

**Eleventh meeting of the Adaptation Committee
Bonn, Germany, 7 - 10 March 2017**

Provisional agenda and annotations

The Adaptation Committee (AC) looks forward to the active participation of observers in the meeting and kindly requests observers to come prepared with concrete proposals to support the work of the AC.

I. Provisional agenda

1. Opening and welcome.
2. Adoption of the agenda.
3. Election of the Co-Chairs.
4. Organization of work.
5. Mapping of adaptation-relevant mandates.
6. Supporting the implementation of the Paris outcomes:
 - a) Review of adaptation-related institutional arrangements under the Convention in 2017;
 - b) Methodologies for assessing adaptation needs with a view to assisting developing countries, without placing an undue burden on them;
 - c) Modalities to recognize the adaptation efforts of developing country Parties;
 - d) Methodologies to facilitate the mobilization of support for adaptation in developing countries;
 - e) Methodologies for reviewing the adequacy and effectiveness of adaptation and support.
7. Work of the Adaptation Committee's working group on the Technical Examination Process on Adaptation.
8. Technical support and guidance to the Parties on adaptation action:
 - a) Adaptation Committee Task Force on National Adaptation Plans;
 - b) Report on various approaches to adaptation, such as community-based and ecosystem-based adaptation, taking into account livelihoods and economic diversification;
 - c) Inventory of ongoing work on monitoring and evaluation of adaptation.

9. Technical support and guidance to the Parties on means of implementation:
 - a) Provision of information on accessing funding from the Green Climate Fund for the process to formulate and implement national action plans:
 - i. Workshop to advance the understanding and overcome challenges relating to the establishment of National Implementing Entities and accessing the readiness programme for adaptation of the Green Climate Fund;
 - ii. Information paper on experiences of countries in accessing the readiness programme of the Green Climate Fund;
 - iii. Possible preparation of an electronic finance bulletin.
 - b) Contribution of the private sector to adaptation.
10. Awareness-raising, outreach and sharing of information:
 - a) Adaptation Forum;
 - b) Joint in-session event by the Adaptation Committee and the Least Developed Countries Expert Group during the Bonn Climate Change Conference in May 2017.
11. Organization of intersessional work.
12. Dates for future meetings.
13. Any other matters.
14. Closure of the meeting.

II. Annotations to the provisional agenda

1. Opening and welcome

1. The Co-Chairs of the Adaptation Committee (AC), Ms. Minpeng Chen and Mr. Donald Lemmen, will officially open the 11th meeting of the AC on 7 March 2017 at 11.00 hrs.

2. Adoption of the agenda

2. The provisional agenda for the 11th meeting of the AC will be presented for adoption.

AC/2017/1	Provisional agenda and annotations for the eleventh meeting of the Adaptation Committee
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3. Election of the Co-Chairs

3. *Background:* Pursuant to decisions 2/CP.17 and 16/CP.19, the AC, at its 9th meeting, elected its Co-Chairs, to serve for a term of one year each, with one being a member from an Annex I Party and the other being a member from a non-Annex I Party.

4. *Action:* The AC will be invited to elect its Co-Chairs, in accordance with its revised rules of procedure, to serve for the period of one year, effective from the AC's first meeting in 2017.

4. Organization of work

5. Prior to the official opening of AC 11 on 7 March, the Co-Chairs will convene an informal two-hour gathering of AC members only from 9:00-11:00 a.m. This will enable incoming members to familiarize themselves with the work of the Committee and all members to become acquainted with each other.
6. Wednesday, 8 March, will be dedicated to furthering the discussion of those mandates that the AC and the LEG received jointly through decision 1/CP.21. This day will be a joint meeting day between all members of the AC and the Least Developed Countries Expert Group (LEG); representatives of the Standing Committee on Finance (SCF) will also be invited.
7. The structure of the provisional agenda is based on the AC's workplan. In order to best organize the work, the Co-Chairs propose that all items will initially be addressed in plenary. Items that the AC cannot conclude within the foreseen time slot will be considered in subsequent parallel break-out groups and concluded in plenary on the fourth day of the meeting.
8. Observers will be welcome throughout the meeting, starting from 11.00 a.m. on the opening day. They will be invited to make interventions under all agenda items and to participate in breakout group discussions. Due to a lack of financial resources the meeting will not be made available on webcast.

