



Phase 2 Background Document

June 2009 – November 2010

Prepared by CBT Regional Coordinator Michelle Laurie

Reviewed by CBT Advisory Committee

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Background

In late 2006 the CBT with the assistance of a number of partner organizations released a scientific public report detailing the expected Climate Change related impacts to the Canadian Columbia River Basin (*Preliminary Analysis of Climate Variability and Change in the Canadian Columbia River Basin: Focus on Water Resources – Pacific Climate Change Impacts Consortium, Columbia Basin Trust 2006*). The report was widely distributed throughout the basin and a series of public presentations were made by the scientists to explain to Basin Communities what the anticipated impacts are likely to be.

In 2007, a regional workshop on climate change adaptation was held in Cranbrook. The focus was on education as well as soliciting interest in piloting a climate change adaptation planning process in Basin communities. Nine local governments applied and two were selected.

In 2008-2009, the City of Kimberley and the District of Elkford undertook year long processes that used climate change scenarios to identify potential local impacts, vulnerabilities and risk as well as develop a range of strategies and actions for implementation. These two communities actively shared their process and learning throughout the year with interested communities in the learning network. The learning network in phase one was comprised of those interested communities that did not get selected but wanted to stay involved.

Throughout phase one, an advisory committee comprised of a host of academic, First Nations, governmental institutions and community development practitioners at the local and provincial levels has been providing advice on the regional initiative as well as local projects.

Throughout 2009-2010, CBT and its partners will support a second phase of this initiative with the intent to have projects in three to four communities and an expanded learning network. Upon completion of Phase 2 projects, a decision will be made as to how best CBT can move forward with supporting communities to adapt to climate change in the Columbia Basin.

Climate Change Adaptation Planning Process

Based on the experiences in Phase 1, CBT and its partners learned that several steps need to be included in the climate change adaptation planning process. The steps are identified below. This process will be articulated into an easy to understand format for communicating in Phase 2.

Get Started

- Make the Commitment
- Establish a Local Coordinator/Consultant
- Establish a Local Steering Committee
- Develop a Work Plan (What? When? How? Who?)
- Find Resources

Learn about Climate Change

- Start with local knowledge and observations
- Research historical and available information
- Obtain future climate projections for your region
- Share ideas with your community

Identify Priorities

- Investigate potential impacts
- Understand what is important to the community (cultural, socio-economic and environment)
- Gather input from the community
- Confirm priority issues for further investigation

Conduct a Vulnerability and Risk Assessment

- Complete Sensitivity Analysis
- Evaluate Adaptive Capacity
- Determine Probability of Events
- Establish Priority Risks and Opportunities

Develop Adaptation Strategies and Action Plans

- Establish Goals
- Determine Actions
- Assign People to Act

Implement and Monitor the Plan

- Implement plans
- Monitor progress
- Revise plans with new information

At each step, identify:

- Who will participate?
- Who will lead?

- What type of process?
- What type of outputs?
- What forms of education, engagement, communication, monitoring and learning?
- How much time and resources are needed?

Goal and Objectives

Goal of the Initiative

To support the residents and communities of the Canadian Columbia Basin to increase their adaptive capacity and resiliency related to climate change impacts at a local community level.

Initiative Objectives:

The initiative will meet the goal by supporting local governments to address climate change at a local community level by:

- Highlighting recent changes in climate and the implications these changes are having now.
- Increasing knowledge and understanding of future climate change scenarios for the Columbia Basin.
- Identifying the range of potential local biophysical, social, and economic impacts.
- Assessing local sensitivities and vulnerabilities related to climate change (e.g. infrastructure, health, emergency preparedness, social, culture, economic and environmental planning areas).
- Identifying adaptation and mitigation priority areas and actions to increase adaptive capacity and resiliency in these priority areas.
- Identifying opportunities resulting from climate change and adaptation actions to enhance these opportunities without increasing greenhouse emissions.
- Developing implementation plans based on the identified actions.
- Developing a system to monitor implementation.
- Facilitating a learning network to ensure what is learned in the community projects is shared across a host of Basin communities.

Note: While green house gas emissions mitigation is not the focus of this initiative, should communities wish to focus on mitigation measures (i.e. greenhouse gas emission inventories and personal and community emissions reduction strategies) the initiative will assist the communities to access existing local, regional, provincial and national programs.

Principles

Four principles focused on the process should help guide decision-making, priority setting and delivery of the initiative's projects.

