

**Ninth meeting of the Advisory Board
UN Campus, Bonn, Germany
3-5 April 2017**

Report

1. Opening of the meeting

1. The Chair of the Advisory Board, Mr. Spencer Thomas, opened the ninth meeting of the Advisory Board of the Climate Technology Centre and Network at 13:30 on Monday, 3 April 2017.
2. The table below lists the Advisory Board members who attended the Advisory Board's ninth meeting. Regrets were received from Board members Ms. Sara Agesen Munoz and Ms. Diann Black Layne.

Advisory Board members attending the eighth meeting	
Mr. Samuel Adeoye Adejuwon	Ms. Mette Moglestue
Mr. Joseph Amankwa Baffoe	Ms. Tanya Morrison
Ms. Shikha Bhasin	Mr. Thinley Namgyel
Mr. Pedro Garcia Brito	Ms. Duduzile Nhlengethwa-Masina
Mr. Collin Guiste	Mr. Roque Pedace
Mr. Kazuhiko Hombu	Mr. Antonio Pflüger
Mr. Karsten Krause	Mr. Michael Rantil
Mr. Sergio La Motta	Mr. Spencer Thomas
Mr. Ian Lloyd	Mr. Can Wang
Mr. Clifford Mahlung	Mr. Jukka Uosukainen
Mr. Vatankhan Moghaddam	

2. Organizational matters

- a) Adoption of the agenda
 3. The Advisory Board adopted the provisional agenda as contained in document AB/2017/9/2.1.
- b) Minutes of previous meeting and discussion of matters arising
 4. The Advisory Board adopted the minutes of its eighth meeting as contained in document AB/2017/9/2.2.
- c) Organization of the work of the meeting

5. The meeting was open to observers from both Parties and accredited observer organizations, and webcast via the CTCN website.
6. The Advisory Board took note of the proposed organization of work as contained in the annotated agenda with time schedule and document AB/2017/9/2.3. Agenda items 4c) and 4d) were shifted to day 2 of the meeting (4 May) to accommodate remote interventions by the Standing Committee on Finance and the Green Climate Fund, respectively.

d) Membership matters

7. The Advisory Board took note of new Party representatives joining the Advisory Board and the required nomination of new ENGO, BINGO and RINGO constituency representatives to the Advisory Board by their respective focal points.

e) Introduction of the requirements for Chair and Vice-Chair election

8. The Advisory Board took note of the requirements for Chair and Vice-Chair election with a view to electing its next Chair and Vice-Chair under agenda item 12a). It was noted that the one year terms of the next Chair and Vice-Chair shall commence at the end of the 9th Advisory Board meeting.

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

a) CTCN activities

9. The Advisory Board took note of the report given by the CTCN Director on the overall status, progress and activities of the CTCN including a steady increase in the number of technical assistance requests submitted to the CTCN and an announcement at COP 22 of USD 23 million in bilateral funding for the CTCN. Decisions from Marrakech (COP22) pointed to continued collaboration between the CTCN and the Financial Mechanism of the Convention were also highlighted.

4. Outcomes of relevant meetings and events (information)

a) COP22, Marrakech (7-18 November 2016)

10. The Advisory Board took note of the presentation by Mr. Bert van der Plas (UNFCCC) that addressed the main outcomes of COP22 in relation to the work of the CTCN, including linkages between the Technology Mechanism and the Financial Mechanism, outcomes as a result of the joint annual report of the TEC and the CTCN to the COP for 2016, continued elaboration of the Technology Framework, and continued consideration of the scope and modalities for the periodic assessment of the Technology Mechanism.

b) Adaptation Committee, 10th meeting (13-16 September 2016) and 11th meeting (7-10 March 2017)

11. The Advisory Board took note of the intervention by Mr. Clifford Mahlung (Adaptation Committee representative) regarding the ongoing collaboration between the CTCN and the Adaptation Committee to prepare an overview of existing platforms that provide adaptation technical support to developing countries. Mr. Mahlung also provided a brief update on the Adaptation Committee's work on the technical examination process on adaptation and its plans for a technical expert meeting (TEM) on adaptation needs assessments.

c) Standing Committee on Finance, 14th meeting (3-5 October 2016) and 15th meeting (7-9 March 2017)

12. The Advisory Board took note of the remote intervention by Mr. Ismo Ulvila (Standing Committee on Finance representative) regarding outcomes of its most recent meetings. The role of the SCF in providing expert input into the periodic review of the Financial Mechanism and the provision of draft guidance to the operating entities of the Financial Mechanism was presented. Cooperation between the CTCN and both the GCF and the GEF were highlighted as part of the SCF's technology-related guidance to the operating entities.

