

**Fifteenth meeting of the Adaptation Committee
Bonn, Germany, 19 to 21 March 2019**

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. Promoting overarching coherence:
 - a) Map of adaptation-relevant mandates from COP24/CMA1 and relevant workplans from other constituted bodies;
 - b) Collaboration with other adaptation-related institutional arrangements under the Convention;
 - c) Advice to the Nairobi work programme on impacts, vulnerability and adaptation to climate change;
 - d) 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) Work of the Adaptation Committee Task Force on National Adaptation Plans;
 - b) Monitoring and evaluation of adaptation;
 - c) Data systems for adaptation planning and implementation;
 - d) Linkages between mitigation and adaptation.
8. Technical support and guidance to the Parties on means of implementation:
 - a) Engagement with the private sector;
 - b) Capacity gaps in accessing adaptation funding.
9. Awareness-raising, outreach and sharing of information:
 - a) Information products;
 - b) Review and update of the Adaptation Committee's communications plan, including a social media strategy;
 - c) Report on the State of Adaptation under the UNFCCC;
 - d) 2019 Adaptation Forum;

- e) 2019 NAP Expo.
- 10. Flexible workplan of the Adaptation Committee
- 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-Chair of the Adaptation Committee (AC), Ms. Pilar Bueno, will officially open the 15th meeting of the AC on 19 March at 11:00 hrs.

2. Adoption of the agenda

- 2. The provisional agenda for the 15th meeting of the AC will be presented for adoption.

AC/2019/1	Provisional agenda and annotations for the fifteenth meeting of the Adaptation Committee
-----------	--

3. Election of the Co-Chairs

- 3. *Background:* Pursuant to decisions 2/CP.17 and 16/CP.19, the AC, at its 13th 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 2019.

4. Organization of work

- 5. Prior to the official opening of AC 15 on Tuesday 19 March, AC members will convene in an informal setting from 09:30-11:00 hrs. This will enable incoming members to familiarize themselves with the work of the Committee and all members to become acquainted with each other.
- 6. 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.¹
- 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 break-out groups and concluded in plenary on the last day of the meeting.

5. Promoting overarching coherence

a) Map of adaptation-relevant mandates and from COP24/CMA1 and relevant workplans from other constituted bodies

- 8. *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 a map of mandates, workplans and/or decisions with adaptation relevance under the Convention after each session of the Conference of the Parties. The map will be used to compare, analyse and consider what actions may need to be undertaken by the AC to enhance

¹ To be made available on the dedicated web page for the meeting <https://unfccc.int/event/fifteenth-meeting-of-the-adaptation-committee-ac15>.

coherence and will be included in the AC's workplan. Updated information based on the outcomes of COP 24 and CMA 1 is contained in document AC/2019/2.

9. *Action*: The AC will be invited to consider document AC/2019/2 with a view to agreeing on any action, as required.

AC/2018/2	Relevant adaptation-related outcomes from the 2018 Climate Change Conference held in Katowice, Poland
-----------	---

b) Collaboration with other adaptation-related institutional arrangements under the Convention

10. *Background*: Collaboration with other adaptation-related institutional arrangements is a key element of the AC's work in promoting coherent action on adaptation under the Convention. Several activities are contained in the AC's workplan to that effect, including those stemming from mandates from the CMA.

11. *Action*: AC members nominated to contribute to the work of other institutional arrangements under the Convention will be invited to briefly report on progress made since AC 14 and on any further action for the AC. This includes brief updates on participation in in-session events during COP 24.

