

Fifth meeting of the Advisory Board

**UN City, Copenhagen, Denmark
14-16 April 2015**

Key discussions points

0. Background

Following a proposal made by some Advisory Board members to capture the rich discussion during its fifth meeting, the Director announced that the Climate Technology Centre will provide a brief summary of the key discussion points made by individual members during the fifth Advisory Board meeting. The following discussion points are attributed to individual speakers who might reserve their right to revise or correct the language used in this non-paper.

1. Briefing on CTCN activities at COP 20 and at ADP 2.8

No discussion points were raised under this item.

2. Feedback from the 10th meeting of the Technology Executive Committee

One Advisory Board member asked that CTCN helps disseminate the TEC briefs.

Another Advisory Board member encouraged CTCN to encourage all NDEs to be more involved in the CTCN's work on categorizing climate technologies, technology development and transfer as well as international collaboration on research on climate technologies.

The Vice-Chair of the Advisory Board reiterated the idea of collaboration between TEC and CTCN beyond the joint annual report. For example in the area of TNAs.

One Advisory Board member asked if Climate Technology Network members were in a position to deliver TEC briefs in the future.

The Chair of the Advisory Board stressed that CTCN needs to involve TEC in regional activities to strengthen linkages

3. Update on CTCN activities

a) General update

The CTCN Director will give an overall update on the CTCN's status, progress and activities. One Advisory Board member gave a statement on developed country NDEs and their involvement.

b) NDE support activities

The Advisory Board took note of the training and support activities for National Designated Entities conducted by the CTCN. These support activities involve the Request Incubator Programme for NDEs from Least Developed Countries, a series of webinars on climate technologies, as well as the CTCN Secondment Programme.

The Advisory Board took note of the objectives of the Request Incubator Programme to support LDCs to access CTCN assistance, strengthen institutional capacities and reinforce efforts for technology transfer, and of the positive feedback received from

participants in the series of webinars.

The Advisory Board took note of the approach and planning for the 2015 regional NDE forums aimed at further developing and strengthening the regional network of NDEs and their interaction with other climate technology stakeholders, with a strong focus on linkages between CTCN technical assistance and international and national financial mechanisms, financiers and institutions.

The Advisory Board also took note that a number of countries had not yet nominated their NDEs when the CTCN rolled-out its first round of regional training workshops for NDEs in 2014, hence for 2015, the CTCN has planned the roll-out of one-day regional inception trainings for new NDEs in conjunction with the regional NDE forums.

Some Advisory Board members highlighted the importance of assisting countries in preparing bankable project proposals when looking for additional sources of funding. An Advisory Board member encouraged the CTCN to take a proactive approach to reach out to countries that have not yet nominated their NDE. The possibility to assist public institutions in understanding processes such as INDCs was highlighted. Advisory Board members also noted the importance of reaching out to institutions in the different regions, commending the active role taken by the CTCN in engaging institutions such as the Asian Development Bank, the World Intellectual Property Organization and the Green Climate Fund, *inter alia*.

Advisory Board members noted that the positive outcomes of technical assistance provided by the CTCN in response to requests from developing country Parties could stimulate NDE nominations. There was general agreement on the importance of encouraging Network membership from developing countries, to facilitate South-South collaboration on climate technologies. One Advisory Board member highlighted the importance of broadening the scope of CTCN capacity building efforts beyond NDEs and to reach out to other stakeholders in developing countries. It was recommended that Advisory Board members inform the CTCN of upcoming regional events that might be of relevance for CTCN Capacity Building activities.

The Advisory Board inquired on the status of the CTCN Secondment Programme and took note of the information provided. The Advisory Board acknowledged the Secondment Programme as a promising approach to foster knowledge exchange among CTCN community members and improve collaboration, trust and understanding among partners.

c) Technical assistance services

The Advisory Board took note of progress made by CTCN in receiving and responding to a steadily increasing number of Requests for technical assistance. This progress involves the design of Response Plans based on these Requests, and start of implementation on a number of these Response Plans. The Advisory Board also took note that some Requests have recently been deemed Eligible, but the CTCN has not been able to prioritise them for implementation at this time, due to financial resource constraints at a level below the budget previously approved by the Advisory Board.

The Advisory Board took note of the continued use of the technical assistance eligibility, prioritisation and balancing criteria approved in previous meetings, and recommended that guidance documents used for managing the technical assistance process continue to reflect the initially approved criteria language.

The Advisory Board took note of clarifications and greater detail provided to the process for managing technical assistance Requests, designing Response Plans, and selecting implementation partners. The Advisory Board discussed the crucial importance of clear procedures for selecting implementation partners from the Consortium and Network.

