

## **I. PROVISIONAL AGENDA**

### **1. Opening of the meeting**

### **2. Organizational matters**

- a) Adoption of the agenda
- b) Minutes of the previous meeting
- c) Organization of the work of the session
- d) Membership matters

### **3. Introductory remarks from the CTCN Director**

### **4. Coordination with other UNFCCC Constituted Bodies**

- a) Adaptation Committee
- b) Standing Committee on Finance
- c) UNFCCC Financial Mechanism

### **5. Matters relating to the Technology Mechanism**

- a) Joint activities to be undertaken between the TEC and CTCN
- b) Preparations for COP25 & TEC19

### **6. Network Engagement & Outreach**

### **7. Gender & Climate Technology: In-session workshop**

### **8. Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network for 2019**

- a) Approval of the report of the Climate Technology Centre and Network
- b) Review of the joint chapter of the joint annual report of the TEC and the CTCN for 2019

### **9. Report of the Director**

### **10. CTCN Financial Matters**

The Financial Management Officer will provide an update on the financial situation of the CTCN, including projections for the remainder of the 2019 fiscal year.

### **11. CTCN Annual Operating Plan and Budget for 2020**

### **12. Monitoring and Evaluation of CTCN activities**

### **13. Other matters**

### **14. Advisory Board administrative matters**

- a) Guidance to Advisory Board Task Force
- b) Review of AB14 Decisions
- c) Date and venue of the next meeting

### **15. Closure of the meeting**

## II. ANNOTATIONS TO THE PROVISIONAL AGENDA

### 1. Opening of the meeting

The fourteenth meeting of the Advisory Board will be opened by the Chair of the Advisory Board at 13:00 on Wednesday September 11, 2019.

### 2. Organizational matters

#### a) Adoption of the agenda

The provisional agenda was prepared by the Chair with the assistance of the Secretary and circulated to Advisory Board members four weeks prior to the meeting. The annotations and time schedule were developed by the Secretary in consultation with the Chair and Vice-Chair.

**Action:** The Advisory Board is invited to adopt the meeting agenda.

AB/2019/14/2.1	Provisional annotated agenda + time schedule
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#### b) Minutes of the previous meeting

The minutes from the thirteenth Advisory Board meeting were prepared by the Chair and Vice-Chair with support from the Secretary and were circulated to Advisory Board members for their review following the conclusion of the thirteenth meeting. Any amendments or additional items arising therefrom are to be discussed prior to the adoption of the minutes.

**Action:** The Advisory Board is invited to adopt the minutes from the thirteenth meeting.

AB/2019/14/2.2	Report from the thirteenth Advisory Board meeting
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#### c) Organization of the work of the session

The fourteenth meeting of the Advisory Board will take place from 11 to 13 September 2019 at the offices of the United Nations Educational, Scientific and Cultural Organization (UNESCO) in Paris, France. A detailed schedule of the meeting has been communicated to the Advisory Board members prior to the meeting and is available on the CTCN website. The meeting will be open to attendance of observers, both from Parties and accredited UNFCCC observer organizations, except where otherwise decided by the Advisory Board. Provisions have been made for the meeting to be webcast, except during the discussion of any issues deemed sensitive by the Chair.

**Action:** The Advisory Board is invited to take note of the organization of the work of the meeting.

AB/2019/14/2.3	List of supporting documents and proposed actions for AB14
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#### d) Membership matters

According to the Rules of procedure, the COP must elect half of the Government Advisory Board members every year. Government representatives elected to the Board serve for a term of two years and are eligible to serve a maximum of two consecutive terms of office. Document AB/2019/14/2.4 contains details of the nomination cycles for each Government Advisory Board member of the CTCN.

Ms. Rose Mwebaza assumed her duties as Director of the CTCN in August 2019. This is Dr. Mwebaza's first meeting as Secretary of the Board.

**Action:** The Advisory Board is invited to take note of the organization of the work of the meeting and to welcome Ms. Rose Mwebaza as Secretary of the Advisory Board.

AB/2019/14/2.4	List of CTCN Advisory Board members
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### 3. Introductory remarks from the CTCN Director

CTCN Director Ms. Rose Mwebaza will introduce herself to the Advisory Board.

