



Minutes
6th Joint PAC-HAC meeting
Wednesday May 23, 2018
Dublin, Ireland



HAC Participants: Javier CALVO (SP rep.), Bart van den HURK (NL rep.), Ole KRARUP LETH (DK rep.), , Heiner KORNICH (HAC Chair and SE rep.), Saji VARGHESE (IE rep.), Sami NIEMELA (FI rep.), Trond IVERSEN (NO rep.), Jeanette ONVLEE (HIRLAM PM), Andrew BROWN (ECMWF obs.)

PAC Participants: Philippe BOUGEAULT (MF rep.), Radmila BROZKOVA (PAC Vice-Chair), Jure CEDILNIK (LACE rep.), Claude FISCHER (CSSI Chair), Daniel GELLENS (PAC chair), Branka IVANVAN-PICEK (LACE rep.), Maria MONTEIRO (non-MF non-LACE rep.), Patricia POTTIER (Secretary), Piet TERMONIA (ALADIN PM), Martina TUDOR (LACE PM)

Excused: Alain JOLY (FR rep.), Mohamed MOKHTARI (non-MF non-LACE rep.), Halldor BJOMSSON (IC rep.), Gintautas STANKUNAVICIUS (LT rep.)

1. Opening and welcome

Daniel (PAC chair) opened the meeting and thanked Met Eireann for their warm welcome.

2. The agenda below was adopted

Agenda ¹	Introduced by	Documents
1. Opening and welcome	PAC chair	
2. Adoption of the agenda	PAC chair	2_agenda_PAC HAC 2018
3. Final approval of the minutes of the last PAC-HAC meeting (D)	PAC chair	3_minutes_5thPAC-HAC
4. Policy issues: convergence (C)	ALADIN & HIRLAM PMs, HAC & PAC chairs	4.1_roadmap
4.1. Roadmap progress		4.2_Mission_scope
4.2. Mission scope document		4.3_Rolling_Work_Plan
4.3. ALADIN-HIRLAM Rolling Work Plan		4.4_manpower_reporting
4.4. Progress on the manpower reporting		
5. A.O.B	PAC chair	
6. Date of the next meeting (D)	PAC chair	
7. Closing	PAC chair	

3. Final approval of the minutes of the last PAC-HAC meeting

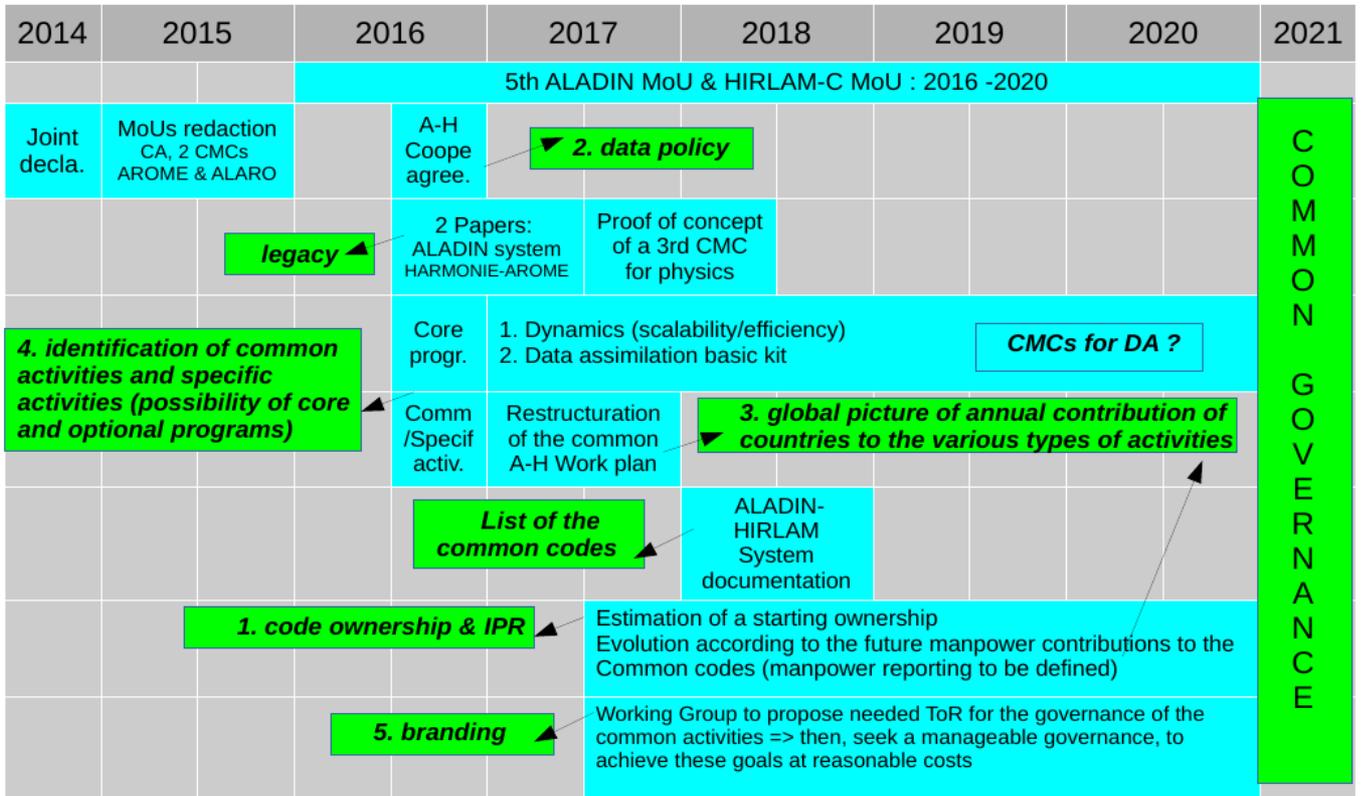
PAC-HAC decided that the minutes will be henceforth adopted by email : Patricia will distribute the draft minutes shortly after the meeting for comments and the minutes should be approved by PAC-HAC through email exchange within the following month when they would be made public **on the PAC(-HAC) page of the ALADIN website.**

