



Paris Committee on Capacity-building

24 May 2022

Sixth meeting
Bonn, 13–15 June 2022

Provisional agenda and annotations

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 2023.
6. Other matters.
7. Closure of the meeting.

II. Annotations to the provisional agenda

1. Opening of the meeting

1. The 6th meeting of the Paris Committee on Capacity-building (PCCB) will be opened on 13 June 2022 by the PCCB Co-Chairs, Roberta Ianna and Yongxiang Zhang, who will preside over the meeting until the new PCCB Co-Chairs have been elected.
2. The PCCB will welcome five new members, who were elected at the twenty-sixth session of the Conference of the Parties (COP) and will begin their term at the meeting.

2. Organizational matters

A. Adoption of the agenda

3. *Action:* The PCCB will be invited to adopt the agenda for the meeting.
4. *Background:* The provisional agenda was prepared by the secretariat in consultation with the Chair of the Subsidiary Body for Implementation and shared with the PCCB for comments prior to the meeting.

PCCB/2022/1	<i>Provisional agenda and annotations</i>
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B. Organization of work

5. *Action:* The PCCB will be invited to agree on the organization of work for the meeting.
6. *Background:* The meeting will be held in person in Bonn from 13 to 15 June 2022 and is scheduled to begin at 11 a.m. Central European Summer Time on 13 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. There will be a live webcast for interested non-registered stakeholders to follow the progress of the meeting.
7. As per previous practice, representatives of UNFCCC constituted bodies, the operating entities of the Financial Mechanism and relevant processes under the Convention and the Paris Agreement have been invited to participate in the meeting.
8. 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. To facilitate participants' preparations for the meeting, all background documents will be made available on the meeting web page¹ a minimum of two weeks prior to the meeting.

PCCB/2022/2	<i>Tentative meeting schedule</i>
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3. Election of the Co-Chairs

9. *Action:* The PCCB will be invited to elect its Co-Chairs, in accordance with its terms of reference,² to serve for one year, effective from the meeting. The PCCB is encouraged to pursue gender balance when electing its Co-Chairs.
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 <http://unfccc.int/node/10006>.

² Decision 2/CP.22, annex.

³ Decision 2/CP.22, annex, para. 8.

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

11. The PCCB will be invited to discuss progress in implementing its 2021–2024 workplan⁴ 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.

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

(a) Report on activities under the relevant priority area since its 5th meeting and on upcoming activities;

(b) Consider the background note on the call for submissions on improving coherence and coordination of capacity-building and agree on next steps, as appropriate;

(c) Discuss upcoming intersessional work related to the informal coordination group for capacity-building under the Convention and the Paris Agreement (ICG).

13. *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 given at the meeting and the slides will be made available on the meeting web page prior to the meeting.

14. In its workplan for 2021–2024, the PCCB agreed to issue in 2022 a call for submissions on experience, best practices and lessons learned regarding improving coherence and coordination of capacity-building efforts.⁵ The submissions received will be analysed, synthesized and disseminated, and are expected to directly inform further work of the PCCB under priority area A, including developing recommendations for the COP and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) and holding a technical session at the 5th Capacity-building Hub, at COP 28.

15. To advance work under this priority area, the PCCB decided to establish in 2021 the ICG, comprising representatives of the constituted bodies, the 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.⁶ The 3rd meeting of the ICG is scheduled to take place on 7 June 2022 and the outcomes will be reported on and discussed at the 6th meeting of the PCCB.

PCCB/2022/3	<i>Topics and elements for inclusion in the call for submissions from Parties and non-Party stakeholders on experience, best practices and lessons learned regarding improving coherence and coordination of capacity-building efforts</i>
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16. *Action:* Under agenda sub-item (b), the PCCB will be invited to:

(a) Report on activities under the relevant priority area since its 5th meeting and on upcoming activities;

(b) Discuss follow-up work on the PCCB toolkit for assessing capacity-building gaps and needs related to implementation of the Paris Agreement and agree on next steps, as appropriate;

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

⁵ See activity A.2 in the 2021–2024 PCCB workplan.