5. Mapping of adaptation-relevant mandates

9. *Background:* As part of its efforts to promote the implementation of adaptation action under the Convention in a coherent manner in line with the Cancun Adaptation Framework and the Paris Agreement, the AC requested the secretariat to prepare an updated map of mandates, workplans and/or decisions with adaptation relevance under the Convention after each meeting of the Conference of the Parties. The map will be used to compare, analyse to consider what actions may need to be undertaken by the AC to enhance coherence. Updated information based on the outcomes of COP 22 is contained in document AC/2017/2.
10. *Action:* The AC will be invited to consider document AC/2017/2 with a view to agreeing on any action, as required, also keeping in mind its mandate to review, in 2017, adaptation-related institutional arrangements under the Convention (see item 6(a) below).

AC/2017/2

AC/2017/2	Relevant adaptation-related outcomes from the 2016 Climate Change Conference held in Marrakech, Morocco
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6. Supporting the implementation of the Paris outcomes

11. The Adaptation Committee, by decision 1/CP.21, has been mandated to carry out a range of mandates as detailed in sub-items 6 (a) to (e) below.

a) Review of adaptation-related institutional arrangements under the Convention in 2017

12. *Background:* The COP requested the AC, taking into account its mandate and its second three-year workplan, and with a view to preparing recommendations for consideration and adoption by the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA 1), to review, in 2017, the work of adaptation-related institutional arrangements under the Convention, with a view to identifying ways to enhance the coherence of their work, as appropriate, in order to respond adequately to the needs of Parties.

13. At its 10th meeting the AC considered the initial findings from a desk review of relevant information that it had requested the secretariat to carry out.¹ It requested the secretariat to issue a call for submissions from Parties and other stakeholders to further inform the review.

14. *Action:* The AC will be invited to consider the synthesis and analysis of submissions and an updated mapping of adaptation-related institutional arrangements against the needs of Parties, contained in document AC/2017/3. It will further be invited to agree on next steps in the preparation of recommendations for consideration by the CMA in 2017 on ways to enhance the coherence of the work of adaptation-related institutional arrangements under the Convention.

AC/2017/3	Synthesis and analysis of submissions from Parties and other stakeholders on the review of adaptation-related institutional arrangements
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b) Methodologies for assessing adaptation needs with a view to assisting developing countries, without placing an undue burden on them

15. *Background:* The COP requested the AC, taking into account its mandate and its second three-year workplan, and with a view to preparing recommendations for consideration and adoption by CMA 1, to consider methodologies for assessing adaptation needs with a view to assisting developing countries, without placing an undue burden on them.

16. At its 10th meeting the AC considered the initial findings from a desk review of relevant information that it had requested the secretariat to carry out.² It requested the secretariat to issue a call for submissions from Parties and other stakeholders to further inform the review.

17. The AC also agreed on next steps towards the development of recommendations, including a scoping meeting for the review in early 2017. The AC requested the secretariat to prepare a scoping note for the meeting, which is included in the document prepared for consideration by AC 11 (AC/2017/4).

18. *Action:* The AC will be invited to consider the synthesis and analysis of submissions, as well as proposals for a scoping meeting, contained in document AC/2017/4. It will further be invited to agree on next steps in the preparation of recommendations for consideration by the CMA on methodologies for assessing adaptation needs with a view to assisting developing countries, without placing an undue burden on them.

AC/2017/4	Synthesis and analysis of submissions from Parties and other stakeholders, and next steps for developing recommendations on methodologies for assessing adaptation needs
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c) Modalities to recognize the adaptation efforts of developing country Parties

d) Methodologies to facilitate the mobilization of support for adaptation in developing countries

e) Methodologies for reviewing the adequacy and effectiveness of adaptation and support

19. *Background:* The COP requested the AC and the LEG to jointly develop modalities to recognize the adaptation efforts of developing country Parties, as referred to in Article 7, paragraph 3, of the Paris Agreement, and make recommendations for consideration and adoption by CMA 1.

¹ Contained in document AC/2016/12 available at <unfccc.int/9653>.

² Contained in document AC/2016/13.

20. The COP further requested the AC and the LEG, in collaboration with the SCF and other relevant institutions, to develop methodologies, and make recommendations for consideration and adoption by CMA 1 on:

- a) Taking the necessary steps to facilitate the mobilization of support for adaptation in developing countries in the context of the limit to global average temperature increase referred to in Article 2 of the Paris Agreement;
- b) Reviewing the adequacy and effectiveness of adaptation and support referred to in Article 7, paragraph 14(c), of the Paris Agreement.