12. The AC will also be invited to consider opportunities for enhanced interaction, as included in its workplan, with:

- a) The Least Developed Countries Expert Group (LEG);
- b) The Standing Committee on Finance (SCF);
- c) The Green Climate Fund (GCF) and other financing institutions under the Convention;
- d) The Technology Executive Committee (TEC) and the Climate Technology Centre and Network (CTCN), including the pending nomination for an AC member to the CTCN Advisory Board;
- e) The Paris Committee on Capacity Building (PCCB);
- f) The Executive Committee of the Warsaw International Mechanism for Loss and Damage (ExCom) and its Task Force on Displacement;
- g) Working Group II of the Intergovernmental Panel on Climate Change (IPCC);
- h) Linkages between adaptation in the UNFCCC, the 2030 Agenda and the Sendai Framework for Disaster Risk Reduction.

c) Advice to the Nairobi work programme on impacts, vulnerability and adaptation to climate change (NWP)

13. *Background*: The SBSTA, at its 48th session, invited the AC to facilitate collaboration through modalities in accordance with decision 2/CP.17 in order to provide advice on the delivery of NWP mandates that relate to the work programmes of constituted bodies, and on opportunities to align efforts with relevant bodies, workstreams and institutional arrangements.²

14. *Action*: The AC will be invited to consider the draft advice to the NWP contained in document AC/2019/3 and make recommendations for consideration by the SBSTA, including a theme for the 13th NWP Focal Point Forum.

AC/2019/3	Advice to the Nairobi work programme
-----------	--------------------------------------

d) Mainstreaming a gender perspective into the work of the AC

15. *Background*: At its 14th meeting the AC started implementing the Gender Action Plan adopted at COP 23 with a view to advancing towards the goal of mainstreaming a gender perspective into all elements of climate action.³ A capacity-building session was held during AC 14 and the AC subsequently agreed to incorporate gender as a cross-cutting consideration into all its activities.

² See document FCCC/SBSTA/2018/4, paragraph 19.

³ Decision 3/CP.23.

16. It also agreed to prepare a concept note assessing how best to incorporate gender considerations into adaptation action and the AC workplan activities.

17. *Action:* The AC will be invited to consider the concept note contained in document AC/2019/4 and agree on its next steps towards developing a plan for enhancing consideration of gender in adaptation action and the AC workplan activities.

AC/2019/4	Incorporating gender considerations into adaptation action and across the workplan activities. Concept note
-----------	---

6. Work of the Adaptation Committee's working group on the Technical Examination Process on Adaptation

18. *Background:* At its 11th meeting the AC endorsed the proposed theme for the TEP-A in 2019 "Adaptation finance, including the private sector" and agreed to keep the topic for 2020 open.

19. At its 12th meeting the AC welcomed the active and constructive engagement of members of other constituted bodies and nominated representatives from the BINGO, RINGO and ENGO constituencies to support the AC's TEP-A working group, which consists of AC members and nominees from the SCF, the TEC, the LEG and the Adaptation Fund.

20. At its 14th meeting the AC discussed the approach to the 2019 TEP and requested the TEP-A working group and the secretariat to produce a concept note. It also considered a range of possible topics for the TEP-A in 2020 and requested its TEP-A working group to develop a prioritized list of topics and to report back to AC 15 on progress made.

21. *Action:* The AC will be invited to consider the information note contained in document AC/2019/5 on progress made on the 2019 TEP-A and possible options for the final 2020 TEP-A.

AC/2019/5	2019 Technical Examination Process on Adaptation. Concept note
-----------	--

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

a) Work of the Adaptation Committee Task Force on National Adaptation Plans

22. *Background:* During the inter-sessional period between AC 14 and AC 15 the AC Task Force on National Adaptation Plans (NAP Taskforce) agreed on its workplan for the period 2019-2021 for endorsement by the AC. The workplan is contained in document AC/2019/6 and the Co-Leads of the NAP Taskforce will be invited to report to the AC on how to proceed with the implementation.

23. COP 24 requested the AC, through its NAP Taskforce and within its existing mandate and workplan, to consider gaps and needs that have been identified through relevant work of the LEG and the AC and how to address them, and include relevant information thereon in its annual report for 2019.⁴

24. *Action:* The AC will be invited to take note of the oral report by the Co-Leads of the NAP Taskforce on next steps for the implementation of the workplan and provide further guidance as appropriate.

