



Food and Agriculture
Organization of the
United Nations



SPC
Secretariat
of the Pacific
Community



PAPP
Pacific Agriculture Policy Project



**Pacific Strategic Action Plan for Agricultural and Fisheries Statistics:
First Working Group
11-12 April 2016, Suva, Fiji**

Agenda and Session Plan

Overall objective: To gain guidance on the structure, coverage and steps for development of the P-SPAF.

Specific objectives:

1. Finalise the ToR for the Working Group
2. Finalise timeline and activities for development of the P-SPAF as outlined in the Roadmap
3. To agree on the vision and key objectives as drafted in the zero draft of the P-SPAF
4. To agree on the short, medium and long term timelines of the strategy and topic and country coverage
5. To provide guidance on the activities to support the objectives as drafted in the P-SPAF

Mode of delivery:

Each session will be organised with the following elements:

1. Brief **presentations** to provide **context**/background to discussions. Where applicable the presentation should include with 2-3 key discussion points. TWG members will be asked to be prepared to speak on areas relevant to the discussions or provide presentations.
2. **Group discussion** on the topic plus additional relevant issues for discussion
3. **Conclusion** and **preliminary agreements** from the session established. The draft agreements will be reviewed again and endorsed by the group on the 2nd day. For session 5,6 and 7 effort should be made to prioritise essential and wish list activities.

The Group will be provided with two core background documents as a basis for discussions: the draft Roadmap for development of the P-SPAF and the zero draft of the P-SPAF. TWG members will be given time to review these documents prior to the TWG meeting and will be expected to be familiar with their contents.

There will be a high level of flexibility over the timings of the sessions to respond to the required amount of engagement deemed appropriate by the group. There should also be a process for parking some discussions and ensuring they are addressed at the end of the session or day. The assigned chair for each session will be responsible for guiding the discussion along productive lines. The chair should also record the key agreements at the end of the session. This will be our record instead of having a rapporteur.

<i>Day 1: Monday 11th April 2016</i>	
09:00-09:30	<p>Session 1: Welcome and introductions (Chair-Patrick Arioka)</p> <ul style="list-style-type: none"> • Introductory words on the objective of the two days (Allan Nicholls) • Reminder of rationale for P-SPAF (evidence based policy making) (Patrick Arioka) • Participant introductions (Patrick) • Presentation of the agenda + admin (Anna)
09:30-10:30	<p>Session 2: ToR of the TWG (Chair- Patrick Arioka)</p> <ul style="list-style-type: none"> • Draft ToR for the TWG in the Roadmap (Anna Fink) • Discussion on roles and responsibilities • Agreement on final wording of ToR
<i>Objective: To finalise the ToR of the TWG and establish shared expectations of the roles and</i>	

	<i>responsibilities of the group in the room.</i>
10:30-11:00	Tea break/Group photo
11:00-12:00	Session 3: Vision, Mission & Objectives of the P-SPAF (Chair- Patrick Arioka) <ul style="list-style-type: none"> • Outcomes of the October Workshop (Patrick Arioka) • Process of developing Vision/Objectives of the P-SPAF (David Marshall) • Group discussion on Vision/Objectives of the P-SPAF • Conclusion and preliminary agreements.
	<i>Objective: To gain agreement on suggested amendments to the drafted vision/objectives of the P-SPAF</i>
12:00- 13:00	Session 4: Duration and coverage of P-SPAF (Chair- Patrick Arioka) <ul style="list-style-type: none"> • TYPSS duration & phases (Simil Johnson) • GS duration/phases (Allan Nicholls) • Proposed P-SPAF duration/phases (David Marshall) • Discussion on duration of P-SPAF (incl. short, medium and long term phases) • Conclusion and preliminary agreements on duration • Inclusion of fisheries in the P-SPAF (Michael Sharp) • Inclusion of aquaculture in the P-SPAF (Wesley Garofe) • Sectors to be included based on objectives (David Marshall) • Discussion on coverage (e.g. crops, natural resources, food security etc). • Conclusion and preliminary agreements on coverage • Pacific islands included under GS (Allan Nicholls) • Proposed inclusion of countries in regional strategy (David Marshall) • Discussion on country coverage • Conclusion and preliminary agreements on country coverage
	<i>Objective: Gain agreement on timelines and topic and country coverage of the P-SPAF.</i>
13:00-14:00	Lunch break
14:00-14:30	Session 4: Continued if required
14:30-15:30	Session 5: Objective 1- Data collection (Chair- Simil Johnson) <ul style="list-style-type: none"> • Data collection activities relevant to ag and fisheries in TYPSS (Simil Johnson) • Data collection activities highlighted in the October Workshop (Edith Fa'aola) • Data collection activities in Kiribati strategy (Takena Redfern) • Proposal for process of aligning and harmonising data collection activities (David Marshall) • Discussion on activities and process for alignment • Conclusion and preliminary agreements for data collection activities
	<i>Objective: gain agreement on the expected key activities for objective one on data collection and most importantly the process for ensuring data collection mechanisms meet international, regional and national data requirements</i>
15:30-16:00	Tea break
16:00-17:00	Session 5: Continued
Day 2: Tuesday 12th April 2016	
09:00-09:15	Recap and outcomes from Day 1 (Patrick Arioka)
09:15-10:00	Session 6: Objective 2- Integration (Chair Edith Fa'aola) <ul style="list-style-type: none"> • Integration of SPAR into Agriculture Policy (Edith Fa'aola) • Integration of SPARs into NSDS (Allan Nicholls) • Discussion on appropriate activities for strengthening institutional support for agricultural statistics

	<ul style="list-style-type: none"> • Conclusion and agreement on priority actions for Objective 2.
	<i>Objective: To identify the key activities for ensuring agricultural statistics is properly coordinated within the national statistical system.</i>
10:00-10:30	Session 6: Objective 3-Dissemination & use (Chair- Edith Fa’ola) <ul style="list-style-type: none"> • Data dissemination activities under TYPSS (Simil Johnson) • Data dissemination and use activities (FAO- Allan/Alessandro) • Discussion on areas for strengthening, areas not being addressed • Conclusion and agreement on priority actions for Objective 3.
	<i>Objective: To identify the key activities for promoting accessibility of stakeholders to data, whether they’re successful and what areas still need to be addressed. This will help review and revise the activities for this work in the Concept Note.</i>
10:30-11:00	Tea break
11:00-11:30	Session 6: Continued
11:30-13:00	Session 7: Objective 4-Capacity & use- (Chair- Marlyter Silbanuz) <ul style="list-style-type: none"> • Challenges to use of data in policy making (Patrick Arioka) • Activities on use through SAP (Alessandro) • Discussion on the scope/breadth/role of activities on use in the strategy • Conclusion and agreement of priorities for data use
	<i>Objective: To agree on priority activities for supporting data use and agreement on the scope of activities under this objective.</i>
13:00-14:00	Lunch break
14:00-15:00	Session 8: Road map (Chair-Simil Johnson) <ul style="list-style-type: none"> • Roadmap document, milestones and advocacy (Anna Fink) • Group discussion key milestones/timelines and approach for high level endorsement of strategic action plan • Conclusion and preliminary agreements
	<i>Gain advice on suitable fora for endorsement/promotion of the plan and agree on key milestones.</i>
15:00-16:00	Session 9: Wrap up <ul style="list-style-type: none"> • Key outcomes and resolutions from the TWG agreed upon/endorsed by the TWG (Led by Chair/Vice Chair)
	<i>To record the key agreements and discussions of the meeting, particularly in regards to presenting for session 8.</i>