

**Seventh meeting of the Adaptation Committee  
Bonn, Germany, 24–27 February 2014**

**Discussion note on a workplan of the Adaptation Committee after 2015**

**Recommended action by the Adaptation Committee**

The Adaptation Committee (AC), at its seventh meeting, may wish to consider the discussion note and agree on the outline and next steps regarding the initial drafting of the 2<sup>nd</sup> AC workplan

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## 1. Introduction and background

### 1.1 The Adaptation Committee (AC) mandate

1. The Conference of the Parties (COP), at its 16<sup>th</sup> session and as part of the Cancun Adaptation Framework,<sup>1</sup> established the AC to promote the implementation of enhanced action on adaptation in a coherent manner under the Convention, inter alia, through the following functions:
  - a) Providing technical support and guidance to the Parties, respecting the country-driven approach, with a view to facilitating the implementation of adaptation activities, including those listed in paragraphs 14 and 15 of decision 1/CP.16 (Annex 1), where appropriate;
  - b) Strengthening, consolidating and enhancing the sharing of relevant information, knowledge, experience and good practices, at the local, national, regional and international levels, taking into account, as appropriate, traditional knowledge and practices;
  - c) Promoting synergy and strengthening engagement with national, regional and international organizations, centers and networks, in order to enhance the implementation of adaptation actions, in particular in developing country Parties;
  - d) Providing information and recommendations, drawing on adaptation good practices, for consideration by the Conference of the Parties when providing guidance on means to incentivize the implementation of adaptation actions, including finance, technology and capacity-building and other ways to enable climate-resilient development and reduce vulnerability, including to the operating entities of the financial mechanism of the Convention, as appropriate;
  - e) Considering information communicated by Parties on their monitoring and review of adaptation actions, support provided and received, possible needs and gaps and other relevant information, including information communicated under the Convention, with a view to recommending what further actions may be required, as appropriate.

### 1.2 The first workplan of the AC (2013–2015)<sup>2</sup>

2. The COP, at its 17<sup>th</sup> session, requested the AC to develop during its first year a three-year workplan, which should include milestones, activities, deliverables and resource requirements, in accordance with its agreed functions, employing the modalities listed in paragraph 94 of the same decision and considering the indicative list of activities included in the annex V, for approval by the COP at its 18<sup>th</sup> session. In response to this request, the AC elaborated a three-year workplan, which was adopted by the COP as agreed.
3. In response to a request made at COP 18, the AC further elaborated the work referred to in activities 7, 8, 11, 17 and 19 of its workplan. The elaboration<sup>3</sup> was guided by the AC's desire to enhance coherence and synergy and to ensure that activities are not undertaken in isolation but instead build on each other as part of a larger workstreams. The AC identified the following three workstreams to organize those activities in a coherent way:
  - a) A workstream on technical support and guidance to the Parties on adaptation action;
  - b) A workstream on technical support and guidance to the Parties on means of implementation;
  - c) A workstream on awareness-raising, outreach and sharing of information.
4. In addition, new activities on means of implementation (MoI) were incorporated in the workplan and the timing of some activities was adjusted.

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<sup>1</sup> FCCC/CP/2010/7/Add.1 (Decision 1/CP.16, paragraph 20).

<sup>2</sup> unfccc.int/7517.php.

<sup>3</sup> FCCC/SB/2013/2, annex II.

5. The elaboration of activities mentioned above reflects the coherent manner in which the AC implemented its activities from the third quarter of 2013 until the fourth quarter of 2015.
6. Overall, the AC has, through its workplan, developed a platform that enables discussions on adaptation under the UNFCCC process. It has developed links to other relevant constituted bodies and programmes under the Convention and has reached out to other stakeholders within the climate community through their participation and collaboration in workshops, Adaptation Forum and inputs for several publications.

