FINAL REPORT: CAPACITY BUILDING ASSESSMENT

Responsible Partner

Life SEC Adapt Project
LIFE14 CCA/IT/000316

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A. Introduction: Capacity Building Activities

The Capacity Building activities are part of action **C.1** (Communities engagement and best practices towards Mayors adapt objectives) of the LIFE SEC ADAPT project. The aim of the capacity building activities is to raise the awareness of the participants on the importance to increase the resilience capacity of the local communities and to prevent further risks linked to the climate change impact on the environmental and socio-economic aspects of the territories involved. Moreover the capacity building process aims to reduce the knowledge and information gap of the participants on the climate adaptation issue and to increase their competences with regard to specific activities such as:

- - The risk and vulnerability assessments,
- - The identification of potential adaptation options,
- - The definition of climate adaptation actions, and
- - The drafting of the climate adaptation strategy

The capacity building process is developed through exchange of knowledge with EU Municipalities that have already implemented actions and plans in the climate adaptation process and are active in the Mayor Adapt initiative.

B. The 1st Capacity Building Session

The first capacity building session took place in Ancona on 14 December 2015 with the aim to create a **common and shared knowledge on climate adaptation** issues (concepts, problems, risks, EU and national legislation) among the Climate change adaptation team of all municipalities. It was presented the framework for strengthening Europe's resilience to the impacts of climate change, as well as case studies showing the challenges EU cities face with regards to the impacts of climate change and the description of adaptation measures that have been undertaken to meet these challenges.

The CB process is very much based on the experience of the ACT partners. Therefore particular attention was given to the drafting of the Municipal Adaptation Strategy and Plan within the ACT project. The ACT guideline was explored to provide practical and operational support to participants for starting the path towards definition of local adaptation Strategies and Plans, as well as to offer examples of successful experiences gained during the ACT project.

Finally the process of involving stakeholders in the ACT project was presented to the LIFE SEC ADAPT partners in order to provide participants with best practices and

practical tools, increasing their skills and competences on managing the "Climate Change Adaptation Team" in the participating municipalities.

B.1 Evaluation of the 1st Capacity Building Session

After the 1st CB session the participants were sent an Evaluation Questionnaire, prepared by ADEP S.A., in order to assess what was really achieved and what needed further attention. This questionnaire was filled in by the following partners, twelve (12) in total:

- ✓ Municipality of Ascoli Piceno
- ✓ Municipality of Ancona
- ✓ Municipality of Macerata
- ✓ Municipality of Pesaro
- ✓ Municipality of Bullas
- ✓ City of Pula
- ✓ City of Buzet
- ✓ City of Pazin
- ✓ City of Rovinji – Rovingo
- ✓ Town of Labin
- ✓ Town of Porec – Parenzo
- ✓ Region of Istria

The evaluation questionnaire consisted of three (3) thematic areas:

B.1.1 Expectations connected with the 1st capacity building

The first step towards organizing a CB session is to have all the participants properly informed about its aim and content. From the answers of the participants we can see that out of the 12 participant partners:

- ✓ 9 felt fully prepared and informed
- ✓ 2 felt well informed with some points missing, and
- ✓ only 1 participant felt inadequately prepared

The correct information usually creates the appropriate motivation. All the participating partners were highly motivated to:

- ✓ learn more on climate and adaptation topics
- ✓ gain knowledge about the development of Climate and Adaptation strategies and plans

✓ gain knowledge on how to involve all local stakeholders in the adaptation process

Main motivation for participating?
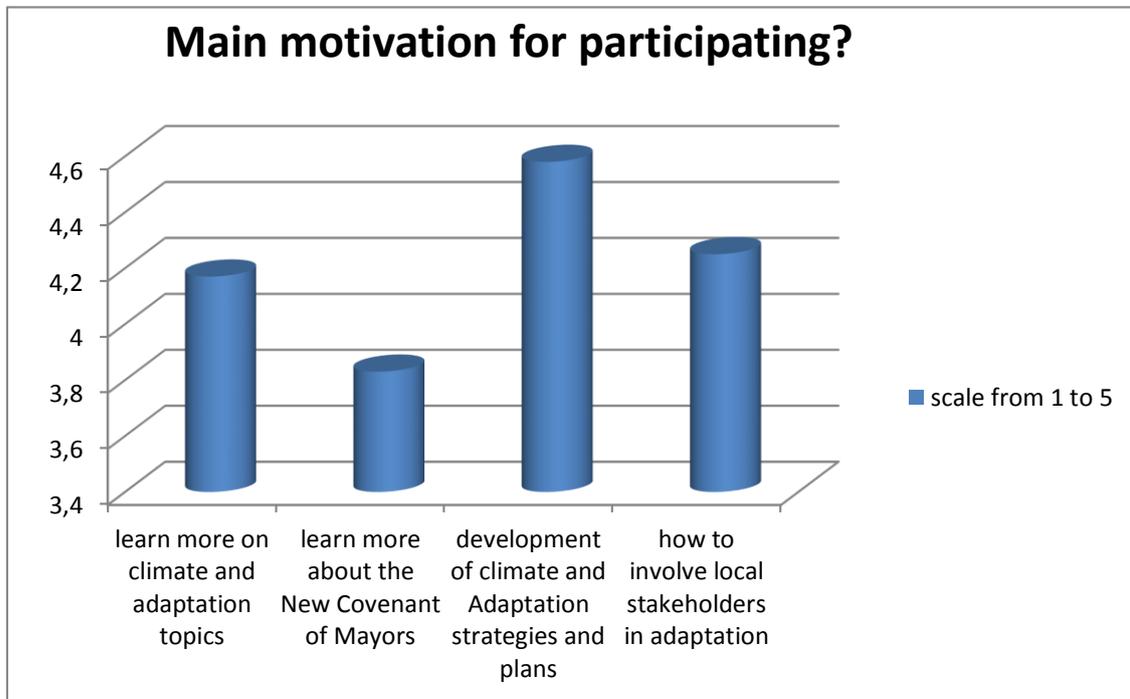
The issue of the Covenant of Mayors was considered of secondary significance, obviously because most of them were already acquainted with it. At the end of the day what matters the most is if the motivation of the partners was met by the actual content of the CB session.

Was your main motivation met ?

- No, not at all
- Only a little bit
- To a big extent
- Thoroughly
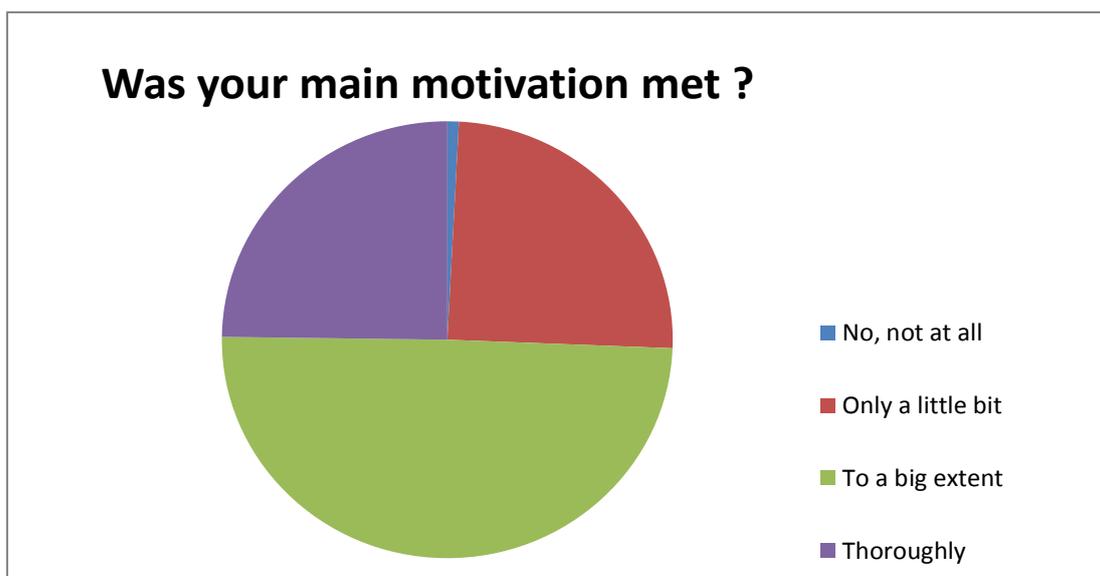
From the graph it is clear that the participants left quite satisfied from this 1st CB session. However we cannot overlook those whose expectations were not met. They form a point of attention for the coming CB sessions.

