
**Sixth meeting of the Adaptation Committee
Bonn, Germany, 29 September to 1 October 2014**

DRAFT PROVISIONAL AGENDA AND ANNOTATIONS

The AC looks forward to the active participation of observers in the implementation of its three-year work plan and kindly requests organizations intending to participate at the meetings of the AC to come prepared with concrete proposals of potential support to the Committee's work.

I. Provisional agenda

1. Opening and welcome.
2. Adoption of the agenda.
3. Organization of work.
4. Coherence and collaboration on adaptation-related matters under the Convention:¹
 - a) Adaptation-related mandates under the Convention;
 - b) Collaboration with the Technology Executive Committee;
 - c) Collaboration with the Standing Committee on Finance;
 - d) External representation of the Adaptation Committee.
5. National Adaptation Plans (NAPs):
 - a) Work of the Task Force on NAPs;
 - b) Financial support for NAPs;
 - c) Progress made on NAP Central.
6. Promoting synergy and strengthening engagement with national, regional and international organizations, centres and networks:
 - a) Current engagement with, and proposals for future collaboration by, organizations outside the Convention;
 - b) Work of the ad-hoc group on technical support;
 - c) Special event on promoting synergy and strengthening engagement with national, regional and international organizations, centres and networks;
 - d) Special event of the Adaptation Committee in collaboration with the Intergovernmental Panel on Climate Change Working Group II.
7. Monitoring and evaluation of adaptation.
8. Best practices and needs of local and indigenous communities.
9. Means to incentivize the implementation of adaptation actions.
10. Status of communication and outreach activities:

¹ Possibilities for further collaboration with the Nairobi work programme shall be considered and explored under the different agenda items, in line with relevant mandates from the COP and SBs under the AC and the NWP.

- a) Documentary on the Adaptation Forum;
 - b) 2014 thematic report;
 - c) 2015 overview report.
11. Future Adaptation Forum.
 12. Work plan of the Adaptation Committee after 2015.
 13. Work load of members of the Adaptation Committee.
 14. Dates for future meetings.
 15. Any other matters.
 16. Closure of the meeting.

II. Annotations to the provisional agenda

1. Opening and welcome

1. The Co-Chairs of the Adaptation Committee (AC), Mr. Juan Hoffmaister and Ms. Christina Chan, will open the sixth meeting of the AC on 29 September 2014.

2. Adoption of the agenda

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

AC/2014/17	Provisional agenda and annotations for the sixth meeting of the Adaptation Committee
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3. Organization of work

3. Due to the increasing number of items for consideration by the AC at its meetings, ***members are kindly requested to thoroughly familiarize themselves with the documents prepared for the meeting beforehand. Members are kindly requested, to the best extent possible, to share comments and suggestions prior to the meeting.***
4. In order to best address the heavy work load, the Co-Chairs propose that all items will initially be addressed in plenary. Items which the AC cannot conclude immediately will be considered in subsequent parallel break-out groups and concluded in plenary on the last day of the meeting. In addition, AC members are invited to suggest items which can be dealt with inter-sessionally.

4. Coherence and collaboration on adaptation-related matters under the Convention:²

a) Adaptation-related mandates under the Convention

5. ***Background:*** Activities 1 and 2 of the AC's work plan foresee that each year after the COP, the AC is to map mandates, workplans and/or decisions with adaptation relevance, in order to identify areas of duplication and synergies and to consider what actions may be necessary to be undertaken by the AC. To do this, the secretariat is requested to prepare an information paper on possible cooperation to reduce duplication of actions, address gaps and strengthen synergies. The secretariat updated the information

² Possibilities for further collaboration with the Nairobi work programme shall be considered and explored under the different agenda items, in line with relevant mandates from the COP and SBs under the AC and the NWP.

compiled for AC5 in order to reflect relevant outcomes of the 40th sessions of the subsidiary bodies.

6. *Action:* The AC will be invited to consider document AC/2014/18 and identify concrete activities to reduce duplication, address gaps and promote synergies and actions that may need to be undertaken by the AC.

AC/2014/18	Possible cooperation in order to reduce duplication of actions, address gaps and strengthen synergies
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b) Collaboration with the Technology Executive Committee (TEC)

7. *Background:* As per activity 5.2 of the TEC's rolling work plan, the TEC is to prepare TEC Briefs on technologies for adaptation. Following its 8th meeting, the TEC agreed on the topics for these briefs (agriculture and water). The TEC, in collaboration with the AC, prepared the drafts of these briefs, which were considered at TEC 9 (18–21 August). At that meeting the TEC was invited to provide further guidance on the two Briefs and agree on a process for their finalization.