21. The AC and the LEG requested the secretariat to conduct a desk review of relevant information pertaining to the issues mentioned in paragraphs 19-20 above and to prepare a background note, which the two bodies considered at their respective meetings in September 2016. A call for submissions on these matters, issued jointly by the AC and the LEG, was still open at the time and is now closed.³

22. The AC and the LEG established a joint working group to work inter-sessionally and to hold a joint meeting in early 2017 to which a representative of the SCF would be invited.⁴ The joint working group, with the assistance of the secretariat, is revising the paper providing the modalities and methodologies, taking into account the outcomes of the discussions and feedback from Parties and non-Party stakeholders at COP 22, as well as additional submissions received, with a view to making it available before the joint meeting of the AC and the LEG in March 2017.

23. *Action:* The AC and the LEG will be invited to jointly consider the information contained in document AC-LEG/2017/1 and to initiate the preparations of recommendations for consideration by CMA.

AC-LEG/2017/1	Draft options for the Adaptation Committee and the Least Developed Countries Expert Group to address decision 1/CP.21, paragraphs 41 and 45
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7. Work of the Adaptation Committee's working group on the Technical Examination Process on Adaptation

24. *Background:* At its 10th meeting, the AC agreed to expand the membership of its working group on the technical examination process on adaptation (TEP-A) to also include representatives from other constituted bodies (the LEG, the SCF and the Technology Executive Committee (TEC)) as well of the following constituencies of non-governmental organizations: Business and industry, Research and independent organizations, and Environment.

25. During the inter-sessional period, the TEP-A working group agreed on a topic for the TEP-A in 2017. The topic was presented to, and approved by, the AC without amendments as follows: "*Integrating climate change adaptation with the Sustainable Development Goals and the Sendai Framework on Disaster Risk Reduction.*" The following issues are to be addressed:

- a) Linking planning and implementation with the Sustainable Development Goals and the Sendai Framework on Disaster Risk Reduction;
- b) Integrated approaches to adaptation: water/agriculture/energy/environment nexus;
- c) Integrated approaches to adaptation: integrated water resources management.

³ The deadline was initially 30 September 2016 and it had been extended to 31 January 2017 upon a request from Parties.

⁴ The joint meeting will take place on 8 March 2017.

26. In addressing this topic, issues relating to means of implementation will also be discussed.
27. The AC further approved clusters of topics to be discussed in the TEP-A during the years 2018-2020. A progress report on the work of the working group is contained in document AC/2017/5.
28. *Action:* The AC will be invited to take note of the work undertaken so far by the working group as described in document AC/2017/5. It will be invited to consider and approve issues relating to the substantive organization of the technical expert meetings in 2017 as well as sequencing topics for the years 2018-2020.

AC/2017/5

Progress report by the Adaptation Committee's working group on the technical examination process on adaptation

8. Technical support and guidance to the Parties on adaptation action:

a) Adaptation Committee Task Force on National Adaptation Plans

29. *Background:* In 2016 the AC agreed on the flexible workplan of its Task Force on National Adaptation Plans (NAP taskforce) for the period 2016–2018⁵ and extended its membership. The taskforce includes representatives of the AC, the LEG, the SCF and the TEC, as previously, and now also of the Adaptation Fund and the Global Environment Facility (GEF). The nomination from the Green Climate Fund (GCF) is pending. Members from other bodies and experts will be actively engaged to also support the task force, as necessary, under the guidance and approval of the AC.
30. The taskforce reports regularly to the AC and a representative of the taskforce will be invited to provide an oral report on progress made since the last meeting of the AC. This will include, inter alia, information on the AC's paper on long-term adaptation planning, and an update on efforts made to identify ways to develop joint guidance for aligning technology needs assessments (TNAs) with the process to formulate and implement NAPs, led by the TEC in response to a mandate by the COP.⁶
31. *Action:* The AC will be invited to consider the oral progress report made by its NAP taskforce and decide on next steps, as appropriate.

b) Report on various approaches to adaptation, such as community-based and ecosystem-based adaptation, taking into account livelihoods and economic diversification

32. *Background:* In September 2016, the AC, in collaboration with the Nairobi work programme, held an expert meeting on livelihoods and economic diversification. One of the follow-up activities to that meeting was the agreement to prepare, in 2017, a report on various approaches to adaptation, such as community-based adaptation and ecosystem-based adaptation, taking into account livelihoods and economic diversification. This report is to be prepared in collaboration with partner organizations of the Nairobi work programme for the AC's consideration. The draft outline of the report is contained in document AC/2017/6
33. *Action:* The AC will be invited to consider the draft outline of the report with a view to requesting the secretariat to finalize the report for consideration by AC 12.

