



**14th PAC meeting,
Copenhagen, Denmark, 22 May 2017**

Draft minutes

PAC Participants: Philippe BOUGEAULT (MF rep.), Radmila BROZKOVA (PAC Vice-Chair), Fatih BUYUKASABBASI (PAC Chair), Jure CELDINIK (LACE rep.), Claude FISCHER (CSSI Chair), Daniel GELLENS (non-LACE non-MF rep.), Branka IVANVAN-PICEK (LACE rep.), Maria MONTEIRO (non-MF non-LACE rep.), Jeanette ONVLEE (rep. HIRLAM observer), Patricia POTTIER (Secretary), Piet TERMONIA (ALADIN PM), Yong WANG (LACE PM)

Excused: Alain JOLY

1. PAC Chairperson opened the meeting and welcomed the participants.

2. The agenda below was proposed and adopted :

Agenda ¹	Introduced by	Documents
1. Opening and welcome	PAC chair	
2. Adoption of the agenda (D)	PAC chair	2_Agenda_14thPAC
3. Final approval of the minutes of the 13 th PAC meeting (D)	PAC chair	3_Minutes_PAC2016
4. PM Activity report (issues related to ALADIN; more discussion in the common HAC/PAC meeting) (I)	PM	4_PM_activity_report 4_CA_report 4_ACNA_report 4_Minutes_HMG-CSSI 4_DA_kit_report
5. ALADIN policy issues (C) <ul style="list-style-type: none"> • 2014 joint ALADIN-HIRLAM Declaration • ALADIN Strategy issues • Rolling Work Plan: <ul style="list-style-type: none"> ◦ procedure for man power Work plan commitment ◦ calendar • Changes in governance positions: CSSI, position for a DA coordinator. • Organization of the next GA/Council • SEE-MHEWS-A 	PM & PAC chair	5_Declaration 5_Strategy_issues 5_Rolling_Work_Plan 5_Matrix 5_Organization_GA-Council 5_SEE_MHEWS_A
6. Resource matters: (C) <ul style="list-style-type: none"> • Manpower status • Budget matters: <ul style="list-style-type: none"> ◦ accounting of the ongoing 2017 budget, ◦ PAC's first guidance for the 2018 budget. 	PM	6_Manpower_status 6_Ongoing_budget 6_Guidance_2018
7. A.O.B	PAC chair	
8. Date and place of the next meeting (to be decided with HAC) (D)	PAC chair	
9. Closing	PAC chair	

3. The minutes of the 13th PAC meeting were approved without changes.

¹ **(D): Decision ; (C): Consultation; (I): Information**

4. PM Activity report

As the last GA had approved the reorganization of the work plan around three types of activities (the common activities, core programs and specific R&D activities), Piet reported according to this split :

- **Common activities** (translation of the scientific activities into code versions) : most of these aspects are reported in the [minutes of the HMG/CSSI meeting](#) and the reports (see preparatory documents) of the Code Architect and the ACNA. The management of the CMCs (Canonical Model Configurations) in one repository is an important aspect of the ALADIN-HIRLAM convergence roadmap, together with the process of the delivery of new versions of the shared ALADIN-HIRLAM system.
- **Core programs** i.e. commonly agreed programs of recognised strategic importance that will benefit all partners (so far, two core programs were decided by the GA) :
 - **“Data Assimilation basic kit”**
 - During the kick-off meeting organised in Lisbon with the flat-rate money, it appeared that all 9 countries without operational DA have activities on data assimilation and are ready to allocate at least 1 Full Time Equivalent (FTE) to data assimilation; about half of these countries have tested OPLACE so far and some countries have tested the HARMONIE scripting system, but currently either some basic version of sms or some basic unix scripting is used; some HIRLAM colleagues from Ireland are using a data handling system based on the SAPP software of ECMWF (an interesting alternative for OPLACE ?).
 - Special attention is needed to the local handling of the observational data and a concrete action is planned to coordinate the activities in the 9 countries; exchange of experiences is needed, especially some help in providing expertise to learn from the LACE actions.
 - Piet proposed to create a position for a DA coordinator, to assist the ALADIN PM, CSSI and ACNA with the coordination of the ALADIN DA starter countries with their data assimilation activities, the elaboration of the ALADIN-HIRLAM common work plan for the DA basic kit core program, the extension of the phasing tools (for the code sanity checks, i.e. the Mitraillette) with data-handling and algorithmic components for data assimilation, ... This position would be funded by ALADIN (see the discussion on the 2018 budget, point 6.2.2).
 - **PAC acknowledged the success of LACE approach (by creating OPLace) in leading most LACE countries to have an operational DA. PAC underlined the importance of the DA core program and recommended on a stepwise approach (3DVar, and first focus on classical data) for the DA starter countries.** For the forecast model configurations, there are currently 2 CMC (AROME and ALARO) and a 3rd CMC (HARMONIE-AROME) is proposed by HIRLAM but should first enter the common code repository and sanity check tools). The maintenance (changes to new cycle) and the validation (tests) of the DA configurations are even more complicated and more manpower consuming than those of the forecast model configurations. Thus, as the maintenance of the DA configurations will be part of the common activities when the action is finished, **for the long-term goal, PAC recommended to build no more than 3 systems (from the point of view of the algorithms, i.e. 3DVar, BlendVAR), thus no more than 3 DA Canonical Configurations.**
 - **Dynamics** : during the [dynamics meeting](#) organized in Météo-France on 25 November 2016, a first draft of the topics for the dynamics core program were identified. Work is on-going, with a new momentum in the activities on dynamics, involving a substantial manpower of new young experts.

