

Development of Policy Recommendations (Cluster Phase II)

Steps, Work Plan, Time schedule

Aim of this paper is to shortly describe the next steps within Cluster Phase II (October 2011 – June 2012) and to provide the LPs with a concept paper which could be easily forwarded to their PPs.

1. Steps of phase II

The development of *SIC adapt!* policy recommendations comprises the following steps:

- (1) Collecting input: Brainstorming round, cross project exchange, conclusions phase I
- (2) Drafting policy recommendations
- (3) Feedback round and revision of draft policy recommendations
- (4) Presenting / discussing at 2nd Cluster Expert Board (CEB) meeting
- (5) Finalising policy recommendations
- (6) *Disseminating and lobbying the results (as part of phase III).*

2. Work plan

- (1) Collecting input: Brainstorming round, cross project exchange, conclusions phase I

Three main sources will be used for developing the policy recommendations:

- Conclusions so far: taken from the existing results of phase I
- Findings of the cross project exchange: available results can be included until 4/2012
- Brainstorming round on main messages from cluster projects: will be conducted with the eight Cluster projects; the goal is to identify and discuss key messages and first recommendations based on projects' experiences and lessons learned.

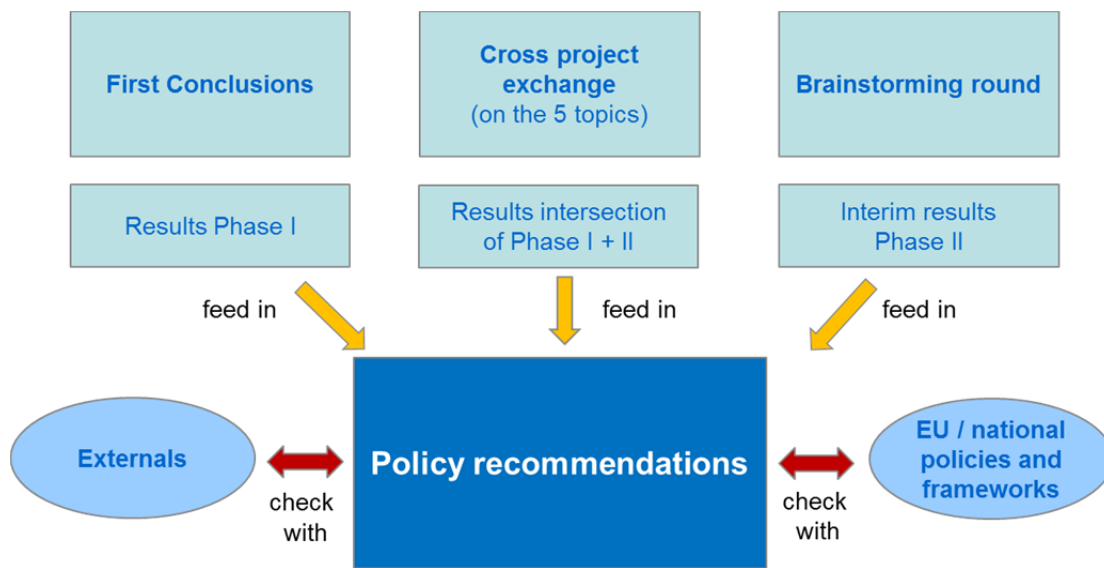
Projects are asked to send their (draft) key messages/policy recommendations, if available, as soon as possible to birgit.haupter@iu.info.de. In individual meetings within the projects' workshops (see below) the Cluster Coordination Office (CCO) offers to support the projects to identify main messages (status of meeting dates: 1st Feb 2012):

Project	Date	Location	Participants
ALFA	17 November 2011	Hasselt, BE	CCO, ALFA Partners
AMICE	1 March 2012	Liège, BE	CCO, AMICE Partners
C-Change	13 th Feb 2012	Saarbrücken, DE	CCO, C-Change Partners
ForeStClim	24 th Feb. 2012	Trippstadt, DE	CCO, ForeStClim Team M
FRC	13 th March 2012	London, UK	CCO, FRC Partners
Future Cities	15 September 2011	leper, BE	CCO, Future Cities partners /WGs
IMCORE	Depends on project extension (applied for)		
WAVE	21 st March 2012	Aachen, DE	CCO, WAVE partners

If necessary, an additional multilateral meeting (instead of using individual project meetings) organised by the CCO can be conducted.

