

**Sixth meeting of the Advisory Board
UN City, Copenhagen, Denmark
14-16 September 2015**

Report

1. Opening of the meeting

1. The Chair of the Advisory Board, Mr. Matthew Kennedy, opened the sixth meeting of the Advisory Board of the Climate Technology Centre and Network at 2:30 p.m. on Monday, 14 September 2015.
2. The table below lists the Advisory Board members who attended the Advisory Board's sixth meeting. Regrets were received from Board members Mr. Samuel Adeoye Adejuwon, Mr. Majid Al Suwaidi, Ms. Diann Black-Layne, Mr. Collin Guiste, Mr. David Henry, Mr. Piotr Paschalis Jakubowicz and Mr. Laurent Lambert. Observers present at the meeting are listed in Annex I of this document.

Advisory Board members attending the sixth meeting	
Mr. Gabriel Blanco	Mr. Klaus Radunsky
Mr. Pedro Borges	Mr. Michael Rantil
Ms. Elenita (Neth) Daño	Mr. David Reidmiller
Mr. Jürg Grütter	Mr. Mohammed Sadeghzadeh
Mr. Kazuhiko Hombu	Mr. Kunihiko Shimada
Mr. Matthew Kennedy	Ms. Marina Shvangiradze
Mr. Karsten Krause	Mr. Spencer Linus Thomas
Mr. Fred Machulu Onduri	Mr. Jukka Uosukainen

2. Organizational matters

a) Adoption of the agenda

3. The Advisory Board adopted the provisional agenda as contained in document AB/2015/6/2a.

b) Minutes of previous meeting and discussion of matters arising

4. The Advisory Board adopted the minutes of its fifth meeting as contained in document AB/2015/6/2b1.

c) Organization of the work of the meeting

5. The meeting was open to observers, both Parties and accredited observer organizations, and webcast via the CTCN website.
6. The Advisory Board took note of the proposed organization of work, including schedule adjustments to accommodate remote participation by representatives of the Green Climate Fund (GCF) and the Global Environment Facility (GEF).

d) Membership matters

7. The Advisory Board took note of the required election at COP21 in Paris of some new Advisory Board members who will represent Governments.

3. Outcomes of relevant meetings and events (information)

a) Bonn climate change conference (SB42, ADP2.9), June 2015

8. The Advisory Board took note of the information presented by the Secretary on CTCN activities during the Bonn climate change conference held from 1-11 June 2015. The Secretary reported on successful side-events organized by the CTCN. The Secretary of the UNFCCC also shared its perspective on the outcomes of the Bonn meetings.

b) Vienna Energy Forum, June 2015

9. The Advisory Board took note of the information provided by the Secretary on CTCN activities during the Vienna Energy Forum which took place from 18-20 June 2015 in Vienna, Austria.

c) Third International Conference on Financing for Development, Addis Ababa, July 2015

10. The Advisory Board took note of the information provided by UNEP, as co-host of the CTCN, on the main outcomes of the Third International Conference on Financing for Development which was held from 13-16 July 2015 in Addis Ababa, Ethiopia.

d) On-going discussions on the Technology Facilitation Mechanism

11. UNEP gave an update on the on-going discussions on the Technology Facilitation Mechanism (TFM) and how this relates to CTCN activities. The Advisory Board was also informed that the TFM will be launched at the UN Summit to be held on the 26th of September 2015 in New York, USA.

e) Tenth part of the second session of the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP 2.10), Bonn, September 2015

12. The Advisory Board took note of the outcomes shared by the Secretary of the UNFCCC of ADP 2.10 which took place from 31 August to 4 September 2015. The Advisory Board expressed interest in understanding how CTCN is influencing the ADP process.

4. Matters relating to the Technology Executive Committee and the Technology Mechanism

a) Information of the 11th meeting of the Technology Executive Committee; and

b) Evaluation of the Poznan Strategic Programme on technology transfer.