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

4. Policy issues

1. Roadmap progress

Piet presented the convergence roadmap, the proposed steps to address the 5 bullets of the 2014 Joint declaration and their progress.



The signature of the ALADIN-HIRLAM cooperation agreement in December 2016 solved the data policy issue.

The 3 configurations used within ALADIN and HIRLAM (AROME, ALARO and HARMONIE-AROME) were documented in published papers and the proof of concept of HARMONIE-AROME as a third Canonical Model Configuration was done by Daan Degrauwe who implemented in the Toulouse code repository the cycle 40 of HARMONIE-AROME.

In 2017, the Rolling Work Plan was completely restructured in order to identify the different types of activities and their impact on code deliverable. It is now organized to allow the monitoring of the actions and of the manpower committed on them (see the presentation at the last joint GA-C i.e. ALADIN General Assembly & HIRLAM Council). A new manpower reporting tool was also developed to monitor the invested manpower in ALADIN-HIRLAM common work and is used since the beginning of 2018. A first common reporting of the manpower, linked to the RWP, will be presented at the next GA-C.

The next steps are to work on the governance and on how the future consortium will be organized.

2. Mission scope document

Piet reminded that GA-C tasked the PMs, together with PAC-HAC :

- to reflect on the scope of the future single consortium
- to identify the core areas of collaboration at the start of the single consortium while leaving room for further enlargements of the scope later;

- to develop a vision and mission and to identify core values, consistent with the “2016 - 2025 Strategy of the European National Meteorological and Hydrological Services
- to reflect on options for the governance of the single consortium, inspired from the governance of other international cooperations ;
- to edit a kind of “dictionary” to make sure the same words are used with the same meaning among 26 ALADIN-HIRLAM NMSs currently belonging to different consortia with different practices and culture.

In order to answer the above request, a scope document (document 4.2_Mission_scope) had been prepared by the ALADIN and HIRLAM PMs and Météo-France and then discussed with the HAC and PAC chairs and vice-chairs. It had been distributed as a preparatory document for the 6th PAC-HAC meeting. Both HAC and PAC meetings had discussed this document at their separate meetings the previous day.

Daniel explained that the main change proposed by PAC was to add a definition of the scientific maintenance and to assess its importance. PAC also proposed new formulations to clarify some points. The emphasis was put on the quality control definition and its procedures debated. The importance of the teams having a sufficient knowledge for the scientific maintenance of the system was stressed. The minimum contribution (F.T.E.) should be increased in order to take all this into account. PAC proposed that the future consortium should be more pro-active in the establishment of working relationship with the communities the consortium cooperates with. In the list of tasks of the Assembly, the item “membership issues” should be added.

PAC asked to have a more clear vision of the future organisation, in comparison with the current practice.

Heiner reported on HAC remarks on the scope document. HAC proposed to underline the aim of the future consortium to develop a world leading LAM NWP system. HAC recognised the importance of the quality assurance (that should be better defined) and the maintenance of the system. HAC discussed the minimal contribution (F.T.E.) and also considered that the values were too small. HAC considered that the level of priority given to probabilistic forecasting should be increased, not committing all Members to develop a probabilistic system but giving all of them the opportunity to use one. On the governance side, HAC proposed to include a scientific component in the TAC and favoured an external review of the strategic plans. HAC did not conclude on the voting rights but proposed this to be solved when ALADIN and HIRLAM have a common accounting of their contributions. HAC agreed that the B+C suggestion would be the most straightforward option for the IPR.