(2) Drafting policy recommendations

Based on the first conclusions of Cluster phase I, the outcomes of the (parallel starting) cross project exchange activities and the outcomes of the brainstorming rounds the CCO will develop the draft policy recommendations (1st draft) considering EU and national frameworks.



Process of developing policy recommendations in Cluster Phase II

(3) Feedback round and revision of draft policy recommendations

The draft policy recommendation will be discussed with the LPs and relevant PPs as well as externals as applicable. Two meetings can be used:

- 4th Cluster Steering Committee meeting (18th April 2012 in London, UK) with involvement possible of LPs, Communication Officers, relevant PPs.
- IWA World Congress, 15th May 2012, Dublin, IE: Further Experts can give their comments on the draft recommendations.

Additionally, the Cluster partnership and experts will be invited to give their feedback web based or in further meetings (where appropriate, e.g. in the framework of further Cluster cross project exchange meetings).

The feedback will be integrated resulting in “SIC adapt! draft policy recommendations” containing the developed and pre-discussed policy recommendations as input for the 2nd CEB meeting in June 2012.

(4) Presenting / discussing at 2nd Cluster expert board meeting

At the 2nd CEB meeting (including representatives from the European Commission and the European Parliament) the draft policy recommendations will be presented and discussed starting the dissemination and lobbying of the results.

(5) Finalising policy recommendations

Based on the results of the 2nd CEB meeting the cluster's policy recommendations will be formulated finally.

(6) Disseminating, lobbying the results

Dissemination and lobbying to be planned in detail and executed consequently (Cluster Phase III – “Communication and dissemination”).

3. Time schedule

Working steps until 2nd CEB meeting:

Task	Resp.	2011				2012						
		09	10	11	12	01	02	03	04	05	06	07
(1) Collecting input												
From conclusions so far	CCO											
Proposals for cross-project exchanges	LP											
Conduct cross-project exchange meetings*	LP + PP											
Send existing/draft key messages to CCO	LP											
Brainstorm in individual project meetings	CCO/LP/PP											
Brainstorm in multilateral meeting (tbc)	CCO/LP/PP											
(2) Developing draft policy recommendations												
Draft structure for policy recommendations	CCO											
Reconcile with EU/national policies	CCO											
Draft policy recommendations	CCO											
(3) Feedback round / revising draft												
4th CSC London	LP/PP								X			
IWA Dublin	LP/PP+ ext.									X		
Web-based feedback / meetings (tbc)	LP/PP											
Revision policy recommendations	CCO											
(4) Presenting / discussing at 2nd CEB												
												X
(5) Finalising policy recommendations												
(6) Disseminating, lobbying results – phase III												

* Outcomes of cross project exchange can be considered until April 2012.



Strategic Initiative Cluster:
Adaptation to the Impacts of Climate Change
(*SIC adapt!*)



Development of Policy Recommendations (Cluster Phase II) – Work Plan; updated 19th Dec 2011

ANNEX

Understanding of policy recommendations in *SIC adapt!*

The policy recommendations of *SIC adapt!* should

- provide insight in and give advice about policy issues regarding adaptation to climate change - based on the concrete experiences of the cluster projects
- aim to support political decision making processes - on the levels applicable for the respective issues
- aim for stakeholders and policy-makers to understand the importance of the issue and the recommendation and they
- may also provide a more in-depth analysis of different options and support stakeholders and policy-makers in identifying an appropriate option.