13. The Chair of the Technology Executive Committee provided an update on TEC11 and gave an evaluation of the Poznan Strategic Programme on technology transfer. A report on TNA guidance for TAP implementation is close to completion. The TEC briefs have been prepared. The input for the draft joint report of TEC-CTCN Key Messages was prepared during TEC11. The TEC encourages the GEF to enhance the catalyzing of the up-scaling of the PSP.

14. The Advisory Board discussed the importance of engaging more with NDEs in developing CTCN requests related to their TNAs. It was also suggested to establish greater coherence between TEC and CTCN meetings to track progress and establish a common narrative for the Technology Mechanism.

c) Approval of CTCN contribution to joint annual report for COP21

15. The Advisory Board provided guidance and approved the CTCN contribution to the joint annual

report for COP21 (document AB/2015/6/4c1). The Advisory Board also discussed and accepted the joint chapeau of the joint annual report prepared by the TEC.

5. Report of the CTCN Director on CTCN activities since the last meeting

16. The Advisory Board took note of the oral report given by the Secretary on the overall status, progress and activities of the CTCN. The Secretary communicated that there have been delays with some NDEs in getting the approval of the implementation plan. The Advisory Board discussed how the CTCN can engage and raise the interest of NDEs to utilize CTCN services. The Advisory Board also provided guidance to the Secretary on funding options for the CTCN, with suggestions on how to approach the GCF.

6. CTCN programme of work

a) Update on achieving the CTCN goals and objectives for 2015

17. The Advisory Board took note of the report given by the Secretary on progress toward CTCN goals and objectives for 2015. The Advisory Board welcomed the progress achieved by the CTCN in 2015.

b) Approval of the programme of work / annual operating plan for 2016

18. The Advisory Board approved the CTCN Annual Operating Plan for 2016 (document AB/2015/6/6b) as presented by the Secretary.

c) Approval of budget

19. The Secretary presented the 2016 planned budget for CTCN activities (document AB/2015/6/5.5). The 2016 planned budget was revised based on input from the Advisory Board and subsequently was provisionally endorsed by the Advisory Board. The Secretary was tasked with implementing an inter-sessional decision making process in accordance with CTCN rules and procedures to fully endorse the budget after additional budget information that promotes better understanding and transparency is shared with the Advisory Board.

7. Managing technical assistance requests

a) Guidance on CTCN process for managing technical assistance requests and approval of request criteria for eligibility and prioritization; and

b) Endorsement of rules and procedures to monitor, assess and evaluate the timeliness and appropriateness of responses of the CTCN to requests by developing country Parties; and

c) Guidance on experience in design and delivery of CTCN technical assistance and of emerging issues

20. The Advisory Board took note of information presented by the Secretary on the CTCN request-response procedures in place, and progress made in responding to steadily increasing numbers of NDE requests for technical assistance (document AB/2015/6/7a). The Advisory Board provided guidance on the assistance and approaches of technical assistance requests and endorsed the process, rules and procedures presented by the Secretary to monitor, assess and evaluate the timeliness and appropriateness of responses of the CTCN to requests (document AB/2015/6/7b). The Advisory Board highlighted the importance of ensuring the quality of the technical assistance being provided. Members of the Advisory Board discussed the importance of measuring cost-effectiveness of the technical assistance and encouraged the use of quantitative criteria for evaluation purposes. The Secretary presented a revised version of the M&E document (document AB/2015/6/7b) during the meeting which was endorsed by the Advisory Board.

8. Fostering collaboration and access to information and knowledge

- a) Guidance on the further advancement of the knowledge management system (KMS) and the climate technology library; and
- b) Information on collaboration with information and knowledge partners (e.g. DNV-GL, CDKN, REEEP, CTI-PFAN, REN21);

21. The Advisory Board considered the KMS plans of the CTCN (document AB/2015/6/8a) and provided guidance on KMS development. A few members of the Advisory Board suggested that the climate technology library be similar to a library of libraries and include links to the technology bank and include TNA project ideas.