B.1.2 Overall evaluation of the 1st CB session

Important elements of the CB sessions are the **general feeling**, the **organization** and the technical part (**lectures and Guests**). As it can be seen in the following graph all the aspects receive a high mark (average above 4) from the participants. The technical part received the highest appreciation and this is very positive considering that it was just the 1st CB session of a consortium that was meeting for the first time all together.
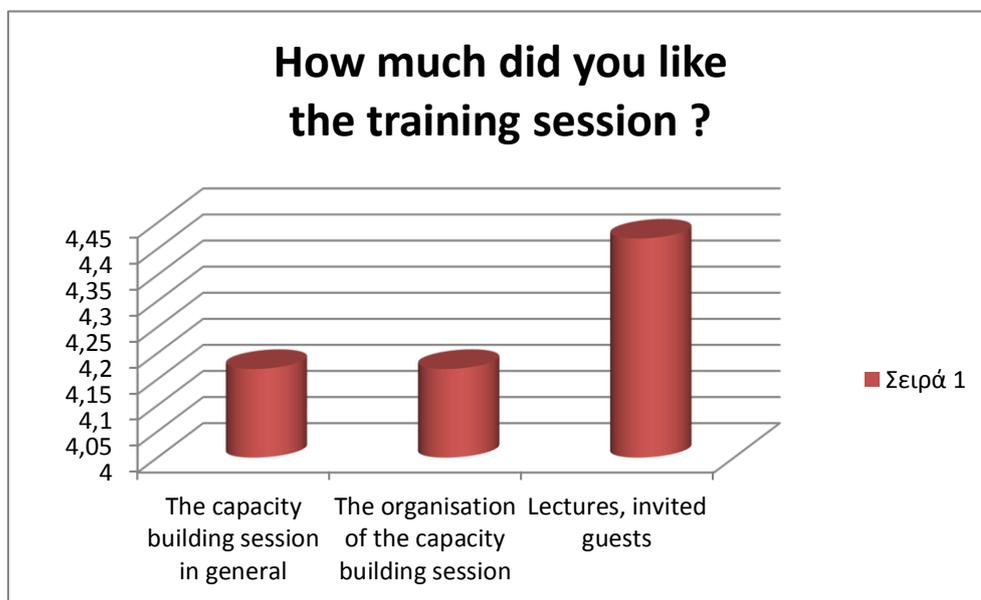
In further evaluation on whether the CB was matching the needs of each Municipality, the answers of the partners showed a good level of coverage of the partner needs. Of course it is not easy to satisfy the individual needs in such a numerous consortium, but it is a good basis for the coming CB sessions. We must also consider that the project foresees a number of meetings within each municipality, as well as thematic territorial tables in Marche and Istria regions in which partners can provide assistance to each other and cover knowledge and other types of gaps.

B.1.3 Lessons learnt

In order to evaluate the achievements of the 1st CB session the most important aspect is the improvement of **knowledge and capacities** of the participants. These are the elements that will allow the members of the Climate change adaptation team of the municipalities to develop the Adaptation Strategy and Plan which is the aim of the project. It also shows which elements were better understood and for which more input may be needed.

As we can see all the capacities were improved with the help of the 1st CB session to at a least a satisfactory degree. The biggest impact was achieved:

✓ on the definition of roles in the implementation of adaptation actions at local level (who does what, when and how), and

✓ on the understanding of the difference between the concept of Adaptation to Climate Change in relation to Mitigation to Climate Change

✓ on how to deal with barriers
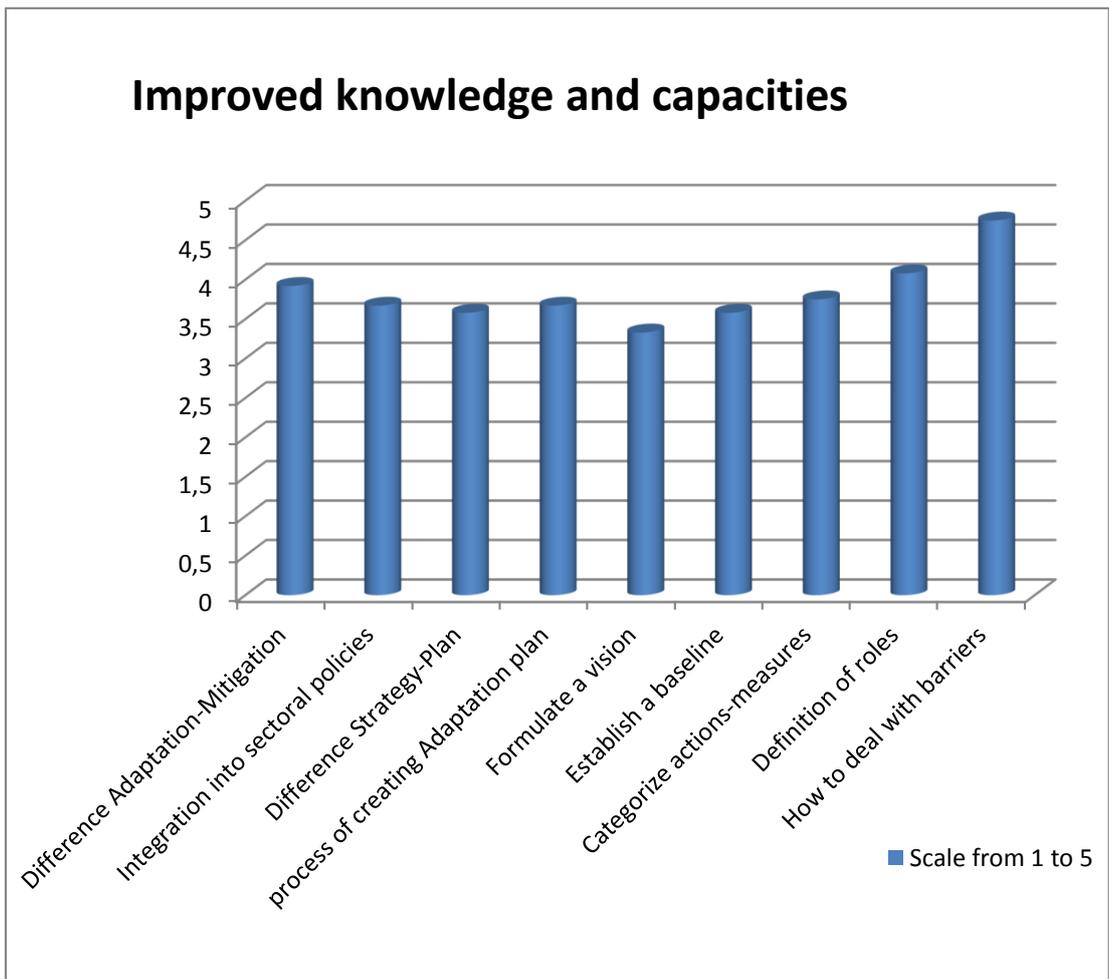
C. The 2nd Capacity Building Session

The second capacity building session took place in Pula, Croatia, on 6 July 2016 with the aim to create a common and shared knowledge on climate adaptation issues among all project partners. The focus of the session was on the:

❖ **Finalization of project methodology for baseline data collection**. This session was managed as a dynamic interaction among project partners, and IDA experts in order to collect all the tips and suggestion to gather all the data at local level

and

❖ Capacity building on **methods** and **tools** used to carry on the **vulnerability** and **risk assessment,** according to Life Sec Adapt application form**.**

C.1 Training Needs Assessment

A Training Needs Assessment (TNA) format was drafted by ADEP S.A. in order to collect and evaluate the Partners' training needs so as to focus the contents of the capacity building session on the actual needs of the participants. Ten (10) partners filled-in the format:

- ✓ Municipality of Ascoli Piceno
- ✓ Municipality of Macerata
- ✓ Municipality of Pesaro
- ✓ City of Buzet
- ✓ City of Pazin
- ✓ City of Rovinji – Rovingo
- ✓ Town of Labin
- ✓ Region of Istria
- ✓ ADEP S.A.
- ✓ San Paolo di Jesi

C.1.1 Results of the training needs assessment

The answers from the training needs analysis offered a number of useful observations:

- ✓ Partners find helpful/necessary to include in the CB session a review of the scientific literature on the vulnerability and risk concepts
- ✓ Half of the partners have already performed a vulnerability assessment and a risk assessment in their organization

✓ The difference between qualitative and quantitative assessment is not very clear for the partners

The 3 elements of **Vulnerability** (**Exposure**, **Sensitivity** and **Adaptive capacity**) are very important for the participants to understand. Therefore we needed to find out if there is a clear preference of the partners to focus on some of them more than the others. The time devoted to each of these elements should correspond to the value assigned by the partners.

As it can be seen in the graph below all the elements of Vulnerability are worth to be analysed with particular focus on **Adaptive Capacity**.
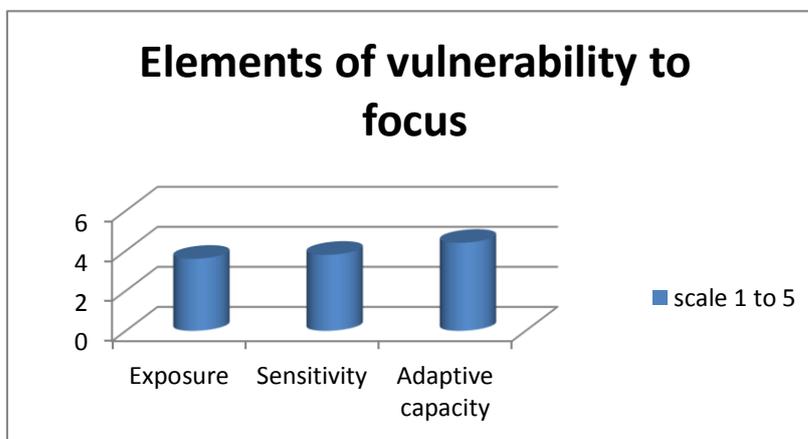
There are a number of **sectors** that can be included in the Adaptation plan depending of the individual needs of the Municipalities. Although it is difficult that the partners will share the same sectors, it is also difficult to include examples from all the sectors. Therefore based on the preferences of the most of the partners examples can focus on these sectors that are interesting for the majority of the partners.

