

## Fourteenth meeting of the Adaptation Committee Bonn, Germany, 24 to 26 October 2018

### 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. Organization of work.
4. Overarching coherence: Recent collaboration with other adaptation-related institutional arrangements under the Convention.
5. Mainstreaming a gender perspective into the work of the Adaptation Committee
6. Work of the Adaptation Committee's working group on the Technical Examination Process on Adaptation.
7. Technical support and guidance to the Parties on adaptation action:
  - a) Adaptation Committee Task Force on National Adaptation Plans;
  - b) Technical paper on long-term adaptation planning;
  - c) Meeting to exchange views on national adaptation goals/indicators and how they relate to indicators/goals for sustainable development and for disaster risk reduction in the context of the Sendai Framework;
  - d) Inventory of ongoing work on monitoring and evaluation of adaptation;
  - e) Report on various approaches to adaptation.
8. Technical support and guidance to the Parties on means of implementation:
  - a) Workshop to advance the understanding and overcome challenges relating to:
    - i) The establishment of National Entities for direct access; and
    - ii) Accessing the readiness programme for adaptation of the Green Climate Fund;
  - b) Workshop to advance the engagement of the private sector in adaptation.
9. Flexible workplan of the Adaptation Committee for 2019-2021.
10. Awareness-raising, outreach and sharing of information: Adaptation Forum.
11. Report of the Adaptation Committee to the 24<sup>th</sup> session of the Conference of the Parties.
12. Organization of intersessional work.
13. Dates for future meetings.
14. Any other matters.
15. Closure of the meeting.

## II. Annotations to the provisional agenda

### 1. Opening and welcome

1. The Co-Chairs of the Adaptation Committee (AC), Ms. Pilar Bueno and Mr. Donald Lemmen, will officially open the 14<sup>th</sup> meeting of the AC on 24 October 2018 at 09.00 hrs.

### 2. Adoption of the agenda

2. The provisional agenda for the 14<sup>th</sup> meeting of the AC will be presented for adoption.

AC/2018/10	Provisional agenda and annotations for the fourteenth meeting of the AC
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### 3. Organization of work

3. The structure of the provisional agenda is based on the current AC 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 possible subsequent break-out groups and concluded in plenary on the third day of the meeting.

4. Observers will be welcome throughout the official part of the meeting. They will be invited to make interventions under all agenda items and to participate in breakout group discussions. The meeting can also be followed live and on demand through Skype Broadcast.<sup>1</sup>

### 4. Overarching coherence: Recent collaboration with other adaptation-related institutional arrangements under the Convention

5. *Background:* AC members nominated to contribute to the work of other institutional arrangements under the Convention will be invited to briefly report on progress made and on any further action for the AC. This comprises the following:

- Technology Executive Committee and Technology Executive Committee and Climate Technology Centre and Network (CTCN);
- Executive Committee of the Warsaw International Mechanism for Loss and Damage (WIM ExCom) – 2<sup>nd</sup> meeting of the Task Force on Displacement.<sup>2</sup>

6. *Action:* The AC will be invited to take note of the oral updates provided and discuss any further action as necessary.

### 5. Mainstreaming a gender perspective into the work of the Adaptation Committee

7. *Background:* The Conference of the Parties at its 23<sup>rd</sup> session established a gender action plan and invited members of constituted bodies to participate and engage in implementing the plan with a view to advancing towards the goal of mainstreaming a gender perspective into all elements of climate action.<sup>3</sup> As part of the plan's priority area C "Coherence", a dialogue was held at SBI 48 with the chairs of constituted bodies<sup>4</sup> and capacity-building is to be provided to chairs and members of UNFCCC constituted bodies on how to integrate gender considerations into their respective areas of work.

8. *Action:* The AC will be invited to participate in capacity-building and to subsequently consider how to integrate gender considerations into the flexible 2019-2021 workplan.

### 6. Work of the Adaptation Committee's working group on the Technical Examination Process on Adaptation (TEP-A)

9. *Background:* At its 11<sup>th</sup> meeting the AC endorsed the proposed themes for the TEP-A in 2018 (Adaptation planning for vulnerable groups, communities and ecosystems) and 2019 (Adaptation finance, including the private sector) and agreed to keep the topic for 2020 open.