8. As per activity 5.3 of its rolling work plan, the TEC is to conduct further work on technologies for adaptation in collaboration with the AC. At TEC8, the TEC requested its task force on adaptation to further consider recommendations, based on the discussions held during the workshop on technologies for adaptation, with regard to other areas of collaboration with the AC. These recommendations were shared with, and considered by, the AC inter-sessionally. TEC9 was then invited to consider and agree on areas for further work on technologies for adaptation, in collaboration with the AC.

9. The TEC further noted that its Task Force on adaptation would benefit from the participation of the Adaptation Committee. The TEC therefore agreed to invite the Adaptation Committee to nominate one of its members to join this task force.

10. *Action:* The AC will be invited to take note of a report on the status of the TEC briefs as noted in paragraph 7 above.

11. It will further be invited to consider the proposals by the TEC on future collaboration as contained in the background note prepared for the meeting and agree on next steps, as appropriate.

12. The AC will also be invited to nominate a member to join the TEC's Task Force on adaptation.

AC/2014/19	Collaboration with the Technology Executive Committee
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c) Collaboration with the Standing Committee on Finance (SCF)

13. *Background:* The COP, at its 19th session, made a number of adaptation-relevant recommendations to the SCF.³ These included considering to focus its second Forum on mobilizing finance for adaptation from public and private sectors,⁴ as well as continuing to provide expert input to the fifth review of the financial mechanism, with a view to the review being finalized by COP 20.⁵

14. During an informal meeting on the margins of AC5, the Chairs of the SCF and AC further discussed these matters. The AC then agreed that its Co-Chairs, together with the AC's coherence group, would follow up with the Co-Chairs of the SCF on activities for collaboration.

15. *Action:* The AC will be invited to consider an oral report on the matters referred to in paragraphs 13 and 14 above, and agree on next steps, as appropriate.

d) Reports from AC members on other collaborative activities

16. *Action:* AC members who represented the AC during events/activities of other constituted bodies under the Convention since AC5 will be invited to report on these, including proposing follow up actions by the AC, if any.

³ See document AC/2014/3.

⁴ Decision 7/CP.19, para. 5.

⁵ Decision 8/CP.19, para. 3.

5. National Adaptation Plans (NAPs)

a) Work of the Task Force on NAPs

17. *Background:* At its 4th meeting the AC established a task force on NAPs to further support developing countries seeking to formulate and implement NAPs. The terms of reference of this task force were annexed to the report of the AC, which was welcomed by COP 19. The AC invited participation in the task force by the LEG, the TEC, the SCF and the Board of the Green Climate Fund (GCF Board).

18. The task force will report to the AC at each of its meetings and via e-mail inter-sessionally, as necessary. The task force launched its work at its initial meeting in conjunction with AC5 and subsequently agreed on its workplan.

19. Activity 2 of the Task Force's workplan requires the Task Force to organize, at the margins of AC6, a two-day meeting between NAP TF members and representatives from UN agencies, relevant multilateral and bilateral organizations and NGOs supporting the NAP process. According to the workplan the deliverable of this activity is the identification of strategic efforts to address gaps and needs encountered by developing countries when undertaking the NAP process.

20. This meeting is scheduled to take place on 26–27 September, and the Lead of the Task Force will be invited to present the outcomes of the meeting to AC.

21. *Action:* The AC will be invited to take note of report by the Lead of the Task Force on NAPs on the work of the Task Force, including its meeting with representatives from UN agencies, relevant multilateral and bilateral organizations and NGOs supporting the NAP process, and decide on next steps.

b) Financial support for NAPs

22. At its 4th meeting, the AC noted that throughout 2013 the AC had considered issues related to financing for NAPs and decided to conduct further work on the matter in 2014, with a view to better understanding the technical issues that may challenge developing countries in accessing resources for NAPs. The AC agreed that such work would be supported by a background document prepared for AC5, as well as a dialogue with GEF representatives of the LDCF and the SCCF. The LEG, the Adaptation Fund Board, the GCF Board and the NAP-GSP also participated in this dialogue.

