



Paris Committee on Capacity-building

03 June 2019

Third meeting
Bonn, 20–22 June 2019

I. Provisional agenda

1. Opening of the meeting.
2. Organizational matters:
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 - (b) Organization of work.
3. Election of the Co-Chairs.
4. Awareness-raising, outreach, and knowledge- and information-sharing.
5. Coherence and coordination of capacity-building under and outside the Convention.
6. Technical support and guidance on building climate-related capacity.
7. Annual technical progress report of the Paris Committee on Capacity-building to the Conference of the Parties.
8. Focus area of the Paris Committee on Capacity-building for 2020.
9. Planning of work.
10. Other matters.
11. Closure of the meeting.

II. Annotations to the provisional agenda¹

1. Opening of the meeting

1. PCCB 3 will be opened on Thursday, 20 June 2019, by the PCCB Co-Chairs, Marzena Chodor and Rita Mishaan, who will preside over the meeting until new Co-Chairs 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 SBI Chair and was circulated to the PCCB prior to the meeting.

PCCB/2019/1	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 from 20 to 22 June 2019 in Bonn in conjunction with SBI 50. Prior to the official opening of the meeting, PCCB members will convene in an informal setting on 17 June 2019 to enable incoming members to familiarize themselves with the work and all members to become acquainted with one another. Furthermore, they will have an informal discussion on their expectations for the outcomes of the meeting.

6. As per previous practice, constituted bodies under the Convention and the operating entities of the Financial Mechanism have been invited to participate in the meeting, including in a designated dialogue session on enhancing coherence and collaboration with regard to capacity-building under the Convention.

7. Observers are welcome to participate in the official meeting. They will be invited to make interventions under all agenda items. The meeting can also be followed live or on demand via Skype.²

8. The provisional agenda is structured to enable all activities in the PCCB rolling workplan to be discussed and relevant work advanced. The Co-Chairs propose that all agenda items be addressed initially in plenary. Items that the PCCB cannot conclude within the foreseen time slot will be considered in subsequent breakout groups and concluded in plenary on the last day of the meeting.

3. Election of the Co-Chairs

9. *Action:* The PCCB will be invited to elect its Co-Chairs, in accordance with its rules of procedure, to serve for a period of one year, effective from the meeting.

10. *Background:* COP 22 decided that the PCCB shall elect annually two Co-Chairs from among its members to serve for a term of one year each.³

¹ The abbreviations and acronyms list can be found at the end of the document.

² The Skype link will be available from the meeting page at < <https://unfccc.int/pccb/pccb-meetings-and-documents#eq-4>>.

³ Decision 2/CP.22, annex, paragraph 8.

4. Awareness-raising, outreach, and knowledge- and information-sharing

11. *Action:* The PCCB will be invited to:

(a) Report on activities undertaken since PCCB 2 as well as on upcoming activities in the areas of awareness-raising, outreach, and knowledge- and information-sharing;

(b) Endorse the strategic plan for stakeholder engagement, communications and resource mobilization contained in document PCCB/2019/2 and agree on next steps towards implementation of the strategic plan;

(c) Endorse the concept note contained in document PCCB/2019/3 and agree on the active engagement of the PCCB in the second Capacity-building Hub at COP 25, on the time frame, session modalities, themes for the topical days, as well as next steps in organizing the hub.

12. *Background:* The PCCB rolling workplan for 2017–2019 contains several mandates related to knowledge- and information-sharing and the engagement of and outreach to various capacity-building stakeholders under and outside the Convention. Work related to awareness-raising, outreach, and knowledge- and information-sharing conducted since PCCB 2 includes posting additional relevant content on the resource pages linked to the capacity-building portal,⁴ launching a digital capacity-building network on Facebook⁵ and organizing the first Capacity-building Hub, a series of capacity-building focused events held at COP 24.⁶ At PCCB 2, the Committee agreed to develop communication, stakeholder engagement and resource mobilization strategies to be in a position to address its mandates more effectively.⁷ Those strategies have been developed intersessionally.

<i>PCCB/2019/2</i>	<i>Background note on the strategic plan for stakeholder engagement, communications and resource mobilization</i>
<i>PCCB/2019/3</i>	<i>Background note on the second Capacity-building Hub at COP 25</i>

5. Coherence and coordination of capacity-building under and outside the Convention

13. *Action:* The PCCB will be invited to:

(a) Report on activities undertaken since PCCB 2 as well as on upcoming activities to promote greater coherence and coordination of capacity-building under and outside the Convention;

(b) Consider and endorse the concept note for a technical paper containing an analysis of coherence and coordination gaps and needs in capacity-building activities of the constituted bodies and in other relevant processes under the Convention contained in document PCCB/2019/4;

(c) Engage in an interactive dialogue with the invited representatives of the constituted bodies, operating entities and observer institutions present at the meeting to discuss good practices, experience and lessons learned on enhancing coherence and coordination of capacity-building activities under and outside the Convention, as well as concrete ideas and opportunities for the PCCB to promote greater coherence and coordination.

14. *Background:* The overall aim of the PCCB is to address gaps and needs, both current and emerging, in implementing capacity-building in developing country Parties and enhancing capacity-building efforts, including with regard to the coherence and coordination of capacity-building activities under the Convention.⁸

15. Collaboration with other bodies and entities under and outside the Convention is a key element of the work of the PCCB in promoting coherence and coordination of climate capacity-building. Several activities are contained in the PCCB workplan to that effect, stemming from mandates from

⁴ <https://unfccc.int/capacitybuilding/activities.html>.

⁵ <https://www.facebook.com/pccb.unfccc/>.

⁶ See <https://unfccc.int/node/182226>.