### 4. Coordination with other UNFCCC Constituted Bodies

#### a) Adaptation Committee

The Adaptation Committee will not participate at AB14. If an update on its activities is provided it will be shared electronically with members of the Advisory Board.

#### b) Standing Committee on Finance

The Standing Committee on Finance will not participate at AB14. If an update on its activities is provided it will be shared electronically with members of the Advisory Board.

#### c) UNFCCC Financial Mechanism

Representatives from the Green Climate Fund (GCF) and Global Environment Facility (GEF) will provide updates on relevant discussions from the GCF Board and GEF Council and on activities related to investment in climate technology. The CTCN will provide an update on collaboration with the GCF including progress in the use of GCF support for the implementation of CTCN Technical Assistance.

Members of the Advisory Board will be invited to discuss issues put forward by the GEF, GCF and CTC representatives and provide guidance as appropriate. Meeting document AB/2019/14/4.1 contains the CTCN submission to the Report of the GEF to COP25 as discussed on the Advisory Board task force call of June 22.

**Action:** The Advisory Board is invited to take note of the update on high-level discussions of the Financial Mechanism and on progress related to GCF Readiness & Preparatory Support, and provide guidance on the CTCN's approach to engagement with the GCF and GEF.

AB/2019/14/4.1	CTCN contribution to GEF Report to COP25
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### 5. Matters relating to the Technology Mechanism

#### a) Joint activities to be undertaken between the TEC and CTCN

Following the Joint Session of the Technology Mechanism on 27 March during TEC18 and AB13, an ad-hoc task force open to all members of the TEC and CTCN AB provided additional input into areas for cooperation and joint activities to be undertaken by the TEC and CTCN in support of the implementation of the technology framework of the Paris Agreement. With the help of the secretariats, the four Chairs of the TEC and CTCN AB further revised the work presented in AB/2019/14/5.1 for consideration at AB14 and TEC19 and subsequent inclusion in the long-term workplans of the TEC and CTCN.

**Action:** The Advisory Board is invited to finalize and agree the joint activities table in document AB/2019/14/5.1 which will then be presented for consideration, further review and adoption at TEC19 on September 19, 2019. The Board is further invited to empower the Chair and Vice-Chair to agree to any subsequent revisions proposed at TEC19.

AB/2019/14/5.1	TEC-CTCN Joint Activities table
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## **b) Preparations for COP25 & TEC19**

The UNFCCC Secretariat will provide an overview of the agenda for the Nineteenth meeting of the TEC as well as look ahead to logistical preparations underway and issues related to technology that will be discussed at COP25 in Santiago, Chile. [The Climate Technology Centre will provide an overview of plans for communication, outreach and events underway for COP25.]

The Advisory Board will be invited to raise any questions related to preparation for either of these meetings.

**Action:** The Advisory Board is invited to raise any questions and take note of the preparations under way for these meetings and provide guidance on the CTCN's preparations.

## **6. Network Engagement & Outreach**

The CTC is dependent upon a strong, diverse and geographically distributed Network to deliver world-class technical assistance, capacity building and information-sharing services. To do so, the proposition of Network membership needs to be attractive not just to those members actively engaged in bidding for technical assistance implementation.

The CTC continues to engage in outreach to its membership and will present the preliminary results of a Network survey conducted in early September. The Advisory Board will be invited to engage in a discussion on potential avenues for Network engagement and outreach with a view towards mandating further consideration by its task force as appropriate.

**Action:** The Advisory Board is invited to discuss and provide guidance on the CTC approach to Network engagement and outreach.

## **7. Gender & Climate Technology: In-session workshop**

In alignment with UNFCCC Gender Action Plan Priority Area C, the CTCN Advisory Board will participate in a workshop on integrating gender considerations into respective areas of work and on meeting the goal of gender balance.

**Action:** The Advisory Board is invited to participate in the gender workshop offered by the gender focal point of the UNFCCC.

