



Paris Committee on Capacity-building

26 May 2023

**Seventh meeting
12–14 June 2022**

**Draft concept note for the 5th Capacity-building Hub at the
twenty-eighth 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 7th meeting, to:

- a) Consider the draft concept note for the 5th Capacity-building Hub at the twenty-eighth session of the Conference of the Parties (COP), as contained in the annex;
- b) Agree on appropriate next steps with regard to the planning and organization of the 5th Capacity-building Hub at COP 28.

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

A. Planning and organization of the 5th Capacity-building Hub

1. The PCCB may wish to consider and discuss the draft concept note for the 5th Capacity-building Hub, contained in the annex, with a view to finalize intersessionally the thematic focuses, modalities of sessions and timeline of action for the implementation of the 5th Capacity-building Hub, taking into account the outcomes of the discussions at the seventh meeting.
2. In terms of concrete actions at the seventh meeting, the PCCB may already wish to appoint its working group 3 to pursue and guide work related to the 5th 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 4th Capacity-building Hub and open up its working group 2, which will oversee the integration of cross-cutting issues across the programme of the 5th Capacity-building Hub, to include external experts for the duration of this activity. Such experts could serve as advisors on the Hub's Steering Committee, as the experts supporting the preparation of the 4th Capacity-building Hub had done.
3. The PCCB may further wish to agree that final decisions on the themes and dates of the 5th Capacity-building Hub be taken by all members of the PCCB on a no-objection basis.

II. Background

4. Responding to 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 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 some 90 institutions, networks, organizations, Parties, the constituted bodies and the UNFCCC more broadly 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. Parties reviewed the work of the PCCB at COP 25 and decided for the Hub to become a mandated annual event.

6. Building on the successful experience of previous years, the 3rd Capacity-building Hub at COP 26 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 and in total, more than 250 experts from approximately 190 institutions engaged in 42 sessions over the course of six thematic days. The 3rd Capacity-building Hub successfully facilitated widespread access to dialogues on climate-related capacity-building efforts and effectively created a physical and virtual space for collaboration between diverse climate actors. Four cross-cutting issues – gender responsiveness, human rights, indigenous peoples’ knowledge and the role of youth – were mainstreamed across the programme of the 3rd Capacity-building Hub.

7. At COP 27 the 4th Capacity-building Hub continued to provide a space for representation, collaboration and knowledge-sharing with regard to climate-related capacity-building. The 4th Capacity-building Hub was attended by over 3,500 participants over the course of seven thematic days, during which the PCCB provided a platform to 56 diverse organizations in delivering 48 events. The fourth edition of the Hub also explored new modalities, such as dedicating a thematic day to the Open Space approach and introducing Action for Climate Empowerment (ACE) as the fifth cross-cutting issue mainstreamed across the Hub’s programme.

8. Over the years, the Capacity-building Hub has become an integral space for the climate-related capacity-building community to bring together the knowledge and experience of experts, scholars and activists at both the local and global level, foster the creation and dissemination of knowledge and embody the spirit of collaboration. The Capacity-building Hub also continues to be a space of representation and collaboration for a wide array of stakeholders who are active in capacity-building-related activities.

Annex

Draft concept note for the 5th Capacity-building Hub

I. Background

1. One of the flagship activities of the PCCB is the Capacity-building Hub, which is 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 COP.¹

2. This draft concept note for the 5th Capacity-building Hub will be updated following the consideration of the note by the PCCB at its 7th meeting and the final note will then be published on the Capacity-building Hub web pages.

II. The 5th Capacity-building Hub

3. The 5th Capacity-building Hub is scheduled to take place at COP 28 (30 November–12 December 2023 in Dubai, United Arab Emirates) and will showcase efforts made to enhance climate action through the lens of capacity-building. With COP 28 being a milestone moment when the world will take stock of its progress in relation to the Paris Agreement, the fifth edition of the Hub is seeking to create a platform where the importance of capacity-building to the achievement of the goals under the Paris Agreement is highlighted and where climate change action that has the capacity to yield long-lasting impacts can be showcased and accelerated.

4. The 5th 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 2023;

(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. In addition to government actors and international entities, non-State actors are particularly encouraged to join the 5th Capacity-building Hub. The PCCB hopes to engage a multitude of such actors, including 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. Following the successful engagement of external experts in cross-cutting issues – gender responsiveness, human rights, indigenous peoples' knowledge, ACE and the role of youth – as advisors to guide the integration of such issues across the 4th Capacity-building Hub's activities, the PCCB will adopt this approach again in the preparatory stage of the 5th Capacity-building Hub.

