Summary of actions from the meeting

Day 1

Actions:
1. ACTION: Consortia. To provide PM with contact details of the people who will actually be doing the work, once they are identified.
2. ACTION: PM. Need to put arrow going both ways on the adaptor software illustration.
3. ACTION: PM. Get a detailed list of interpolations which are currently supported within the consortia.
4. ACTION: Uli Schättler to get German perspective (in discussion on providing resources to run adaptors at the global centres – providing resource to create initial/boundary conditions for LAMs).
5. ACTION: PM to set-up project web pages which allow participants to interact.
6. ACTION: PM to produce an updateable table for the interpolation detail. Put it on the web server for project information.

Unresolved issues:
1. Did we decide on an area to support within the common output format? N,W,S & E boundaries. Remember this project is for exchange of LAM data within Europe.

Day 2

Actions:

1. ACTION: Consortia. Find out what's currently being used in production/development. What do we actually do? For example, SREPS project. (Existing software for re-gridding)
2. ACTION: PM. Add a statement to the programme document that the grid is one which is fixed in time.
3. ACTION: Consortia. To exchange algorithms for vertical information.
4. ACTION: PM to ask SRNWP surface ET, giving a 3 month deadline for responses, say, to find out:
    a) what each model needs in terms of surface parameters.
    b) What they see as an appropriate way to initialise LAMs
    c) how they incorporate surface climatologies for their own model
    and how they suggest these should be handled.

5. ACTION: Consortia. Find out who is responsible for the surface processing code in each LAM. To find contact points.
6. ACTION: All. Survey of existing surface to surface conversions.
7. ACTION: All. Agreed to start from the TIGGE LAM GRIB2 definitions and extend from there if necessary.
8. ACTION: PM to create web pages for the Interoperability project similar to the TIGGE pages at ECMWF http://tigge.ecmwf.int/.
9. ACTION: All. All consortia to produce sample GRIB2 data set for a particular date containing both data on model levels, pressure level and surface data.
10. ACTION: ECMWF will provide ftp server for sample data sets.
11. ACTION: PM. Pick an arbitrary date for all consortia to produce model data sets from.
12. ACTION: All. PM to collate repository of information re. what data exchange is currently done. (By early January).
13. ACTION: PM to set up mailing list for the interoperability programme. Try and get interop@metoffice.gov.uk
14. ACTION: All. Make sure PM has names for mailing list.
15. ACTION: All. Each consortium to find out what's out there for them in terms of regridding.
16. ACTION: PM. Ask Jorge to find out what happens at a working level with the SREPS data.
17. ACTION: PM. Create table on website showing which conversions have been successfully run (like a contingency table). PM will collate detail on what actually has been done and put on website.
18. ACTION: PM. Find out from verification ET to find out whether there is a demand/requirement for point-wise data.
19. ACTION: All. Go back to consortia and ask the question whether they want to be able to use surface fields from another model in theirs.

Meeting Recommendations:

1. That each consortium use the ECMWF GRIB API to produce GRIB2 in the common output format. For the simple reasons that:
    a. Help will be available to debug problems.
    b. Code is then centrally maintained, don't have to worry about keeping that aspect updated.
2. Meeting frequency should be kept to a minimum. At this stage suggest at least once a year, with the emphasis on effective e-communication. Bilateral meetings could be accommodated within that timescale.