23. AC 5 appreciated the information provided by these representatives and agreed on a number of follow-up activities. Further information on progress made on this, as well as next steps proposed by the Co-Chairs, are contained in document FCCC/AC/2014/20.

24. *Action:* The AC will be invited to consider the information contained in document AC/2014/20 and agree on next steps.

AC/2014/20	Financial support for National Adaptation Plans
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c) Progress made on NAP Central

25. *Background:* By activity 12 of its work plan, the AC decided to establish a database or clearinghouse-type mechanism for information related to national adaptation planning. Following a review and evaluation of existing databases containing information on national adaptation planning, AC 3 agreed that, in light of the LEG's current work on its information system NAP Central, there was no need for the AC to develop a separate database. It also nominated a member to participate in the LEG's NAP Central team to contribute to that platform on behalf of the AC, and provide updates to the AC on an on-going basis.

26. *Action:* The AC will be invited to take note of an oral report on progress made in the development of NAP Central.

6. Promoting synergy and strengthening engagement with national, regional and international organizations, centres and networks

a) Current engagement with, and proposals for future collaboration by, organizations outside the Convention

27. *Background:* At the request of the Co-Chairs the secretariat prepared a short overview of how the AC has so far engaged national, regional and international organizations, centres and networks in its work. This overview will also contain suggestions for future collaboration received from organizations.

28. *Action:* The AC will be invited to draw on the information contained in document AC/2014/21 to assess the current level of engagement of organizations and recommending next steps.

AC/2014/21	Current engagement and with, and proposals for future collaboration by, organizations outside the Convention
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b) Work of the ad-hoc group on technical support

29. *Background:* By activity 16 of its work plan, the AC agreed to establish an ad hoc group, in collaboration with relevant organizations and experts, to propose modalities to facilitate technical backstopping for projects for Parties upon request, for consideration by the AC. AC5 considered this matter and in response established an ad-hoc group on technical support and agreed on the group's terms of reference. The group's tasks include:

- Analysing existing support for adaptation action provided by regional institutions and UN agencies, including gaps, needs and opportunities, based on the submissions by regional institutions and UN agencies and other relevant information, including related to issues such as geographic coverage, types and degree of technical assistance, and associated institutional and financial arrangements; and
- Taking into account the above gaps, needs and opportunities, proposing modalities to strengthen and enhance the coherence of the provision of support to developing countries for activities related to adaptation.

30. The ad-hoc group requested the secretariat to analyse existing support as specified in paragraph 29 a) above. The analysis is based on submissions previously received by the AC and summarized for consideration by the AC at its previous meeting (AC/2014/7)

31. *Action:* The AC will be invited to consider the analysis contained in document AC/2014/22 with a view to agreeing on modalities to strengthen and enhance the coherence of the provision of support to developing countries for activities related to adaptation.

AC/2014/22	Technical support for adaptation by regional institutions and UN agencies
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c) Special event on promoting synergy and strengthening engagement with national, regional and international organizations, centres and networks

32. *Background:* The COP, by decision 16/CP.19, requested the AC to organize a special event during SB 40 to showcase its activities and to engage in a dialogue with Parties and other relevant stakeholders. AC5 agreed that the meeting should focus on "Promoting synergy and strengthening engagement with national, regional and international organizations, centres and networks". The special event took place on 6 June 2014 and the report on the meeting is contained in document AC/2014/23.⁶

33. *Action:* The AC will be invited to consider the report contained in document AC/2014/23 and recommend next steps.

⁶ More information on the meeting is available on <unfccc.int/8246>.

AC/2014/23	Summary report on the special event organized by the Adaptation Committee “Promoting synergy and strengthening engagement with national, regional and international organizations, centres and networks”
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d) Special event of the Adaptation Committee in collaboration with the Intergovernmental Panel on Climate Change Working Group II

34. *Background:* Following activity 15 of its work plan, the AC agreed to organize a meeting to gather up-to-date information on adaptation, including the limits of adaptation, in collaboration with the Intergovernmental Panel on Climate Change Working Group II (IPCC-WGII). AC4 agreed to hold this meeting in-session at SB 40 (June 2014), as by that time the IPCC WG II contribution to the fifth assessment report (AR5) would be available.

35. The meeting took place on 8 June 2014 and the report on the meeting is contained in document AC/2014/24

36. *Action:* The AC will be invited to consider information contained in document AC/2014/24 and recommend next steps.