⁶ The concept note on establishing the ICG is contained in annex II to document FCCC/SBI/2020/13. See also activity A.1.1 in the 2021–2024 PCCB workplan.

(c) Consider the background note on the synthesis of submissions on tools and methodologies for implementing capacity-building and, as appropriate, agree on next steps in preparing a technical session on the topic to be held at the 4th Capacity-building Hub, at COP 27;

(d) Discuss the preparation of a technical paper on experience, good practices and lessons learned related to enhancing developing countries' ownership of building and maintaining capacity and agree on next steps, as appropriate.

17. *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 given at the meeting and the slides will be made available on the meeting web page prior to the meeting.

18. In February 2022, the PCCB published a toolkit for assessing capacity-building gaps and needs related to implementation of the Paris Agreement⁷ and formally launched it during a virtual event on 15 March 2022.⁸

19. In 2021, the PCCB launched a call for submissions on tools and methodologies for implementing capacity-building. The findings from the call, which concluded in November 2021, will inform a technical session to be held at the 4th Capacity-building Hub.⁹

20. At the same time, the PCCB ran a call for submissions on experience, good practices and lessons learned related to enhancing developing countries' ownership of building and maintaining capacity. The analysis and synthesis of the submissions will inform the preparation of a technical paper to be launched at the 4th Capacity-building Hub.¹⁰

PCCB/2022/4	<i>Synthesis of submissions on tools and methodologies for implementing capacity-building</i>
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21. *Action:* Under agenda sub-item (c), the PCCB will be invited to:

(a) Report on activities under the relevant priority area since its 5th meeting and on upcoming activities;

(b) Discuss the outcomes of the 11th Durban Forum, to be held on 8 June 2022, in relation to work in the 2022 focus area of the PCCB. Preliminary key messages from the 11th Durban Forum will be prepared by the secretariat and provided to the PCCB prior to its 6th meeting to guide the discussion;

(c) Consider preliminary findings from the ongoing synthesis of the submissions received on the PCCB focus area for 2022 and agree on next steps with regard to implementing the focus area, as appropriate;

(d) Consider the draft concept note for the 4th Capacity-building Hub and agree on next steps, as appropriate;

(e) Discuss the planning of the PCCB regional event series to be held at the 2022 regional climate weeks and agree on next steps, as appropriate;

(f) Consider the background note on the evaluation of the pilot phase of the PCCB Network and agree on next steps, as appropriate;

(g) Consider the first review report on progress in implementing the communication and stakeholder engagement strategies of the Paris Committee on Capacity-building for 2021–2024 and agree on next steps, as appropriate.

22. *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 and the Paris

⁷ See activity B.2 in the 2021–2024 PCCB workplan.

⁸ The toolkit and information on the virtual event are available at <https://unfccc.int/process-and-meetings/bodies/constituted-bodies/paris-committee-on-capacity-building-pccb/areas-of-work/capacity-building-portal/pccb-toolkit-to-assess-capacity-building-gaps-and-needs>.

⁹ See activity B.2 in the 2021–2024 PCCB workplan.

¹⁰ See activity B.3.1 in the 2021–2024 PCCB workplan.

Agreement. A presentation of recent and upcoming activities in this area will be given at the meeting and the slides will be made available on the meeting web page prior to the meeting.

23. COP 24 requested the Subsidiary Body for Implementation to thematically align future meetings of the Durban Forum with the annual focus area of the PCCB.¹¹ The co-facilitators of the 11th Durban Forum will be invited to report on the outcomes of the Forum at the 6th meeting of the PCCB to enable the PCCB to discuss and consider them in its follow-up work.

24. The PCCB focus area for 2022 is building capacity to facilitate coherent implementation of nationally determined contributions in the context of national development plans and sustainable recovery. In late 2021, the PCCB issued a call for submissions from Parties and non-Party stakeholders (observers and organizations) by 25 February 2022 to guide work in its 2022 focus area.¹² The 30 submissions received are being synthesized and preliminary findings will be presented by the secretariat for consideration by the PCCB at its 6th meeting.

