/Coffee break
11:00-12:30 (1:30 hr.)	<ul style="list-style-type: none"> • HelpDesk Operation: <ul style="list-style-type: none"> ○ Capacity building activities ○ Other HelpDesk functions ○ Pilot demonstration projects
12:30-13:30	Lunch Break
13:30 – 15:30 (2:00 hr.)	<ul style="list-style-type: none"> • APFM Outreach <ul style="list-style-type: none"> ○ Linkages with the GWP network and cooperation with Support Base Partners ○ Dissemination of information, status of web-page ○ Implementation of APFM Communication Strategy
15:30-16:00	Tea/Coffee break
16:00-17:00 (1:00 hr.)	<ul style="list-style-type: none"> • Discussion on potential synergies with: <ul style="list-style-type: none"> ○ WMO (Flood Forecasting Initiative, Severe Weather Demonstration Project, GFCS⁴, FFGS², CIFDP³, CHy⁴ activities) ○ GWP (APFM within the GWP Strategic Plan) ○ International Flood Initiative

⁴ GFCS = Global Framework for Climate Services, ² FFGS=Flash Flood Guidance System, ³ CIFDP= Coastal Inundation Forecasting Demonstration Project, ⁴ CHy= Commission for Hydrology

17:00 – 18:00 (1:00 hr.)	2) Critical Issues for APFM 3) Selection of SBPs for Management Committee meeting 4) Wrap up of Advisory Committee meeting <ul style="list-style-type: none"> • Concluding remarks from Chair
18:30 onwards	Informal get-together

Management Committee Meeting

Day Two: Tuesday 9 September 2014

Time	Activities
9:00-11:00 (2:00 hr.)	<ul style="list-style-type: none"> – Review of progress on implementation of APFM activities for the year 2013/2014 – Financial report for the year 2013/2014 and shifting of fiscal year – Oversight recommendations from MC – Statements of Donors on level of financial support for 2014/2015 – Establishment of budget for 2014/2015 – Consideration of action plan for the year 2014/2015 as recommended by the AC meeting
11:00-11:30	Tea/Coffee Break
11:30 – 13:00 (1:30 hr.)	<ul style="list-style-type: none"> – Medium and longer-term funding situation – Staffing situation including secondments and liaison with IDMP – Other business – Closing remarks from Chair
13:00	Conclusion of meeting