<sup>1</sup> To be made available on the dedicated web page for the meeting < <https://unfccc.int/node/65600>>.

<sup>2</sup> See report <[https://unfccc.int/sites/default/files/resource/2018\\_TFD\\_report\\_16\\_Sep\\_FINAL-unedited.pdf](https://unfccc.int/sites/default/files/resource/2018_TFD_report_16_Sep_FINAL-unedited.pdf)>.

<sup>3</sup> Decision 3/CP.23.

<sup>4</sup> See [https://unfccc.int/sites/default/files/resource/sb48\\_gender\\_dialogue.pdf](https://unfccc.int/sites/default/files/resource/sb48_gender_dialogue.pdf).

10. At its 12<sup>th</sup> meeting, the AC welcomed the active and constructive engagement of members of other constituted bodies and nominated NGO representatives in the AC's TEP-A working group. It requested the working group to initiate work on the 2018 TEP, including the TEMs, considering feedback received so far and the outcome of the assessment of the TEP-A, which took place during COP 23.
11. At its 13<sup>th</sup> meeting the AC considered the organization of the 2018 TEM-As and ways to upscale and enhance the impact of the TEP-A. It also considered a range of possible topics for the 2020 TEP-A and requested its TEP-A working group to report back to AC 14 on progress made.
12. *Action:* The AC will be invited to consider the information note contained in document AC/2018/11 from the TEP-A working group on progress made on the 2018 TEP-A, plans for the 2019 TEP-A and possible options for the final 2020 TEP-A. In addition, AC members and observers will be invited to report on the outcomes of relevant regional TEM-As.
13. In accordance with decision 13/CP.23, the AC will be invited to consider recommendations for respective processes and for constituted bodies under the Convention, Parties and other organizations on ways forward and necessary actions to be taken based on the outcomes of the TEM-As for inclusion in its annual report and to ensure the necessary continuity of and follow-up on the identified policy options and opportunities, including by informing the Talanoa dialogue.

AC/2018/11

Information note on the technical examination process on adaptation

## 7. Technical support and guidance to the Parties on adaptation action

### a) Adaptation Committee Task Force on National Adaptation Plans

14. *Background:* In 2016, the AC agreed on the flexible workplan of its Task Force on National Adaptation Plans (NAP taskforce) for the period 2016–2018,<sup>5</sup> on which the taskforce reports regularly to the AC.
15. At its 13<sup>th</sup> meeting a representative of the taskforce provided an oral report on progress made since the 12<sup>th</sup> meeting of the AC and proposed next steps, including those arising from the meeting of Party experts to assess progress made in the process to formulate and implement NAPs, which was organized by the LEG, in collaboration with the AC, in Sao Tome and Principe from 7-9 February 2018.
16. SBI 47 invited the AC and the LEG, following the NAP Expo 2018, to consider ways to assist with the implementation of NAPs in their future work programmes and to include information thereon in their reports, as appropriate.<sup>6</sup>
17. *Action:* The AC will be invited to consider activities to assist with the implementation of NAPs as part of its 2019-2021 new workplan. It will then be invited to consider which activities could be led by the NAP taskforce and decide on next steps, as appropriate, taking into account discussions under other relevant items at the meeting.

### b) Technical paper on long-term adaptation planning

18. *Background:* The AC, at its 12<sup>th</sup> meeting, considered a draft technical paper on long-term adaptation planning and provided guidance to the secretariat on its finalization.
19. At its 13<sup>th</sup> session the AC, welcomed the revised technical paper and provided further guidance to the secretariat for a revised version to be considered and finalized at AC 14, including revision of recommendations and drawing from information contained in the document on various approaches to adaptation planning (AC/2018/6)<sup>7</sup>. In addition, members and observers were invited to send further input to the secretariat by Friday 9 March 2018.
20. *Action:* The AC will be invited to endorse the revised technical paper contained in document AC/2018/12, considering any relevant recommendations for consideration by the Conference of the Parties.