A detailed presentation was delivered by CTCN Climate Technology Managers on the status of requests and implementation of responses for technical assistance, as well as the criteria and process for managing these requests and responses. Following this presentation, a number of Advisory Board members contributed a number of points and questions, the CTCN Director and staff responded, and substantive discussions took place. The main discussions points are captured below.

One Advisory Board member highlighted the importance of being clear on the core competence of the CTCN. As an example he suggested that it may be to prepare bankable projects.

Members also encouraged more requests being directly based on priorities identified in TNAs. Discussion followed about the extent to which different requests are in fact based directly on TNAs and other national prioritization and planning processes. There was general agreement among the Advisory Board that efforts should be made to better understand the extent to which CTCN requests to be based directly on priorities in TNAs, and steps should be taken with TNA teams to encourage this to happen more systematically. Advisory Board members noted that TNAs have their limitations, including the number of countries where they have been completed. A member noted that for adaptation, NAPs and NAPAs are key national prioritisation reference resources for many countries. It was noted that a unique feature of CTCN vis-à-vis others is that its technical assistance services are relatively fast and accessible, can attract recognition in the context of UNFCCC implementation, and have potential to gain exposure to larger scale public and private sector financing opportunities,

A number of Advisory Board members commended the clear and detailed description presented for the technical assistance criteria and process. Some Advisory Board members made specific suggestions to use the more detailed text originally from the documents on the criteria from an earlier Advisory Board meeting, with particular regards to Eligibility Criteria #5 and Balancing Criteria #1. The Chair requested CTCN staff to take note of the desired clarifications and reflect this in the criteria conveyed at the next Advisory Board meeting. Advisory Board members also discussed the importance of the NDE being involved in decisions made about who is involved in Response Planning and Implementation, with particular regard to step 2A. The Chair and CTCN Director took note of this recommendation.

Advisory Board members highlighted the importance of articulating CTCN's role on technical assistance vis-a-vis what others do in this area. A related point stressed by a few members was the importance of ensuring complimentary and avoiding overlap with other technical assistance activities. It was noted that UNEP and UNIDO Regional Offices, as well as Consortium Partners, have an important role to play in ensuring this complementarity with on-going activities.

Advisory Board members conveyed concern about CTCN's ability to provide technical assistance in a content area that is beyond the expertise of the current composition of the Consortium and Network. It was clarified that the COP has provided mandate for CTCN to seek services from outside the Network in such cases.

One Advisory Board member highlighted the importance of considering associated risks and ensuring neutrality when suggesting use of different technologies. They recommended seeking advice from a diversity of constituents when suggesting specific technologies, to ensure neutrality about benefits and risks of different technology options.

Regarding Monitoring and Evaluation, a number of Advisory Board members noted the challenges of measuring impact when it can take multiple years for the results of technical assistance to be visible. The Advisory Board highlighted the importance of the M&E system considering how the technical assistance activities contribute towards climate mitigation and adaptation impacts, but is realistic about how this will be measured over time.

A number of Advisory Board members asked for more clarity on the bidding processes for technical assistance activities. Some members encouraged NDEs from both Annex 1 and non-Annex 1 countries be notified when these bidding opportunities arise, so they can bring them to their attention of their communities, and in effort to seek co-financing opportunities. Some members requested greater clarity on how in-kind contributions will be considered as part of the selection process. The Chair proposed to the CTCN Director that clarifications on Response Plan implementation decision making, including the matter of in-kind contribution, are made and presented at the next Advisory Board meeting.

d) Formation of the Network and Network criteria

Regarding the Network composition, the Advisory Board noted that LDCs and African institutions are currently underrepresented. All efforts should be made to promote Network membership beyond Annex I countries. It was also mentioned that the Advisory Board has a key role to play in broadening and expanding the Network. One suggestion was to tap onto the list of institutions that expressed interest in being associated with the UNFCCC processes.

It was noted that a number of countries, including Japan and Germany, are actively engaging internally to have companies joining the Network. The objective is not so much the prospect of getting contracts for implementing requests, but rather to engage with the community and share knowledge and technologies. To support such efforts, dedicated advocacy material on the CTCN would be useful.

The Advisory Board took note of information presented by the Secretary on the experience to date with the application of the Network criteria, and a proposal for revision of the procedure for Network membership application (documents AB/2015/5/x). The Board members appreciated the proposal made by the Secretary to present a revised document on this matter for discussion at its next meeting.

Regarding membership validity, members of the Advisory Board concurred with the fact that the 2-year rule might not be appropriate, particularly as we are building up the Network. Mindful of the guidance by the Advisory Board on the need for Network membership to be time-bound and merit-based, the Secretariat suggested developing a concrete proposal to be discussed at AB6 on membership validity. For the time being, no action will be taken on membership exceeding the two-year mark.