d) Green Climate Fund Board meeting B.14 (12-14 October 2016) and B.15 (13-15 December 2016)

and CTCN linkages with the GCF

13. Mr. Juan Hoffmaister representing the GCF secretariat provided a summary of outcomes from the 14th and 15th meetings of the GCF Board regarding GCF support for facilitating access to environmentally sound technologies. The Advisory Board noted that the GCF Board at its 17th meeting will be considering options on how the GCF can support collaborative research and development in developing countries.
14. The Advisory Board took note of a presentation by the CTCN on current linkages with the GCF including two CTCN requests submitted by NDAs to the GCF Readiness Support Programme and collaboration on capacity building events.

5. Advisory Board Task Forces - reporting

a) Funding – guidance on funding and mobilization of resources

15. The Advisory board took note of the funding task force update provided by Mr. Ian Lloyd which consisted primarily of a summary of actions by the CTCN on task force recommendations presented at the last Advisory Board meeting. The task force noted that the CTCN (i) continued engagement with the Financial Mechanism of the Convention, namely the GCF and the GEF; (ii) explored approaches to mobilize funding from Network members, NDEs, and the private sector, including in-kind contributions which will be presented under agenda item 7b; and (iii) strengthened visibility to donors through technical assistance case studies that demonstrated CTCN impacts.

b) Financial Visibility – guidance on financial information and reporting

16. The Advisory board took note of the update provided by Ms. Mette Moglestue, facilitator of the financial visibility task force. The update report summarized CTCN actions on task force recommendations that were presented at the last Advisory Board meeting and noted that the CTCN (i) has prepared supplementary budget information to enable comparison of CTCN activities with its approved budget; (ii) better linked financial statements with CTCN operational activities; and (iii) provided greater clarity and transparency on financial decisions.
17. The task force further recommended (i) the CTCN prepare a short information note on its procedures for financial decision making that focuses on the selection of Consortium Partners versus Network members for implementing Response Plans to requests for technical assistance; and (ii) the task force provide further guidance to the CTCN as it develops procedures for accepting in-kind contributions.
18. The funding and financial visibility task forces suggested that they be combined given the common issues being addressed by the two task forces. The Advisory Board proposed the formation of two overarching task forces, one addressing finance and the other addressing operations. Further discussions on task forces were scheduled under agenda item 10.

6. Matters relating to the Convention's Technology Mechanism

a) Debriefing from the 13th and 14th meetings of the Technology Executive Committee

19. The Advisory Board took note of the presentation by Mr. Michael Rantil (TEC Chair) on key TEC activities as part of its 2016-2018 workplan. Areas of collaboration with the CTCN were also presented including the joint chapter of the joint annual report, the joint annual report to CMA, and technology needs assessments.

b) RD&D activities

20. The CTCN Advisory Board Chairs participated in the TEC task force on innovation and RD&D. The Advisory Board requested the consideration of the TEC to make the TEC task force open to more members of the Advisory Board.
21. As part of the work of the TEC task force on innovation and RD&D, a special event is planned for May 12 on how technological innovation can support implementation of NDCs and mid-century strategies. The TEC task force is also preparing a working paper on RD&D financing.

22. The CTCN will host a Technology Innovation and Application Scoping Workshop on May 22-23 that will build on the key findings of the TEC's special event on May 12 and will explore the capacity of the CTCN Network to support RD&D activities. The CTCN took note of Advisory Board guidance on the draft agenda of the Scoping Workshop.

c) Independent Review of the CTCN by the UNFCCC secretariat

23. The Advisory Board took note of the update presented by the UNFCCC secretariat on the independent review of the effective implementation of the CTCN including its objective, methodology and current status.

7. CTCN operations moving forward

a) Technical assistance requests and process

24. The Advisory Board took note of the CTCN's process and experience in responding to requests for technical assistance, both by its Consortium Partners and Network members. As part of its presentation, the CTCN illustrated how different sources of funding ranging from the GCF to in-kind contributions from Network members can support the technical assistance request-response process. The CTCN also elaborated on process adjustments and considerations made to its technical assistance process and procedures that would improve timeliness, increase user friendliness, and facilitate the communication of impacts.

25. The Advisory Board identified the in-kind contribution approach as another key resource avenue that could support technical assistance requests and suggested that an Advisory Board task force may assist with elaboration of such a procedure.

