



## **Paris Committee on Capacity-building**

18 May 2021

### **Fifth meeting**

**Virtual meeting, 9–11 June 2021**

## **I. Provisional agenda**

1. Opening of the meeting.
2. Organizational matters:
  - (a) Adoption of the agenda;
  - (b) Organization of work.
3. Election of the Co-Chairs.
4. Implementation of the 2021–2024 workplan of the Paris Committee on Capacity-building:
  - (a) Enhancing coherence and coordination of capacity-building under the Convention;
  - (b) Identifying capacity gaps and needs, both current and emerging, and recommending ways to address them;
  - (c) Promoting awareness-raising, knowledge- and information-sharing, and stakeholder engagement.
5. Focus area of the Paris Committee on Capacity-building for 2022.
6. Other matters.
7. Closure of the meeting.

## II. Annotations to the provisional agenda

### 1. Opening of the meeting

1. The 5<sup>th</sup> meeting of the Paris Committee on Capacity-building (PCCB) will be opened on 9 June 2021 by the Co-Chairs of the PCCB, Marzena Chodor and Yongxiang Zhang, who will preside over the meeting until the new Co-Chairs of the PCCB have been elected.

### 2. Organizational matters

#### A. Adoption of the agenda

2. *Action:* The PCCB may wish to adopt the agenda.
3. *Background:* The provisional agenda was prepared by the secretariat in consultation with the Chair of the Subsidiary Body for Implementation (SBI) and was circulated to the PCCB for comments prior to the meeting.

PCCB/2021/1	Provisional agenda and annotations
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#### B. Organization of work

4. *Action:* The PCCB will be invited to agree on the organization of work for the meeting.
5. *Background:* The meeting will be held virtually from 9 to 11 June 2021 and is scheduled to begin at 2 p.m. Central European Time on 9 June. The meeting will be open to attendance by Parties and accredited observers that have registered prior to the meeting, except where otherwise stated by the PCCB. Registered participants will be permitted to intervene under agenda items. There will be a live webcast for interested non-registered stakeholders to follow the progress of the meeting, but they will not be able to make interventions.
6. As per previous practice, representatives of constituted bodies under the Convention, the operating entities of the Financial Mechanism and relevant processes under the Convention have been invited to participate in the meeting.
7. The tentative schedule for the meeting presents the proposed sequence and indicative timeline for taking up the agenda items. All agenda items will be addressed initially in plenary. As a consequence of the meeting being held virtually, there will be constraints on time owing to participants being in different time zones. Therefore, a presentation of work undertaken intersessionally across the different workstreams will be made available on the meeting web page<sup>1</sup> prior to the meeting with a view to focusing discussions at the meeting on defining next steps and adopting decisions, as appropriate, on important ongoing and upcoming work.

PCCB/2021/2	Tentative meeting schedule
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### 3. Election of the Co-Chairs

8. *Action:* The PCCB will be invited to elect its Co-Chairs, in accordance with its terms of reference,<sup>2</sup> to serve for one year, effective from the meeting. The PCCB is encouraged to pursue gender balance when electing its Co-Chairs.
9. *Background:* The Conference of the Parties (COP) decided that the PCCB shall elect annually two Co-Chairs from among its members to serve for a term of one year each.<sup>3</sup>

<sup>1</sup> Available at <http://unfccc.int/node/10006>.

<sup>2</sup> Decision 2/CP.22, annex.

<sup>3</sup> Decision 2/CP.22, annex, para. 8.

#### 4. Implementation of the 2021–2024 workplan of the Paris Committee on Capacity-building

10. The PCCB will be invited to discuss progress in implementing its 2021–2024 workplan<sup>4</sup> in line with its three priority areas:

(a) Enhancing coherence and coordination of capacity-building under the Convention, with a focus on avoiding duplication of efforts, including through collaboration with bodies under and outside the Convention that engage in activities related to capacity-building;

(b) Identifying capacity gaps and needs, both current and emerging, and recommending ways to address them;

(c) Promoting awareness-raising, knowledge- and information-sharing, and stakeholder engagement.

11. *Action:* Under agenda sub-item (a), the PCCB will be invited to:

(a) Discuss the outcomes of the 1<sup>st</sup> meeting of the informal coordination group for capacity-building under the Convention and the Paris Agreement (ICG) and agree on next steps, as appropriate;

(b) Consider the background note on the synthesis report by the PCCB on the information identified in paragraph 36 of decision 19/CMA.1 to be prepared as input to the global stocktake, and agree on the steps and timeline for preparing the report, as appropriate.