AC/2014/24	Summary report on the special event of the Adaptation Committee in collaboration with the Intergovernmental Panel on Climate Change Working Group II
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7. Monitoring and evaluation of adaptation

37. *Background:* In accordance with activity 14 of its work plan, the AC organized a workshop on monitoring and evaluation of adaptation. The workshop took place in Nadi, Fiji, from 9 to 11 September 2013. AC5 considered the draft workshop report, which was then revised accordingly and made available on the AC's website.⁷ AC5 further agreed that the Co-Chairs, assisted by the secretariat, would prepare a concept note outlining possible next steps and recommendations to the COP, for consideration by the AC by early July and adoption at AC. This information is contained in document AC/2014/25 and is based on the outcomes and findings from the workshop.

38. *Action:* The AC will be invited to consider and agree on possible next steps and recommendations to the COP, drawing on information contained in document AC/2014/25.

AC/2014/4	Report on the workshop on the monitoring and evaluation of adaptation (final version)
AC/2014/25	Possible next steps and recommendations on monitoring and evaluation of adaptation

8. Best practices and needs of local and indigenous communities

39. *Background:* The AC, by activity 3.v of its work plan, agreed to convene a workshop on best practices and needs of local and indigenous communities with input from, and participation of, relevant bodies and programmes in order to share technical adaptation-related expertise. Similarly, the SBSTA mandated, under the NWP, a technical expert meeting on the use of indigenous and traditional knowledge and practices for adaptation,⁸ with a view to developing recommendations for practitioners on the use of indigenous and traditional knowledge and practices for adaptation.

⁷ <unfccc.int/7744>.

⁸ The full mandate under the NWP read: “To organize a technical expert meeting, before SBSTA 40, on the use of indigenous and traditional knowledge and practices for adaptation, and the application of gender-sensitive approaches and tools for understanding and assessing impacts, vulnerability and adaptation to climate change, with a view to developing recommendations for practitioners on the use of indigenous and traditional knowledge and practices for adaptation, and the application of gender-sensitive approaches and tools for understanding and assessing impacts, vulnerability and adaptation to climate change”. The AC will only consider issues pertaining to its mandate.

40. The SBSTA, at its 39th session, and following recommendations from the AC, requested the secretariat to organize the AC's workshop in conjunction with the expert meeting mandated under the NWP. The meeting took place from 1 to 4 April 2014 and the report on the meeting is contained in document FCCC/SBSTA/2014/INF.11.

41. SBSTA 40 welcomed the joint workshop and invited the AC to consider providing further recommendations for activities to be undertaken under the NWP in relation to the joint meeting.⁹

42. *Action:* The AC will be invited to consider the draft scoping paper containing possible next steps as contained in document AC/2014/26, based on the outcomes of the meeting summarized in the meeting report. The AC will be invited to identify recommendations and guidance for consideration by the COP, as appropriate and as needed, with a view to providing technical support and guidance to Parties, in order to facilitate the enhanced implementation of adaptation actions.

43. The AC will further be invited to consider providing further recommendations for activities to be undertaken by the NWP in this context.

FCCC/SBSTA/2014/INF.11	Report on the meeting on available tools for the use of indigenous and traditional knowledge and practices for adaptation, needs of local and indigenous communities and the application of gender-sensitive approaches and tools for adaptation
AC/2014/26	Possible next steps in the context of best practices and needs of local and indigenous communities

9. Means to incentivize the implementation of adaptation actions

44. *Background:* The AC, in accordance with activity 4 of its work plan, will convene a workshop with relevant bilateral, regional and multilateral institutions facilitating the means of implementation (finance, technology and capacity-building), as well as with development agencies at the country level, to discuss how to further promote the implementation of enhanced action in a coherent manner under the Convention. This workshop is scheduled to take place in the first quarter of 2015.

45. At its 5th meeting the AC requested the secretariat, under the guidance of the Co-Chairs, to draft a scoping paper for the workshop. The scoping paper is contained in document AC/2014/27.

46. *Action:* The AC will be invited to consider and endorse the scoping paper for the forthcoming workshop and request the secretariat to initiate the planning and organization of the workshop.

AC/2014/27	Scoping paper for a workshop on means to incentivize the implementation of adaptation actions.
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10. Status of communication and outreach activities

a) Documentary on the Adaptation Forum

47. *Background:* The first Adaptation Forum took place on the margins of COP 19 in Warsaw, with the objective of raising the profile of adaptation globally. This will be supported by the distribution of a video which is expected to become available before the end of this year.