PAC-HAC went through the scope document and agreed on the above proposals from HAC and PAC meetings. After further discussion, it was also agreed to have, as a general rule, 2 F.T.E. for the minimum manpower contribution by Members, including at least 1 F.T.E. for code engineering, scientific maintenance and quality assurance. Lower limits should be set for small Members (half values).

The development of a limited set of tools for probabilistic forecasting was given the higher level of priority (same as the development of a basic data assimilation).

PAC-HAC considered that the responsibility of the consortium to the maintenance of the versions of the system should be limited to the recent versions: a list of obsolete versions should be regularly established and support by the consortium to these versions discontinued.

PAC-HAC agreed to propose an external reviewing of the strategy at each change of programme (thus every 5 years).

The emphasis on the establishment of clear relationship with other entities was approved : **Philippe was tasked to contact the SURFEX team to clarify the way ALADIN-HIRLAM cooperate with SURFEX team and users.**

PAC-HAC tasked the 3 PMs (Jeanette, Martina and Piet), the chairs and Météo-France PAC participants to prepare an updated version of the scope document, including the above decisions and remarks. This revised document will be distributed to the GA-C end of May for comments. The same task force will review GA-C comments and prepare a new version of the document to be discussed at the next PAC-HAC meeting.

PAC-HAC tasked the 3 PMs to work on a proposal for the quality control procedures (definition of the reference implementations, definition of the tests to be performed before considering a new version of the system as validated, and sharing of the relevant tasks).

PAC-HAC tasked the 3 PMs to explicit the differences between the current practices and the organization proposed in the scope document.

3. ALADIN-HIRLAM Rolling Work Plan

Piet explained that the Rolling Work Plan had been completely restructured in 2017 and the RWP2018 had been approved by the GA-C. At their last meeting, HMG-CSSI discussed about a mechanism to jointly report on the progress of the plan; an inquiry tool has been developed that will allow the HMG-CSSI members to give their assessment of the RWP status within one year. The current status (for the first 3 months of 2018) was distributed as a preparatory document for this PAC-HAC meeting and already reported (separately) at the HAC and the PAC meetings.

For the next year, the ALADIN and HIRLAM PMs proposed to report commonly to PAC-HAC.

PAC-HAC had no comment on the status of the RWP2018.

PAC-HAC agreed with a common reporting : the 2 PMs should produce a synthetic document for PAC-HAC and GA-C, from the detailed assessment of the RWP prepared by HMG-CSSI and LACE PM with the help of the Work Packages main contributors.

The RWP2019 was proposed with a very similar structure. The abbreviations of the Work Packages (WP) titles should be consistent with the definitions in the scope document (CQ for Code engineering, scientific maintenance and Quality assurance activities – instead of COM - and SP for Strategic R&D Programs – instead of CP).

Some WP are split by groups (i.e. EPS, physics, ...) whereas other WP are fully common to ALADIN and HIRLAM (i.e. dynamics, data assimilation, HARP, ...). Javier proposed to change from WP main editors to WP leaders in order to enhance the collaboration between the different groups but this was not considered convenient.

PAC-HAC encouraged the 3 PMs to cross-link the activities between the consortia as far as possible.

PAC-HAC recommended to keep the climate activities separate from the RWP, as these activities are not considered as part of the ALADIN-HIRLAM activities.

4. Progress on manpower reporting

At the request of GA-C, **a tool was developed to monitor the invested manpower in ALADIN-HIRLAM common work.** This tool was demonstrated to the ALADIN Local Team Managers and to the HIRLAM Heads of Research who should use it to report the manpower of their team; the tool also provides them statistics on their reported manpower during on-demand periods. Jeanette (on behalf of HoR for this first quarter) and the LTM are currently using it for the reporting of the 1st quarter of 2018. **The collected data will be used for the PMs common reporting** (PMs have access to

additional on-line statistics and graphics: the first results will be presented at the next PAC-HAC meeting).

Jeanette thanked Météo-France for having developed this user-friendly tool and asked for an additional functionality : an automatic comparison between the commitments in the RWP2018 by person and by WP and the manpower already reported for each person in each WP in 2018. Patricia explained that the format of the RWP does not allow this comparison at the person level but she could develop some automatic comparison by WP at each NMS level.

PAC-HAC took note and thanked Météo-France for these developments.

5. A.O.B.

None.

6. Date and place of the next meeting

CHMI invited HAC and PAC members in Prague : the 16th PAC meeting and the HAC meeting (joint by HMG members with video-conference) will be organised in parallel on October 22 in the afternoon; the 7th Joint PAC-HAC meeting will be held on October 23 in the morning.

7. Closing

Daniel thanked the participants for the good discussions and the progress in the scope document and closed the meeting at 11h45.