## **8. Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network for 2019**

### **a) Approval of the report of the Climate Technology Centre and Network**

The COP, by its decision 1/CP.16, paragraph 126, decided that the TEC and the CTCN shall report through the subsidiary bodies on their respective activities and on the performance of their respective functions. Decision 2/CP.17, Annex VII, paragraph 9, requests the Advisory Board to provide guidance on the report of the CTCN. The COP, by its decision 1/CP.21, paragraph 68, decided that the TEC and the CTCN shall report to the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) on their activities to support the implementation of the Paris Agreement. As in 2018, the Joint Annual Report of the TEC and the CTCN for 2019 to the COP will also serve as the report to the CMA.

The CTCN Director will present the draft report of the Climate Technology Centre and Network as input to the Joint Annual Report for discussion with Advisory Board members.

**Action:** The Advisory Board is invited to provide guidance to and approve the CTCN's contribution to the joint annual report to the COP.

AB/2019/14/8.1	Report of the Climate Technology Centre and Network for 2019
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**b) Review of the joint chapter of the joint annual report of the TEC and the CTCN for 2019**  
 Consistent with the procedures for preparing the joint chapter of the joint annual report to the COP and CMA, the Chair and Vice-Chair of the TEC and the Chair and Vice-Chair of the CTCN Advisory Board together developed the draft joint chapter. The joint chapter will be presented to the Advisory Board for its review.

**Action:** The Advisory Board is invited to agree to the text of the draft joint chapter of the joint annual report.

AB/2019/14/8.2	Joint chapter of the Joint Annual Report of the TEC and CTCN
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## 9. Report of the Director

The CTCN Director will provide an update on the activities of the CTCN in 2019.

**Action:** The Advisory Board is invited to take note of the overall status, progress, and activities of the CTCN and provide guidance on strategic considerations for the CTCN.

AB/2019/12/9.1	Summary of Actions as a Result of Advisory Board Meeting 13
AB/2019/14/9.2	Summary of AB Task Force call (June 22, 2019)

## 10. CTCN Financial Matters

The Financial Management Officer will provide an update on the financial situation of the CTCN, including projections for the remainder of the 2019 fiscal year.

AB/2019/12/10.1	CTCN Financial snapshot
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## 11. CTCN Annual Operating Plan and Budget for 2020

- a. Approval of the CTCN Annual Operating Plan for 2020
- b. Endorsement of the CTCN Budget for 2020

According to the terms of reference of the CTCN (Annex VII, 2/CP.17), the Advisory Board will endorse the Annual Operating Plan, budget, and financial statements of the CTCN.

The 2020 Annual Operating Plan outlines a series of activities to be undertaken by the CTCN during the period from 1st January 2020 and 31st December 2020. It follows the guidance of the technology framework of the Paris Agreement and the CTCN Programme of Work and is based on the structure established by the monitoring and evaluation system under implementation by the CTCN in Q4 2020.

The 2020 Annual Operating Plan, including the 2020 budget, will be presented to the Advisory Board for its discussion and review.

**Action:** The Advisory Board is invited to approve the CTCN's annual operating plan for 2020 and endorse the CTCN's budget for 2020.

AB/2019/12/11.1	Annual Operating Plan and Budget for the CTCN for 2020
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## 12. Monitoring and Evaluation of CTCN activities

Decision 13/CP.24 welcomed the information provided by the CTCN on the monitoring and evaluation of the impact of its activities and encouraged continued reporting as well as the inclusion of information on tracking of progress and on methodologies used. The CTCN deputy director presented the CTCN's plans for strengthening its monitoring and evaluation system through the engagement of a consultant to design a system based on the technology framework of the Paris Agreement and the respective mandates of both bodies of the Technology Mechanism.

The expert consultant engaged by the CTCN will present the updated Theory of Change, Logical Framework and Results Management Framework, as well as indicators and supporting methodologies developed to strengthen the integrity of the information collected by implementing partners of the CTCN and by the CTC itself.

**Action:** The Advisory Board is invited to take note of the update provided by the CTCN as well as to provide guidance as to additional considerations that should be taken into account in the revision of its M&E system.

## 13. Other matters

Any other matters arising during the meeting will be taken up under this item. Advisory Board members and observers attending the meeting will be invited, time permitting, to raise any other issues for consideration by the Advisory Board.