26. The Advisory Board expressed its support for the process adjustments presented that could speed up the technical assistance process, make procedures more efficient, and enhance the CTCN's ability to communicate intended impacts as a result of CTCN technical assistance.

b) Capacity building, Network and stakeholder/private sector engagement

27. The Advisory Board took note of the update on CTCN capacity building and engagement activities such as regional NDE forums, stakeholder engagement forums including engagement with the private sector, the incubator programme for LDCs, and country focal point workshops. The CTCN is also developing a capacity building module that will enhance the skills of project proponents in preparing GCF concept notes.

c) Knowledge Management System (KMS) and technology content

28. The Advisory Board took note of the status update on the KMS workplan for 2017 which focuses on content development and support for CTCN operations.

d) Preparations for SB session in May

29. The Advisory Board took note of the CTCN's communications and outreach plans for the Subsidiary Bodies (SB) session in May including a list of events in which the CTCN plans to participate.

8. Budget and finance

a) Financial updates on CTCN operations

b) Guidance on funding and mobilization of resources to meet the costs associated with the CTCN

30. The CTCN presented an update on its financial resources including an analysis of resources secured, timing of the resources available as stipulated in donor agreements, and activities covered by the funds provided. Resources available for 2017 activities and a cash inflow projection as a result of funding mobilization activities were also presented.

31. The Advisory Board took note of the CTCN's preliminary 2016 financial statement which was supplemented with a financial performance report by operational activity. A final 2016 financial

statement will be prepared in advance of the next Advisory Board meeting and will be presented at the 10th Advisory Board meeting for endorsement by the Advisory Board.

32. The Advisory Board revisited the CTCN's 2017 budget which was provisionally endorsed at its 8th Advisory Board meeting. Based on its current funding situation, the CTCN proposed a new 2017 budget that was deemed to be realistic and achievable. This new, proposed 2017 budget of USD 13.7 million was fully endorsed by the Advisory Board. It was noted that the 2017 Annual Operating Plan except for the 2017 budget contained within the plan was already approved by the Advisory Board and that some of the wording surrounding the budget would need to be adjusted to be consistent with the newly endorsed 2017 budget.

9. Monitoring & Evaluation (M&E)

a) CTCN M&E framework

33. The Advisory Board took note of the CTCN presentation on its M&E framework update including its ongoing work on non-technical assistance activities.

10. Advisory Board Decisions – review of document revisions

a) Advisory Board task forces

34. The Advisory board concluded that the use of task forces was useful to address specific issues raised at the meeting but which required additional time to gather detailed information and perspectives on those issues. The CTCN was tasked to draft terms of references for two task forces, one focusing on issues related to finance and one focusing on issues related to operations.
35. The task forces are to address specific issues as raised by the Advisory Board or its Chairs and are to report back to the Advisory Board for final decisions as a result of recommendations from the task forces. A preliminary list of issues to be addressed by the task forces was suggested by the Advisory Board.
36. Terms of references for the two task forces were discussed by the Advisory Board and will be finalized inter-sessionally. The Advisory Board was solicited for volunteers to the task forces. The Advisory Board also decided to open the task forces to observers with specific reference made to the TEC model whereby limited observers from the BINGO, ENGO, and RINGO constituencies are allowed to join task forces. Network members were also suggested to be part of task forces as they can add expert perspectives regarding specific issues, where helpful.

11. Other matters

a) Procedures for preparing the joint chapter of the joint annual report

37. The Chair informed the Advisory Board that the TEC had approved the procedures for preparing the joint chapter of the joint annual report which were endorsed by the Advisory Board at its 8th meeting.

b) Report to the CMA

38. The Advisory Board decided that a joint COP/CMA report should be prepared for this year only. A decision on a joint COP/CMA report for future years will be made at a later date when a better understanding of the content required for the CMA report is available.

c) Paris Committee on Capacity Building (PCCB)

39. The Director of the CTCN informed the Advisory Board that he has been invited to participate in the first meeting of the PCCB, scheduled during the UNFCCC meeting in Bonn in May 2017. It was noted that the Advisory Board Chair, Ms. Moglestue, would also be participating in the meeting.

12. Advisory Board administrative matters

a) Election of new Chair and Vice-Chair

40. Ms. Mette Moglestue (Annex I government member) was elected as the new Chair of the Advisory Board. Mr. Spencer Thomas (non-Annex I government member) was elected as Vice-Chair until such time as the non-Annex I representatives elect a new Vice-Chair. The Advisory Board thanked Mr. Spencer Thomas for his service as Chair of the Advisory Board.

b) Date and venue of the next meeting

41. It was agreed that the tenth meeting of the Advisory Board would take place in Copenhagen, Denmark from 29-31 August 2017.

13. Closure of the meeting

42. The meeting was officially closed at 12:15 on Wednesday, 5 April 2017.