12. *Background:* Under priority area A of its 2021–2024 workplan, the PCCB is undertaking a range of activities aimed at enhancing coherence and coordination of capacity-building under the Convention and the Paris Agreement. A presentation of recent and upcoming activities in this area will be made available on the meeting web page prior to the meeting.

13. To advance work under this priority area, the PCCB decided to establish in 2021 the ICG, comprising representatives of constituted bodies, operating entities of the Financial Mechanism and relevant processes under the Convention and the Paris Agreement, to provide a conducive space for planning and coordination and better opportunities for collaborating and sharing information on capacity-building.<sup>5</sup> The 1<sup>st</sup> meeting of the ICG is scheduled to take place on 8 June 2021 and the outcomes will be briefly reported on at the 5<sup>th</sup> meeting of the PCCB.

14. With regard to the global stocktake, the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) invited relevant constituted bodies and forums and other institutional arrangements under or serving the Paris Agreement and/or the Convention to prepare for the technical assessment of the global stocktake in 2021, with the assistance of the secretariat, synthesis reports focusing on information in their areas of expertise.<sup>6</sup>

PCCB/2021/3	<i>Background note on the synthesis report by the Paris Committee on Capacity-building on the information identified in paragraph 36 of decision 19/CMA.1</i>
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15. *Action:* Under agenda sub-item (b), the PCCB will be invited to consider the draft outline of the toolkit for assessing capacity-building needs and gaps related to the implementation of the Paris Agreement, and agree on next steps for developing the toolkit.

16. *Background:* Under priority area B of its 2021–2024 workplan, the PCCB is undertaking a range of activities aimed at identifying and addressing current and emerging capacity gaps and needs. A presentation of recent and upcoming activities in this area will be made available on the meeting web page prior to the meeting.

17. In line with its workplan, in 2021 the PCCB will develop a toolkit for assessing capacity-building gaps and needs related to the implementation of the Paris Agreement.<sup>7</sup> At its 4<sup>th</sup> meeting,

<sup>4</sup> Available at <https://unfccc.int/documents/267207>.

<sup>5</sup> The concept note on establishing the ICG is contained in document FCCC/SBI/2020/13, annex II. See also activity A.1.1 in the 2021–2024 PCCB workplan.

<sup>6</sup> Decision 19/CMA.1, paras. 24 and 36. See also activity A.3.2 in the 2021–2024 PCCB workplan.

<sup>7</sup> See activity B.2 in the 2021–2024 PCCB workplan.

in 2020, the PCCB discussed a draft concept note for the toolkit and subsequently further advanced its work intersessionally on planning the development of the toolkit.

PCCB/2021/4	<i>Draft outline of the toolkit for assessing capacity-building needs and gaps</i>
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18. *Action:* Under agenda sub-item (c), the PCCB will be invited to:

(a) Discuss the outcomes of the 10<sup>th</sup> Durban Forum, held on 2 June 2021, to advance its work on the 2021 focus area of the PCCB. Preliminary key messages from the 10<sup>th</sup> Durban Forum will be prepared by the secretariat following the conclusion of the Forum and provided to the PCCB prior to its 5<sup>th</sup> meeting to guide the discussion;

(b) Consider the synthesis of submissions on the 2021 focus area of the PCCB and agree on next steps for implementing the focus area, as appropriate;

(c) Consider the final review report on the implementation of work under its strategic plan for stakeholder engagement, communications and resource mobilization, and the draft communication and stakeholder engagement strategies for the PCCB for the period of the 2021–2024 workplan, and agree on appropriate next steps;

(d) Discuss the outcomes of the 2<sup>nd</sup> meeting of the PCCB Network, and any pending priority issues with regard to implementation of the PCCB Network in 2021, engagement of the PCCB in the UNFCCC regional climate weeks in 2021, and organization of the 3<sup>rd</sup> Capacity-building Hub, expected to be held in conjunction with COP 26.

19. *Background:* Under priority area C of its 2021–2024 workplan, the PCCB is undertaking a range of activities aimed at promoting awareness-raising, knowledge- and information-sharing, and stakeholder engagement with bodies and actors under and outside the Convention. A presentation of recent and upcoming activities in this area will be made available on the meeting web page prior to the meeting.

20. Each year, the PCCB focuses on an area related to enhanced technical exchange on capacity-building. As its focus area for 2021, the PCCB selected building capacity to facilitate coherent implementation of NDCs in the context of national development plans, and it is undertaking activities in 2021 with this focus area in mind.

21. COP 24 requested the SBI to thematically align future meetings of the Durban Forum with the annual focus area of the PCCB.<sup>8</sup> The co-facilitators of the 10<sup>th</sup> Durban Forum will be invited to report on the outcomes of the Forum at the 5<sup>th</sup> meeting of the PCCB to enable the PCCB to discuss them and consider them in its follow-up work.