### 1.3 Relevant outcomes from COP 20

7. At COP20 in Lima, Parties discussed issues for further work on adaptation by its constituted bodies, including the following:
  - a) The COP approved<sup>4</sup> the initial two-year workplan of the Executive Committee of the Warsaw International Mechanism on Loss and Damage (ExCom)<sup>5</sup>, which, inter alia, invites the AC and other relevant constituted bodies under the Convention to consider making efforts to reduce and avert losses and damages among particularly vulnerable developing countries, vulnerable populations and the ecosystems that they depend on, as these bodies undertake their work, and to share the outcomes with the ExCom.
  - b) The COP recognized that the process to formulate and implement national adaptation plans (NAPs) is fundamental for building adaptive capacity and reducing vulnerability to the impacts of climate change. It decided that there is a need to enhance the reporting to the process to formulate and implement NAPs<sup>6</sup> (in this regard the SBI<sup>7</sup> invited the AC to explore options at a joint AC/LEG workshop in the first half of 2015). The COP further requested the AC and the LEG, in collaboration with the GCF, to consider how to best support developing countries Parties in accessing funding from the GCF for the process to formulate and implement NAPs, and to report thereon at SBI 42<sup>8</sup>.
  - c) COP20<sup>9</sup> also invited the thematic bodies under the Convention, including the AC, to consider the long-term finance issues referred in decision 3/CP.19, paragraph 12 when implementing their 2015–2016 work plans, as an input to the in-session workshops.<sup>10</sup>

## 2. The context of the work of the AC

8. **The mandate of the Adaptation Committee ‘...to promote the implementation of enhanced action on adaptation in a coherent manner...’, as agreed by the Parties as part of the Cancun Adaptation Framework, remains unchanged as its principal assignment.** At COP20 Parties expressed their satisfaction with the work of the AC and gave no indication of any wish to adjust the mandate of the AC. The mandate as decided at COP16 (Cancun, 2010) is therefore the starting point to develop the second workplan, building on the first one, and understanding the needs of the Parties.

9. **Adaptation to climate change is not a solitary activity but must be part of the development agenda of a country.** This has its origins in the preamble of the Convention.<sup>11</sup>

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<sup>4</sup> Decision 2/CP.20.

<sup>5</sup> <unfccc.int/8805>.

<sup>6</sup> Decision 3/CP.20.

<sup>7</sup> FCCC/SBI/2014/8, paragraph 106.

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

<sup>9</sup> Decision 5/CP.20.

<sup>10</sup> Decision 5/CP.20, paragraph 12.

<sup>11</sup> “*Recognizing* that States should enact effective environmental legislation, that environmental standards, management objectives and priorities should reflect the environmental and developmental context to which they apply, and that standards applied by some countries may be inappropriate and of unwarranted economic and social cost to other countries, in particular developing countries”,  
“*Affirming* that responses to climate change should be coordinated with social and economic development in an integrated manner with a view to avoiding adverse impacts on the latter, taking into full account the legitimate priority needs of developing countries for the achievement of sustained economic growth and the eradication of poverty”.

More recently it was recognized in the decision on NAPs at COP 18<sup>12</sup> which reaffirms “... *the importance of the need to address adaptation planning in the broader context of sustainable development planning...*” and by the AC in its input to the SCF “*We see adaptation to climate change as an integral part of the development agenda of a country - aiming at sustainable social and economic development - and not as a single, stand-alone activity*” (20 October 2014).

10. **Adaptation is primarily driven by regional/local needs and insights.** COP18,<sup>13</sup> in its decision on the NAPs, affirms that “*planning for adaptation at the national level is a continuous, progressive and iterative process, the implementation of which should be based on nationally identified priorities, including those reflected in the relevant national documents, plans and strategies, and coordinated with national sustainable development objectives, plans, policies and programs*”.

11. **Consideration of the most vulnerable.** In the Cancun Agreements (decision 1/CP.16) it is affirmed that “*enhanced action on adaptation should be undertaken in accordance with the Convention, should follow a country-driven, gender-sensitive, participatory and fully transparent approach, taking into consideration vulnerable groups, communities and ecosystems, and should be based on and guided by the best available science and, as appropriate, traditional and indigenous knowledge, with a view to integrating adaptation into relevant social, economic and environmental policies and actions, where appropriate.*”

12. Further it is recognized that the work of the AC is a continuous process, which implies that the second workplan will build on the results and initiatives of the first workplan. This means that ongoing processes and activities will be continued, but also that they can possibly be adjusted following new insights and guidance.

### 3. Developing the work plan

13. The second workplan cannot be seen in isolation from the work done by the AC in the past years. In addition, the new workplan shall take into consideration new developments and insights from ongoing work under the Convention and its bodies. Therefore it is suggested that the following three questions shall guide the initial discussions on the outline, the structure and the content of the second workplan:

- a) What elements of the existing work would be meaningful to be continued?
- b) Which emerging and additional issues should be added as new elements to the second work plan?
- c) With whom should the AC engage, both in terms of existing and new collaboration, as part of their second work plan?

14. *To a):* The AC, through its initial three-year workplan, has established a solid basis for its work by organizing the process to, and engaging with, relevant bodies under the Convention. The second work plan should build on this existing work. This implies the necessity to critically assess which current activities and work streams should be continued in the coming years, and if new or additional goals or targets should be set for any of these activities. The discussions might also reveal that although work on a particular issue should be continued, the approach should be changed.