On the question on whether any implementation had been carried out through Network members, the Secretariat clarified that the procedures are in place and that the first case of procurement through that means was about to be issued. It was also mentioned that the Network members will be notified via emails of opportunities to bid. Any kind of

institution will be able to bid, not only from the private sector. Furthermore, the process will be kept as straightforward as possible to allow for broad-based participation.

e) Knowledge Management System

The Advisory Board noted the development of the knowledge management system (KMS) thus far. In regard to further development of the KMS technology library, the Advisory Board noted that the consolidation of technology information would be useful to developing country stakeholders, but encouraged the continued importance of creating knowledge partnerships with other institutions' websites, including TT:CLEAR, WIPO GREEN, and those of regional development banks and the World Bank, in order to make use of existing climate finance and technology information. One Advisory Board member stated that his government intends to support the further development of the technology library through financial means by 2015.

4. **CTCN budget and financial situation**

a) Budget and financial statement

The Advisory Board endorsed the 2014 financial statement of the CTCN, noting that USD 5.65 million USD had been spent in 2014 within all CTCN functions and that the expenditure have been in line with the approved 2014 Budget. 2014 expenditure by functions were as follow: USD M2.1 on technical assistance, USD M0.97 on outreach, networking and private sector engagement, USD M1.5 on knowledge management, peer learning and capacity building, and USD M0.93 on CTCN establishment and operations.

b) Funding and resource mobilization

The Advisory Board took note of the CTCN financial situation, which shows the need for a more predictable, sustained, and untied funding. Funding is critical for the CTCN to fulfil its mission and respond to the high expectations of Parties. The Advisory Board also took note of resource mobilization strategy developed by the CTCN to close the funding gap.

The Advisory Board noted COP Decision 2/CP.17, stating that: "*costs associated with the Climate Technology Centre and the mobilization of the services of the Network should be funded from various sources, including the financial mechanism of the Convention, bilateral, multilateral and private sector channels, philanthropic sources as well as financial and in-kind contributions from the host organization and participants in the Network; requesting the Global Environment Facility to support the operationalization and activities of the Climate Technology Centre and Network without prejudging any selection of the host; and inviting Parties in a position to do so to support the Climate Technology Centre and Network through the provision of financial and other resources*".

Advisory Board members highlighted the importance of voluntary contribution from all countries, and stressed the need to ensure value for money. One Advisory Board member noted that the European Union was considering funding the CTCN in 2016, and urged the CTCN to be cautious in embarking on activities beyond the core services, in light of the current financial situation.

The Advisory Board noted with concern the significant uncertainty the CTCN is currently facing over its financial resources, and stressed that while voluntary contributions are welcome, they are not sustainable on a long term basis. One Advisory Board member noted the possibility of receiving funding from the Green Climate Fund for Technical Assistance, Technology Needs Assessments, and RD&D.

There was general agreement on the importance of showing concrete action on the ground to demonstrate the value leveraged in investing into the CTCN.

5. Monitoring and Evaluation of the work of the CTCN

The Advisory Board took note of the presentation provided by DNV GL on behalf of the Secretary on the current status of the Monitoring & Evaluation of the work of the CTCN.

The Advisory Board took note of the draft outline provided on the impacts that the CTCN would monitor as part of its normal activities and the links it intends to make to the Global Sustainable Development Goals (SDG).

A number of Advisory Board members commented on the need to clearly capture the outcomes and the various ways in which the CTCN functions and to communicate this effectively to the COP and the CTCN stakeholders. The Advisory Board also raised some concern about the various challenges that the Secretariat will face in relation to the collection of M&E data and the limited level of resources that the CTCN has at its disposal as well as the capacity of the NDEs to provide the required level of information in a timely fashion. The Advisory Board members suggested that the CTCN should focus initially on the COP requirements and progressively expand activities as more information becomes available whilst maintaining a balance between the level of detail and ability to obtain such information effectively.

The Advisory Board also requested further clarification on a number of the proposed steps and terminology used within the M&E framework. In particular, the Secretary was encouraged to provide as much detail as possible with consistent terminology on the way indirect and direct impacts are to be measured and implemented. The Advisory Board also encouraged the Secretary to be more specific with its indicators and to ensure balancing between the different countries.

The Advisory Board noted that the SDGs are not yet in a final form and that further elaboration should be provided on how the CTCN would integrate the SDGs in the short term. The way in which the SDGs would be integrated within the M&E Framework should also be elaborated further by the Secretary and it was suggested whether there is a need to consider that the Advisory Board provides guidance to the Secretary on which SDGs to incorporate or if this would be part of the Response Plan preparations.