⁵ See <unfccc.int/9917>.

⁶ The COP, by decision 3/CP.21 (report of the Adaptation Committee) requested the TEC, in collaboration with the Climate Technology Centre and Network, the AC and the LEG, to consider how it can help Parties align their TNAs with the process to formulate and implement NAPs.

AC/2017/6	Draft outline of a report on various approaches to adaptation, such as community-based adaptation and ecosystem-based adaptation, taking into account livelihoods and economic diversification
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c) **Inventory of ongoing work on monitoring and evaluation of adaptation**

34. *Background:* The AC, in its workplan, agreed to prepare an inventory of ongoing work on monitoring and evaluation (M&E) of adaptation, including work undertaken by the LEG, the GEF and other initiatives outside of the Convention. It requested support from the Nairobi work programme to compile and verify the inventory.

35. As follow-up work, the AC agreed to convene, in 2018, a meeting to exchange views on national adaptation goals and indicators and how they relate to goals and indicators for sustainable development and for disaster risk reduction in the context of the Sendai Framework for Disaster Risk Reduction 2015–2030. The AC requested that this meeting be carried out under the Nairobi work programme.⁷

36. At its 10th meeting the AC considered the initial inventory as contained in document AC/2016/16.⁸ It requested the secretariat to add additional existing M&E tools and frameworks to the inventory, including those referred to in INDCs/NDCs/undertakings and during the TEP-A process. In addition, the Nairobi work programme requested Parties and relevant organizations to submit views on M&E to the secretariat by 20 September 2017.⁹ A revised inventory of ongoing M&E work will be prepared for consideration by AC 13.

37. *Action:* The AC will be invited to take note of an oral report on progress made.

9. **Technical support and guidance to the Parties on means of implementation**

a) **Provision of information on accessing funding from the Green Climate Fund for the process to formulate and implement national adaptation plans**

i. **Workshop to advance the understanding and overcome challenges relating to the establishment of National Implementing Entities and accessing the readiness programme for adaptation of the Green Climate Fund**

38. *Background:* As noted in its workplan, the AC agreed to identify and collect lessons learned and good practices from national implementing entities (NIEs) of funds, programmes/entities and initiatives, on the necessary enabling environments, institutional arrangements and governance for adaptation. In this context, it agreed to organize a workshop in 2017 for the engagement of relevant stakeholders, including experts on NIEs and National Designated Authorities, to advance understanding and overcome challenges relating to the establishment of NIEs and accessing the GCF readiness programme for adaptation.

39. At its 10th meeting, the AC endorsed the concept note for the workshop taking place in 2017. It requested the secretariat, in collaboration with two designated AC members, to update the concept note and to produce a background paper for consideration at AC 11. The AC further invited the GCF secretariat to collaborate closely with the AC in the preparation of the workshop.

⁷ FCCC/SBSTA/2016/INF.4, para. 33(d).

⁸ Available at <unfccc.int/9653>.

⁹ See <www4.unfccc.int/sites/NWP/News/Pages/Calls-for-Submission-under-the-NWP.aspx>.

40. *Action:* The AC will be invited to consider the updated concept note and background contained in document AC/2017/7 and agree on next steps in the organization of the workshop, including possible dates.

AC/2017/7	Workshop to advance the understanding and overcome challenges relating to the establishment of National Implementing Entities and accessing the readiness programme for adaptation of the Green Climate Fund. Background and concept note
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ii. **Information paper on experiences of countries in accessing the readiness programme for adaptation of the Green Climate Fund**

41. *Background:* The AC agreed to engage continuously with the GCF to understand its policies and programmatic priorities as they relate to adaptation and as they evolve. In this context the AC included in its workplan the development of an information paper, in collaboration with the LEG, the SCF and the GCF, on experiences of countries in accessing the GCF readiness programme in supporting adaptation, including for the process to formulate and implement NAPs.

42. At its 10th meeting, the AC took note of a status report on progress made on the paper, which is to be finalized in the course of 2017. The paper will serve as input to the AC's *workshop to advance the understanding and overcome challenges relating to the establishment of national implementing entities and accessing the GCF readiness programme for adaptation*, to be discussed under agenda item 9 (a) i. above.

