



Paris Committee on Capacity-building

31 May 2022

**Sixth meeting
13–15 June 2022**

**Draft concept note for the 4th Capacity-building Hub at the
twenty-seventh session of the Conference of the Parties**

Recommended actions by the Paris Committee on Capacity-building

The Paris Committee on Capacity-building (PCCB) will be invited, during its 6th meeting, to:

- a) Consider the draft concept note for the 4th Capacity-building Hub at COP 27, as contained in the annex; and
- b) Agree on appropriate next steps with regard to the planning and organization of the 4th Capacity-building Hub at COP 27.

I. Possible actions for consideration by the Paris Committee on Capacity-building

A. Planning and organization of the 4th Capacity-building Hub

1. The PCCB may wish to consider and discuss the draft concept note for the 4th Capacity-building Hub, contained in the annex, with a view to finalizing the thematic focuses, modalities of sessions and timeline of action for the implementation of the 4th Capacity-building Hub intersessionally.

2. In terms of concrete actions at the sixth meeting, the PCCB may already wish to appoint its working group 3 to pursue and guide work related to the 4th Capacity-building Hub intersessionally. Discussions during the intersessional period could take place via conference calls or other virtual means. Furthermore, the PCCB may wish to consider following the approach taken during the preparation of the 3rd Capacity-building Hub and open its working group 2, which will oversee the integration of cross-cutting issues across the programme of the 4th Capacity-building Hub, to external experts, for the duration of this activity. Similar to last year, these experts could serve as advisors on the Hub's Steering Committee.

3. The PCCB may further wish to agree that final decisions on the themes and dates of the 4th Capacity-building Hub be taken by all members of the PCCB on a no-objection basis.

II. Background

4. Responding to the requests by Parties and non-Party stakeholders at the first meeting of the PCCB in May 2017 and at the 7th Durban Forum on Capacity-building in May 2018, the PCCB established the Capacity-building Hub at COP 24 in Katowice as a space of representation and collaboration for a wide array of stakeholders active in capacity-building. At the 1st Capacity-

building Hub, over 130 experts from close to 90 institutions, networks, organizations, Parties, constituted bodies, and UNFCCC took part in over 40 events on topics related to climate-related capacity-building. Built upon the outcomes of the first Hub, the 2nd Capacity-building Hub at COP 25 succeeded in representing a rich diversity of voices, experiences, and topics relevant to the work of the PCCB on climate-related capacity-building. Over the course of seven thematic days, the PCCB hosted over 60 events with more than 260 experts and 210 institutions involved. The 2nd Capacity-building Hub was visited by over 1,200 participants onsite and reached an even wider audience online.

5. The success and significance of the Capacity-building Hubs were acknowledged by a wide array of actors during COP 25, placing capacity-building in the spotlight of the conference. As Parties reviewed the work of the PCCB and agreed on its extension at COP 25, they also decided for the Hub to become a mandated annual event. Building on the successful experience of previous years, the 3rd Capacity-building Hub continued to be a space for sharing experiences, solutions, and ideas that can enable greater climate action as the world gathers speed towards “a climate for a sustainable world”. More than 4,700 participants attended the 3rd Capacity-building Hub in person at COP 26 in Glasgow or followed the sessions online. In total, more than 250 experts from approximately 190 institutions were engaged in 42 sessions over the course of six thematic days. The 3rd Capacity-building Hub achieved a great success in fostering accessibility to dialogues on climate-related capacity-building efforts and effectively created a physical and virtual space for collaboration across diverse climate actors.

6. COP 27 will take place from 7-18 November 2022 in Sharm El-Sheikh, Egypt. With its focus on implementation and delivery, COP 27 will be aimed at bridging the gaps in mitigation, adaptation, loss and damage, and climate finance. The 4th Capacity-building Hub, as a space for representation, collaboration, and knowledge sharing, seeks to mirror both the COP 27 focus on implementation and delivery, as well as the aim of the PCCB to identify capacity gaps and needs and potential solutions, including with regard to enhancing the coherence and coordination of capacity-building efforts related to climate change.

Annex

Draft concept note for the 4th Capacity-building Hub

I. Background

1. One of the flagship activities of the PCCB is the Capacity-building Hub, a series of capacity-building-related sessions that focus on different themes, typically over the course of a week, in conjunction with sessions of the COP. COP 25 mandated the PCCB to continue organizing the Capacity-building Hubs annually in conjunction with the COP¹. In light of the ongoing COVID-19 pandemic, the PCCB may need to adjust its approach to planning the event at COP 27.
2. This draft concept note for the 4th Capacity-building Hub will be updated following the PCCB's consideration of the note at PCCB 6 and the final note will then be published on the capacity-building hub web pages.

