

# **Interreg North Sea Region Cluster for Cloud to Coast Climate Change Adaptation (C5a)**

## **Terms of Reference 'C5a Ambassador Programme'**

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## APPROVALS

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## BACKGROUND

The North Sea Region is facing a significant increase in the frequency and severity of floods in response to climate change. Flood management approaches need to urgently adapt to this new reality to keep people safe, the environment healthy and our economies prosperous.

To respond to this challenge the project 'Cluster for Cloud to Coast Climate Change adaptation' (C5a) wants to deliver a **cloud-to-coast approach for the management of flood risk**. Combining the outcomes of seven ongoing Interreg North Sea Region projects, C5a can ensure an approach that is both evidence-based and practical.

C5a has 10 partners from 6 countries and runs from 2019 to 2021. The project is co-funded by the North Sea Region Programme.

## ROLE OF THE C5A AMBASSADOR PROGRAMME

Overall, the **C5a** Ambassador Programme has the following objectives:

- Reach out to existing platforms to exchange knowledge
- Use its influence and authority to assist the project in achieving its outcomes
- Use C5a project outputs to reach out to climate change decision making in the North Sea Region

Extending the knowledge capacity of the project partnership, the C5a Ambassador Programme has a strategic role to make sure project activities and outcomes are aligned with existing and future climate change policy making. Acting as an ad-hoc group of stakeholders to the project, C5a ambassadors have no responsibilities for monitoring project progress.

Participating in the C5a Ambassador Programme will allow policy makers to get direct access to insights and results from ongoing North Sea Region projects, as well as a set of recommendations regarding the local implementation of measures that can take into account whole-of-system approach.

## PROFILE OF C5A AMBASSADORS

The C5a Ambassador Programme will consist of max. 10 members. An important condition for participation is to have a knowledge on policy making within the following fields:

- (inter)national or regional strategies on Climate Change Adaptation (cfr. International river basins, local implementation of RBMPs,...)
- EU Water Framework Directive, Flood Directive or comparable international policy domains
- institutional/organizational strategies for investing in Climate Change Adaptation solutions

To guarantee feedback and advice that is representative for a North Sea Region cloud-to-coast water system, it is preferable that there is a balance between ambassadors with a background in different aspects of water systems (coastal, asset management, water quality, etc.) and of different North Sea Region countries.

To maximize the potential knowledge exchange, members of the C5a Ambassador Programme are not employees of or affiliated to C5a project partners. A strong preference will be given to potential members with a background in science, academics or policy making.

## RESPONSIBILITIES OF C5A AMBASSADORS

Participants of the C5a Ambassador Programme will enjoy the following responsibilities:

- Understand the goals, objectives, and desired outcomes of the project
- Understand and represent the interests of project stakeholders
- Take a genuine interest in the project's outcomes and overall success
- Act on opportunities to communicate positively about the project
- Check that the project is aligned with climate change decision making in the North Sea Region as well as policies and directions across government as a whole.
- Actively participate in meetings through attendance, discussion, and review of minutes, papers and other documents
- Support open discussion and debate, and encourage fellow Ambassadors to voice their insights

## RESPONSIBILITIES OF THE C5A AMBASSADORS

During the first meeting of the C5a Ambassador Programme, a chair will be selected amongst its members. The Programme Chair will be responsible for the following activities until the formal end of the C5a project:

- Sets the agenda for each meeting
- Ensures that agendas and supporting materials are delivered to members in advance of meetings
- Keeps the meeting moving by putting time limits on each agenda items and keeping all meetings to two hours or less
- Encourages broad participation from members in discussion by calling on different people
- Ends each meeting with a summary of decisions and assignments
- Follows up with consistently absent members to determine if they wish to discontinue membership
- Finds replacements for members who discontinue participation

## GENERAL

### Membership

The table below lists the membership of the Policy Learning Group.

Name	Title	Organization

## Frequency of Meetings

C5a Ambassadors will meet 3 times during the lifetime of the project. The first meeting will take place in spring 2020 and will have the following objectives:

- **Getting to know each other:** introduction of each C5a Ambassador incl. their personal background and their background and or interest in Climate Change Adaptation policy making
- **Getting to know the project:** introduction to the project objectives and pre-liminary results of WPs3 and 4
- **Definition of an action plan:** how can cloud-to-coast management be better included in Climate Change Adaptation policy making? what does C5a need to deliver to make this happen? what actions can C5a Ambassadors take over the next year?
- **Communication opportunities:** gathering of suggestions for opportunities to communicate C5a results and outcomes

The second meeting of the C5a Ambassador Programme will take place in spring 2021 and will have the following objectives:

- **Update on the project:** update on pre-liminary results and outcomes of C5a
- **Review of activities undertaken:** which roads were paved by C5a Ambassadors to facilitate a better integration of cloud-to-coast management in Climate Change Adaptation policy?
- **Workshop:** defining a joint conclusion/statement on how (future) Climate Change Adaptation policies should take into account principles of cloud-to-coast management
- **Communication opportunities:** gathering of suggestions for opportunities to communicate C5a results and outcomes

The third meeting of the C5a Ambassador Programme will coincide with the C5a end event in fall 2021 and will have the following objectives:

- **Update on the project:** update on final results and outcomes of C5a
- **Review of activities undertaken:** which roads were paved by C5a Ambassadors to facilitate a better integration of cloud-to-coast management in Climate Change Adaptation policy?
- **Workshop:** setup of a post-project action (or communication) plan guaranteeing the further uptake the C5a principles of cloud-to-coast management
- **Communication opportunities:** gathering of suggestions for opportunities to communicate C5a results and outcomes; considering the potential to organize a policy day in Brussels

## Agenda and Minutes

A package will be sent to members three to five days in advance of a C5a Ambassador Programme meeting. This package will include the following:

Agenda for upcoming meeting

Minutes of previous meeting

A progress report for the project

Any other documents/information to be considered at the meeting