- **Specific R&D activities** : these activities will be defined in the Rolling Work Plan (point 5.3) and proposed to PAC after summer.
 - Piet drew the PAC attention on the climate activities : as several ALADIN Partners and some climate modelers of SHMI had expressed their interest to use versions of the ALADIN-HIRLAM shared system for climate simulations (i.e. CORDEX climate archive) and given the discussions on branding and terminology, **Piet proposed to introduce a ALADIN-HIRLAM climate modelling community. PAC agreed, as a specific activity, under the condition that its maintenance will be taken in charge by the people who work on this specific activity.**

5. ALADIN policy issues

1. 2014 joint ALADIN-HIRLAM Declaration

See point 4.1 of the 5th joint PAC/HAC meeting.

2. ALADIN Strategy issues

At the last GA, Piet presented the outcome of the Toulouse strategy meeting : the GA appreciated the progress, approved the split of the activities (see point 4 above) and the reorganization of the Work Plan, but a few GA representatives were expecting to be presented with a clear strategy document, with high-level goals and a top-down strategy.

According to the ALADIN-HIRLAM collaboration agreement signed last December, ALADIN and HIRLAM Partners should agree, as soon as possible, on a general strategy for their scientific and technical collaboration and this will guide the preparation of the annual Work Plans.

The ALADIN and LACE PMs have identified a few top-down strategic objectives :

1. *Advancing the science of high-resolution NWP*
2. *From science to operations and tailor-made applications*
3. *Capacity building and synergies*
4. *Strengthening our links with international organizations and academia*
5. *Use our code for climate studies and chemistry and environmental studies.*

PAC commented that the short term strategy is to achieve the convergence into one single consortium. But, within 2 years, the vision and the goals of this single consortium should also be defined. **PAC felt that it was time to start working on the “mission statement” for the future single consortium and agreed to open this discussion in the afternoon session with the HAC.**

3. Rolling Work Plan

In the last HMG/CSSI meeting, an alternative setup and process for writing the common Rolling Work Plan (RWP) was discussed and agreed upon (see the [HMG/CSSI minutes](#)): a new template for Work Packages (WPs) description is proposed with the aim to clarify efforts on code phasing and maintenance, to identify deliverables, ...; the RWP will be written during summer; the ALADIN Local Team Managers (LTM) will commit the manpower after their meeting besides EWGLAM (early October). For HIRLAM, the plan including staff contributions will be discussed with the HAC on 17/18 October 2017.

Thus, Piet proposed to the PAC to move their annual meeting from spring to autumn to give them the opportunity to comment on the proposed RWP, at a joint meeting with the HAC (as the HAC meets also in autumn); this move will also bring closer the PAC meeting and the General Assembly.

PAC agreed that from 2018 on, the annual PAC meeting will be held in autumn, noting that it will be necessary to pay special attention to the choice of the dates, between the LTM meeting and the GA, avoiding the numerous meetings in autumn. For 2017, PAC felt that a second meeting may be useful in the Autumn, but decided to postpone decision.

4. *Changes in governance positions : CSSI, position for a DA coordinator*

The updated matrix of ALADIN has been distributed : Daan Degrauwe is the ALADIN Code Architect; Ludovic Auger is proposed in replacement of Pierre Bénard and, as CSSI member for dynamics, he will assist in the redaction of the dynamics parts in the RWP plan and its coordination. The current CSSI member for predictability and LAM EPS (Alex Deckmyn) should be replaced as he will move position : Yong asked about any tacitly understood restrictions that prevents LACE Area Leaders having the same position in the CSSI. Piet answered that there are, a priori, no such restrictions and said that for the EPS position the membership of the LACE Area Leader would be fully justified.

A possible new position (DA coordinator) will be proposed to the GA.

5. *Organization of the next GA/Council*

For information of the PAC, Fatih summarised the schedule of the meetings in Krakow (Poland) :

- 21st Nov. 2017 morning : ALADIN GA,
- 21st Nov. 2017 afternoon : LACE and HIRLAM councils in parallel,
- 22nd Nov. 2017 morning : joint ALADIN-HIRLAM meeting.

6. *SEE-MHEWS-A*

WMO took the initiative of a Programme in order to develop a Multi-Hazard Early Warning Advisory System for South-Eastern Europe (SEE-MHEWS-A): Milan Dacić, WMO Representative for Europe, sent an official letter to Martin Benko, chair of the ALADIN GA, regarding a potential collaboration with the ALADIN Consortium in the future implementation of the SEE-MHEWS-A Project.