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 work of the PCCB, and facilitate the exchange of experience, knowledge of and insights into the role of capacity-building to support enhanced climate efforts in 2023 and beyond;
- (b) Synergize the knowledge and experience of experts at the local, national, regional and global level, engage with relevant actors from across sectors, regions and institutions and encourage their participation in the PCCB Network;
- (c) Strengthen 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;
- (h) Enhance stakeholder awareness of the scope and impact of capacity-building efforts and enhance their engagement in those efforts;
- (i) Encourage and showcase synergies between capacity-building actions and cross-cutting issues such as gender responsiveness, human rights, indigenous peoples' knowledge, ACE and youth voices.

IV. Format and organization

A. Themes

7. Building on the success of last year, the 5th 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. Individual thematic days will shed light on the different aspects of capacity-building efforts in 2023 and feed into the overall focus of the 5th 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 diverse range of modalities to foster interactive exchanges and effective dialogues among all participants, both on-site and online. While the modalities of individual sessions are at the discretion of the organizers, the Hub's Steering Committee will ensure a minimum number of different modalities in each day when assessing expressions of interest. The PCCB seeks to follow the same approach as last year and move forward with the planning and implementation of an in-person Hub at COP 28 while greatly encouraging online interactions with off-site audiences and/or speakers as well as innovative forms of capacity-building through visual and digital media. Additionally, based on an assessment of previous hubs and participant feedback received, long classroom-style presentations will not be encouraged while innovative modalities such as storytelling, photo exhibitions, Open Space Design and theatre performances will be.

10. In addition to conventional panel discussions, technical sessions and expert-led training sessions, organizers are asked to conduct their in-person sessions using other engaging modalities, such as:

- Round-table dialogues
- Fishbowl discussions
- World cafés
- Consultations
- Workshops and training
- TED-style talks event
- Lightning talks
- Storytelling
- Theatre performances
- Ceremonial and launch events
- Exhibition-style events/displays
- Networking sessions
- Poster or photo exhibitions
- Video projections

11. For all events with extensive hybrid aspects, organizers are also welcome to use the following modalities:

- Digital storytelling
- Online communication platforms
- Social media challenges and forums
- Impulse speeches
- Open mic sessions
- Vignettes, portraits and illustrations
- Workshops and training
- Pre-recorded videos and podcasts
- Speed networking and pre-session chat rooms
- Online games

V. Scheduling

12. The guidance provided in this section is based on experience from previous years and feedback from participants in and organizers of previous Capacity-building Hubs. However, the organizational arrangements below are recommendations only and may be amended by the Steering Committee of the 5th Capacity-building Hub, as appropriate.

A. Programme

13. Once the themes of the 5th Capacity-building Hub have been determined, the Steering Committee will ensure as far as possible in the organization of the programme of activities that there are no scheduling conflicts with activities with a similar focus held by other forums at COP 28. In fact, the PCCB is seeking to further enhance synergies between its own activities and relevant activities and events hosted by other forums at COP 28, including by collaborating on climate action events organized by the COP Presidency and through the Marrakech Partnership for Global Climate Action.

14. The 5th Capacity-building Hub will take place over the course of six days spread out over the two weeks of COP 28 in order to enable a broader range of participants to take part in the Hub.

B. Thematic days

15. To promote audience participation and engagement, the thematic days will take place no earlier than 9 a.m. and no later than 6.30 p.m. In line with activity C.1.2 in the PCCB workplan 2021–2024, one of the thematic days at the 5th Capacity-building Hub will be dedicated to the 2023 focus area of the PCCB on capacity-building support for adaptation, specifically addressing gaps and needs related to formulating and implementing national adaptation plans. As to the remaining five thematic days at the 5th Capacity-building Hub, the PCCB may wish to consider the following options:

(a) **Effective Capacity-building Day.** Similarly to previous years, this day would highlight one central capacity-building topic on day 1 to set the tone for the Hub. In this instance, the central topic could be the effectiveness of capacity-building;

(b) **CapaCITIES Day – learning from and transforming our cities.** This thematic day would focus on capacity-building needs and gaps as well as solutions and support at the city level, including sub-themes such as transformative urban coalitions, city-level climate finance and the Climate Action Pathways looking at urbanization and multilevel collaboration;

(c) **Private Finance Capacities Day.** This thematic day would explore experience, good practices and lessons learned related to capacity-building in the context of mobilizing and scaling up private climate finance;

(d) South-South Capacity-building Day. This thematic day would explore challenges and share good practices in relation to capacity-building efforts for climate action under the framework of South-South cooperation;

(e) Capacities for Rights-based Climate Action Day. This thematic day would explore challenges and share good practices in relation to capacity-building for integrating rights-based approaches, including inclusivity and just transition, into climate decision-making.