- c) Information on CTCN outreach strategy for COP21, including side events; and
- d) Guidance on the summary of annual CTCN activities for 2014/2015

22. The Advisory Board took note of the outreach and communications plans of the CTCN for COP21 and provided guidance for the development of the CTCN progress report.

9. Strengthening networks, partnerships and capacity-building

- a) Guidance on participation of network members in CTCN activities beyond technical assistance implementation, including roles of the NDEs from developed countries, and on supporting the NDEs from developing countries with resources beyond the incubator programme; and
- b) Information on CTCN relationship with other multilateral organizations (UN or non UN), regional initiatives, existing networks on technology transfer;

23. The Advisory Board considered the NDE support, capacity building and partnership activities of the CTCN and provided guidance for the conditional involvement of members of the Network to support NDEs.

- c) Approval of the criteria regarding the structure of the Network and the designation of organizations as members of the Network

24. The Advisory Board took note of the CTCN's experience and approaches used for applying the Network criteria and endorsed the proposal to eliminate the expiration of Network membership until further notice. The CTCN will continue to assess the Network membership process and criteria based on its experience with reviewing and assessing applications.

- d) Endorsement of stakeholder engagement strategy (BINGOs, ENGOs, RINGOs, etc.); and
- e) Guidance on global collaboration on research and development and demonstration of climate technologies, including endogenous technologies

25. The Secretary presented a revised stakeholder engagement plan for endorsement by the Advisory Board. Some members of the Advisory Board proposed further work on the plan to better reflect specific stakeholder groups such as the ENGO and RINGO constituencies. While the Secretary continues to work on the stakeholder engagement plan with a view to presenting a revised version at the next Advisory Board meeting for endorsement, the engagement plan for the BINGO constituencies was considered to be endorsed although some minor modifications may be made in response to the final ENGO and RINGO strategies. A representative of the observer group, Women and Gender, expressed their commitment to provide input to the plan as well.

26. Many Advisory Board members provided guidance on the issue of RD&D but no conclusion was reached regarding the level of CTCN involvement in RD&D activities. The Advisory Board proposed the formation of an RD&D task force composed of volunteer Advisory Board members that will explore the issue of CTCN and RD&D and report back at the next Advisory Board meeting.

10. Financial linkages

- a) Guidance on linkages between the Technology Mechanism and the Financial Mechanism, including consultations with the Green Climate Fund; and
- b) Guidance on on-going consultations with the GEF on support to the CTCN and collaboration with Development Banks; and
- c) Guidance on funding and mobilization of resources to meeting the costs associated with the CTCN

27. The Advisory Board took note of a presentation by a representative of the GCF regarding its processes and opportunities for linkages between the GCF and the CTCN and, more broadly, with the Technology Mechanism. The Chair of the Advisory Board thanked the GCF for its participation and noted the commonalities between NDEs and NDAs for joint regional activities. The Advisory Board proposed that the Secretary prepare a white paper on the CTCN approach to engaging the GCF, including any involvement of UNEP as host of the CTCN.

28. The Advisory Board took note of information presented by the Secretary and a representative of the GEF on the status of the CTCN's GEF-endorsed medium sized project. The Chair of the Advisory Board thanked the GEF for its participation at the meeting. The Advisory Board also took note of the CTCN's latest discussions with the regional development banks that are implementing the GEF's regional climate finance center projects which are on-going.

11. Decision on date and venue of the next meeting

29. The Chair of the Advisory Board suggested holding its next meeting in Vienna at UNIDO's offices back to back with the TEC meeting. Suggested dates are between the 4th and the 15th of April 2016. The Secretary suggested to increase the duration of the Advisory Board meeting to at least 2.5 days. The Chair will inform the Advisory Board inter-sessionally of the final decision on dates and location for the next Advisory Board meeting.