AC/2018/12

Revised technical paper on long-term adaptation planning

<sup>5</sup> See [http://unfccc.int/adaptation/groups\\_committees/adaptation\\_committee/items/9917.php](http://unfccc.int/adaptation/groups_committees/adaptation_committee/items/9917.php).

<sup>6</sup> See document FCCC/SBI/2017/19, paragraph 73.

<sup>7</sup> See <https://unfccc.int/node/64707>.

**c) Meeting to exchange views on national adaptation goals/indicators and how they relate to indicators/goals for sustainable development and for disaster risk reduction in the context of the Sendai Framework**

21. *Background:* The AC's workplan contains provisions for convening a meeting, in 2018, to exchange views on national adaptation goals/indicators and how they relate to indicators/goals for sustainable development and for disaster risk reduction in the context of the Sendai Framework for Disaster Risk Reduction 2015–2030.

22. At its 12<sup>th</sup> meeting the AC considered a draft concept note for this meeting and welcomed offers for collaboration expressed at the meeting by UNISDR, the Red Cross Red Crescent, GIZ and IISD on behalf of the NAP Global Network. It agreed to establish a small working group to work inter-sessionally to revise the concept note for the meeting.

23. At its 13<sup>th</sup> meeting the AC considered the concept note AC/2018/5 and provided further guidance and direction to the working group and the secretariat for the organization of the meeting, which was held in Tokyo, Japan, on 24 and 25 July 2018. It was co-organized by the United Nations University Institute for the Advanced Study of Sustainability (UNU-IAS) in collaboration with the UNFCCC and with the support of the Governments of Japan, Australia, Germany and Ireland as well as the United Nations Office for Disaster Risk Reduction (UNISDR).

24. *Action:* The AC will be invited to consider the report of this meeting contained in document AC/2018/13, to identify ways of ensuring the dissemination of the results of the meeting to Parties and practitioners and to consider any relevant recommendations for consideration by the Conference of the Parties.

AC/2018/13	Report on the AC expert meeting on national adaptation goals/indicators and their relationship with the Sustainable Development Goals and the Sendai Framework for Disaster Risk Reduction
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**d) Inventory of ongoing work on monitoring and evaluation of adaptation**

25. *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 Global Environment Facility (GEF) and other initiatives outside of the Convention. It requested support from the NWP to compile and verify the inventory.

26. At its 10<sup>th</sup> meeting the AC considered the initial inventory as contained in document AC/2016/16.<sup>8</sup> 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. In addition, the NWP requested Parties and relevant organizations to submit views on M&E to the secretariat by 20 September 2017. At its 11<sup>th</sup> meeting the AC took note of an oral status report on this matter and at AC13 it agreed to postpone any next steps until after the meeting mentioned in section 7(c) above.

27. *Action:* The AC will be invited to take note of elements related to this agenda item from the report of the meeting to exchange views on national adaptation goals and indicators (see item 7 (c) above) and to consider any next steps on the initial inventory of ongoing work on M&E, including in the context of the next workplan.

**e) Report on various approaches to adaptation**

28. *Background:* In September 2015, the AC, in collaboration with the NWP, held an expert meeting on livelihoods and economic diversification. One of the follow-up activities to that meeting was the agreement to prepare 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 NWP for the AC's consideration.

<sup>8</sup> A summary report is available at [http://unfccc.int/files/adaptation/groups\\_committees/adaptation\\_committee/application/pdf/ac10\\_5b\\_m\\_and\\_e.pdf](http://unfccc.int/files/adaptation/groups_committees/adaptation_committee/application/pdf/ac10_5b_m_and_e.pdf) and the overview is contained in [http://unfccc.int/files/adaptation/groups\\_committees/adaptation\\_committee/application/msexcel/ac10\\_5b\\_inventory\\_m\\_and\\_e.xls](http://unfccc.int/files/adaptation/groups_committees/adaptation_committee/application/msexcel/ac10_5b_inventory_m_and_e.xls).

29. At its 11<sup>th</sup> meeting the AC considered a draft outline of the report (contained in document AC/2017/6)<sup>9</sup> and provided further guidance to the secretariat for its preparation. At its 13<sup>th</sup> meeting the AC considered the draft report contained in document AC/2018/6<sup>10</sup> and provided further guidance to the secretariat.