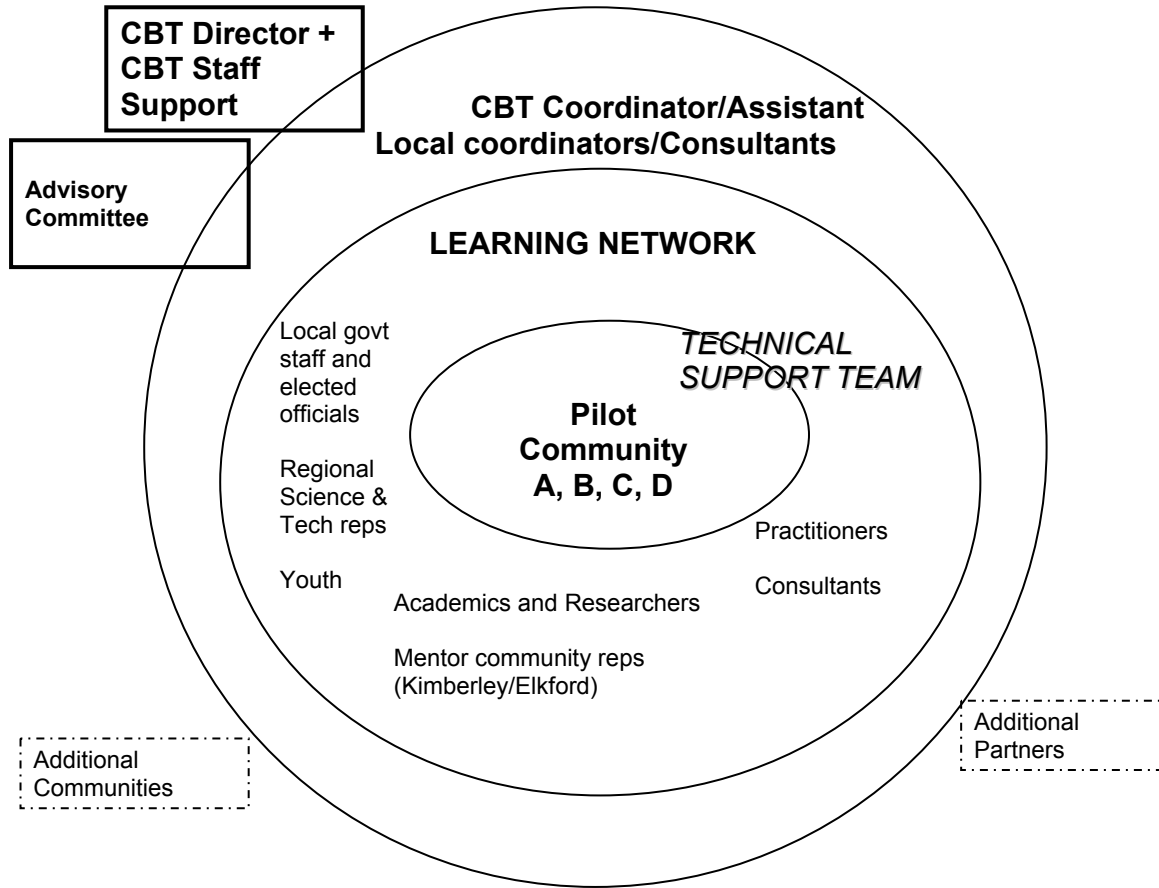
Resiliency – All actions undertaken contribute to the overall goal of more climate resilient communities in the Columbia Basin.

Learning - A monitoring and learning framework facilitates bridging individual and community learning with broader Basin wide learning.

Partnerships - CBT aims to mobilize strategic partnerships to ensure adequate skills and knowledge are brought to the process.

Transparency – All activities, processes and results will be openly communicated.

Initiative Participants Diagram



Each participant group in the initiative has specific roles/responsibilities. These are outlined in more detail in the sections to follow.

Advisory Committee

This group provides advice to the CBT on general direction of the initiative and all its components. It meets at least twice yearly to review progress on the projects, as well as provide advice on topics such as communications and monitoring, linkages to outside activities in the province and nation as well as funding opportunities. Advisory committee members are encouraged to participate in the learning network however it is their choice. Explicit ToRs outline the role of the advisory committee.

The AC includes:

- Kindy Gosal (Chair) – Columbia Basin Trust
- Bill Green - CCRIFC
- George Penfold – Selkirk College
- Meredith Hamstead – Basin resident/planner
- Kirk Duff – Association of Kootenay and Boundary Local Governments
- Jenny Fraser – Ministry of Environment
- Cathy LeBlanc – Ministry of Community Services
- Deborah Harford – Adapting to Climate Change Team, Simon Fraser University

Technical Support Team

This team provides direct technical support to communities as they go through their adaptation planning processes. Key people have been identified based on expertise. More people may be identified throughout the process.

