

Task 3.3 Preparing for implementation

Task 3.3.1 Develop an action plan to implement your climate resilience strategy

What is this task about?

This task translates the near-term actions in the preferred pathways of your Climate Resilience Strategy (developed in Task 3.2) into a concrete set of actions. Your Climate Resilience Strategy has a longer timeframe and describes your goals, visions, and adaptation pathways as a strategic choice and policy strategy for your region. The action plan defines how to set about implementing the strategy in the short term. Each Climate Resilience Strategy will generate multiple action plans to support each phase of its implementation in the future. Subsequent action plans will serve to (among others) revise each strategy's progress and revitalise its stakeholder support.

An action plan details which activities will be conducted; which resources (financial, human, technological, etc) will be required to complete the activities and how these will be mobilised; who is responsible for the activities; and the short and mid-term goals associated with their delivery and in relation to your vision, Theory of Change and strategy. It also clearly indicates which activities are a priority and why, and how stakeholders are expected to participate in them, at which moments, by which mechanisms and for which purposes. It thereby provides a roadmap for implementation and mainstreaming of your Climate Resilience Strategy.

Why is it important?

Having a clear, realistic and robust action plan is essential to move from the strategic ambition to the actual implementation of the activities to achieve your climate adaptation goals. The action plan is the way to test that your ambitions can realistically be implemented within your regional context and will allow you to better identify the operational constraints (resources, institutional, capacities, or other) under which your different climate adaptation options need to be implemented. Having concrete and robust plans for mobilising these resources is crucial to realising your envisaged actions.

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How can you complete it?

- **Identify the short-term actions required to implement your preferred adaptation pathways into the future (i.e. actions to be completed in the coming 1-5 years):**
 - **Consider the adaptation options included in your pathways.** Identify the activities needing to be taken immediately across different levels and areas (policy, infrastructure, finance, etc.) to implement these into the future. For short-term adaptation measures, this could include undertaking their subsequent planning/design studies, procurement and construction, while for medium- and longer-term options, it could include contingency actions such as reserving land for potential future infrastructure needs. Include actions that can be directly undertaken by you as well as those where you would need the support of other public or private actors.
 - **Consider which enabling actions are needed to support implementation of the adaptation pathways.** Here, considerations could include:
 - *Who is responsible for the delivery and maintenance of each adaptation option?*
 - *Do any adaptation options require changes to existing policies, regulations, or governance processes?*
 - *What stakeholder engagement processes will be required to generate the necessary support for each adaptation option?*
 - *Do any adaptation options rely on societal behaviour change that could be stimulated through subsidies or otherwise?*
 - *Do any of the preferred future options have additional knowledge and data needs?*
- **Consider how your guiding principles (Task 2.3.1) inform these enabling conditions** (e.g., if one of your guiding principles is full data transparency, then an enabling action would be setting up an accessible data platform, as well as training stakeholders on data usage).
- **Re-iterate where needed,** in particular to identify supporting actions based on the existing list (e.g.: if choosing to implement 10 actions relating to the food sector, a suitable supporting action could be to create an expert group to design and monitor these).
- **Prioritise your actions:**
 - **Design a prioritisation system.** Keep this simple and to a limited set of practical prioritisation criteria, such as costs, benefits (assessed in Task 4.1 of the Adaptation Investment Cycle), potential impact, and prerequisites/dependencies for each of the actions.
 - **Gather information necessary to prioritise your actions.** Consider how extensively each action should be assessed (e.g., in terms of its costs and benefits), balancing out the time and resources required. A full-on assessment might provide you with a more accurate prioritisation and anticipate future work; while a lighter approach might allow you to progress faster.
 - **Rank each of the actions.** Consider whether it is helpful to rank actions as a single portfolio or to create subdivisions per adaptation measure and/or enabling condition. Also consider a balanced mix of action types and adaptation options, as well as the distribution of responsibilities across implementation actors.

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- **Integrate your actions into a suitable policy mix:** Drawing on the work conducted on 2.1.2, contextualise the Action Plan by identifying broader policy instruments and objectives relevant to the implementation of your adaptation pathways and innovation portfolio, the different agencies involved in managing these instruments, and how you are going to work together over time (particularly where multi-level governance is appropriate). Consider this policy analysis at the regional, national and EU levels.



Food for thought: Transformative climate adaptation requires coordinating actions across multiple policy areas, governance levels and social, ecological and economic systems. This requires a policy mix – a combination of policy strategies and instruments.