15. *To b):* Attention on adaptation issues has increased notably under the Convention, and therefore new questions may arise and new/additional issues may emerge, either under the COP or under its constituted bodies. These issues might need to be addressed by the AC. Questions and issues could be specific or general, and might require further advice on guidelines and procedures, exchange of information, or concrete information on ongoing work on adaptation on the ground, including lessons learned.

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<sup>12</sup> Decision 12/CP.18.

<sup>13</sup> Decision 12/CP.18.

16. *To c*): Insights gained from the discussions on continuing existing activities and/or defining new ones might reveal the desirability of a continued engagement of existing stakeholders, but also to engage new stakeholders to supplement lacks in expertise or interests relevant to the work of the AC.

#### **4. Working procedures of the AC**

17. The AC comprises 16 members, including representatives from the five UN regional groups, SIDS, LDC, Non-Annex I and Annex I Parties, who serve in their personal capacity. Recognizing these diverse personal capacities the AC has succeeded in showing unity and coherence in its communication and outputs.

18. For the coming period the AC will continue pursuing unity and coherence. In addition, the AC might consider adjusting its working procedures in a manner that would maximize the personal capacities of each member to further improve the overall quality of the AC's output.

19. With that in mind, it is suggested to explore a modus operandi in which small working groups (WG) play a more prominent role, i.e. as done in the LEG. It is suggested to have small groups between two to five members to prepare items in depth for plenary discussion. Each member of the AC will preferably lead no more than one WG and will be a member of at least one other. The WGs could work in between sessions of the AC and meet in person on the first day of AC meetings to further work on the presentation of their findings to the AC plenary. In this way the expertise of each individual member can be maximized and the actual available meeting time for the AC can be used more intensively and effectively.

20. The AC could explore and apply new forms of cooperation and communication to intensify, as appropriate, the interaction with and between decision-makers, experts and (local) stakeholders. This could be via webinars, using social media, and other channels. This will allow for the added value of the work of the AC to become increasingly showcased and visible, which will also contribute to strengthening the role and authority of the AC as an advisory body on adaptation to the Parties.

## 5. Next steps + timeline

**Table 1: Timelines and next steps**

Timing	Actions
27 February 2015 (during AC7)	<ul style="list-style-type: none"> <li>Discussion with the AC and invited stakeholders and observers attending to receive input/feedback in order to start developing the second workplan and conclude on next steps for drafting the 2<sup>nd</sup> workplan.</li> </ul>
Intersessional period	<ul style="list-style-type: none"> <li>Following the conclusions of AC7, a draft workplan will be presented for decision at AC8 by the workplan working group. The draft will be as detailed as possible for the whole three-year period (2016–2018). This might entail a detailed overview of activities and planned results for 2016, whilst for 2017 and 2018 it might be necessary to limit the workplan to clear, distinct and prescriptive outlines as the basis for further elaboration to be decided early next year (AC9). At the same time, when defining activities for 2017 and 2018 at AC9, the AC might wish to leave some flexibility for adjusting the workplan in response to the outcomes of the review of the AC at the end of 2016.</li> </ul>
July 2015	<ul style="list-style-type: none"> <li>First draft of the second workplan available for comments by the AC.</li> </ul>
AC 8	<ul style="list-style-type: none"> <li>Conclusion on final draft to be presented for endorsement at COP 21 in Paris.</li> </ul>

## **ANNEX. Summary of results from the first period of work of the AC**

1. Every year the AC presents a report on the progress of its work to the COP. Based on these reports,<sup>14</sup> a short summary of results has been prepared to be used as background for discussions on the second workplan of the AC. This annex is only a summary and is not a complete and detailed list of the activities undertaken by the AC.

### **2012**

#### **1. Vision and expectations of the AC**

2. During its inaugural meeting, the members of the AC exchanged views on its vision and expectations for its work, guided by its functions as agreed in decision 1/CP.16 and the indicative list of activities for the Committee provided in annex V to decision 2/CP.17. A summary of the views expressed by the members of the Committee is provided below:

- a) The AC will raise the profile of adaptation at all levels and promote the mainstreaming of adaptation into development and the strengthening of national capacity to address adaptation. It will strive to make a difference to the way adaptation is perceived and addressed globally. The Committee will play a leadership role in adaptation, including by incentivizing adaptation action and promoting coherence in adaptation action both within and outside of the Convention.
- b) The Committee will explore and foster synergies between relevant stakeholders and sectors, including the business community and financial institutions, in order to mobilize financial resources to support adaptation. This will include drawing on the work of other bodies and institutions both within and outside of the Convention, in order to facilitate the provision of sound technical guidance to Parties.
- c) Its mission is to be an overall advisory body that raises awareness of and ambition for adaptation and promotes communication about adaptation, with the ultimate objective of facilitating the implementation of concrete adaptation action and empowering communities.
- d) The Committee will focus on concrete action in an unbureaucratic and depoliticized manner and, to this effect, will establish and maintain active dialogue with high-level stakeholders and decision makers. The Committee is committed to creating a results-oriented body with clear and realistic timelines that will make a real difference on the ground.

#### **2. Workplan of the AC**

3. Committee members responded to the request made by the COP in decision 5/CP.17, paragraph 30, for the AC to consider, in its workplan, the relevant modalities for supporting interested developing country Parties that are not LDC Parties to plan, prioritize and implement their national adaptation planning measures. In its three-year workplan, the Committee elaborated on how it will support this process (activities 10 and 11 of the workplan). In addition, members agreed that resources to support national adaptation planning processes for developing country Parties that are not LDC Parties could be mobilized through bilateral and multilateral channels, including the Special Climate Change Fund (SCCF).

### **2013**

4. In order to reduce duplication and promote synergies, the AC established relationships with other bodies under the Convention, such as the Least Developed Countries Expert Group

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<sup>14</sup> <unfccc.int/8805>.

(LEG), the Standing Committee on Finance (SCF), the Technology Executive Committee (TEC), the Climate Technology Centre and Network (CTCN), the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention and the Board of the Green Climate Fund (GCF).

## **1. Providing technical support and guidance to the Parties**

### **1.1 Adaptation actions**

5. The AC worked on modalities and guidelines for NAPs for developing countries that are not least developed countries (LDCs). The AC reviewed existing guidelines to determine their adequacy and any remaining gaps, in particular the technical guidelines for the NAP process developed by the LEG. Further, the AC established a task force on NAPs and invited participation by the LEG, the TEC, the SCF and the GCF Board. In addition, the AC identified modalities, such as the development of toolkits, supplements to the NAP technical guidelines, portals such as NAP Central and training activities, which could be employed to advance relevant work.

6. The AC undertook a review of existing databases and clearing house type mechanisms for national adaptation planning to determine whether it would partner with existing databases or mechanisms, or whether it would develop a separate system. Following the review, the AC agreed that there was no need for the AC to develop a separate database but that it would instead actively engage in and contribute to the development of NAP Central, so that information on national adaptation planning relevant to non-LDCs is included.

7. The AC organized a workshop on the monitoring and evaluation of adaptation, which addressed three broad policy questions:

- a) Given the diverse set of indicators that currently exist to measure and evaluate adaptation, how can communities, countries and development and adaptation agencies build a common understanding of success in achieving climate resilience?
- b) How can a framework be created that links individual assessments with national-level assessments to broaden the focus from the means of achieving outcomes (individual interventions) to the desired end result (countries becoming less vulnerable and having more adaptive capacity)?
- c) How can the results of monitoring and evaluation be reported and disseminated so as to ensure that they are fed back into the respective adaptation process but also allow for lessons learned and good practices identified to be shared with the wider community of adaptation planners and practitioners?

### **1.2 Means of implementation**

8. Throughout 2013 the AC has considered issues related to financing for NAPs with a view to better understanding the technical issues that may challenge developing countries in accessing resources for NAPs.

## **2. Outreach and sharing of information**

9. The AC agreed to produce thematic reports in 2013 and 2014 and a comprehensive overview report in 2015 to inform the strategic direction of the COP and other relevant United Nations bodies. The first thematic report, on the state of adaptation under the Convention, seeks to raise awareness and understanding of the variety of adaptation-related bodies, programmes and work streams under the Convention and how they contribute jointly to enhanced action on adaptation.

10. The AC agreed to establish an annual adaptation forum and to organize its first meeting, on adapting to a changing climate, in conjunction with COP 19, with a view to raising the profile of adaptation globally.



11. Throughout 2013, the AC has been working on a draft communication, information and outreach strategy in order to provide itself with strategic approaches to communication within and outside of the Convention process. It includes activities such as stakeholder identification, defining objectives and key messages for different stakeholders and defining the respective means of communication.

12. In order to provide guidance to members when representing the AC at external meetings, the AC developed a set of frequently asked questions (FAQs). Following their finalization, the FAQs will be made available on the AC's web pages for interested Parties and other stakeholders and will be updated as required.