30. *Action:* The AC will be invited to consider the revised report contained in document AC/2018/14, and identify activities derived from it that could be included into its next workplan. Furthermore, the AC will be invited to agree if the information should be turned into a user-friendly outreach product for broad dissemination, and to consider any relevant recommendations for consideration by the Conference of the Parties.

AC/2018/14	Revised 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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## 8. Technical support and guidance to the Parties on means of implementation

### a) Workshop to advance the understanding and overcome challenges relating to:

- i. **The establishment of national entities for direct access; and**
- ii. **Accessing the readiness programme for adaptation of the Green Climate Fund**

31. *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 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.

32. It recognized the merits of linking this workshop to a relevant international meeting organized by the GCF and agreed to conduct the workshop in conjunction with the 2018 NAP Expo in April 2018.

33. SBI 47 welcomed the work of the AC on the information paper<sup>11</sup> on the experience of countries in accessing the GCF Readiness Programme for adaptation, including for the process to formulate and implement NAPs, and noted that the information paper would inform the workshop planned to take place during NAP Expo 2018 with a view to informing the assessment<sup>12</sup> of progress in the process to formulate and implement NAPs

34. The workshop was held in Sharm El Sheikh, Egypt, on 6 April 2018, during NAP Expo 2018 and informed the subsequent assessment of progress in the national adaptation plan process at SBI 48. The workshop report is available at [https://unfccc.int/sites/default/files/resource/SB48.AC\\_.1.pdf](https://unfccc.int/sites/default/files/resource/SB48.AC_.1.pdf). Discussions at the workshop provided the basis for the AC's input for draft guidance to the operating entities, provided to the SCF on 28 September 2018

35. *Action:* The AC will be invited to consider the report, any relevant recommendations for consideration by the Conference of the Parties and any possible follow-up activities for inclusion in its 2019-2021 workplan.

### b) Workshop to advance the engagement of the private sector in adaptation

36. *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 was to serve as a basis to identify next steps regarding private sector engagement, building on the NWP's Private Sector Initiative. 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.

37. AC 12 considered a report on a survey conducted to inform the mapping, a literature review undertaken by the secretariat, and some possible first steps for the organization of the workshop.<sup>13</sup>

<sup>9</sup> Available at [http://unfccc.int/files/adaptation/groups\\_committees/adaptation\\_committee/application/pdf/ac11\\_8b\\_approaches.pdf](http://unfccc.int/files/adaptation/groups_committees/adaptation_committee/application/pdf/ac11_8b_approaches.pdf).

<sup>10</sup> Available at <https://unfccc.int/node/64707>.

<sup>11</sup> Available at [http://unfccc.int/files/adaptation/groups\\_committees/adaptation\\_committee/application/pdf/ac12\\_8ai\\_readiness.pdf](http://unfccc.int/files/adaptation/groups_committees/adaptation_committee/application/pdf/ac12_8ai_readiness.pdf).

<sup>12</sup> In accordance with decision 4/CP.21, paragraphs 11–13.

<sup>13</sup> The report, the literature review and the survey are available at [http://unfccc.int/files/adaptation/groups\\_committees/adaptation\\_committee/application/pdf/ac12\\_8c\\_ps.pdf](http://unfccc.int/files/adaptation/groups_committees/adaptation_committee/application/pdf/ac12_8c_ps.pdf).

38. AC 13 considered a concept note prepared for the workshop and welcomed interventions from organizations interested in collaborating on it, in particular the Business for Social Responsibility and the Overseas Development Institute. It agreed to focus the workshop on fostering the engagement of the agri-food sector in resilience to climate change.

39. The workshop is being organized in collaboration with the International Trade Centre and will take place from 29-31 October 2018, in Geneva, Switzerland.<sup>14</sup>

40. *Action:* The AC will be invited to consider an oral progress report on the status of preparations for the workshop.

## 9. Flexible workplan of the Adaptation Committee for 2019-2021

41. *Background:* At its 8<sup>th</sup> meeting, the AC agreed on its second workplan, covering the period 2016-2018, which was subsequently welcomed by the COP.<sup>15</sup> The AC agreed to keep its workplan flexible to take on new and emerging tasks and allow for flexibility regarding the timing of activities and revisions of the workplan as needed.