II. The 4th Capacity-building Hub

3. The 4th Capacity-building Hub is scheduled to take place at COP 27 (7-18 November 2022 in Sharm El-Sheikh, Egypt) and will showcase efforts made to enhance climate action through the lens of capacity-building. With COP 27 having been dubbed as the 'COP for implementation and delivery', it is time for all actors involved in addressing the impacts of climate change to accelerate climate change action that has the capacity to yield long-lasting impacts.
4. The 4th Capacity-building Hub welcomes all interested individuals and entities involved in climate action across all sectors and regions to take part in debates and contribute to focused capacity-building discussions by sharing:
 - (a) Experience and achievements in building and retaining capacity at different levels to support the enhancement of nationally determined contributions and climate action in 2022;
 - (b) Lessons learned and knowledge gained in identifying capacity-building gaps and needs, and solutions for addressing those gaps and needs;
 - (c) Opportunities for introducing innovation and scaling up actions by collaborating with other actors and combining climate efforts at the national level;
 - (d) Ideas for capacity-building actions that are aligned with low-carbon and climate-resilient development strategies.
5. Besides government actors and international entities, non-state actors are particularly encouraged to join the 4th Capacity-building Hub. The PCCB hopes to engage a multitude of such actors – with academics, experts from the private sector, representatives of philanthropic organizations and foundations, climate champions, youth representatives, indigenous peoples' and women's organizations, local artists, activists, media figures and influencers, journalists, and storytellers being only some examples. Following the successful engagement of external experts on cross-cutting issues, including gender responsiveness, human rights, indigenous peoples' knowledge and the role of youth, as advisors to guide the integration of cross-cutting issues across the 3rd Capacity-building Hub's activities, the PCCB will continue with this approach also in the preparatory stage of the 4th Capacity-building Hub at COP 27.

III. Objectives

6. The Capacity-building Hub is a direct response to the mission of the PCCB in enhancing coherence and coordination of capacity-building under the Convention and the Paris Agreement, addressing current and emerging capacity gaps and needs, and facilitating greater awareness of the

¹ See Decision 9/CP.25

scope and impact of capacity-building efforts. By hosting the Hub as a meet-up for the capacity-building community, the PCCB strives to:

- (a) Amplify a rich diversity of voices, experiences, and topics relevant to the PCCB's work, and facilitate the exchange of experience, knowledge, and insights on the role of capacity-building to support enhanced climate efforts in 2022 and beyond;
- (b) Synergize the knowledge and experience of experts at local, national, regional and global levels; engage with relevant actors from across sectors, regions, and institutions; and encourage their participation in the PCCB Network;
- (c) Strengthen the ties with relevant bodies under and outside the Convention and the Paris Agreement to enhance coherence and coordination in capacity-building efforts;
- (d) Connect actors to step-up collective and collaborative efforts and to build on existing synergies in different areas of work;
- (e) Strengthen collaborations among bodies under and outside the Convention and the Paris Agreement and across institutions, sectors and regions, in order to boost collective capacity-building efforts;
- (f) Enhance exchange of knowledge and information (including case studies, good practices and lessons learned) on capacity-building gaps and needs and on solutions to address them;
- (g) Encourage the promotion and dissemination of tools and methodologies for implementing capacity-building; and
- (h) Enhance stakeholder awareness and engagement of the scope and impact of capacity-building efforts.

IV. Format and organization

A. Themes

7. Building on the success of last year, the 4th Capacity-building Hub will be organized into thematic days focusing on issues directly linked to capacity-building with a view to supporting enhanced climate action at all levels. The themes will reflect the outcomes of the discussions from the previous Hub, key areas of capacity-building under the Convention and the Paris Agreement, and priorities voiced by PCCB Network members and other entities at various PCCB events.

B. Scope

8. Thematic days will shed light on the different aspects of capacity-building efforts in 2022 and feed into the overall focus of the 4th Capacity-building Hub, namely building capacity for enhanced climate ambition and action.

C. Session modalities

9. As recommended and emphasized by partners and stakeholders of previous Hubs, each thematic day will accommodate a diversity of modalities to foster interactive exchanges and effective dialogues among the participants onsite and online. While the modalities of sessions are at the discretion of the organizers, the Steering Committee of the Hub would ensure a minimum number of different modalities in each day, when assessing the expressions of interest. The COVID-19 pandemic has brought a certain level of uncertainty pertaining to the modalities of the events and the extent of engagement at this year's Hub. Being conscious of the time required to successfully reach the different milestones of the planning processes of the 4th Capacity-building Hub, the PCCB seeks to follow the same approach as last year and move forward with the planning and implementation of an in-person Hub. Regardless of this in-person nature of the Hub, online interactions with off-site audiences and/or speakers and innovative forms of capacity-building through visual and digital media will be greatly encouraged. Additionally, based on an assessment of the previous hubs and participant feedback received, long classroom-style presentations will not be encouraged.

