# TERMS OF REFERENCE FOR EC WORKING GROUP ON WMO STRATEGIC AND OPERATIONAL PLANNING (WG/SOP) SUBGROUP ON STRUCTURE, PLANNING AND BUDGET

## 1. BACKGROUND

The EC WG/SOP, at the 2016 meeting held in Geneva, Switzerland from 16 to 19 February 2016, agreed to establish a subgroup on Structure, Planning and Budget to look at the structure of programmes and TCs; update the strategic plan and improve the operating plan. The subgroup reports to EC WG/SOP.

* 1. Membership

The member of the subgroup were selected by the 2016 session of the EC WG/SOP (Geneva, February 2016) as presented in the Annex and will include at least one president of regional association and technical commission.

* 1. Quorum

The majority of members of the subgroup shall form a quorum.

* 1. Frequency of Meetings

The subgroup will hold meetings as appropriate, including using available technology for online meetings.

# 2. SPECIFIC TASKS

The specific tasks of the subgroup are as stated below under each area of responsibility.

## 2.1 Strategic Planning

### *2.1.1 Strategic Plan 2020-2023*

1. To use the results of SWOT analysis to revise and enhance the focus of WMO Strategic Plan 2020-2023, taking into consideration the evolution of societal and economic needs of Members, relevant international initiatives and the challenges of climate variability and change, and evolving budget structure;
2. To consider the impact of the action to move ERs from the Strategic Plan to the Operating Plan on the linkages and alignment between these two planning documents;
3. To improve the clarity of what constitutes a priority to avoid the situation where a priority is also an expected result, as is the case for capacity development, and to propose a manageable number of priorities guided by inputs from RAs and TCs;
4. To improve the formulation of expected results to make them measurable;

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1. To enhance the clarity of the targeted audience to improve the focus of the message in the strategic plan; and
2. To ensure that the strategic plan is as concise as possible.

### *2.1.2 Operating plan 2020-2023*

2.1.2.1 To improve the linkages between the budget and the operating plan (what, who, how and resources) as well as its evaluation, indicating what should be monitored and how, including monitoring and achievement indicators;

2.1.2.2 To improve the content and structure of operating plan to enhance the clarity on the roles and responsibilities of various bodies of the Organization what should be monitored and how; and what are relationships among the elements;

### 2.2 Budget Planning

1. To work with the Secretariat to improve the structure of the budget, by including information on the costs of the WMO activities and Programmes and the details of costs by object of expenditure in the budget proposals for the second biennium (2018-2019) of the seventeenth financial period and the eighteenth financial period;
2. To work with the Secretariat in conducting a review of the WMO budget, by making use of the revised budget structure, in order to identify further areas for efficiency, savings or re-focusing of funds, re-scoping of activities and the use of programme support costs associated with voluntary contributions;
3. To enhance the linkages among strategic plan, operating plan and results-based budget; and
4. To include indicators to monitor the implementation of the budget in relation to the priorities of the SP.

### 2.3 Structure of Programmes, RAs and TCs

1. To work with the TCs, RAs and the Secretariat to review the current structure of Constituent Bodies including programmes, and activities of RAs, TCs and co-sponsored programmes, and propose improvements, which should include reorienting the TCs to major theme areas of the Organization;
2. To work with the TCs, RAs and the Secretariat to review the scope of the mandates/ToRs of RAs and TCs, and develop their ToRs and tasks for the next financial period, based on major theme areas of the Organization, for consideration by EC and recommendation to Cg-18; and

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1. To work with the TCs, RAs and the Secretariat to propose to EC the TCs that Cg-18 should continue, establish or terminate.
2. Within the context of the holistic review of the Organization, consider the effectiveness of the current and possible future composition and structures of the regional associations.

**ANNEX**

**Members of the EC WG/SOP Subgroup on Structure, Planning and Budget**

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