AC/2019/6	Workplan of the Adaptation Committee Task Force on National Adaptation Plans
-----------	--

b) Monitoring and evaluation of adaptation

25. *Background:* One of the objectives noted in the AC's 2019-2021 workplan is to share experience and lessons learned from developing and implementing monitoring and evaluation systems. Activities to support this objective include organizing, in the second half of 2019, an event for sharing existing knowledge on, and tools for, monitoring and evaluation. This will be followed up in 2020 through the preparation of a technical paper featuring case studies on the development and application of monitoring and evaluation systems at the national and subnational level, including consideration of the value of monitoring and evaluation systems, existing barriers and opportunities to overcome them.

⁴ Decision 8/CP.24, para. 18.

26. *Action*: The AC will be invited to consider the concept note contained in document AC/2019/7 and agree on next steps in the organization of the event, including a possible involvement of the Nairobi work programme.

AC/2019/7	Sharing existing knowledge and tools for monitoring and evaluation systems. Concept note
-----------	---

c) Data systems for adaptation planning and implementation

27. *Background*: Under its objective of providing guidance to Parties on planning and implementing adaptation action, the AC agreed to prepare, in the second half of 2019, a technical paper on countries' needs and solutions in relation to accessing, developing and using data systems for planning and implementing adaptation action.

28. *Action*: The AC will be invited to consider the concept note contained in document AC/2019/8 and agree on next steps for the preparation of the technical paper.

AC/2019/8	Countries' needs and solutions in relation to data systems for adaptation planning and implementation. Concept note
-----------	---

d) Linkages between mitigation and adaptation

29. *Background*: In support of its objective to enhance the provision of technical support to developing country Parties for adaptation action in a coherent manner, the AC agreed to prepare, in the second half of 2019, an information document on linkages between mitigation and adaptation. At its 14th meeting the AC established a working group on this topic and tasked the working group to prepare a scoping note for the information document for the AC's consideration.

30. *Action*: The AC will be invited to consider the concept note contained in document AC/2019/9 and agree on next steps for the preparation of the information paper.

AC/2019/9	Linkages between mitigation and adaptation. Scoping note
-----------	--

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

a) Engagement with the private sector

31. *Background*: The AC convened a workshop in Geneva, Switzerland, from 29-31 October 2018 on fostering engagement of the agri-food sector in resilience to climate change. The workshop was organized by a dedicated AC working group on this topic and in collaboration with the International Trade Centre.⁵

32. *Action*: The AC will be invited to consider the report on the workshop contained in document AC/2019/10 and agree on possible recommendations and next steps, including in the context of the organization of the 2019 Adaptation Forum (see item 9.d) below).

AC/2019/10	Fostering engagement of the agri-food sector in resilience to climate change. Workshop report
------------	--

b) Capacity gaps in accessing adaptation funding

33. *Background*: One of the objectives under the AC's workstream of providing technical support and guidance to Parties on means of implementation is to provide guidance with a view to enhancing capacity-building for adaptation action. In this context the AC agreed to invite, in the first half of 2019, submissions from Parties on their capacity gaps in accessing adaptation funding, including their experience, successes and remaining challenges. These submissions will then be used in the second half of the year to prepare an information document on Parties' capacity gaps in accessing adaptation funding and on their successes and challenges in building in-country capacity.

34. *Action*: The AC will be invited to consider the draft call for submissions from Parties contained in document AC/2019/11. It will be invited to agree on a set of guiding questions to be included in the call,

⁵ See <http://www.intracen.org/event/climate-resilience/> and <https://unfccc.int/event/adaptation-committee-fostering-engagement-of-the-agri-food-sector-in-resilience-to-climate-change>.

establish working group to finalize the call for submissions and develop the information paper, and request the working group and the secretariat to issue the call.