Which sector interest you the most?
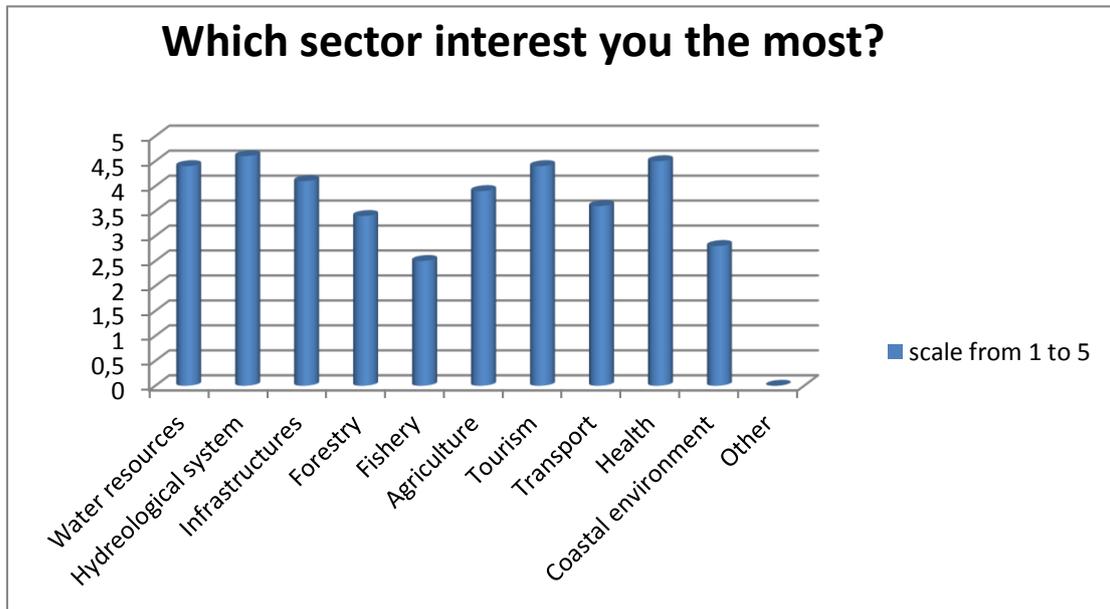
The sectors of **water resources**, **hydrogeological system**, **tourism** and **health** are the ones that received the highest interest from the partners. Therefore effort would be done to include best practice examples from at least these sectors.

C.2 Evaluation of the 2nd Capacity Building Session

The capacity building activity was conducted in such manner to provide participants with useful knowledge and required skills to manage LIFE SEC ADAPT project activities. Techniques used were: **lecturing**, **discussion** and **demonstration of best practices** to suit topics and contents that were covered. Project partner participants had the opportunity to interactively participate and debate was encouraged in order to exchange information and experiences among participants.

After the 2nd CB session the participants were sent an Evaluation Questionnaire in order to assess what was achieved and what needed further attention. This questionnaire was filled in by the following partners:

- ✓ Municipality of Pesaro
- ✓ Region of Istria
- ✓ Municipality of Offida
- ✓ Town of Porec – Parenzo
- ✓ Municipality of Santa Maria Nuova
- ✓ Municipality of Maceratta
- ✓ City of Rovinji – Rovingo
- ✓ City of Buzet

The evaluation questionnaire consisted of the following thematic areas:

C.2.1 Expectations connected with the 2nd Capacity Building Session

The format used for the task was considered by the vast majority of the partners appropriate for the task for which it was created. Motivations of the partners covered all the issues that were analyzed in the 2nd CB session. Generally all issues attracted similar attention by the partners and this show a successful thematic selection and distribution.

The motivations of the partners included:

- To learn about the concepts of vulnerability and risk
- To learn about exposure, sensitivity and adaptive capacity to climate change
- To understand the qualitative and the quantitative assessment
- To gain knowledge and share experience on how risk assessment is performed
- To understand what kind of data are needed in order to be used as baseline information in the risk assessment
- To understand how a sector e.g. water is analyzed to specific aspects regarding the impacts of climate change

Main motivation for participating?

Chart with vertical axis scaled from 0 to 4,5. Legend: scale from 1 to 5

Categories (bars):
- learn about vulnerability and risk
- about Exposure, Sensitivity and Adaptive capacity
- qualitative and quantitative assessment of vulnerability
- knowledge and experience on risk assessment
- data as baseline information for risk assessment
- how a sector is analysed to specific sectors

For most of the partners motivations were met to a big extent or thoroughly, but there were also partners that their motivations were met only a little bit. These "disappointed" partners expected a more in-depth analysis of certain aspects (e.g. Quantitative and qualitative data collection methodology and elaboration, more details about the cases presented).

Was your main motivation met ?
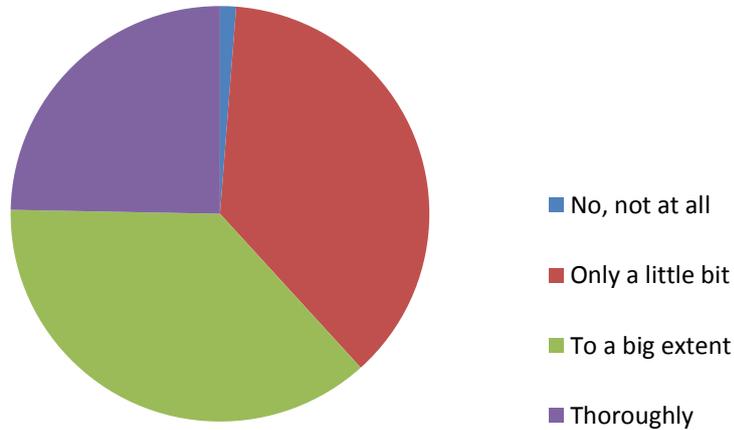
- No, not at all
- Only a little bit
- To a big extent
- Thoroughly

C.2.2 Overall evaluation of the 2nd Capacity Building Session

The training session received scores from 3 to 5 in a balanced distribution amongst the partners. The organization of the session received slightly better evaluation than the actual content. Regarding the relevance of the training session to the needs of the Municipalities, this seems to be a weak point since half of the participants found the session average (3) or below average (2) in relation to the needs in their own Municipality.

What did you think about the training session ?

Scale 1 to 5

|	
The capacity building session in general	
The organisation of the capacity building session	
Lectures, invited guests	
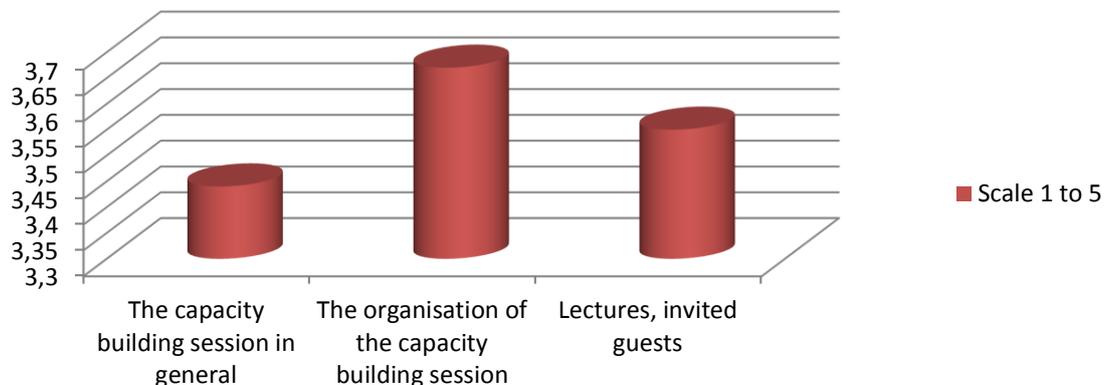
C.2.3 Lessons learned

In general the participants left the session with significant knowledge, understanding and capacities in a number of aspects. However, certain aspects received lower evaluation from the partners:

- Understanding of indicators used to assess sensitivity
- Capacity to assess the potential impacts of climate change in a specific sector
- Understanding of the factors that influence the adaptive capacity of a system
- Understanding on assessing the risk that climate change poses on a specific sector
- Capacity on performing a vulnerability and risk assessment in their own municipality
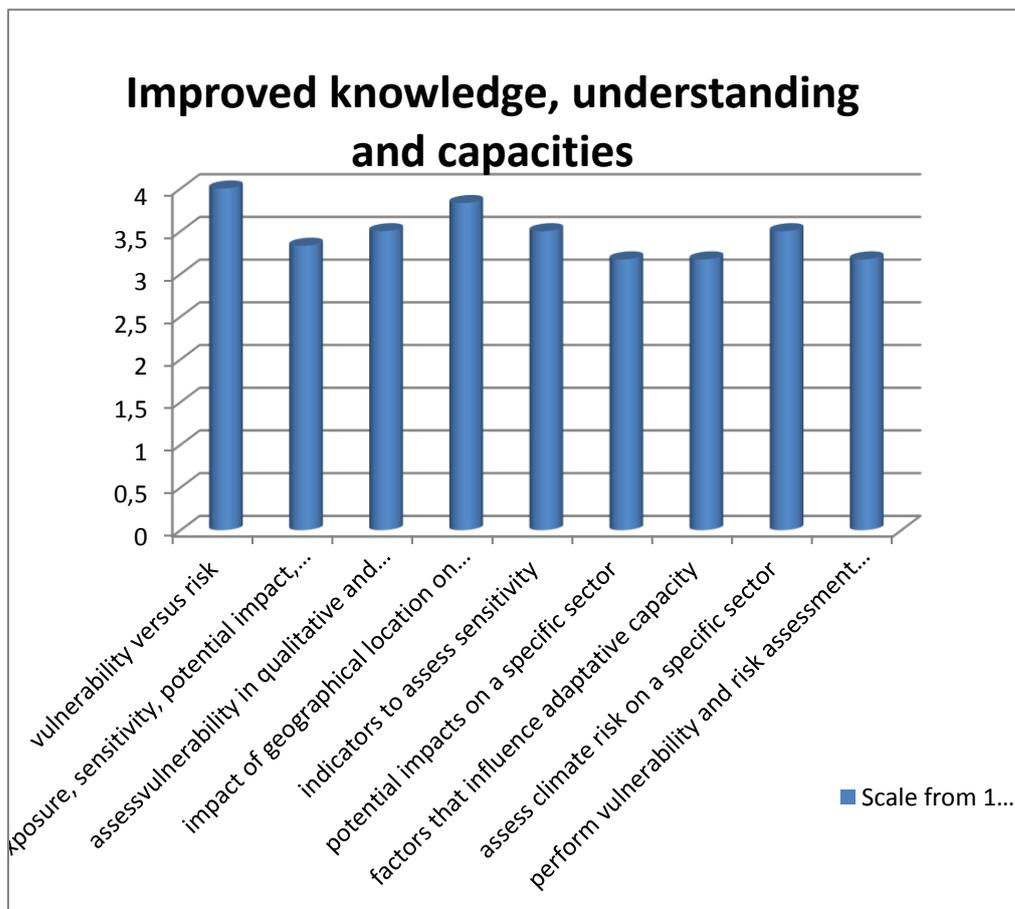
C.2.4 Case studies

The case studies presented were evaluated as interesting and helpful for improved understanding in certain aspects. However we need to combine this information with the evaluation that the knowledge partners received did not make them much more comfortable in dealing with vulnerability and risk assessment in their own municipality, as more details on the case studies were needed in relation to the methodology that was used.