The CTCN took note of the concerns and suggestions made by the Advisory Board members and indicated that it would provide further information on the Retention of Critical Knowledge (ROCK) programme during the upcoming Advisory Board meetings and provide more clarity on the M&E Framework in general.

The Secretary advised that operational M&E activities will be in place for the consideration of the Advisory Board at AB6. The Secretary also outlined that during the same meeting it will intend to provide examples of how it intends to use the impact indicators based on the latest experience with Technical Assistance requests and responses.

6. Strategic issues

a) Links with other mechanisms under the convention

One Advisory Board member suggested to look for gaps in CDM, TNA, and other mechanisms under the Convention, in order to gain a complete overview on potential needs for additional resources.

Another Advisory Board member reminded the Advisory Board on the importance of National Adaptation Plans. This member saw a significant role for CTCN to ensure bankable adaptation projects, as it may have the necessary ability to follow through.

Also on INDCs, Parties may need assistance from the CTCN with the implementation of their domestic actions.

b) CTCN role and links with the Green Climate Fund

One Advisory Board member reminded Advisory Board members that the GCF is a potential funding source for activities of both CTCN and TEC. There is also a collaborative component. TEC has already submitted key messages to the COP that additional funding was needed. He suggested a joint request to the COP for funding as well.

Another Advisory Board member informed Advisory Board members that, in his function as chair of the TEC, he was invited to attend the next GCF Board meeting on 9 June. He asked whether CTCN was invited as well and who from CTCN would follow such an invitation. He sought guidance from the Advisory Board on what attendees of the upcoming GCF Board meeting should raise as discussion points with the GCF. He reminded the Advisory Board that TTClear has 290 project ideas ready for implementation.

One Advisory Board member stressed the fact that the GCF is still in its early stages, which is why CTCN should proceed cautiously, given the experience with the GEF. This member reminded the Advisory Board that the GCF can also draw upon other bodies for technical assistance and pointed to paragraph 5 of Article 11 of the Convention, which draws on other avenues for funding, such as bilateral cooperation.

Another Advisory Board member also stressed the need to exercise caution when approaching other bodies and asked for concrete ideas to be further developed before presenting them to the GCF. This member did not support the idea of an open mandate for the CTCN Director to approach the GCF.

One Advisory Board member suggested looking at different funding avenues and other innovative strategies for raising funds.

c) GEF support to the CTCN and collaboration with Development Banks

The Advisory Board took note of progress related to the collaboration with the GEF. The Secretariat clarified that the emphasis of the MSP under preparation is on mitigation, because the funds from the GEF are earmarked for that purpose. However, the CTCN requests to be treated under the GEF grant will be carefully selected and some will include an adaptation dimension.

The GEF Secretariat participated in the discussions via teleconference and provided an update on the state-of-play regarding the approval process.

d) CTCN's TNA Implementation Support Programme

The Advisory Board welcomed and took note of the presentation delivered by CTC on its proposed 'TNA Implementation Support Programme'. The work on TNAs offers strong opportunities for collaboration between TEC and CTCN, notably since at its session in Lima (December 2014), the COP requested the TEC "to provide guidance on how the results of the technology needs assessments, in particular the technology action plans, can be developed into projects that can be ultimately implemented, and to provide an interim report on its preliminary findings to the subsidiary bodies at their forty-third sessions." (Decision 17/CP.20).

7. Outreach and communications

a) Stakeholder engagement

The Advisory Board took note of the draft stakeholder engagement plan and commented that it is essential to CTCN collaboration and success. Advisory Board

members acknowledged the plan as a work in progress and suggested that the CTCN recognize the heterogeneous nature of BINGO, RINGO and ENGO communities as well as the commonalities among the three communities. Advisory Board members representing the BINGO and ENGO communities implied resource issues as a challenge for their communities to be engaged. If it is desired that CTCN engagement with specific stakeholder communities involves financial considerations then it should be reflected in the CTCN's Annual Operating Plan. Focussing on the goal of stakeholder engagement should guide the work of the CTCN in developing the stakeholder engagement plan.

b) Guidelines for the use of the CTCN brand

The Advisory Board took note of progress made in the development of outreach materials, events and communications for the purpose of generating awareness of CTCN services among climate technology stakeholders and potential request proponents. It also emphasized the importance of protecting the CTCN brand through the suggested brand guidance outlined in document AB/2015/5/20. In response to the 2015 plans to develop brief case studies, or examples of how CTCN technical assistance is being utilised, the Advisory Board noted that such examples would be very helpful in terms of describing the value of CTCN services.