25. In its workplan for 2021–2024, the PCCB 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 its 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 topics and subtopics in more detail, and a day dedicated to the annual PCCB focus area at the annual Capacity-building Hub.¹³

26. The 4th Capacity-building Hub is scheduled to be held at COP 27.¹⁴ A flagship activity of the PCCB, the Capacity-building Hubs¹⁵ at sessions of the COP comprise a series of capacity-building-related events focused on specific themes and typically take place over a week. COP 25 mandated the PCCB to continue holding the Capacity-building Hubs annually in conjunction with the sessions of the COP.¹⁶

27. The PCCB engages with stakeholders at the regional level by organizing an annual event series held at the regional climate weeks.¹⁷ The most recent series, entitled “You(th) in Capacity-building”, concluded on 31 March 2022 with a virtual event at Middle East and North Africa Climate Week.¹⁸ For the cycle of regional climate weeks beginning in July 2022, the PCCB is preparing a new event series that will be thematically aligned with its focus area for 2022.

28. In April 2020, the PCCB launched the PCCB Network,¹⁹ a voluntary association of stakeholders aimed at fostering synergies and enhancing coherence and coordination of capacity-building efforts for climate action.²⁰ The pilot phase of the PCCB Network concluded in December 2021 and is under evaluation.

29. At its 5th meeting, the PCCB agreed on new communication and stakeholder engagement strategies, including a results-based assessment framework, to support implementation of its 2021–2024 workplan.²¹ Since July 2021, the PCCB has been implementing the strategies and a first review report on progress has been prepared for consideration by the PCCB at its 6th meeting.

<i>PCCB/2022/5</i>	<i>Draft concept note for the 4th Capacity-building Hub</i>
<i>PCCB/2022/6</i>	<i>Background note on the evaluation of the pilot phase of the PCCB Network</i>

¹¹ Decision 15/CP.24, para. 6.

¹² See activity C.1.1 in the 2021–2024 PCCB workplan.

¹³ See activity C.1.2 in the 2021–2024 PCCB workplan.

¹⁴ See activity C.2 in the 2021–2024 PCCB workplan.

¹⁵ See <https://unfccc.int/capacity-building-hub>.

¹⁶ Decision 9/CP.25, annex.

¹⁷ See activity C.3 in the 2021–2024 PCCB workplan.

¹⁸ See <https://unfccc.int/pccb/regional-activities#eq-1>.

¹⁹ See <https://unfccc.int/pccb-network>.

²⁰ See activity C.4 in the 2021–2024 PCCB workplan.

²¹ Available at <https://unfccc.int/sites/default/files/resource/2021-4%20PCCB%20Communication%20and%20stakeholder%20engagement%20strategies.pdf>.

PCCB/2022/7

First review report on progress in implementing the communication and stakeholder engagement strategies of the Paris Committee on Capacity-building for 2021–2024)

5. Focus area of the Paris Committee on Capacity-building for 2023

30. *Action:* The PCCB will be invited to discuss and agree on its 2023 focus area with a view to including information thereon in its 2022 technical progress report.

31. *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 successes and challenges in building capacity effectively in a particular area.²²

6. Other matters

32. *Actions:* The PCCB will be invited to appoint a gender focal point for one year in accordance with its gender mainstreaming standard.²³

33. The PCCB will also be invited to update the membership and leadership of its four working groups and update its focal points for other constituted bodies, the operating entities of the Financial Mechanism and UNFCCC processes.

34. The PCCB will further be invited to consider the process for preparing and finalizing its 2022 technical progress report for COP 27 and CMA 4.²⁴

35. In addition, any other matters that arise during the meeting will be taken up under this agenda item.

7. Closure of the meeting

36. The meeting is scheduled to be closed on 15 June 2022.

²² Decision 1/CP.21, para. 74.

²³ As per document 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.

²⁴ As per decisions 1/CP.21, para. 80; 2/CP.22, annex, para. 17; and 3/CMA.2, para. 8.