C.2.5 Final comments – conclusions for the 2nd CB session

Strengths:
- Municipalities identify how important is to adapt and transfer the message to their local communities,
- Knowledge is acquired in the methodology to study and define risk and vulnerability assessment
- Improved understanding of certain concepts is achieved

Weaknesses:
- The differences amongst the partners make difficult to implement the new knowledge in their own Municipality
- More details in the methodology used in the case studies is lacking

D. The 3rd Capacity Building Session

The third capacity building session (3rd CB session) took place in Pesaro, Italy on 15 December 2016 with the aim to address again the **risk and vulnerability assessment analysis**, making it different from the second CB by focusing on the **index** and **tools** to be used for a **qualitative** and **quantitave** assessment.

D.1 Training Needs Assessment

A Training Needs Assessment (TNA) format was drafted by ADEP S.A. in order to collect and evaluate the Partners' training needs so as to focus the contents of the capacity building session on the actual needs of the participants. The following partners filled-in the format:

- ✓ Municipality of Macerata
- ✓ Municipality of Pesaro
- ✓ Municipality of Ancona
- ✓ City of Buzet

✓ City of Rovinji – Rovingo
✓ City of Pula
✓ Town of Labin
✓ Town of Porec-Parenzo
✓ Region of Istria
✓ Istrian Development Agency
✓ ADEP S.A.

D.1.1 Results of the training needs assessment

We used as input the information that we received through the evaluation of the 2nd CB session. So initially partners were asked to evaluate the examples on qualitative and quantitative risk and vulnerability assessment presented during the 2nd CB session. The answers show a divided group as for some partners the examples were clear while for others not so much. As a result the confidence of the partners in performing qualitative and quantitative assessment in their municipalities is also divided. The difference between qualitative and quantitative is adequately understood.

All the steps of qualitative assessment (Stakeholders involvement, Meetings, Interviews and Questionnaire) received high attention from the partners, but we have to point out that the **stakeholder involvement** received the highest interest of all.

Which steps of qualitative assessment you prefer to be analysed more in depth?
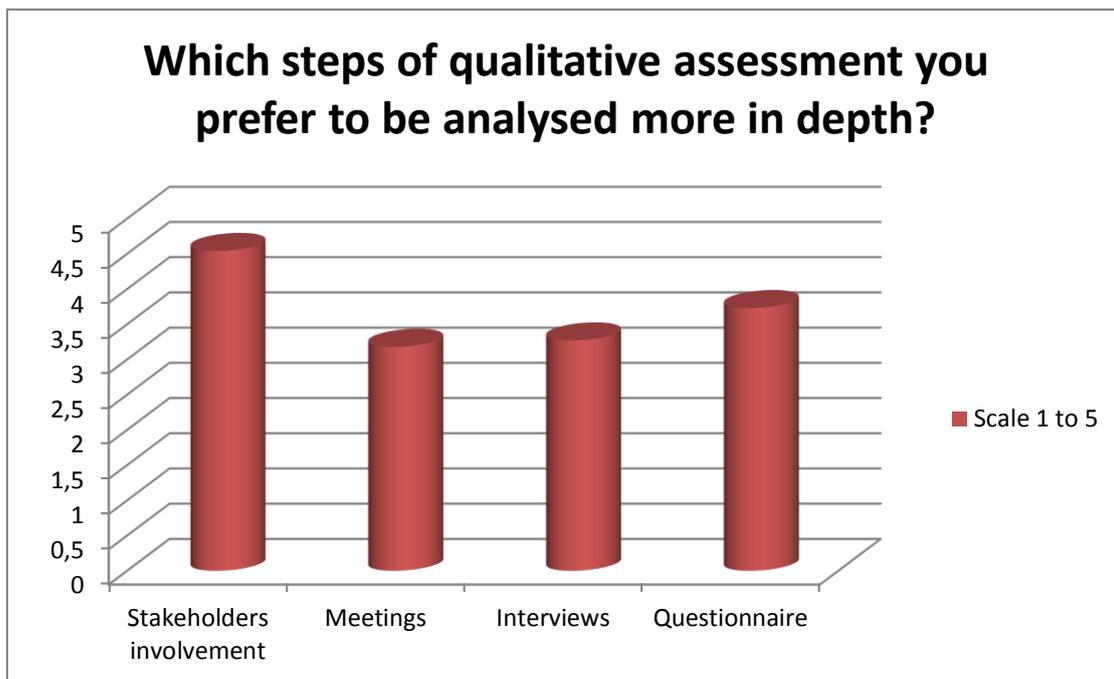
All the steps of quantitative assessment (Indicators, Indices and Maps) received high attention. **Indicators** attracted the most interest from the partners.
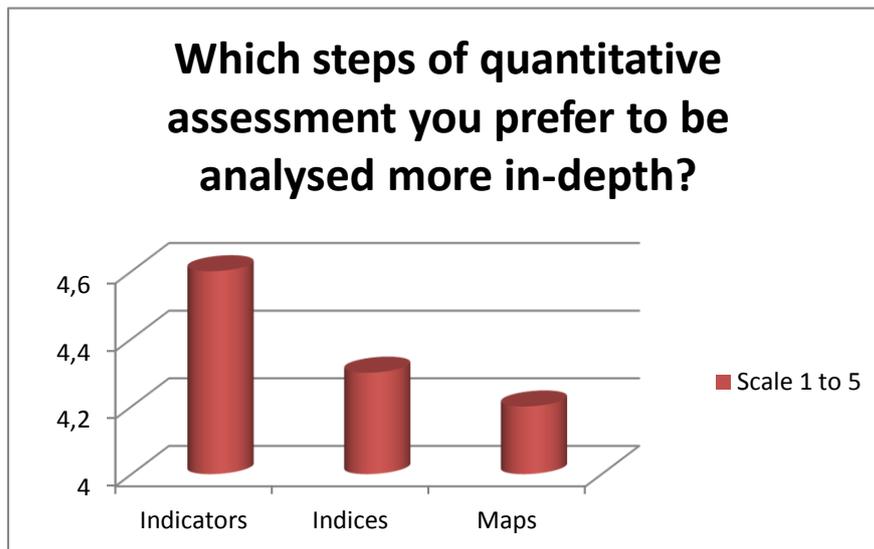
Only few of the partners have experience, but this was actually the concept of the project, that experienced partners will transfer their knowledge to non-experienced. But sometimes even this is difficult because of the lack of specialists in the non-experienced partners. This explains to a certain extent the lack of confidence that exists in some of the partners and needs to be dealt with as it is vital for one of the main objectives of the project. A possible way to deal with this could be one-to-one coaching, i.e. a partner with experience assists step-by-step a partner with no experience in performing a qualitative and quantitative assessment in a sector selected by the less experienced. There are plenty of opportunities to do this during the 10 thematic territorial tables in Marche and Istria region, as well as in the 20 meetings organized in each municipality in which external experts can be invited or possibly some more experienced partner.

D.2 Evaluation of the 3rd Capacity Building Session

After the 3rd CB session the participants were sent an Evaluation Questionnaire prepared by ADEP S.A. in order to assess what was achieved and what needed further attention. This questionnaire was filled in by the following partners:

- ✓ Municipality of Pesaro
- ✓ Municipality of Offida
- ✓ Municipality of Fabriano
- ✓ Municipality of Jesi
- ✓ Municipality of San Paolo di Jesi
- ✓ Town of Porec – Parenzo
- ✓ Region of Istria
- ✓ City of Rovinji – Rovingo
- ✓ City of Pazin
- ✓ City of Pula

The evaluation questionnaire consisted of the following thematic areas:

D.2.1 Expectations connected with the 3ʳᵈ Capacity Building Session

The format of the Training Needs assessment in most cases was considered appropriate for the task for which it was created. In a couple of cases it was considered very basic but still this was not an obstacle for the partners to express their needs beyond the limits of the format; this is very positive.

Motivations of the partners cover all the issues that were analysed in the 3rd CB session.

Special focus we need to make for the motivation «**learn from the experience/best practice of other municipalities**» which is highly valued from all the partners. This shows the value of this partnership and how important it is that more experienced partners (especially Ancona, Bullas and Patras) will assist the less experienced ones. The example of another municipality is much more helpful than a diagram showing the steps or a definition of concept.