Some members of the technical support team will participate in the development and delivery of workshops for local coordinators and local governments. They will also be available via a 1:1 Help Desk function throughout the project. They will be asked to participate at various other times depending on need.

Technical support team members are strongly encouraged to participate in the learning network.

The proposed technical support team roles and experts include:

- Big picture process and planning – Cindy Pearce, Lara Whitely Binder (CIG), Ingrid Liepa
- Climate science and scenarios – PCIC (Trevor Murdock/Arelia Werner), Alan Hamlet (CIG), Stewart Cohen (EC) and Mel Reasoner
- Understanding climate change impacts – Stewart Cohen (EC)
- Understanding climate change adaptation – Stewart Cohen (EC), Lara Whitely Binder (CIG), Alan Hamlet (CIG)
- Vulnerability and risk assessment – Jeff Zukiwsky, Ingrid Liepa, Cindy Pearce
- Sustainability planning processes & fundraising – Laurie Cordell (FBC)
- Links to mitigation – Dale Littlejohn (KCNS)

- Subject areas re impacts and adaptation:
 - Municipal Infrastructure – David Lapp (Engineers Canada) & Provincial Engineering organizations
 - Glaciers – Brian Menous (UNBC)
 - Wildfire – Peter Hisch (Min of Forests)
 - Forestry – *Kathy Hopkins (MoF, tbc)*
 - Hydrology – Alan Hamlet (CIG)
 - Water – Hans Schreier (UBC)
- Reporting – Jeff Zukiwsky, Ingrid Liepa, Cindy Pearce
- Outreach and engagement strategies for communities – Lara Whitely Binder (CIG), Cindy Pearce, Ingrid Liepa

Learning Network

The learning network's purpose is to ensure that basin-wide knowledge sharing and learning takes place from relevant experiences on climate change adaptation planning and action taking place in the Basin. The network will link expertise and local knowledge across government, academic and practitioner sectors.

Membership will include:

- Phase one selected communities including local government and local steering committee members
- Phase two selected communities
- Any local government staff or elected official in the Columbia Basin that requests to participate
- Basin partners that have a stake in the issue such as youth, science and technology organizations, Fraser Basin Council
- Technical support team members
- Advisory committee members

A revised learning framework will be created to guide the process. Consultation with potential learning network members will take place in 2009 to determine the most effective way to proceed in terms of activities and ongoing communications.

To participate in the Learning Network participants must agree to be an active participant including:

- Nominate a contact person for your local government that is staff or elected official
- Participate in two webinar reflection meetings of pilot communities
- Share knowledge openly

Proposed Benefits:

- Networking between local government, academic, and practitioners working on climate change adaptation
- Real-time learning from experiences of others - pilot communities and from each other
- Access to technical experts

- Free webinars on CC adaptation topics of interest
- Funding to participate in community events where possible
- Opportunity to host an 'Intro to Climate Change Adaptation' ½ day session in your community
- Study tour (May 2009) for municipal staff and elected officials
- Mentorship from experienced communities

Community Selection

Selection for phase two is based on several factors including:

1. Geographic location
 - a. Economies of scale for visiting technical experts
 - b. Increases collaboration potential for local coordinators
 - c. Increases collaboration potential for local governments
2. Phase 1 interest
 - a. Communities that submitted a letter of interest
 - b. Communities that participated in the learning network
 - c. Communities that have shown ongoing interest in the projects
3. Demonstrated commitment to climate change work
 - a. Past track record, commitments, actions
 - b. Future commitment of resources
4. Letter of Commitment
 - a. Clear understanding of climate change adaptation and potential local impacts
 - b. Vision for implementation
 - c. Commitment to learning within and outside the community
 - d. Commitment of staff, elected officials, partners and resources

Proposed Activities and Timelines

Summary Table

Date	Activity
21 May 2009	Meet with phase two communities
30 May 2009	Materials provided to phase two communities to help develop commitment letter
6 July 2009	Phase two community commitment letters due
1-10 August 2009	Review and feedback on commitment letters
15 August 2009	Confirmation of Phase 2 communities
15 August – 15 September 2009	Local coordinators hired, local steering committees in place, contracts between CBT and communities
September/October 2009	Liaising with local coordinators and key community participants in

	development of draft workplans
14 October 2009	Regional capacity building workshop on climate change adaptation
15 October 2009	Workplanning session with phase two communities
November '09 – July 2010	Community project implementation
August-November 2010	Finalization, reporting, future programme development