The ALADIN, HIRLAM and LACE PMs, the HIRLAM Council Chair have also been approached.

PAC recommended that Martin should inform all the ALADIN Directors and distribute them the letter as soon as possible. In case the Directors ask the PAC to inquire on this question, the PAC could take the opportunity of a PAC meeting in October or organise a web-meeting.

6. Resource matters

1. *Manpower status*

Extensive statistics (see [the article on the aladin website](#)) were produced at the end of the 4th MoU and the accumulated manpower investment until mid-2015 as in Annex I of MoU5 and is equivalent to 59 Full-Time Equivalent (FTE) persons per year (nearly 90 FTE during the last years).

All partners significantly contributed to the manpower, even if the accumulated data since 1991 may give a distorted view for the last countries to join ALADIN; since 1991, the manpower was done at about 35% by Météo-France, 35% by LACE and 29% by flat-rate Partners : the evolution of this breakdown shows a decrease in LACE part since 2005 (down to 29% in 2015-2016) and an increase of Météo-France part (up to 43% in 2015-2016).

84% of the total work was realized by the local permanent staffs in their NMSs, the mobility showing a long-term decrease, the emphasis being lately put on “virtual mobility” through tele-, web- or video-conferencing. The mean partial time (the quotient when dividing the number of active participants by the FTE) increased since MoU3, more work being done by “key” persons, working mostly full-time for the Consortium.

2. *Budget matters:*

1. accounting of the ongoing 2017 budget.

The 2017 flat-rate budget was prepared in line with all recommendations of the last GA. It was distributed to the Partners at the beginning of February and is under way :

- Besides the usual missions (PAC, LTM/CSSI at the Joint Workshop, LTM at EWGLAM), the

flat-rate funded the DA basic kit WD in Lisbon and the printing of the [leaflets](#).

- 16k€ are supported by the flat-rate budget for the Code Architect (i.e. 2k€ per member).
- For the first time when establishing this budget, significantly more actions (scientific visits) were proposed by the LTMs than the flat-rate budget could fund. Thus, some actions were cancelled, others could be funded by MF in-kind budget.

When non-LACE NMSs benefit from OPLace, they commit to send people from their team in a LACE NMS, during 2 months, to work on DA. Some NMSs asked for these visits to be funded by the flat-rate budget. It is not possible for the flat-rate budget to pay for these 2 month visits for all non-LACE NMSs possibly interested by OPLace (it would represent the whole flat-rate money available for scientific visits).

Piet asked whether LACE would like to stay at the level of bilateral agreement with non-LACE NMSs or switch at a consortium level. **Yong will refer the matter to the RC-LACE Council.**

2. PAC's first guidance for the 2018 budget.

The inflation² in the Euro zone for 2016 is 0.2%, thus the ceiling of the MoU5 for the 2017 contribution reaches 11022€.

Piet proposed to fund a new position for a DA coordinator, with a similar funding mechanism as for the Code Architect, i.e. 16k€ will be paid by the flat-rate budget : this would be possible by increasing the flat-rate contribution by 2k€ per NMS or by cutting into the scientific visits funding (16k€ represents 40% of the currently available money for the scientific visits).

As an alternative, Radmila on behalf of LACE representatives at PAC proposed to copy the LACE practices for the positions of the PM, the ASC (System Coordinator), the DM (Data Manager) and the ALs (Area Leaders) who receive – when it is legally possible in their NMS (to be checked on a case by case basis) - a salary supplement (or prime) funded by LACE. Radmila proposed to treat the same way both the ACNA and a future DA coordinator. The additional cost would be about 650€ per Partners (for ACNA and DA coordinator), instead of 2000€ for the DA coordinator only, with the CA mechanism.

Philippe underlined that, when only the sub-salaries are paid by the Consortium, the positions remain in-kind work from the NMSs who employ the persons, thus it won't increase the available manpower for the Consortium.

PAC recommended to propose both options to the GA : either (1) the funding by ALADIN of a new half-time position for a DA coordinator or (2) the funding of sub-salaries for the ACNA and the DA coordinator (whose positions would be in-kind from their NMS). The 2017 flat-rate contribution would have to be increased by (1) 2000€ or (2) 650€, it would be above the ceiling defined in the MoU5 and this would have to be approved unanimously by the General Assembly, as an amendment to the MoU5.

7. A.O.B.

None.

8. Date and place of the next meetings

PAC agreed to held their annual meeting in autumn (see 5.3), beginning with the 2018 meeting and Radmila proposed to host the 2018 meeting in Prague (CHMI), late October 2018. The necessity for the PAC to meet a second time this autumn (HIRLAM had already decided on a HAC on 17-18 October 2017) will be evaluated during the HAC/PAC meeting.

9. Closing

Fatih thanked the participants and closed the meeting at 13:00.

2 <http://ec.europa.eu/eurostat/tgm/table.do?tab=table&init=1&language=en&pcode=tec00118&plugin=1>