Main motivation for participating?
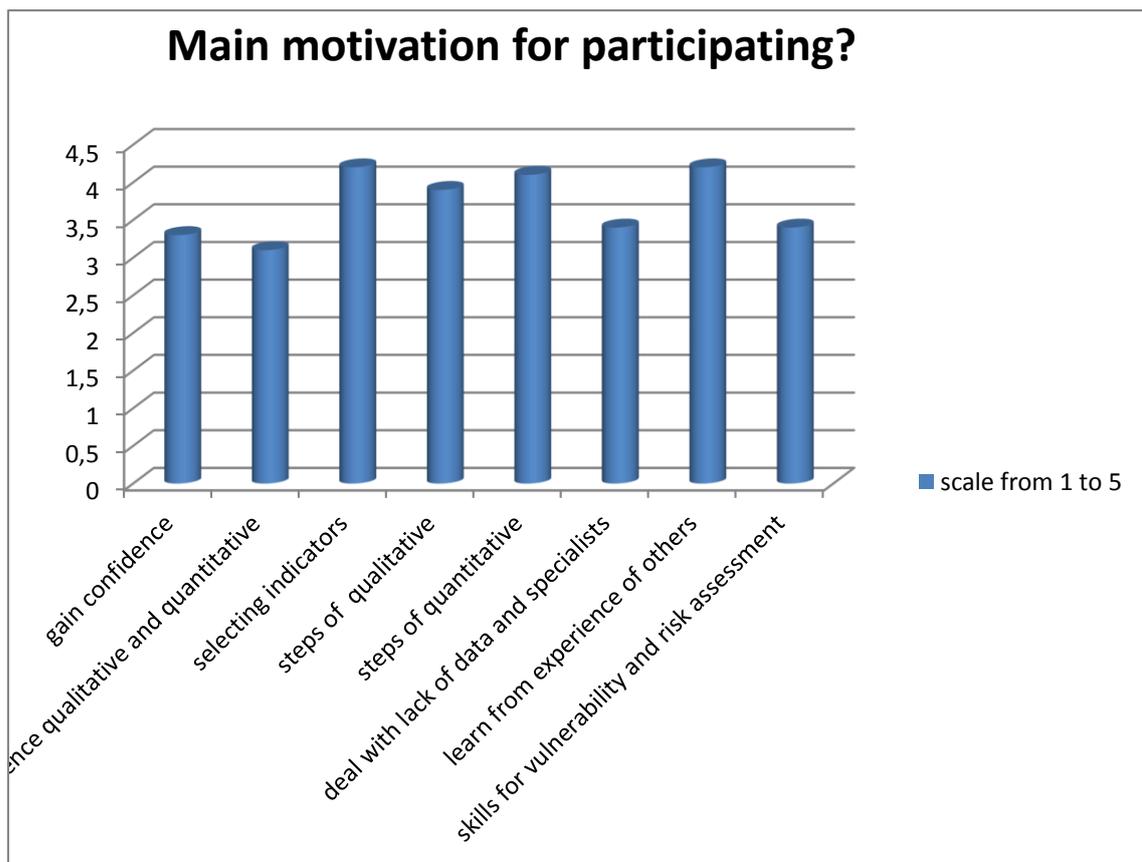
The reason why some partners state that their motivation was not met as much as they expected, is basically because they were expecting more guidance on their real situation.

Was your main motivation met ?

- No, not at all
- Only a little bit
- To a big extent
- Thoroughly
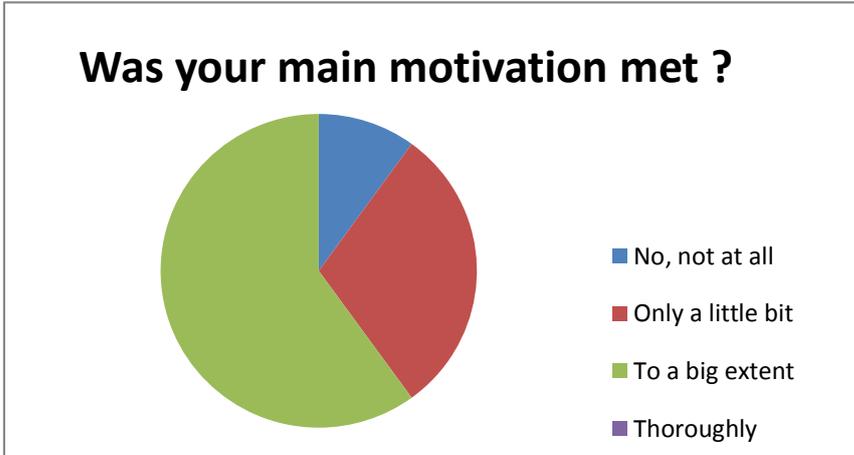
D.2.2 Overall evaluation of the 3rd Capacity Building Session

The organization of the session received slightly better evaluation than the actual content

What did you think about the training session ?

Scale 1 to 5
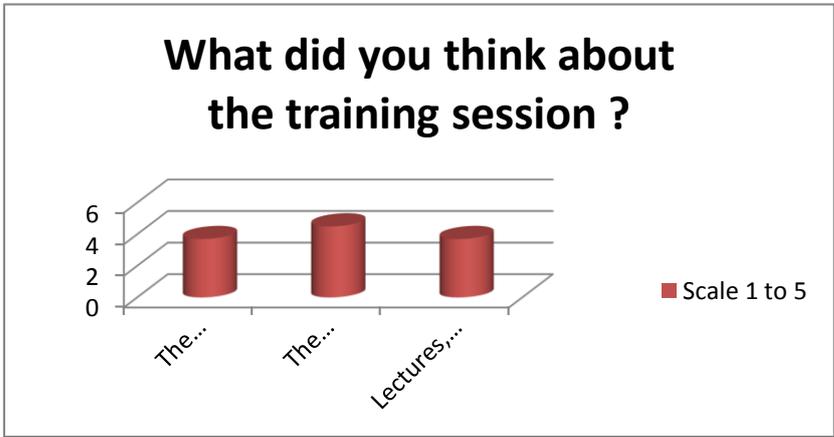
Regarding the relevance of the training session to the needs of the Municipalities, there is an improvement in comparison with the 2nd CB session as there are no participants below the average score (3).

D.2.3 Lessons learned

Improvement was also achieved regarding the lessons learnt in comparison to the 2°
CB session. All lessons received higher average scores. This means that the decision
to work further on the vulnerability and risk assessment was helpful for the partners
and therefore the objectives of the project.

Improved knowledge, understanding and capacities

Scale from 1 to 5
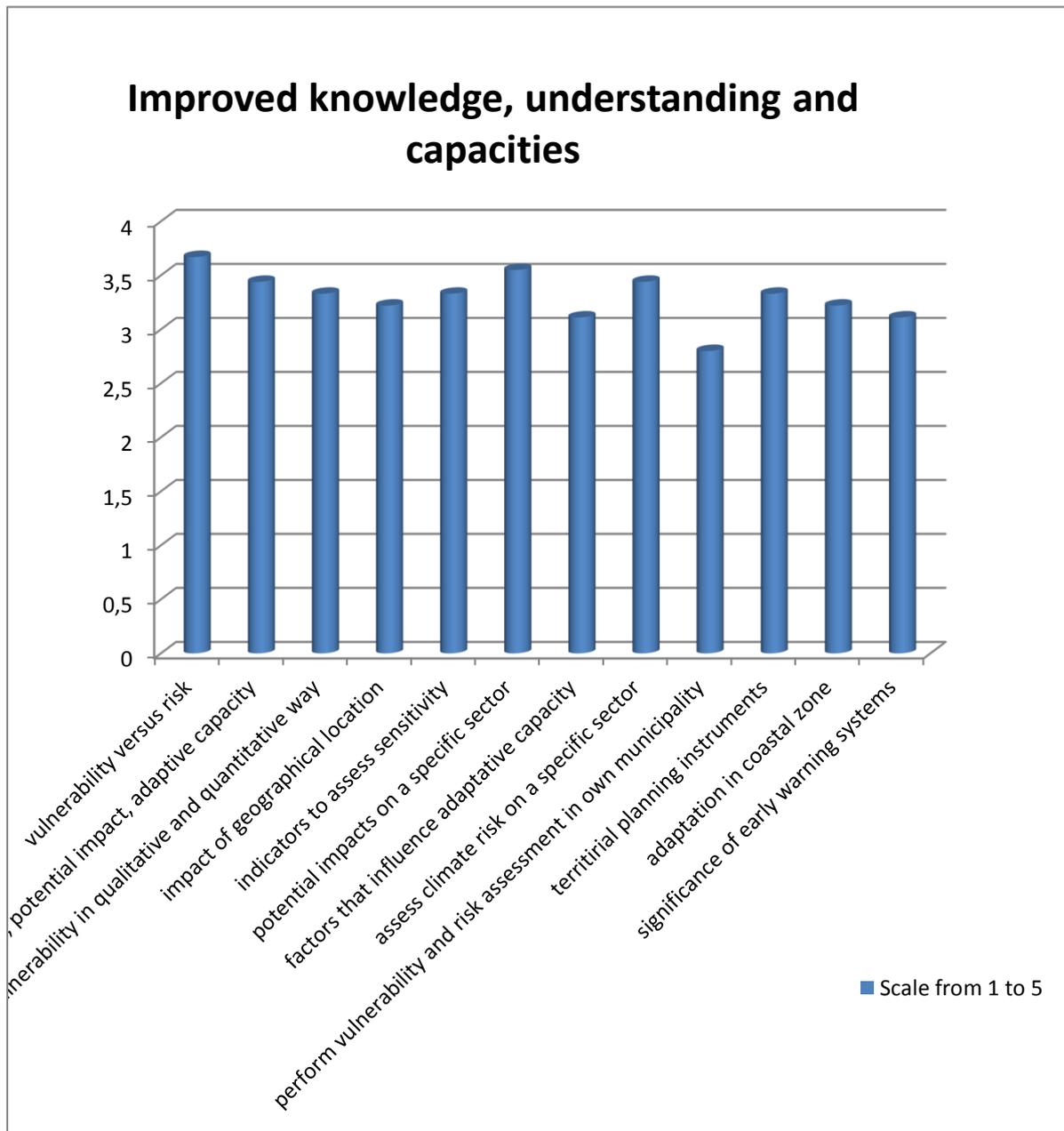
D.2.4 Case studies

The case studies presented were evaluated as interesting and helpful for improved understanding in certain aspects.