48. *Action:* The AC will be invited to take note of an oral report on the status of the documentary on the Adaptation Forum.

a) 2014 thematic report

49. *Background:* At its 4th meeting the AC agreed that the 2014 thematic report would focus on tools and knowledge available, lessons learned and challenges faced in the application of different approaches

⁹ FCCC/SBSTA/2014/2, paragraph 15.

guiding national adaptation. At a request of COP 19, AC 5 agreed to focus the report on national adaptation planning and action. During the inter-sessional period, the AC's reports group, in collaboration with the Co-Chairs and the secretariat, further focused the report on *institutional arrangements for adaptation to climate change*, identified a range of relevant case studies and prepared a first draft of the report, which was made available to members of the AC for consideration before AC6.¹⁰

50. *Action*: The AC will be invited to endorse the draft 2014 thematic report, keeping in mind the limited remaining time for its finalization by mid-October and launch at COP 20.

b) 2015 overview report

51. *Background*: AC4 agreed that the 2015 overview report would focus on progress in the implementation of the CAF, with analyses of, inter alia, lessons learned, good practices and challenges faced in preparing and implementing NAPs, the key role of national institutions and stakeholders in adaptation planning and implementation, and monitoring and evaluating adaptation actions and their support. AC5 then further refined the focus and agreed that the report should combine the following two themes: an overview of the AC's activities over the first three years; and an evaluation of the way the AC took up the task of "promoting the implementation of enhanced action on adaptation in a coherent manner under the Convention", recognizing the linkages between the two themes.

52. The AC further requested its reports group to prepare a concept note with an annotated outline, time line, and other relevant details for agreement by AC6, with the option of incorporating additional suggestions proposed at AC6. The concept note is contained in document AC/2014/28.

53. *Action*: The AC will be invited to endorse the concept note for the 2015 overview report contained in document AC/2014/28, advise on additional aspects to be taken into account, if any, and request the reports group, supported by the secretariat, to start preparing the report.

AC/2014/28	Concept note on the Adaptation Committee's 2015 overview report
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11. Future Adaptation Forum

54. *Background*: AC5 had agreed to plan for holding its next Adaptation Forum in conjunction with the Asia-Pacific Climate Change Adaptation Forum in early October 2014, and that the AC's forum group would provide the AC with a concept paper on issues, including the theme, timing, and support needed, by early June, taking into account lessons learned from the 2013 Forum and from other comparable events. Nevertheless, it did not prove possible to proceed with logistical hosting arrangements, and the AC's Adaptation Forum was postponed as a result. The Co-Chairs requested the secretariat to prepare a paper on options for a future Adaptation Forum.

55. *Action*: The AC will be invited to consider modalities for a future Adaptation Forum, including possible linkages with other events organized under the Convention.

AC/2014/29	Options for a future Adaptation Forum
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12. Work plan of the Adaptation Committee after 2015

56. *Background*: Pursuant to decision 2/CP.17, the AC agreed on its three-year work plan after its initial meeting in September 2012. The work plan was approved by COP 18 and contains activities for the period 2013–2015.

57. *Action*: The AC may wish to consider options for future iterations of its work plan.

AC/2014/30	Options for a work plan of the Adaptation Committee after 2015
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¹⁰ This internal document will not be made available on the secretariat website.

13. Work load of members of the Adaptation Committee

58. *Background:* During the first two years since its operationalization, the AC created a number of internal ad-hoc working groups, as well as a task force involving members from within and outside the AC. Some members of the AC are also members of other constituted bodies under the Convention, or of task groups created by those bodies. This meeting could be an opportunity for the AC to informally discuss further options to optimize the efficiency of its inter-sessional work.

14. Dates for future meetings

59. *Action:* The AC will be invited to decide on the date and duration of the following meetings:

- a) Seventh meeting of the Adaptation Committee (1st quarter of 2015);
- b) Workshop on means to incentivize the implementation of adaptation actions (1st quarter of 2015);
- c) Workshop, in collaboration with the LEG and 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 (prior to SBI 42 (June 2015))
- d) Adaptation Forum (t.b.d).

15. Any other matters

60. Any other matters arising during the meeting will be taken up under this item.

16. Closure of the meeting