43. The draft information paper, which has been prepared by the secretariat under the guidance of designated AC members, is contained in document AC/2017/8.

44. *Action:* The AC will be invited to consider the draft information paper contained in document AC/2017/8 and provide guidance to the secretariat on the finalization and publication of the paper.

AC/2017/8	Draft information paper on experiences of countries in accessing the readiness programme for adaptation of the Green Climate Fund
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iii. **Possible preparation of an electronic finance bulletin**

45. *Background:* During the discussion on the information paper (see item 9 (a) ii above) at AC 10, it was noted that it could be useful to keep Parties regularly informed on the evolving nature of the GCF, including changes in policies and access procedures. In this regard, the AC may want to consider to periodically prepare a short and concise electronic adaptation finance bulletin in collaboration with the SCF, the GCF and others.

46. *Action:* The AC will be invited to consider a presentation by the secretariat on a possible template for an electronic finance bulletin and agree on possible next steps, as appropriate.

b) **Contribution of the private sector to adaptation**

47. *Background:* As reflected in its workplan, the AC agreed to identify, in 2017, the authoritative actors from the private sector and to prepare a mapping of their influence. This would serve as a basis to identify next steps regarding private sector engagement, building on the Nairobi work programme's Private Sector Initiative.

48. As a follow up to this work the AC agreed to convene, in 2018, a meeting to foster greater contribution of the private sector to the process to formulate and implement NAPs, including examples of involvement so far.

49. *Action:* The AC will be invited to consider a concept note on the compilation of authoritative actors of the private sector, building on the Nairobi work programme's Private Sector Initiative, as contained in document AC/2017/9.

AC/2017/9	Concept note on the compilation of authoritative actors of the private sector in adaptation
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10. Awareness-raising, outreach and sharing of information

a) Adaptation Forum

50. *Background:* The AC, in its workplan, agreed to hold an Adaptation Forum as appropriate, seeking synergy or in conjunction with the high-level event.¹⁰ It also noted the desirability to involve representatives of United Nations agencies, relevant multilateral and bilateral organizations and NGOs supporting the NAP process. It was generally felt that the 2016 high-level event in Marrakesh was not especially successful in, and not the best forum for, raising the profile of adaptation, which is the goal of the Adaptation Forum.

51. *Action:* Looking at the overall volume of meetings and conferences on climate change adaptation organized under and outside the UNFCCC, including those already planned for 2017, the AC will be invited to consider how and when it wants to conduct its next Adaptation Forum, including which modality may best be suited to ensure added value.

b) Joint in-session event by the Adaptation Committee and the Least Developed Countries Expert Group during the Bonn Climate Change Conference in May 2017

52. *Background:* At a joint informal meeting held in May 2016,¹¹ members of the AC and the LEG developed a workplan¹² for addressing the joint mandates referred to in agenda items 6 (c)-(e) above. As part of their workplan they agreed to hold in-session events during COP 22 and 23, as well as during the Climate Change Conference in Bonn in May 2017. These events are intended to ensure transparency, showcase interim results achieved by the two bodies in the implementation of their joint mandates from Paris, and to receive feedback and inputs from Parties and non-Party stakeholders thereon. The first of these events took place during COP 22 in November 2016.

53. *Action:* The AC and the LEG will be invited to consider the concept note contained in document AC-LEG/2017/2, and to decide whether they wish to organize the event similar to the one held during COP 22.

AC-LEG/2017/2	Concept note on a joint in-session event held by the Adaptation Committee and the Least Developed Countries Expert Group during the Bonn Climate Change Conference in May 2017
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11. Organization of intersessional work

54. *Action:* The AC will be invited to agree on leads and members of its groups established to guide the implementation of activities contained in the workplan.

¹⁰ High-level event pursuant to decision 1/CP.21, para. 120.

¹¹ The report on the meeting is available under "Progress" at <unfccc.int/9785.php>.

¹² The workplan is available at <unfccc.int/files/adaptation/cancun_adaptation_framework/adaptation_committee/application/pdf/20160704_rep_ort_acleg_mandates_cop21.pdf>.

12. Dates for future meetings

55. Action: Based on a survey carried out before the meeting to identify the best possible dates for AC members to meet, the AC will be invited to endorse the dates for AC 12 as Tuesday to Friday, 19 to 22 September 2017.

13. Any other matters

56. Action: Any other matters arising during the meeting will be taken up under this item.

14. Closure of the meeting.