⁷ See <https://unfccc.int/sites/default/files/resource/PCCB2%20meeting%20report%2020%20June.pdf>.

⁸ Decision 1/CP.21, paragraph 71.

the COP. The PCCB regularly engages with the other constituted bodies and other stakeholders through various established channels. As per previous practice, representatives of the constituted bodies and the operating entities of the Financial Mechanism have been invited to participate in a dedicated dialogue at the meeting on enhancing coherence and coordination of capacity-building activities. This will be followed by a discussion on the same topic with the observers attending the meeting.

<i>PCCB/2019/4</i>	<i>Background note on the analysis of coherence and coordination gaps and needs in capacity-building activities of the constituted bodies and in other relevant processes under the Convention</i>
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6. Technical support and guidance on building climate-related capacity

16. *Action:* The PCCB will be invited to:

(a) Report on activities undertaken since PCCB 2 as well as on upcoming activities related to the provision of technical support and guidance on building climate-related capacity, including related to cross-cutting issues;

(b) Participate in the 8th Durban Forum, on 20 June 2019, and use the outcomes of the Forum in advancing its work on the 2019 focus area of the PCCB. Preliminary key messages from the 8th Durban Forum will be prepared by the secretariat following the conclusion of the Forum on 20 June and provided to the PCCB members on 21 June to guide their discussion;

(c) Endorse the concept note on ‘Knowledge to Action Days’ at the UNFCCC regional climate weeks contained in document PCCB/2019/5, and agree on next steps with regard to supporting and actively engaging in the organization and facilitation of the events;

(d) Consider the technical paper on the results of the PCCB pilot exercise on capacity gaps and needs related to NDC implementation contained in document PCCB/2019/6, and the recommendations contained therein, and agree on next steps;

(e) Consider the summary report of the PCCB technical workshop on gender capacity-building for the constituted bodies held at COP 24 contained in document PCCB/2019/7, and the conclusions and recommendations contained therein, and agree on next steps;

(f) Discuss other relevant activities in the workplan and agree on next steps, if any, with regard to advancing related work.

17. *Background:* Under its rolling workplan, the PCCB is undertaking a range of activities aimed at providing technical support and guidance on capacity-building. On the basis of mandates from the COP, the PCCB has placed particular emphasis on addressing capacity-building gaps and needs while considering cross-cutting issues, including gender, human rights, indigenous peoples’ knowledge and the role of cities. Furthermore, the PCCB selected capacity-building activities to support NDC implementation as its focus area for 2017–2019 and has implemented its workplan with this focus area in mind.

18. COP 24 requested the SBI to align future meetings of the Durban Forum with the annual focus area of the PCCB. The co-facilitators of the 8th Durban Forum will be invited to report on the outcomes of the Forum at the meeting to enable the PCCB to discuss them and consider any follow-up action.

19. At PCCB 2, it was agreed to identify options for strengthening the Durban Forum, including through regional dialogues. Against this background, the PCCB is increasing its regional activities, including by engaging in the regional climate weeks in 2019.

<i>PCCB/2019/5</i>	<i>Background note on ‘Knowledge to Action Days’ at UNFCCC regional climate weeks</i>
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<i>PCCB/2019/6</i>	<i>Background note on the results of the PCCB pilot exercise on capacity gaps and needs related to the implementation of nationally determined contributions</i>
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<i>PCCB/2019/7</i>	<i>Background note on the outcomes of the PCCB technical workshop on gender capacity-building for the constituted bodies</i>
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7. Annual technical progress report of the Paris Committee on Capacity-building to the Conference of the Parties

20. *Action:* The PCCB will be invited to agree on the content of and process for preparing and finalizing its 2019 technical progress report to COP 25.

21. *Background:* COP 21 requested the PCCB to prepare annual technical progress reports on its work for submission to the COP through the SBI, and to make these reports available at the sessions of the SBI coinciding with the sessions of the COP.⁹

PCCB/2019/8 *Background note on the 2019 technical progress report of the Paris Committee on Capacity-building to the Conference of the Parties*

8. Focus area of the Paris Committee on Capacity-building for 2020

22. *Action:* The PCCB will be invited to discuss and agree on its 2020 focus area with a view to including information thereon in its 2019 technical progress report to COP 25.

23. *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.¹⁰

9. Planning of work

24. *Action:* The PCCB is invited to update the membership of its internal working groups and agree on any changes to the scope of the working groups, as appropriate. Furthermore, the PCCB may wish to consider taking a decision on the development and adoption of a new workplan intersessionally, subject to the outcome of the review of the PCCB by COP 25.

Background: The intersessional work of the PCCB is led by four internal working groups focusing on a) linkages with constituted bodies and relevant processes and initiatives under and outside the Convention; b) cross-cutting issues, c) capacity-building portal, and d) capacity gaps and needs. Group membership was last updated in 2018. The rolling workplan of the PCCB concludes at the end of this year, coinciding with the review of the progress, need for extension, effectiveness and enhancement of the PCCB conducted at COP 25.

10. Other matters

25. *Action:* The PCCB may wish to consider and adopt the report on the meeting intersessionally on a no-objection basis. Any other matters arising during the meeting will also be taken up under this item.

11. Closure of the meeting

26. The meeting is scheduled to be closed on Saturday, 22 June 2019.

⁹ Decision 1/CP.21, paragraph 80, and decision 2/CP.22, annex, paragraph 17.

¹⁰ Decision 1/CP.21, paragraph 74.

Abbreviations and acronyms

COP	Conference of the Parties
NDC	nationally determined contribution
PCCB	Paris Committee on Capacity-building
SBI	Subsidiary Body for Implementation
SCF	Standing Committee on Finance