42. At its 13<sup>th</sup> meeting the AC considered the information contained in the background note (AC/2018/8)<sup>16</sup> prepared for the respective item and initiated its discussion on possible focus areas, strategic objectives, target audiences and examples of activities for its future workplan.

43. It established a working group on this matter, which is working with the Co-Chairs and the secretariat for developing an initial draft of the next workplan to be shared with the AC at its 14<sup>th</sup> meeting.

44. *Action:* The AC will be invited to consider the draft workplan covering the years 2019-2021, along with possible next steps and to finalize the work plan for inclusion in its annual report to the COP.

AC/2018/15	Draft flexible workplan of the Adaptation Committee for 2019-2021
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## 10. Awareness-raising, outreach and sharing of information: Adaptation Forum

45. *Background:* The AC, in its workplan, agreed to hold an Adaptation Forum, as appropriate. While no adaptation forum was conducted in 2017, the AC, at its 12<sup>th</sup> meeting, requested the secretariat to follow up on the possibility of holding a Forum as a session of the 2018 Adaptation Futures conference (18-21 June 2018) and requested its working group on this matter to provide guidance to the secretariat in the organization of the Forum.

46. The AC agreed on the following topic for the Forum: “Integrating climate change adaptation with the SDGs and the Sendai Framework for DRR”, noting that this topic is broad enough to accommodate additional focus areas, such as the perspective of small islands and long-term adaptation planning.

47. At its 13<sup>th</sup> session the AC considered the status of planning for the 2018 Adaptation Forum. It provided further guidance to its working group and the secretariat on the suggested guiding questions, objective, format and contributors. The 2018 Adaptation Forum took place on 19 June 2018 in Cape Town, South Africa.<sup>17</sup>

48. *Action:* The AC will be invited to take note of the oral report on the 2018 Forum and to consider next steps and possible options for a Forum in 2019.

AC/2018/16	Information note on the 2018 Adaptation Forum
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## 11. Report of the Adaptation Committee to the 24<sup>th</sup> session of the Conference of the Parties

49. *Background:* The COP, by decision 2/CP.17, requested the AC to report annually to the COP, through the subsidiary bodies, including on its activities, the performance of its functions, guidance, recommendations and other relevant information arising from its work and, as appropriate, on further action that may be required under the Convention, for consideration by the COP.

50. The Co-Chairs requested the secretariat to prepare a draft report, containing information on the work of the AC from October 2017 to the end of October 2018.

[http://unfccc.int/files/adaptation/groups\\_committees/adaptation\\_committee/application/pdf/ac12\\_8c\\_ps\\_add1.pdf](http://unfccc.int/files/adaptation/groups_committees/adaptation_committee/application/pdf/ac12_8c_ps_add1.pdf) and [http://unfccc.int/files/adaptation/groups\\_committees/adaptation\\_committee/application/pdf/ac12\\_8c\\_ps\\_add2.pdf](http://unfccc.int/files/adaptation/groups_committees/adaptation_committee/application/pdf/ac12_8c_ps_add2.pdf), respectively.

<sup>14</sup> See <http://www.intracen.org/event/climate-resilience/>.

<sup>15</sup> See decision 3/CP.21, paragraph 2.

<sup>16</sup> Available at < <https://unfccc.int/node/64716> >

<sup>17</sup> More information available at <https://unfccc.int/node/181792>

51. *Action:* The AC will be invited to consider the outline and content of the draft report which will be circulated to members before the meeting. The AC will be invited to request the secretariat to revise the draft report, including inserting the relevant recommendations agreed under previous agenda items, and circulate it to AC members for approval in the week following AC14.

AC/2018/17
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Draft AC report to the Conference of the Parties at its twenty-fourth session
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## **12. Organization of intersessional work**

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

## **13. Dates for future meetings**

53. *Action:* The AC will be invited to agree on the dates for AC 15 and potentially AC16.

## **14. Any other matters**

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

## **15. Closure of the meeting.**