10. In addition to conventional panel discussions, technical sessions and expert-led trainings, organizers are asked to conduct their sessions in-person through other engaging modalities that fit the purpose of their session, such as:

- Roundtable dialogue
- Fishbowl discussions
- World café
- Consultations
- Workshops & training
- Stand-up talks
- Lightning talks
- Storytelling
- Ceremonial and launch events
- Marketplace
- Networking sessions
- Poster or photo exhibition
- Video projection

For all events with extensive hybrid aspects, organizers are also welcome to engage in the following modalities:

- Digital Storytelling
- Online communication platforms
- Social media challenges and Forums
- Impulse speeches
- Open mic
- Vignettes, Portraits and Illustrations
- Workshops & training
- Pre-recorded videos & Podcasts
- Speed networking & Pre-session chatrooms
- Online games

V. Scheduling

11. The guidance provided in this section is based on experience from previous years and feedback from participants in and organizers of the previous Capacity-building Hubs. Though it provides general recommendations, the Steering Committee of the 4th Capacity-building Hub may amend the organizational arrangements as appropriate.

A. Programme

12. Once the themes of the 4th Capacity-building Hub have been determined, the Steering Committee will ensure that, when organizing the programme of activities, there are no scheduling conflicts with activities with a similar focus at COP 27, to the extent possible. The 4th Capacity-building Hub will take place over the course of six days in both weeks of COP 27, in order to enable a broader range of participants to take part in the Hub.

B. Thematic Days

13. To ensure the adequate participation and active engagement of audiences, the thematic days will take place no earlier than 9.30 a.m. and no later than 5.30 p.m. According to activity C.1.2 in the PCCB workplan 2021-2024, one of the thematic days at the 4th Capacity-building Hub will be dedicated to the 2022 focus area of the PCCB on building capacity to facilitate coherent implementation of NDCs in the context of national development plans and sustainable recovery. As regards the remaining five thematic days at the 4th Capacity-building Hub, the PCCB may wish to consider the following options:

(a) Capacity-building Day (Similar to previous years, this day could highlight one central capacity-building topic on day 1 to set the scene for the entire hub.)

(b) Implementing the Glasgow Climate Pact Day (This thematic day would focus on key areas in the Glasgow Climate Pact that require capacity-building support.)

(c) UNFCCC Bodies, Entities, and Processes Day (This thematic day could provide space to increase the visibility of capacity-building efforts undertaken under the Convention and the Paris Agreement and showcase coherence and coordination efforts supported by the PCCB.)

(d) Oceans and Land Day (This thematic day would respond to the mandate from the SBSTA to constituted bodies to integrate and strengthen ocean-based action in their existing mandates and workplans², while at the same time also covering a segment focusing on capacity-building efforts supporting climate action in the land use sector.)

² See Glasgow Climate Pact (1/CP.26) para 60

(e) Just Transition & Green Economies Day (This thematic day would respond to requests from PCCB stakeholders to incorporate in its work activities focused on workers, unions, just transition and green jobs.)

C. Sessions

14. The sessions will vary in type and length and can be conducted in time slots ranging from one to one and a half hours, with shorter slots for discussion-based events and longer slots for training and workshops. If variants on this are requested, the Steering Committee will consult with the organizer partner to try and accommodate the proposed session as appropriate. If the length and number of the proposed sessions exceeds the time available during the day, the Steering Committee may request the organizers of sessions with the same or a similar focus to join forces and merge their proposals into one collaborative session.

VI. Implementation

A. Expressions of interest

15. The 4th Capacity-building Hub will follow the successful practice of the previous one, opening a call for expressions of interest to organize events in the Capacity-building Hub at COP 27. The tentative dates for the opening and closing the call for expression of interest are 1st August 2022 and 31st August 2022 respectively. All interested organizations, initiatives, and entities are welcome to submit their proposals. Interested organizations are encouraged to express their interest in leading the thematic days when submitting their expression of interest, provided they fulfill the stipulated requirements. Priority will be given to members of the PCCB Network with a proven track record in capacity-building for climate action.

B. Assessment

16. The Steering Committee of the 4th Capacity-building Hub will assess the proposals received and allocate those that are accepted to the thematic days. The assessment is based on predefined criteria to ensure the relevance of proposed activities to climate-related capacity-building and the Hub, promoting innovative approaches and engaging elements in the proposed activities, integration of cross-cutting issues within the topic, and guaranteeing gender, regional, and sectoral inclusiveness and balance in the Hub. Each submission will be evaluated with points allocated depending on how and to what extent the submission fulfils each criterion. A cut-off will be decided based on the number of slots available, and the top submissions are selected to populate all thematic days.