C. Sessions

16. The sessions will vary in type of modality and length. The time slots available range from one hour to 90 minutes: shorter slots will likely be for discussion-based events and longer slots for training and workshops. If event organizers request for a time slot of a different length, the Steering Committee may consult on a case-by-case basis to assess the feasibility of accommodating the request, as appropriate. If the length and number of the sessions proposed for any one day exceeds the time available, the Steering Committee may request organizers of sessions with the same or a similar focus to join forces and merge their sessions into a single collaborative one.

VI. Implementation

A. Expressions of interest

17. In line with previous practice, a call will be launched for expressions of interest in organizing events at the 5th Capacity-building Hub at COP 28. The tentative launch and closing dates for the call for expressions of interest are 1 September 2023 and 15 September 2023 respectively. Interested organizations, initiatives and entities are welcome to submit expressions of interest and proposals. In particular, interested organizations that fulfil the stipulated requirements for leading thematic days are encouraged to express their interest in doing so when submitting their general expressions of interest.

B. Assessment

18. The Steering Committee of the 5th Capacity-building Hub will assess the proposals on the basis of predefined criteria, which cover the relevance of the proposed activities to climate-related capacity-building and the Hub, the promotion of innovative approaches and use of engaging elements in the proposed activities, the integration of cross-cutting issues within the topic, and gender, regional and sectoral inclusiveness and balance in the Hub.

19. Each submission will be awarded points according to how and to what extent the submission fulfils each criterion. Submissions that fall beneath the cut-off threshold – which will be decided on the basis of the number of slots available – will be rejected and those that pass will be allocated a slot on a particular thematic day. Top-scoring submissions may be allocated slots on every thematic day. Priority will be given to members of the PCCB Network with a proven track record of capacity-building for climate action.

C. Agenda

20. Once all expressions of interest have been assessed, 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 successful applicants and under the guidance of the Steering Committee. Successful applicants' initial proposals may need to be amended to ensure a coherent flow of activities within each thematic day and across the overall programme of the Hub.

21. The PCCB has made it a priority to integrate cross-cutting issues, such as gender responsiveness, indigenous people's knowledge, youth voices, human rights, and ACE, into 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

22. The PCCB and the UNFCCC secretariat are not able to provide any financial support or cover any travel or accommodation expenses associated with the Hub. However, if requested, the secretariat will support organizers and resource persons in securing daily accreditation to access the

venue. In addition, where possible and if requested in advance by organizers, technical support and common stationery items can be provided for the sessions.

E. Communications and outreach

23. The Hub programme, as well as additional information on the thematic days, will be available and kept updated on dedicated web pages on the UNFCCC website. Announcements and further information will be posted regularly on the UN Climate Change Capacity-Building LinkedIn group² and the Hub web page.³ Interested individuals, initiatives and organizations are welcome to participate in Hub events onsite, follow the live-streamed discussions online (links will be provided on the corresponding event pages and on the PCCB's Youtube channel⁴), receive updates on the outcomes of discussions through social media channels using the hashtag #CBHub and, where possible, engage with speakers, either online or onsite, through the channels provided. Additional follow-up materials, including information from stakeholders, recordings of events, summary reports and interviews, will also be published on the PCCB-related web pages and social media channels.

F. Post-event evaluation

24. Following the practice of other PCCB activities, Hub participants – both organizers and audience members – will be asked to voice their opinion about their experience at the Hub through online post-event surveys. A compilation of suggestions received through those surveys 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

25. The Capacity-building Hub is an engaging platform that brings 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 5th Capacity-building Hub at COP 28 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;

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

26. In addition to being a meeting point for a diverse range of actors involved in climate-related capacity-building, the 5th Capacity-building Hub has the potential to yield impactful results:

(a) 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;

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

(c) 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;

² <https://www.linkedin.com/groups/12550724/>

³ <https://unfccc.int/capacity-building-hub>

⁴ <https://www.youtube.com/@pariscommitteeoncapacity-b687>

(d) 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.

27. By implementing its 2021-2024 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. The Capacity-building Hub will also foster greater synergies with other streams of capacity-building work under the Convention. The outcomes of the 5th Capacity-building Hub are expected to feed into the work of the PCCB Network and other PCCB activities, including the sharing of capacity-building tools and resources on the UNFCCC capacity-building portal.