### **3. Elaboration of activities included in the three-year workplan**

13. In response to a request made at COP 18, following the review of its activities, the AC identified three work streams to organize those activities in a coherent way:

- a) Technical support and guidance to the Parties on adaptation action;
- b) Technical support and guidance to the Parties on means of implementation;
- c) Awareness-raising, outreach and sharing of information.

## **2014**

### **1. Promoting coherence in adaptation under the Convention and synergies with organizations, centres and networks**

#### **1.1 Promoting coherence in adaptation under the Convention**

14. The Adaptation Committee considered mandates, workplans and/or decisions with relevance to adaptation under the Convention in order to identify areas of duplication as well as synergies, and to consider what further actions may need to be undertaken to reduce duplication, address gaps and promote synergies. The resulting recommendations include action on the areas of:

- a) Technical support and guidance on adaptation action: Activities under this work stream are largely covered by the NAP task force and the proposal for collaboration by the TEC;
- b) Means of implementation: The AC recommended establishing a practical working relationship with the LEG and other constituted bodies to work on the organization of the workshop on means of implementation and related follow-up activities;
- c) Awareness-raising, outreach and sharing of information: Recommendations included continuing to engage with the LEG on the further development of NAP Central.

15. During the course of 2014, the AC has carried out collaborative activities, in particular with the LEG, the SCF and the TEC and in the context of the NWP.

#### **1.2 Promoting synergies with organizations, centres and networks**

16. The AC has invited observers to provide general statements at the opening and closing of the meetings, to provide concrete suggestions during the discussions on specific agenda items and to actively participate in the work of breakout groups. Representatives from relevant organizations, centres and networks have been invited to participate in workshops and other events organized by the AC.

## **2. Providing technical support and guidance to Parties**

### **2.1 Technical support and guidance on adaptation actions**

17. *National Adaptation Plans*. The NAP task force organized a two-day meeting on NAPs (Bonn, 26-27 September 2014) with representatives from United Nations agencies, relevant multilateral and bilateral organizations and non-governmental organizations. The AC continued its collaboration with the LEG on the development of NAP Central.

18. *Monitoring and evaluation (M&E)*. The AC considered a concept note (AC/2014/25) suggesting next steps in the M&E of adaptation. The concept note also included recommendations for consideration by the COP at its 20<sup>th</sup> session derived from the findings of the 2013 workshop.

19. *Indigenous and traditional knowledge and practices*. The AC considered a scoping paper for a joint workshop (14 April 2014) with the NWP on best practices and needs of local and indigenous communities.

20. *Roles of regional institutions, centres and networks and United Nations agencies in supporting enhanced adaptation actions in developing countries*. The AC established an ad hoc group on technical support, in collaboration with relevant organizations and experts, to propose modalities to facilitate technical backstopping for projects, upon request by Parties. The ad hoc group undertook an analysis of existing support for adaptation action provided by regional institutions and United Nations agencies, and proposed modalities to strengthen and to enhance coherence of the provision of support to developing countries for activities related to adaptation. The AC, at its 6<sup>th</sup> meeting, endorsed the document.

### **2.2 Technical support and guidance on means of implementation**

21. In preparation for the organization of a workshop on means of implementation in the first quarter of 2015, a scoping paper and synthesis paper was prepared for consideration by the AC at its 6<sup>th</sup> meeting. The AC decided to focus the workshop on understanding adaptation finance.

## **3. Awareness-raising, outreach and sharing of information**

22. The AC adopted its communication, information and outreach strategy as a living document, and made it available on the AC web pages. The strategy identifies the target audiences for the AC's communication and information activities, as well as concrete information on activities to be carried out in order to raise awareness and initiate and stimulate the dialogue on adaptation to the adverse effects of climate change.

23. The AC produced a video documentary as an outcome of the 2013 Adaptation Forum. The documentary has the objective of raising the profile of adaptation globally and will be distributed through available dissemination channels in a strategically planned effort.

24. The second thematic report "Institutional arrangements for national adaptation planning and implementation" was published at COP20. With this publication the AC aims to raise awareness of current institutional arrangements that have been set up to support adaptation.

25. The AC agreed to organize a meeting to gather up-to-date information on adaptation, including the limits of adaptation, in collaboration with Working Group II of the IPCC. The meeting was held during the fortieth sessions of the subsidiary bodies. In addition, the AC organized a special event during the fortieth sessions of the subsidiary bodies to showcase its activities and to engage in a dialogue with Parties and other relevant stakeholders.