Consider what you can do to overcome existing policy silos.

Often, policy mixes can only be effective if they include both supporting the creation of novel solutions as well as phasing out unsustainable practices.

Consider which existing policies are supporting and which ones are hindering the implementation of the action plan. Use this document as a starting point for political discussion, highlighting how each individual policy, when analysed through a system lens, contributes to a successful adaptation for all.


• Publish the Action Plan:

- **Determine the shortlist of actions** to be presented publicly.
- **Gather all necessary information** for each of the actions in the shortlist and determine the best way to present it in the document, including each action's:

→ **Timing:** categorise actions according to when they should be implemented (e.g.: in 1 year, in 2-3 years, in 5 years). Consider collecting the full information first for the actions due in 1 year.

→ **Mainstreaming:** consider how each action can or will be integrated into the policy cycle or existing initiatives, policies, strategies, or programmes; as well as identify which stakeholders need to be involved (e.g., via formal support or delivering concrete outputs) to ensure that the action is scaled up as desired.

→ **Bankability lens:** ensure each action has an economically strong case that meets the region's financing requirements (Adaptation Investment Cycle Task 4.1), and an agreed financing approach (Adaptation Investment Cycle Task 4.2). You should also include actions to improve the enabling conditions for adaptation finance generated in Adaptation Investment Cycle Task 4.3.

→ **Key Performance Indicators** : identify indicators associated to the performance of the action, linked with the Monitoring and Evaluation plan (as described in the following task). Note that your Key Performance Indicators are not your prioritisation criteria but refer to the performance of the action with respect to its intended outcome.

A simple template for this exercise is shown on the following page (Table 6)

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- **Complement the Action Plan** with the rationale behind the short list.
 - **Draw from the work on the Investment Plan:** The pipeline of bankable priorities, as well as the actions identified to improve the enabling conditions for adaptation finance (Adaptation Investment Cycle Task 4.3).
 - **Receive political agreement for the Action Plan:** as with all other official Climate Resilience publications, ensure there is clear political support from the relevant levels (local, regional, national) and communicate it broadly through both public engagements (e.g., press releases) and dedicated meetings with the relevant offices.

Table 6: Example action plan for a region.

Action	Action Type	Adaptation Option or Enabling Condition	Due by	Responsible organisation	Mainstreaming	KPIs	Economic case	Funding or financing arrangements

The development of the Action Plan presents several moments where external experts can be involved and/or stakeholders consulted. Consider the adequate degree of participation for each of the different steps: generating potential actions, prioritizing them, and publication.

Depending on your internal capacity, available resources and time, you can decide to a) keep the development of the document as a mostly internal exercise, b) add expert assessment or a stakeholder consultation, c) organise a full-fledged participatory session series. We encourage you to involve stakeholders that are required for effective implementation and/or mainstreaming of the Action Plan at every stage of this process.

Further, more detailed technical guidance on how to complete this task, including useful tools and methods, can be found in Climate Resilience Action Plan template.

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What are key inputs for the task?

Your Climate Resilience Strategy, specifically:

- Shared vision and Theory of Change
- Set of preferred adaptation pathways and corresponding options
- Innovation portfolio
- Stakeholder engagement strategy

Your Climate Resilience Investment Plan, specifically:

- Economic case (Adaptation Investment Cycle Task 4.1)
- Financing approach (Adaptation Investment Cycle Task 4.2).
- Conditions for adaptation finance (Adaptation Investment Cycle Task 4.3)

What are the expected outputs?

The key outputs from this task are a Climate Resilience Action Plan that includes:

- A clear plan and timeframe of activities to be implemented in the short term (e.g.: 1-5 years) by your region.
- Details of each activity and its associated sub-activities, processes and synergies.
- Roles and responsibilities associated to the implementation, including public and private stakeholders where applicable.
- A clear prioritisation of the activities, and the rationale behind this.
- Resources required to complete these activities and concrete plans detailing how to mobilise these.
- Monitoring and Evaluation of your plan (see following task).
- Knowledge and information gaps, key uncertainties and decision points, and how to address them.
- Policy and governance mix for the implementation of your Climate Resilience Strategy.



Before moving on, have you...



Gathered and selected a set of innovation actions (innovation portfolio) that support at least some of the options of your adaptation pathways?



Communicated the selected innovation portfolio to key stakeholders?



Identified the policy and governance mix that will support the implementation of your innovation portfolio?