C. Agenda

17. Once the expressions of interest are assessed, all applicants will be notified of the final decision. The Steering Committee will appoint lead partners who will develop the agenda and narrative of each thematic day in close consultation with the successful applicants and under the guidance of the Steering Committee. To ensure a coherent flow of activities under each thematic day as well as the overall programme of the Hub, the initial proposals may need to be amended.

18. The PCCB has made it a priority to integrate cross-cutting issues, such as gender responsiveness, indigenous people's knowledge, youth voices and human rights, in all of its activities, including its Capacity-building Hubs. Where necessary, the Steering Committee will support and provide guidance to organizers in this respect.

D. Logistics and support

19. The PCCB and the UNFCCC Secretariat are not able to provide any financial support or cover travel and accommodation expenses for organizers and resource persons of the Hub. However, if requested, the Secretariat will support the organizers and resource persons with daily accreditation to access the venue. In addition, technical support, and common stationary items can be provided for the sessions, if feasible and communicated in advance by the organizer(s). As COP 27 is currently envisaged as an in-person event, in terms of the hybrid modality of the Hub events, the approach would be similar to that of the 2nd Capacity-building Hub at COP 25 in Madrid, which consisted of in-person events with broadcast and Q&A function for online viewers. In the case that COP 27 will take a hybrid format, the modalities of the Hub would be adjusted to match the COP format to the extent possible.

E. Communications and outreach

20. The programme of the Hub as well as additional information on thematic days will be available and kept updated on dedicated webpages on the UNFCCC website. Announcements and further information will be regularly posted on the UN Climate Change Capacity-Building LinkedIn Group³ and the Hub webpage⁴. Interested individuals, initiatives, and organizations are welcome to participate in the Hub on-site, follow the live-streamed discussions online (links will be provided on the corresponding webpages), receive updates on the outcomes of discussions through social media channels using the #CB_Hub, and where possible, engage with the speakers through provided means online and on-site. Outcomes of activities, including information received from stakeholders, possible recordings of events, summary reports and interviews will be disseminated on the PCCB-related webpages and social media channels as well.

F. Post-event evaluation

21. Following the practice of other PCCB activities, participants of the Hub will be asked to voice their opinion about their experience in the Hub through online post-event surveys – whether as an organizer or audience member. A compilation of suggestions received will be included in the summary report of the Hub, and duly noted by the PCCB for future iterations of the event.

VII. Expected Outcomes

22. The Capacity-building Hub is an engaging platform to bring together different actors involved in climate-related capacity-building. Under the priority area of the PCCB on promoting awareness-raising, knowledge- and information-sharing, and stakeholder engagement with bodies and relevant actors under and outside the Convention, the expected results of the 4th Capacity-building Hub at COP 27 are:

(a) The successful fostering of collaboration among bodies under and outside the Convention and the Paris Agreement and across institutions, sectors and regions to boost collective capacity-building efforts, coordinate actions and build on synergies;

(b) The targeted sharing of knowledge and information (including case studies, good practices and lessons learned) on capacity-building gaps and needs, and solutions to address them;

(c) The effective promotion and dissemination of tools and methodologies for implementing capacity-building; and

(d) Increased stakeholder awareness of the scope and impact of capacity-building efforts.

23. Besides being a meeting point for a diverse range of actors involved in climate-related capacity-building, the PCCB sees the Capacity-building Hub as a platform with the potential to yield impactful results:

(e) By bringing together the knowledge and experience of actors across various regions, sectors and institutions, the PCCB will be able to collate and disseminate a wide range of capacity-building knowledge products, methodologies and tools;

(f) By gathering inputs from stakeholders on their capacity gaps and needs, the PCCB will be able to advance its work on this matter;

(g) By engaging with members of the PCCB Network and other stakeholders and encouraging them to continue working together, the PCCB will take up a convening role in the implementation of targeted capacity-building activities with specific outcomes and tangible impacts; and

(h) By enabling fruitful dialogues and encouraging innovation, the PCCB will foster a shared vision of priorities for climate-related capacity-building within the PCCB Network and the global community of capacity-building actors.

³ UN Climate Change Capacity-building LinkedIn Group can be accessed via this link - <https://www.linkedin.com/groups/12550724/>

⁴ Capacity-building Hubs webpage - <https://unfccc.int/capacity-building-hub>

24. By implementing its workplan through effective and strategic instruments such as the Capacity-building Hub, the PCCB will not only be able to advance its work, but also provide guidance on capacity-building matters and activities to other relevant bodies. It will also foster greater synergies with other streams of capacity-building work under the Convention. The outcomes of the Hub are expected to feed into the work of the PCCB Network and other activities of the PCC, including the sharing of capacity-building tools and resources on the UNFCCC capacity-building portal.