Descriptions

- *Meet with community local governments 21 May 2009*
- *Letter of Commitment submitted 6 July 2009*
- *Review process, changes, finalization 10 August 2009*
- *Confirmed communities announced 15 August 2009*
- *Community 'gets started' 15 August – 15 September 2009*
 - Local coordinator/consultants hired
 - Steering committee in place
- *Liaising with relevant contact people to further workplan development and general understanding of initiative (i.e. consultants, community contacts, coordinators) September/October 2009*
 - The types of activities that will take place over the year and the work involved in each
 - Technical knowledge on climate change adaptation
 - Introduction to the Adaptation Resource Kit
 - Engaging local government and staff
 - Roles and responsibilities of all major groups involved in the initiative (i.e. within and outside the community)
 - Project communication expectations and joint agreement on integrated communication plan
 - Facilitation and management skills
 - Shared learning concept
 - Draft work plan
 - Joint work planning session 15 October 2009
- *Regional Workshop on Climate Change Adaptation - 14 October 2009*
 - Closure and report back from phase one communities
 - Launch of phase two community projects
 - Opportunity for communities to meet, ask questions, learn from each other
- *Work Plan Finalization 31 October 2009*
 - The CBT and each community will agree on a shared set of outcomes and steps to achieve outcomes
- *Project Implementation November 2009 – June 2010*
 - Climate change adaptation local outreach initiated

- Impacts identification
 - Research and information needs identified
 - Research compiled
 - Local outreach ongoing
 - Vulnerability and Risk prioritization
 - Adaptation options and strategies identified
 - Action plan agreed upon
 - Task force established
 - Monitoring plan established
 - CBT monitoring framework and learning questions reported on (2x)
 - Study tour and reporting with Learning Network
 - Learning network reflection webinars (2-3)
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- *Community Project Reporting 31 July 2010*
 - *CBT review of Phase 1 & 2 – August-September 2010*
 - *Future programme development – October – November 2010*

Regional Coordinator + Assistant/Intern

The regional coordinator oversees all aspects of the initiative from start to finish in collaboration with CBT Director of Water and Environment. She is responsible for:

- Ensuring that local community needs are met in terms of expertise, work planning and capacity development. This includes facilitating liaisons with technical support team members.
- Coordinating the network of learning and ensure that knowledge sharing is ongoing with pilot communities and other interested groups.
- Developing and overseeing the monitoring and learning framework to ensure it meets the needs of stakeholders.
- Coordinating Advisory Committee meetings and discussions.
- Development and delivery of communication products (working with CBT and CBT communications consultants)
- Ensuring the initiative remains relevant to local governments.

This position is part-time.

A part-time assistant/intern will support the regional coordinator in administrative and communications tasks. Communication needs will focus on website updates and story writing including liaising with the local coordinators to solicit ongoing information from their communities to share via www.cbt.org/climatechange. He/She will also support communities in their local outreach efforts. The assistant will help with research needs and synthesizing of new information as well as development of the Adaptation Resource Kit. The assistant will be responsible for all logistical and administrative arrangements related to events, workshops and meetings.

All finance matters and final decisions rest with CBT employees.

Monitoring and Learning

Phase 1 monitoring provides information on the process and types of activities taking place. The learning questions used in Phase 1 were based on input from the learning network and AC at the outset of implementation.

For Phase 2, the monitoring and learning framework will be reviewed and revised to ensure it effectively meets the needs of the communities and CBT. The areas it will aim to cover include:

1. A system to look at longer term impacts from the **two initial projects** in Kimberley and Elkford.
2. An approach to monitoring and learning for **current projects**, which addresses the need for accountability and is useful to communities using this process in the future.
3. Ways to begin answering the questions: 'Is this a successful way to assist in adapting to the potential impacts of climate change and what can we learn in order to make decisions about the future of the **overall CBT initiative?**'

A small budget is allocated for external monitoring expertise and advice.

Communications

Communications relates to traditional products such as website, newsletters, presentations, fact sheets and media. It also extends to newer forms of social media including internal WIKIs. Lastly it includes publishing and presentations to audiences inside and outside the Columbia Basin. During phase 2 of the initiative, the above communication outputs are desirable with emphasis on professionalizing communication products such as the website and materials to help implementation and education on the ground.

In order to best support communities and ensure that knowledge products are shared between CBT and communities, the CBT will actively support the communities in the following ways:

- Webpagehosting within www.cbt.org/climatechange
- Canned power-point presentations
- Materials for workshops including DVD, fact sheets and templates for activities
- Presentations for learning network communities and interested groups.
- Regular newsletter
- Case study development
- Media messages and media relations advice