Sometimes partners ask for more thorough analysis of the case studies but this is difficult to take place during the CB session due to time restrictions. Furter contact between the interested partners (e.g. Skype) could solve this issue.

D.2.5 Final comments – conclusions for the 3rd CB session

Networking with other european projects is very useful in order to share and integrate results achieved for each EU project

It is important that the Municipality will work with other Institutions in order to share knowledge on climate adaptation thematics and find ways to integrate this in territorial plans and programmes

The GIS software is a useful tool to evaluate the vulnerability of a territory and to calculate in a quantitative way the risks the Municipality should deal with

Face-to-face communication with other partners is important in order to compare the progress and resolve raised issues

E. The 4th Capacity Building Session

The fourth capacity building session (4th CB session) took place in Pula, Croatia on 06 July 2017. At that time the partners were involved in the implementation phase of the vulnerability and risk assessment. Therefore the 4th CB session was designed with the aim to address:

- The main gaps that partners were facing in the implementation phase of the Vulnerability and Risk assessment, and

- The elaboration of a Municipal Political Vision on climate adaptation

E.1 Training Needs Assessment

A Training Needs Assessment (TNA) format was drafted by ADEP S.A. in order to collect and evaluate the Partners' training needs so as to focus the contents of the capacity building session on the actual needs of the participants. The following partners filled-in the format:

- ✓ Municipality of Macerata
- ✓ Municipality of Pesaro
- ✓ Municipality of Santa Maria Nuova
- ✓ City of Buzet
- ✓ City of Rovinji
- ✓ City of Pula
- ✓ Town of Labin
- ✓ Town of Porec-Parenzo
- ✓ Region of Istria
- ✓ Istrian Development Agency
- ✓ Municipality of Urbino
- ✓ Municipality of Offida
- ✓ Municipality San Paolo di Jesi
- ✓ Municipality Ascoli Piceno
- ✓ Municipality of Fabriano

E.1.1 Results of the training needs assessment

Partners had developed a quite clear understanding of the **steps** that they had to take in order to perform a vulnerability and risk assessment. The document METHODOLOGY FOR VULNERABILITY AND RISK ASSESSMENT has clearly helped them to achieve this.

The selection of the **sectors** affected by climate change doid not seem to a problem. For most of the partners the vulnerable sectors were already known because of the first-hand experience of the problems in their area. The difficulty with which most of the partners were faced was the collection of **data**, either because of the lack of appropriate data or because of cooperation issues with the relevant stakeholders. It looked that partners needed to be encouraged and pointed out that in the lack of appropriate data their **qualitative** assessment based on expert opinion was the correct way to proceed. Concrete examples in such cases would be very helpful including specific **qualitative vulnerability indicators** as the selection of indicators seemed to be an issue that partners needed help or even assurance that they were on the wright path.

In addition it would be interesting and helpful to allow the Municipalities to briefly present their intermediate results. This would give the opportunity to provide feedback and assistance to partners at the moment that they need it. This would be something different from the presentation of examples from other municipalities and would definitely be more practical.

All the partners had done very well in the issue of **stakeholder involvement** pursuing their involvement from the early stages of the process. However this did not always seem to be successful in terms of data collection or even actual involvement in the vulnerability and risk assessment process. Since a general **strategy** on how to deal with the participation process had not been defined until then in the project, the IV CB session would be a good occasion.

Other issues that partners asked to see or to be answered in the IV CB session were:
- Examples of the **documents** that partners need to produce in the project, by providing the corresponding documents that Ancona, Patras and Bullas produced in the ACT project
- How to deal with a situation where for one sector (e.g. cultural heritage – Urbino) there is only one partner interested
- Practical example on **Risk analysis** with economic value, comparative matrix (Pesaro) etc
- Specific data on wine quality and characteristics (Santa Maria Nuova)
- A **practical guide** focused in one topic especially for the risk assessment (Macerata)
- How to achieve homogenization of the vulnerability and risk analysis amongst the partners (Fabriano)
- How to achieve **comparability** of the **results** (reports) between the project partners (Offida)
- How to deal with **limited resources** (personnel and time) (Offida)
- How to evaluate **vulnerability** and **risks** in the **medium-long term** perspective (Fabriano)
- How to deal with **incompatibility** of **data** due to different way of monitoring in the history of a municipality (Buzet)

E.2 Evaluation of the 4th Capacity Building Session

After the 4th CB session the participants were sent an Evaluation Questionnaire prepared by ADEP S.A. in order to assess what was achieved and what needed further attention. This questionnaire was filled in by the following partners:

- ✓ City of Pula
- ✓ City of Rovinj - Rovingo
- ✓ Town of Labin
- ✓ City of Buzet
- ✓ Municipality of Fabriano
- ✓ City of Pazin
- ✓ Municipality of Pesaro
- ✓ Municipality of Santa Maria Nuova
- ✓ Muncipality of Urbino
- ✓ Municipality of Ascoli Piceno

The evaluation questionnaire consisted of the following thematic areas:

E.2.1 Expectations connected with the 4th Capacity Building Session

The format of the Training Needs assessment in all cases was considered appropriate for the task for which it was created.

Motivations of the partners cover all the issues that were analysed in the 4th CB session. As expected from the beginning the strongest motivation was to learn from the experience of the other partners.
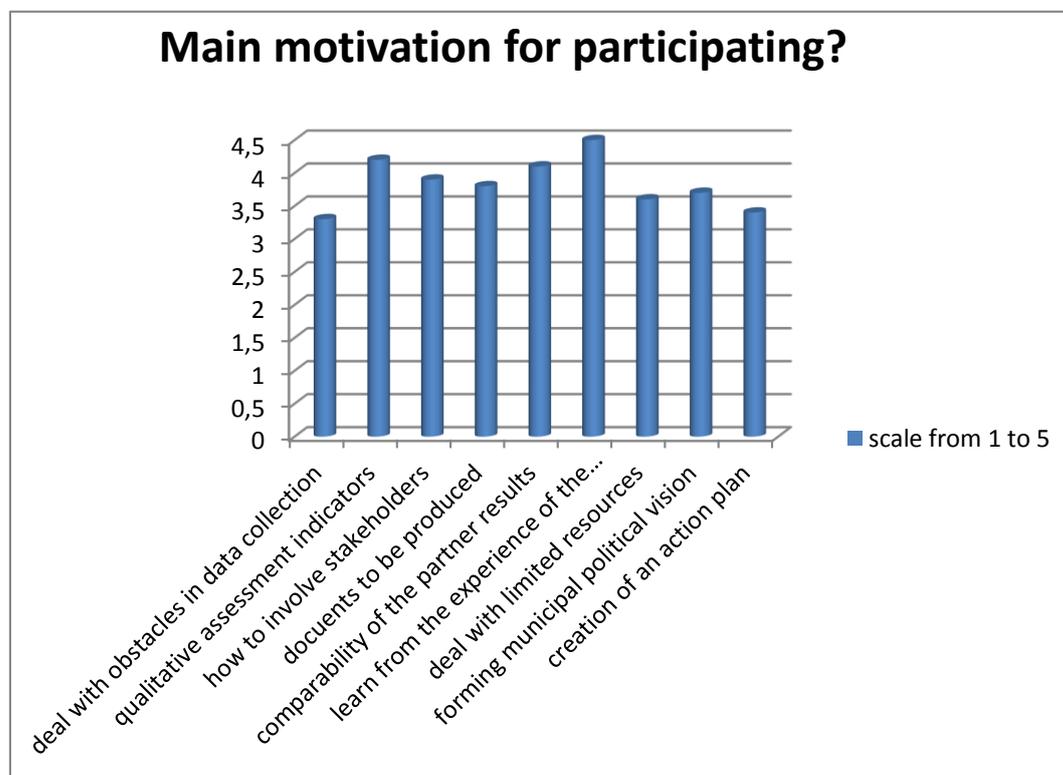
For all the partners their motivations were met to a big extent or even thoroughly. Best practice examples have helped significantly in meeting the motivations. Confidence was gained on the qualitative assessment and the indicators used in such cases. Meeting with each other has helped to maintain a very strong relationship with the partners enhancing motivation even more. Knowledge was shared about European events that took plave in Bonn and Glasgow.

Were your main motivations met ?

- No, not at all
- Only a little bit
- To a big extent
- Thoroughly
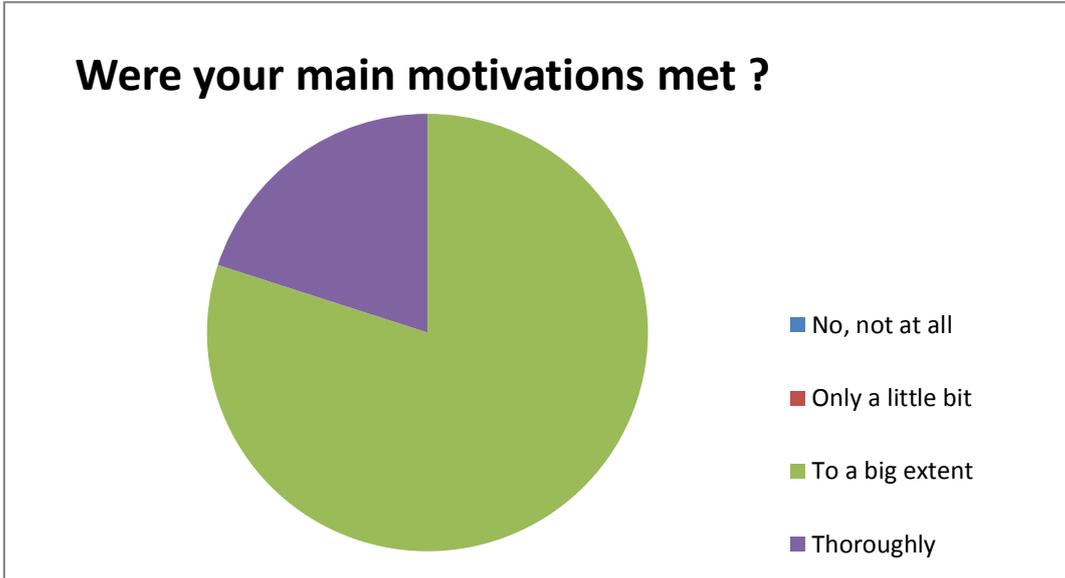
E.2.2 Overall evaluation of the 4th Capacity Building Session

All the aspects of the session received very high evaluation, averaging above 4.