AC/2019/11	Capacity gaps in accessing adaptation funding. Draft call for submissions
------------	---

9. Awareness-raising, outreach and sharing of information

a) Information products

35. *Background:* The AC has dedicated one workstream to awareness-raising, outreach and information-sharing, with the objectives of raising awareness among all relevant stakeholders and increase policy support for adaptation, particularly the NAP process; promoting the exchange of information; and improving the publication and dissemination of results, good practices and lessons learned.

36. *Action:* The AC will be invited to consider the following draft information products and give further guidance to the secretariat on their publication and dissemination:

- a) A knowledge product on long-term adaptation planning and various approaches;
- b) A calendar of adaptation-related events.

37. The AC will also be invited to consider contributing to the NWP's eUpdate, including suggesting topics for future issues (see also item 5.c) above).

b) Review and update of the Adaptation Committee's communications plan, including a social media strategy

38. *Background:* The AC agreed to review and update its communications plan in the first half of 2019 and to also include a social media strategy. It established a working group of interested AC members, supported by representatives of the YOUNGO and the Women and Gender constituencies, to work on this matter.

39. *Action:* The AC will be invited to consider the draft review and update of the communications strategy contained in document AC/2019/12 and to agree on next steps.

AC/2019/12	Review and update of the Adaptation Committee's communications plan, including a social media strategy
------------	--

c) Report on the State of Adaptation under the UNFCCC

40. *Background:* The AC agreed to produce, in the second half of 2019, a report on the state of adaptation under the Convention. It further agreed to produce a scoping note for the report for consideration in the first half of the year.

41. *Action:* The AC will be invited to consider the scoping note contained in document AC/2019/13 and provide further guidance to the secretariat to produce the report.

AC/2019/13	Report on the State of Adaptation under the Convention. Scoping note
------------	--

d) 2019 Adaptation Forum

42. *Background:* The AC has held five Adaptation Fora so far, with the objective of raising the profile of adaptation globally. In its 2019-2021 workplan the AC noted that it would hold an Adaptation Forum once a year, as appropriate. At its 14th meeting, the AC agreed to hold its 2019 Forum in conjunction with the Korea Global Adaptation Week⁶ in April 2019. It requested its working group on the Adaptation Forum to prepare inter-sessionally a concept note, including a topic.

43. In the inter-sessional period the AC approved the topic "Engagement of the Private Sector in NAPs: Challenges and opportunities" as suggested by the working group. Upon the AC's approval of the topic, the working group prepared a concept note for the event and requested the secretariat to initiate preparations.

44. *Action:* The AC will be invited to consider the concept note for the event contained in document AC/2019/14 and provide additional inputs, as appropriate.

⁶ https://unfccc.int/sites/default/files/resource/information_note_nap_expo_2019.pdf.

AC/2019/14	2019 Adaptation Forum "Engagement of the Private Sector in NAPs. Challenges and opportunities". Concept note
------------	--

e) 2019 NAP Expo

45. *Background:* The AC agreed to contribute to the organization and delivery of the annual NAP Expo.
46. *Action:* The AC will be invited to take note of an oral update on the preparations for the 2019 NAP Expo and provide additional feedback, as appropriate.

10. Flexible workplan of the Adaptation Committee

47. *Background:* The AC, at its 14th meeting, agreed on its flexible workplan for 2019-2021, which was subsequently welcomed by COP 24. COP 24 and CMA 1 decided on a range of new mandates for the AC, which the secretariat has tentatively included in the workplan.
48. *Action:* The AC will be invited to consider the placement and timing of the new mandates and approve the updated flexible workplan.

AC/2019/15	Draft updated workplan of the Adaptation Committee 2019-2021
------------	--

11. Organization of intersessional work

49. *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.

12. Dates for future meetings

50. *Background:* At its 14th meeting the AC agreed to hold its 16th meeting in the week of 23-27 September 2019.
51. *Action:* The AC will be invited to decide on the exact length of, and dates for, AC 16 during the previously agreed week.

13. Any other matters

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

14. Closure of the meeting.