22. In line its 2021–2024 workplan, the PCCB issued a call for submissions from Parties and non-Party stakeholders to guide its work on the annual PCCB focus area.<sup>9</sup> Parties, observers and organizations were invited to contribute submissions by 30 March 2021. The 23 submissions received have been synthesized for consideration at the 5<sup>th</sup> meeting of the PCCB.

23. In its workplan, the PCCB also set out a cross-fertilization approach, creating an enhanced interchange between discussions at the annual Durban Forum and the annual work of the PCCB related to the focus area. The approach comprises the active participation and engagement of the PCCB in the Durban Forum and a number of follow-up activities, including the above-mentioned discussion of Durban Forum outcomes at the annual PCCB meetings, one or several follow-up webinars to discuss the Durban Forum (sub)topics in more detail, and a PCCB focus area day at the annual Capacity-building Hub.<sup>10</sup>

24. At its 4<sup>th</sup> meeting, the PCCB agreed to continue to monitor and report on the implementation of its strategic plan for stakeholder engagement, communications and resource mobilization for June 2020 to June 2021. It also agreed to develop new communication and stakeholder engagement strategies, including a results-based assessment framework, to support implementation of its 2021–

<sup>8</sup> Decision 15/CP.24, para. 6.

<sup>9</sup> See activity C.1.1 in the 2021–2024 PCCB workplan.

<sup>10</sup> See activity C.1.2 in the 2021–2024 PCCB workplan.

2024 workplan. These strategies build on and supersede the above-mentioned strategic plan that has been implemented since 2018.<sup>11</sup>

25. Other key activities in 2021 under priority area C include implementing the PCCB Network,<sup>12</sup> launched in April 2020 as a voluntary association of stakeholders aimed at fostering synergies and enhancing coherence and coordination of capacity-building efforts for climate action, hosting PCCB side events at the UNFCCC regional climate weeks in 2021,<sup>13</sup> and hosting the 3<sup>rd</sup> Capacity-building Hub.<sup>14</sup> Since the PCCB only meets once per year, these activities are planned mostly intersessionally; however, the PCCB will address any urgent pending issues at its 5<sup>th</sup> meeting.

PCCB/2021/5	<i>Synthesis of submissions on the 2021 focus area of the PCCB</i>
PCCB/2021/6	<i>Final review report on the implementation of work under the strategic plan for stakeholder engagement, communications and resource mobilization</i>
PCCB/2021/7	<i>Draft communication and stakeholder engagement strategies for the PCCB for the period of the 2021–2024 workplan</i>

## 5. Focus area of the Paris Committee on Capacity-building for 2022

26. *Action:* The PCCB will be invited to discuss and agree on its 2022 focus area with a view to including this information in its 2021 technical progress report.

27. *Background:* COP 21 decided that the PCCB will annually focus on an area or theme related to enhanced technical exchange on capacity-building with the purpose of maintaining up-to-date knowledge on the successes and challenges in building capacity effectively in a particular area.<sup>15</sup>

## 6. Other matters

28. *Action:* The PCCB will be invited to appoint a gender focal point for one year in accordance with its gender mainstreaming standard.<sup>16</sup>

29. The PCCB will also be invited to consider the process for preparing and finalizing its 2021 technical progress report to COP 26 and CMA 3.<sup>17</sup>

30. The PCCB will further be invited to discuss the inclusion of a conflict of interest provision in its rules of procedure as per the recommendation of the United Nations Office of Internal Oversight Services applying to all constituted bodies under the Convention.<sup>18</sup>

31. Any other matters arising during the meeting will also be taken up under this agenda item.

## 7. Closure of the meeting

32. The meeting is scheduled to be closed on 11 June 2021.

<sup>11</sup> See document PCCB/2020/11, para. 42.

<sup>12</sup> See <https://unfccc.int/pccb>.

<sup>13</sup> See <https://unfccc.int/pccb/regional-activities>.

<sup>14</sup> See <https://unfccc.int/capacity-building-hub>.

<sup>15</sup> Decision 1/CP.21, para. 74.

<sup>16</sup> FCCC/SBI/2019/13, annex, para. 9. The role of the gender focal point is to champion the integration of gender considerations into the work of the PCCB, liaise with the gender focal points of the other constituted bodies, the secretariat and stakeholders that can support gender integration, and identify and share related successes and challenges.

<sup>17</sup> Decisions 1/CP.21, para. 80, 2/CP.22, annex, para. 17, and 3/CMA.2, para. 8.

<sup>18</sup> See United Nations Office of Internal Oversight Services report 2019/122; available at <https://oios.un.org/file/8399/download?token=JHCIVGui>.