What did you think about the training session ?

4,5
4,4
4,3
4,2

The capacity...   The...   Presentations...

- Scale 1 to 5

Regarding the relevance of the training session to the needs of the Municipalities, the participant were very satisfied, which is expected as from the stage of the training needs assessment, this session was organised to accomodate the needs of the partners.

E.2.3 Lessons learned

In general participants have left the session with significant knowledge, understanding and capacities in several aspects.

The highest scores were assigned to:
- ❑ Capacity in exchanging knowledge and good practice with other cities
- ❑ Capacity on presenting own steps for vulnerability and risk assessment
- ❑ Skills in performing a qualitative assessment and in defining related indicators
- ❑ Skills on how to evaluate vulnerability and risks in the medium-long term

A small number of partners had difficulties in dealing with:
- ❑ Achieving comparability of the reports and results with other project partners
- ❑ Dealing with limited time and personnel resources

Improved knowledge, understanding and capacities

A bar chart with values on a scale from 1 to 5 for the following categories:
- deal with lack of available data — ~3.5
- present own steps for vulnerability and risk... — ~4.2
- qualitative assessment and related indicators — ~4.2
- stakeholders involvement — ~3.1
- documents to be produced for the project — ~3.7
- comparability between partners — ~3.0
- deal with limited resources — ~2.8
- medium-long term evaluation — ~4.0
- exchange knowledge with others — ~4.7

Legend: Scale from 1...

E.2.4 Case studies

The case studies presented were evaluated as interesting and helpful for improved understanding in certain aspects. The study for data management in public and healthcare system was considered very important.

The use of GIS tools was considered as one of the most interesting parts, since informatics instruments could really help municipalities to identify the most critical parts regarding climate change.

The presentation of the Croatian Climate Change Adaptation Strategy was helpful in clarrifying the methodological approach to the vulnerability and risk analysis. In general the case studies assisted in achieving a similar starting point amongst the partners for the development of their National Adaptation Strategies.

E.2.5 Final comments – conclusions for the 4th CB session

It was a very helpful CB session in a delicate project phase, as vulnerability and risk analysis is the most critical step towards the drafting of the Adaptation plan.

It created improved skills on how to evaluate vulnerability and risks in medium-long term.

It was very useful as it established a great network , useful for future steps.

It was very interesting the analysis on health and risk management, in particular the economic evaluation on health consequences and the application of the Spatio Temporal Epidemiological Modeller.

The limited participation in the discussion due to skype problems was a negative aspect.

F. The 5th Capacity Building Session

F. The 5th Capacity Building Session

The fifth capacity building session (5th CB session) took place in Ascoli Piceno, Italy on 14 December 2017 with the aim to address the:

o Methods to build a strong municipal political vision on climate adaptation process

and the

o Methods for the prioritization and selection of actions to be included in the climate adaptation plan

F.1 Training Needs Assessment

A Training Needs Assessment (TNA) format was drafted by ADEP S.A. in order to collect and evaluate the Partners' training needs so as to focus the contents of the capacity building session on the actual needs of the participants. The following partners filled-in the format:

The partners that filled-in the Questionnaire are:
- ✓ Municipality of Santa Maria Nuova
- ✓ Town of Labin
- ✓ Town of Porec-Parenzo
- ✓ Region of Istria
- ✓ Municipality of Pesaro
- ✓ City of Pula
- ✓ City of Rovinj - Rovingo
- ✓ Municipality of Urbino
- ✓ Municipality of Offida
- ✓ City of Buzet
- ✓ Municipality of Macerata
- ✓ Municipality San Paolo di Jesi
- ✓ Municipality Ascoli Piceno
- ✓ City of Pazin
- ✓ Municipality of Fabriano
- ✓ Municipality of Senigaglia

F.1.1 Results of the training needs assessment

The Political vision of the Municipalities is structured on the idea of **sustainable development**, i.e. they pursue an economic development that will benefit the social wellbeing without damaging the environment. This means that sectors (e.g. energy, tourism, health, coastal zone, infrastructure etc.) affected by climate change are indirectly mentioned in the Political vision. In some cases climate change is explicitly mentioned but mostly in the spirit of mitigation by reducing the CO_2 emissions. Adaptation does not yet make a strong presence in the political commitment of the municipalities.

Although in several cases municipalities identify the need to include climate adaptation in the Political vision, there is still confusion between mitigation and adaptation. Therefore a session on the importance of integrating clearly climate adaptation in the Political vision needs to be included. It will be very helpful to have **at least one concrete municipal political document on climate adaptation** that it currently in use, describing the steps that were taken in order to create it, and **one policy recommendation paper addressed to European and national policy-makers** on climate change adaptation.

In most of the Municipalities decision-making is based on regular assessment activities and stakeholder involvement with final decisions approved by the City Council. This decision-making process is positive for the selection and prioritization of adaptation actions as it involves various actors and evolves as knowledge and new information come.

In the process of building a strong political vision on climate adaptation, the building of **commitment amongst the different stakeholders** is the number 1 point that partners wish to learn about in the 5th CD session. The **methods** and **tools** to achieve the political vision and the building of **commitment amongst the municipal departments** are also mentioned by the majority of the partners.

Other issues that partners wish to see in the 5th CB session in relation to the political vision include:

- Get more detailed information about the whole process from political vision to Action Plan from the city of Zadar
- How to deal with adaptation actions that are necessary but fall outside the jurisdiction of the city?
- Hear examples of political visions from other partners of LIFE SEC ADAPT to improve understanding amongst each-other
- Funding more research on climate adaptation issues
- How to raise the level of public awareness towards climate change?
- How to improve overall quality of life?
- Technical structures useful to standardize the political visions of different municipalities in achieving common and shared objectives
- How the political vision is affected by the strict limits in the municipal budget
- Best practices of political vision implementation

Many of the partners have already made a list of actions to be included in the adaptation list that will provide the basis for the prioritization and selection. What seems not to be clear amongst the partners is the distinction of an action as climate **mitigation** or climate **adaptation**. Many of the actions mentioned by the partners refer to the means of reducing the CO_2 emissions which actually makes them climate mitigation actions, which are of course important and useful but not really adaptation actions. For example the use of renewable energy is an action that will reduce the CO_2 emissions and therefore "reduce" future climate change (**mitigation**), while the improvement of the insulation and waterproofing in municipal buildings will provide protection against extreme weather events of climate change already happening (**adaptation**). More examples needs to be used in the 5th CB session in order to help the partners better clarify the situation. Otherwise the prioritization and selection is not done in the correct list of actions.

Not all partners have yet thought about ways to prioritize the adaptation actions. What usually drives their mind is the **importance** and the **urgency** of a situation as expressed by the problems that they face. The **social** factor also seems to be present through the participation of the stakeholders.

Therefore it seems quite normal that the **criteria** with which partners would like more help are:

- Robustness and flexibility
- Economic efficiency
- Synergies/Conflicts
- Feasibility
- Environmental consequences

Partners would like to see best practice examples from other municipalities on how they use the above criteria to prioritize adaptation actions.

In general the partners seem confident enough (3 or 4 in the scale 1-5) with the prioritization of the adaptation actions. This is probably due to the in-depth vulnerability and risk analysis that has taken place in the previous steps.

Other information that partners would like to see include:
- o Examples of adaptation actions already put into practice
- o What to do with adaptation actions that are not in the scope of the municipality
- o Literature / best practice examples about techniques of prioritization
- o Examples of multi-criteria decision analysis applied in adaptation measures
- o Possibility of introduction of a software through which it could be possible to select and prioritize the adaptation actions
- o Determining normalized weights

Ascoli-Piceno would like to share its experience in prioritization with some useful examples.

F.2 Evaluation of the 5th Capacity Building Session

After the 5th CB session the participants were sent an Evaluation Questionnaire prepared by ADEP S.A. in order to assess what was achieved and what needed further attention. This questionnaire was filled in by the following partners:

❑ City of Pula
❑ City of Rovinj-Rovingo
❑ Town of Labin
❑ Municipality of Ascoli Piceno
❑ City of Buzet
❑ Municipality of Fabriano
❑ City of Pazin
❑ Municipality of Pesaro
❑ Municipality of Santa Maria Nuova
❑ Municipality of Urbino
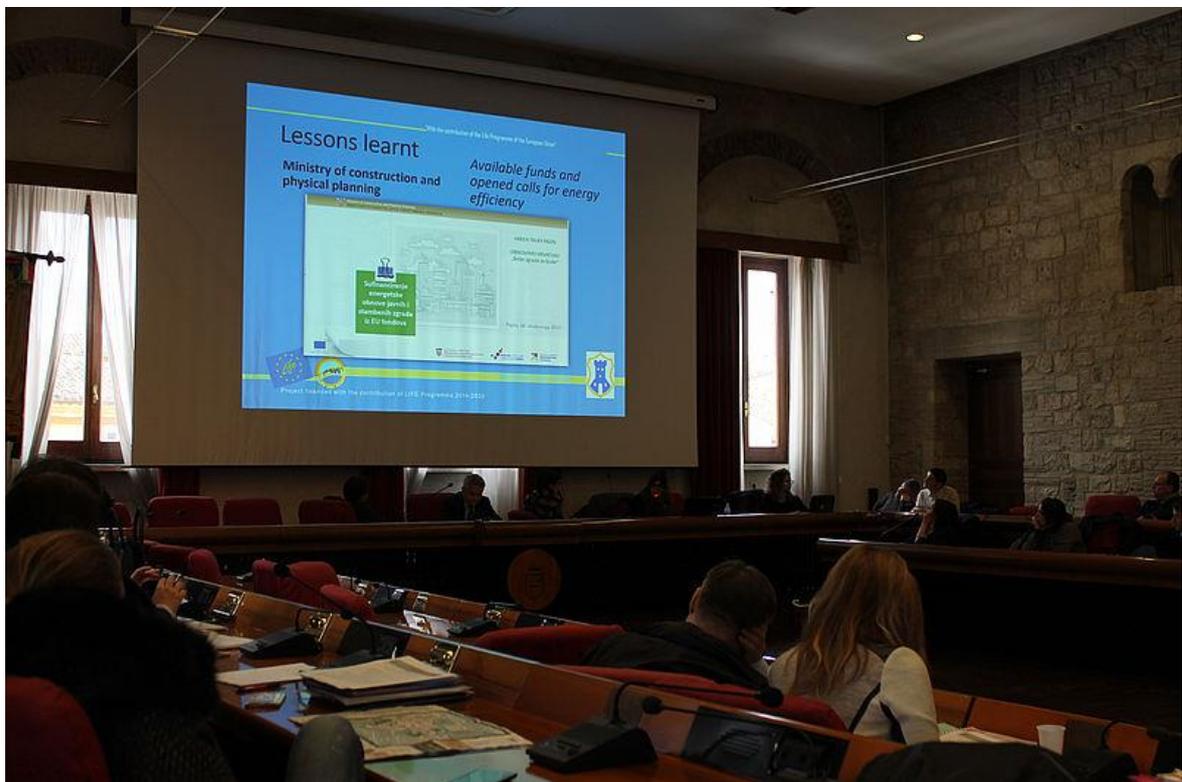
The evaluation questionnaire consisted of the following thematic areas:

F.2.1 Expectations connected with the 5th Capacity Building Session

The format of the Training Needs assessment in all cases was considered appropriate for the task for which it was created.

Motivations of the partners cover all the issues that were analysed in the 5th CB session. Almost all issues attracted high attention by the partners and this shows a successful thematic selection and distribution.
.

Main motivation for participating?
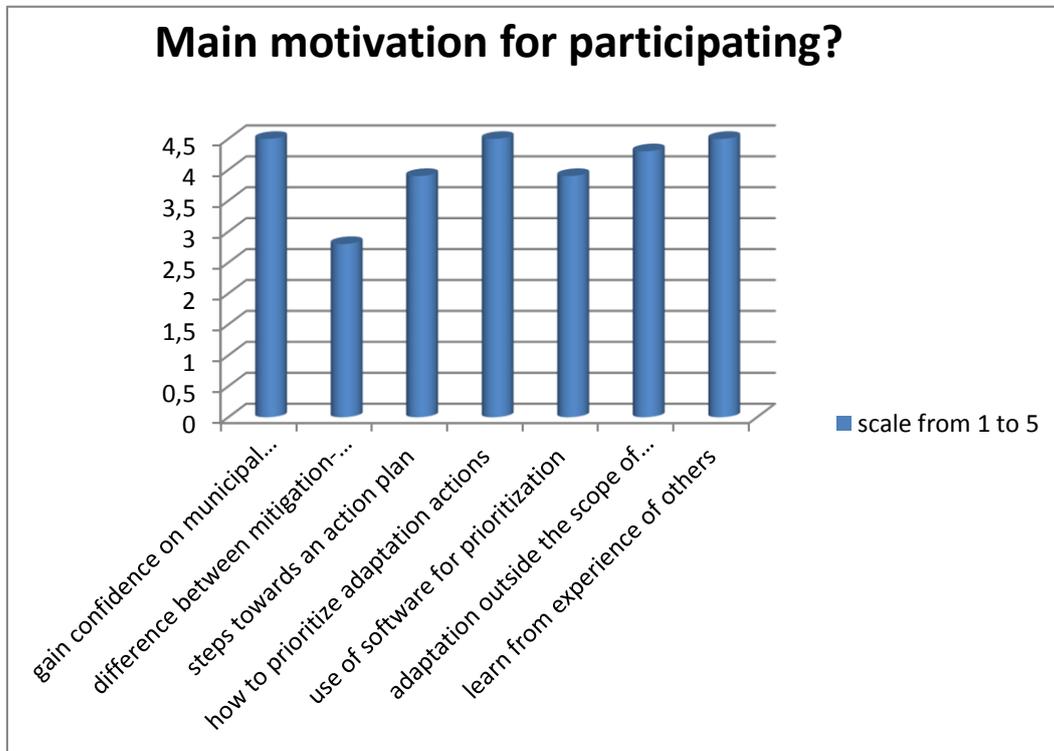
Partners did not seem very interested in understanding the difference between mitigation and adaptation actions, which means it was clear from the previous CB sessions.

For most partners motivations were met to a big extent because:

❑ Partners better understood all the steps that need to be taken to dully fulfil their tasks of implementing Municipal political vision on climate adaptation
❑ Partners learnt a lot about the process on how an Adaptation Plan can be structured and the main steps towards the Council decision
❑ The CB was usefull to understand the steps from Political vision to Climate Change Adaptation including the prioritization of Adaptation actions.

For few partners, although their motivations were met, some dissapointment remained because they had a wide range of questions and little time to cover everything
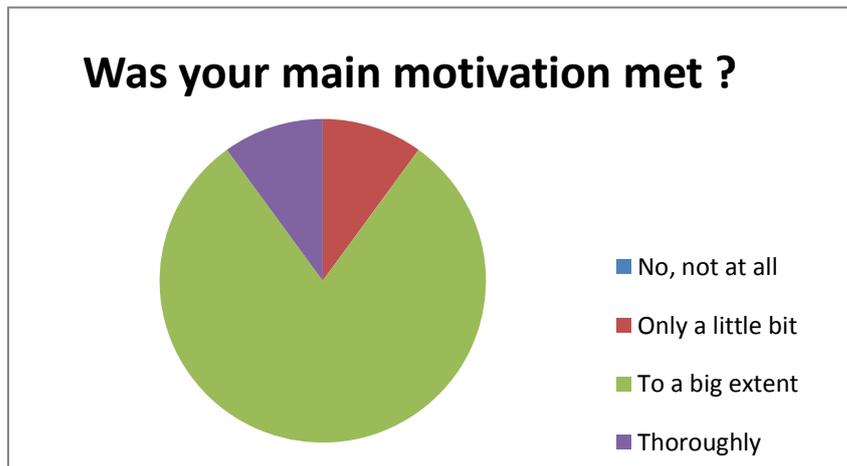
Was your main motivation met ?

- No, not at all
- Only a little bit
- To a big extent
- Thoroughly

F.2.2 Overall evaluation of the 5ᵗʰ Capacity Building Session

The training session received very high scores from the partners. This was the same both for the *organization* and the actual *content.*

Regarding the relevance of the training session to the needs of the Municipalities, this seems to be a week point since half of the participants found the session average (3) in relation to the needs in their own Municipality.

What did you think about the training session ?

Values shown: 4,6 / 4,4 / 4,2 / 4

Categories: The... / The... / Presentati...

Legend: ■ Scale 1 to 5
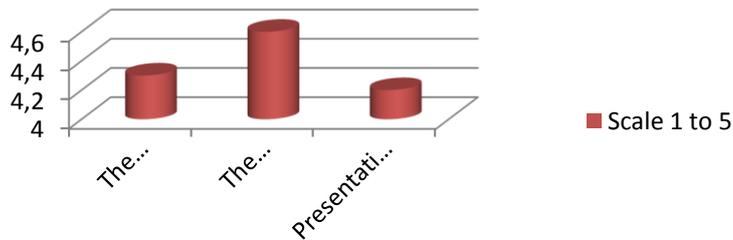
F.2.3 Lessons learned

In general participants have left the session with significant knowledge, understanding and capacities in several aspects.

Certain aspects received high evaluation in most of partners:
- ❑ knowledge and understanding on defining adaptation objectives and an adaptation strategy
- ❑ capacity in the methodology for forming a political vision of adaptation to climate change

While other aspects received a significant portion of low scores:
- ❑ Knowledge on how to deal with adaptation actions that fall outside the jurisdiction of the city
- ❑ Knowledge and understanding on the use of software in selecting and prioritizing adaptation actions

Improved knowledge, understanding and capacities

Chart showing values for:
- difference between mitigation and adaptation: ~3.4
- defining adaptation objectives and strategy: ~4.6
- forming a political vision of adaptation: ~4
- building commitment amongst stakeholders: ~3.4
- adaptation actions outside the jurisdiction of the…: ~2.6
- criteria for prioritization of adaptation actions: ~3.6
- use of software in selecting and prioritizing…: ~3.2
- exchange knowledge and good practice: ~3.6

Scale from 1…

F.2.4 Case studies

The case studies were evaluated as helpful in learning from the experience of others.

Partners have appreciated the interventions for management of future risks and resilience.

The case studies have helped for improved knowledge and understanding on defining adaptation objectives and Adaptation strategy.

However, less presentations were dedicated to examples of actions.

F.2.5 Final comments – conclusions for the 5th CB session

Best practice examples were useful for building commitment amongst stakeholders and the prioritization of adaptation actions.

Session was helpful – knowledge on the issue was important but partners still need more feedback and examples from other plans and/or projects to increase the portfolio of possible actions which can be implemented in the Municipality.

Benefits to share the knowledge with scientists and technicians are very important.

The session assisted in raising awareness on climate change impacts and related adaptation options and citizens sustainable behaviour.