

## Seventh meeting of the Adaptation Committee Bonn, Germany, 24 to 27 February 2015

### Concept note for the workshop on experiences, good practices, lessons learned, gaps and needs on the process to formulate and implement national adaptation plans

#### Recommended action by the Adaptation Committee

The AC, at its seventh meeting, may wish to consider the information contained in this concept note in discussing the focus and structure of the workshop, and use it as a basis to engage the LEG and other stakeholders in its further organization.

## 1. Introduction and background

1. The Subsidiary Body for Implementation (SBI), at its fortieth session (June 2014), invited the Adaptation Committee in collaboration with the Least Developed Countries Expert Group (LEG) to organize a workshop, back to back with a relevant meeting where possible, drawing upon experts and practitioners at different levels to share experiences, good practices, lessons learned, gaps and needs on the process to formulate and implement national adaptation plans (NAPs) to be held prior to SBI 42 (June 2015).<sup>1</sup>
2. As further input to the monitoring and evaluation of the NAP process by the SBI, as well as to this workshop, the SBI had invited the LEG and the Adaptation Committee to prepare an information paper on experiences, good practices, lessons learned, gaps and needs in the process to formulate and implement NAPs based on the NAP Expo and relevant documents, including the submissions referred to in paragraphs 93, 103 and 104 of document FCCC/SBI/2014/8, for consideration by SBI 41 (December 2014).<sup>2</sup> The paper is available as document FCCC/SBI/2014/INF.14.
3. Furthermore, the Conference of the Parties (COP), at its twentieth session (December 2014), decided to explore options for enhancing reporting related to the process to formulate and implement NAPs as part of this workshop.<sup>3</sup>
4. The SBI invited the Adaptation Committee, in collaboration with the LEG and with the support of the secretariat, to prepare a report on this workshop. The SBI will consider this report, the submissions referred to in paragraphs 93, 103 and 104 of document FCCC/SBI/2014/8, and all other relevant documents, at SBI 42, as it monitors and evaluates progress made in the NAP process, with a view to making recommendations to the COP, as appropriate.<sup>4</sup>
5. The workshop was an outcome of the consideration of information on experiences with the application of the initial guidelines for the formulation of NAPs at SBI 40, as well as information relevant to the formulation and implementation of NAPs provided by Parties and relevant organizations through their submissions by SBI 41.<sup>5</sup>

<sup>1</sup> FCCC/SBI/2014/8, paragraph 106.

<sup>2</sup> FCCC/SBI/2014/8, paragraph 107.

<sup>3</sup> Decision 3/CP.20, paragraph 8.

<sup>4</sup> Decision 5/CP.17, paragraph 37, decision 3/CP.20, paragraph 8 and FCCC/SBI/2014/8, paragraph 108.

<sup>5</sup> FCCC/SBI/2013/9, FCCC/SBI/2014/MISC.1 and FCCC/SBI/2013/MISC.2 and Add.1. Further relevant submissions are available at < unfccc.int/5900 > under SBI 40 and the heading "National adaptation plans",

## 2. Objectives and focus

6. According to the mandate for this workshop as outlined in the background, the objectives of the workshop are to:

- a) Share experiences, good practices, lessons learned, gaps and needs on the process to formulate and implement national adaptation plans;
- b) Explore options for enhancing reporting related to the process to formulate and implement national adaptation plans.<sup>6</sup>

## 3. Input

7. The following documents could serve as input to the workshop:

- a) Information paper prepared by the LEG and the AC on experiences, good practices, lessons learned, gaps and needs in the process to formulate and implement NAPs (document FCCC/SBI/2014/INF.14), which summarizes information from submissions referred to in paragraphs 93, 103 and 104 of document FCCC/SBI/2014/8;
- b) Reports of the Adaptation Committee (available at <unfccc.int/7584>), and reports on the meetings of the LEG (available at <unfccc.int/6099>), as well as relevant reports from the NAP Task Force Meeting (available at <unfccc.int/8858>);
- c) Background material that the AC may consider useful to facilitate discussion, e.g. a compilation of information on existing reporting channels under the Convention, to be prepared by the secretariat.

## 4. Structure

8. The AC may wish to discuss the structure of the workshop, including:

- a) Plenary sessions;
- b) Presentations and other inputs;
- c) Breakout sessions or any other modalities to facilitate discussion and capturing of outcomes to address the two objectives of the meeting.

## 5. Participants

9. According to the mandate, the workshop will draw on experts and practitioners at different levels. The AC, at its 7<sup>th</sup> meeting, may wish to discuss the modalities and criteria according to which participants will be invited.

10. In relation to the modalities, options include the following:

- a) Parties or regional groups to nominate experts and practitioners;
- b) The AC and the LEG to invite experts and practitioners directly.

11. Criteria could include:

- a) Representatives of those Parties or groups of Parties that have made submissions under the NAP and related agenda items;
- b) Experts and practitioners working in a variety of areas, including policy-making, technical analysis, implementation on the ground, private sector and civil society as well as beneficiaries of adaptation

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<<http://unfccc.int/8016>> under the heading "Guidelines for the formulation of national adaptation plans" and <[unfccc.int/7481](http://unfccc.int/7481)> under the heading "National adaptation plans".

<sup>6</sup> FCCC/SBI/2014/8, paragraph 106 and decision 3/CP.20, paragraph 8.

efforts;

- c) Representatives of support programmes for NAPs;
- d) Representatives of funding and implementing entities.

12. It is proposed that the number of participants is kept to a maximum of 40-50 in order to enhance the interactivity and focus of the discussions.

## **6. Expected output**

13. The SBI invited the AC, in collaboration with the LEG and with the support of the secretariat, to prepare a report on the workshop for consideration at SBI 42.

## **7. Date and venue**

14. According to the mandate to organize the workshop prior to SBI 42, the AC and the LEG have agreed intersessionally that the workshop will take place from 16 to 17 April 2015 in Bonn, Germany, immediately following the NAP Expo which will be held from 14 to 15 April 2015.

## **8. Next steps**

15. The AC may wish to consider undertaking the following steps at its 7<sup>th</sup> meeting:

- a) Discuss the focus and structure of the workshop;
  - b) Discuss the modalities and criteria according to which participants will be invited;
  - c) Consider whether the preparation of a background paper on existing reporting channels under the Convention would serve as a useful input to the workshop;
  - d) Consider establishing an advisory/planning group including members of the AC (such as members of the NAP TF) and of the LEG, and representatives of other relevant organizations and agencies, to provide input and advice to the AC, the LEG and the secretariat on the organization of the workshop;
  - e) Consider whether information on the workshop should be made available on NAP Central;
  - f) Request the secretariat proceed with the organization of the meeting in accordance with the guidance provided by the AC and the LEG.
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