**Action:** The Advisory Board may wish to consider any other matters raised, and agree on any follow-up action, as appropriate.

## 14. Advisory Board administrative matters

### a) Guidance to Advisory Board Task Force

The Advisory Board may wish to provide guidance for issues to be considered by its task force as well as products to be prepared by the CTC and timeframes for these discussions.

**Action:** The Advisory Board may wish to provide guidance to its task force for items to be considered in advance of the fourteenth meeting of the Advisory Board.

### b) Review of AB14 Decisions

In order to ensure agreement among members of the Advisory Board, the Secretary will present a summary of decisions and actions agreed during its twelfth meeting, including any guidance provided to the Advisory Board task forces under item 13.a).

**Action:** The Advisory Board will be invited to endorse the decisions and actions agreed at its twelfth meeting.

**c) Date and venue of the next meeting**

The fifteenth meeting of the CTCN Advisory Board will take place in Copenhagen from March 30 to April 1, 2020.

**Action:** The Advisory Board is invited to agree on the dates of its next meeting.

**15. Closure of the meeting**

The Chair will inform the Advisory Board that the outcomes of the meeting will be captured in the meeting report and subsequently close the meeting.

**Action:** The Chair will be invited to close the meeting.

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### III. PROVISIONAL TIME SCHEDULE FOR AB14

<b>Day 1 (11 September)</b>	
13.00 – 15.00	<p><b>Item 1</b> – Opening of the meeting</p> <p><b>Item 2</b> – Organizational matters</p> <ul style="list-style-type: none"> <li>a) Adoption of the agenda</li> <li>b) Minutes of the previous meeting</li> <li>c) Organization of the work of the session</li> <li>d) Membership matters</li> </ul> <p><b>Item 3</b> – Introductory remarks of the CTCN Director</p>
15.00 – 15.30	Coffee
15.30 – 17.30	<p><b>Item 4</b> – Coordination with other UNFCCC Constituted Bodies</p> <ul style="list-style-type: none"> <li>a) Adaptation Committee</li> <li>b) Standing Committee on Finance</li> <li>c) UNFCCC Financial Mechanism</li> </ul> <p><b>Item 5</b> – Matters relating to the Technology Mechanism</p> <ul style="list-style-type: none"> <li>a) Joint activities to be undertaken between the TEC and CTCN</li> <li>b) Preparations for COP25 &amp; TEC19</li> </ul> <p><b>Item 6</b> – Network Engagement &amp; Outreach</p>
<b>Day 2 (12 September)</b>	
9.00 – 10.30	<b>Item 7</b> – Gender & Climate technology: In-session workshop
10.30 – 11.00	Coffee
11.00 – 12.30	<p><b>Item 12</b> – Monitoring and Evaluation of CTCN Activities</p> <p><b>Item 9</b> – Report of the Director</p>
12.30 – 13.30	Lunch
13.30 – 14.45	<b>Item 10</b> – CTCN Financial Matters
14.45 – 15.15	Coffee
15.15 – 18.00	<p><b>Item 11</b> – CTCN Annual Operating Plan and Budget for 2020</p> <p><b>Item 8</b> – Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network for 2019</p> <ul style="list-style-type: none"> <li>a) Approval of the report of the Climate Technology Centre and Network</li> <li>b) Review of the joint chapter of the joint annual report of the TEC and the CTCN for 2019</li> </ul>
<b>Day 3 (13 September)</b>	
9.30 – 11.00	<b>Item 13</b> – Other matters
11.00 – 11.00	Coffee
11.00 – 12.00	<p><b>Item 14</b> – Advisory Board administrative matters</p> <ul style="list-style-type: none"> <li>a) Guidance to Advisory Board task force</li> <li>b) Date and venue of next meeting</li> </ul> <p><b>Item 15</b> – Closure of the meeting</p>

**\*\*Please note: The CTCN welcomes all AB14 participants to a reception taking place at Bar 7 in the Fontenoy Building from 18:30-20:00 on Wednesday, September 11<sup>th</sup>.\*\***