

Date: 26 September 2017

Time: 10:00-12:30; 14:00-17:00

Location: Red Room, FAO HQ (Building A, 1st Floor)

**Plan of Action of the CFS Evaluation
Agenda of 26 September 2017 meeting**

10:00	Opening by the facilitators
	Introduction of Recommendation 8 and 9 by facilitators
	Discussion on Recommendations 8 (Expectations from the Chairperson and 9 (Revising the structure of the Secretariat)
	<p><u>(i) Views from Amira Gornass, current CFS Chair, and former CFS Chair, Gerda Verburg, responding to the following questions:</u></p> <ul style="list-style-type: none"> - Based on your experience, what functions of the CFS Chair best contribute to CFS work, beyond chairing Plenary and the Bureau/AG meetings? - What were the main outcomes of these additional functions, in particular outreach? Which activities led to best outcomes? - What are/were the main challenges/constraints met to fulfill these additional functions? How could these be addressed? How could the Secretariat better support CFS Chair’s functions and what would be the implications for the Secretariat? <p><u>(ii) Floor discussion:</u></p> <ul style="list-style-type: none"> - What do you think are the functions/activities that best contribute to CFS work, beyond chairing Plenary and the Bureau/AG meetings? - To what extent should the functions and outcomes expected from the Chairperson, beyond chairing Plenary and the Bureau/AG meetings, be formalized through inclusion in the Rules of Procedure? - Are there any additional actions required, beyond those suggested by the Evaluation, to ensure efficient utilization of CFS Secretariat’s staff?
12:15	Facilitators’ conclusions and follow-up on Recommendation 8 and 9
12:30	Lunch
14:00	Introduction of Recommendation 4 by facilitators
	<p>Discussion on Recommendation 4 (Reviewing the composition and processes of the Advisory Group - AG)</p> <ul style="list-style-type: none"> - Are the functions of the AG still relevant? Are changes needed in the processes of the AG to ensure that it is able to perform its functions effectively? - Does the Bureau have sufficient flexibility to form an AG fit for purpose for the work of CFS over the Bureau’s term, taking into account agreed workstreams and priorities? - What is your reaction to the views of the Evaluation (Points (i) to (iv) of Recommendation 4) for new mechanisms or additional seats? What changes in the composition of the AG would improve the overall effectiveness of the Committee?
16:45	Facilitators’ conclusions and follow-up on Recommendation 4
17:00	End of meeting



Date: 28 September 2017
Time: 09:30-12:30
Location: Iraq Room, FAO HQ

**Plan of Action of the CFS Evaluation
Agenda of 28 September 2017 meeting**

09:30	Opening by the facilitators
	Introduction of draft responses to Recommendation 4, 8 and 9 by facilitators
	Discussion on draft responses to Recommendation 4, 8 and 9
12:15	Wrap up by facilitators
12:30	End of meeting