12. Other matters

- a) Decision on eligibility of Turkey to receive assistance from the CTCN

30. The Advisory Board took note of the Secretary's presentation on Turkey's intention to request technical assistance from the CTCN. A representative from Turkey was present at the Advisory Board meeting and made an intervention to reiterate Turkey's interest in becoming eligible for CTCN services. The Advisory Board decided to refer this issue to COP21.

- b) AOB

31. The Chair of the Advisory Board opened the floor to observers again prior to closure of the meeting. A representative of the European Patent Office expressed their interest in collaborating on IPR issues. A representative of the European Hydrogen Association made an intervention on the merits of hydrogen technology for addressing climate change. The Chair thanked the observers for their interventions.

13. Closure of the meeting

32. The Chair officially closed the meeting at 1:45 p.m. on Wednesday, 16 September 2015.

Annex 1: List of Advisory Board Meeting Observers		
United Nations Organizations		
UNFCCC	Wanna Tanunchaiwatana	Technology Sub-Programme Manager
UNFCCC	Bert Van Der Plas	Programme Officer
World Intellectual Property Organization (WIPO)	Anja Von Der Ropp	Legal Officer, Global Challenges Division
Food and Agriculture Organization (FAO)	Conrad George	
Green Climate Fund (GCF) (call-in)	Carolina Fuentes	Secretary to the Board
Global Environment Facility (GEF) (call-in)	Masako Ogawa	
BINGO		
Global CCS Institute	John Scowcroft	Executive Adviser for Europe, the Middle East and Africa (EMEA)
SHELL	Tanya Morrison	International Government Relations Manager
ENGO		
Renewable Energy and Energy Efficiency Partnership (REEEP)	Martin Hiller	Director
RINGO		
Oxford University (call-in)	Laurent A. Lambert	DPhil Researcher, School of Geography & the Environment
CO2GeoNet Association	Niels Poulsen	Senior Research Scientist
WOMEN AND GENDER		
Women in Europe for a Common Future (WECF)	Miriam Elise Reindl	Project Assistant
International/Regional Organizations		
European Patent Office	Ged Owens	Coordinator, Public Policy Issues
PARTIES		
Brazil	Sonia Bittencourt	Science and Technology Analyst
Japan	Kenichi Wada	Senior Researcher, Research Institute of Innovative Technology for the Earth (RITE)
Japan	Takahiro Murayama	Researcher, Global Environment Centre Foundation
Republic of Korea	Yujin Chun	
Republic of Korea	Hwa Young Lee	
Saudi Arabia	Noor Al Daham	International Policy Analyst
South Africa	Dumisani Mthembu	Senior Specialist
Turkey	Bilgin Hilmioglu	Environment and Cleaner Production Institute
Turkey	Ece Gizem Cakmak	Environment and Cleaner Production Institute

CTCN Consortium and Strategic Partners		
CTCN	Jukka Uosukainen	Director
CTCN	Mariarosa Giannotti	Fund Management Officer
CTCN	Karina Larsen	Communications and Knowledge Manager
CTCN	Rajiv Garg	Network and Capacity Building Manager
CTCN	Jason Spensley	Climate Technology Manager
DNV GL	Eelco Kruizinga	Principal Consultant
DNV GL	Matthew Jones	Senior Consultant
DNV GL	Edwin Aalders	Principal Consultant
DNV GL	Asuncion Torrellas Lera	Senior Principal Scientist, Climate Change Program
GIZ	Marion Geiss	Advisor
GIZ	Holger Liptow	
UNEP	Mark Radka	Chief, Energy, Climate, and Technology Branch
UNEP	Victor Low	Special Advisor
UNEP	Manfredi Caltagirone	Programme Officer
UNIDO	Patrick Nussbaumer	Industrial Development Officer
UNIDO	Hiroshi Sugiura	Team Leader