

Establishment of a Regional Pacific NDC Hub within the Framework of the NDC Partnership

Draft Design Document 12.03.18

1. Background

The actions and ambitions provided in each country's Nationally Determined Contribution (NDC) provide a strong measure of whether the world will achieve the long-term goals of the Paris Agreement. These goals are: to hold the increase in global average temperature to well below 2°C, to pursue efforts to limit the increase to 1.5°C and, to increase the ability to adapt to the adverse impacts of climate change and foster climate resilience and low greenhouse gas emissions development.

An assessment of actions in the NDCs submitted so far indicate that current actions are still not ambitious enough to keep global temperature increase to well below 2°C. There is a need to enhance current NDCs and accelerate the scale and pace of climate action globally in order to meet the objectives of the Paris Agreement.

For some Pacific Island Countries (PICs), the development of INDCs was hurried to meet the deadline before the Paris COP21 in 2015. This meant that many NDCs were often developed by external consultants based on pre-existing plans to increase access to renewable energy, which is crucial for PICs as a way to reduce emissions while also reducing dependency on fossil fuel imports for diesel electricity generation.

This process means that for many PICs their NDCs do not include significant sources of emissions or emission reduction opportunities, such as transport, forestry, waste and agriculture or oceans. Enhancing Pacific NDCs through including actions to mitigate emissions in these sectors also has the potential to provide significant social and economic benefits and enhance resilience more broadly. Implementation of the existing NDCs and future enhanced NDCs will require an embedded, whole-of-government approach that helps translate NDC targets into detailed and well-understood national investment plans and align them to the Sustainable Development Goals (SDGs).

The NDC Partnership (NDCP)¹ and its accompanying Support Unit has been established to assist countries with their NDC processes. Fiji, the Republic of the

¹ The **NDC Partnership** is a coalition of countries and institutions working to mobilize support and achieve ambitious climate goals while enhancing sustainable development. Launched at COP22 in Marrakesh, the NDC Partnership aims to enhance cooperation so that countries have access to the technical knowledge and financial support they need to achieve large-scale climate and sustainable development targets as quickly and effectively as possible. The NDC Partnership builds in-country capacity and increases knowledge sharing so that climate policies have meaningful and enduring impacts, and drive increasing global ambition over time. <https://ndcpartnership.org/about-ndc-partnership>

Marshall Islands and Vanuatu are Pacific members of the NDC Partnership. The *Climate Action Pacific Partnership Conference* held in Suva in July 2017 called, amongst others, also for more Pacific Island countries to join the NDCP. The present proposal will be implemented within the framework of the NDCP. As a regional initiative in association with the NDC Partnership, the Hub is an integral part of the wider Partnership network² of 70 countries and 14 international organisations. However, all Pacific countries will benefit from the Regional Pacific NDC Hub's services, irrespective of their membership or non-membership in the NDCP.

While developed and driven as a regional initiative, the Regional Pacific NDC Hub will adopt and operate in accordance with the NDCP's Guiding Principles (see below) and will leverage, complement, and strengthen the Partnership's existing activities for country engagement, knowledge sharing and learning, as well as leveraging climate finance opportunities.

Although PICs' contribution to global greenhouse gas emissions are insignificant, a transition to a low carbon economy is the path needed for overall sustainable development. Most of the PIC's NDCs focus on renewable energy and energy efficiency actions, and most recognise this as also economically smart given the high reliance on fossil fuels. For PICs, their priority remains adaptation and resilience. There is a need to strengthen NDCs to better reflect the economic, environmental and social co-benefits of ensuring that infrastructure and ecosystems are resilient by taking into account climate and disaster risks.

In strengthening the resilience of PICs and promoting low carbon development, the Regional Pacific NDC Hub will also complement other actions taken under the Framework for Resilient Development in the Pacific (FRDP) – in particular Goal 2 – Low Carbon Development.

It will be affiliated to the Pacific Resilience Partnership (PRP), the regional governance mechanism for the FRDP, to strengthen coordination and complementarity of actions to promote low carbon development.

Figure 1: Guiding principles

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| ✓ Support country-driven processes | ✓ Enhance integration into national planning |
| ✓ Promote long-term climate action | ✓ Advance adaptation and mitigation |
| ✓ Enhance efficiency and responsiveness | ✓ Align development and climate change |
| ✓ Build in-country capacity | ✓ Support multi-stakeholder engagement |
| ✓ Improve coordination | ✓ Promote gender parity |

2. Rationale

² <http://ndcpartnership.org/members>

The Regional Pacific NDC Hub aims to address identified needs and priorities of Pacific Island Countries to enhance and better successfully implement their NDCs.

On July 3 and 4 2017, around 200 stakeholders from different organisations and sectors gathered in Suva, Fiji for the inaugural Climate Action Pacific Partnership Event. Also attending were leaders from 14 Pacific Island Countries. During this event, stakeholders raised the need for a **regional NDC platform or mechanism to support Pacific Island Countries in enhancing and implementing their NDCs**. This was further developed at the Partnership Days during pre-COP meetings in October in Nadi, Fiji, and side-events during COP23 in November.

At the NDC Partnership high-level event on November 14, 2017, the Hon Prime Minister of Fiji and President of COP 23 formally launched the Regional Pacific NDC Hub.

Based on consultations held since November 2017, this concept note describes the objectives of the Hub, proposed services to be offered and mechanisms for service delivery and proposed governance and institutional arrangements.

3. Objectives of the Hub

The Regional Pacific NDC Hub serves to:

1. Provide advisory and technical support to Pacific Island Countries to enhance and implement their NDCs and integrate these climate actions into their development plans.

2. Support PICs with the required systematic review of the implementation of their NDCs and the acceleration of climate actions to contribute towards global efforts to reduce greenhouse gas emissions and to increasingly strengthen national and local resilience, as outlined in the Paris Agreement.

3. Strengthen the monitoring and reporting of NDCs in the region and align this to the regional reporting on the progress of the implementation of Goal 2 of the FRDP to Pacific Island Leaders, SDGs and other national and regional reporting mechanisms.

Article 4; 3 - Each Party's successive nationally determined contribution will represent a progression beyond the Party's then current nationally determined contribution and reflect its highest possible ambition, reflecting its common but differentiated responsibilities and respective capabilities, in the light of different national circumstances.

Article 4; 4. - Developing country Parties should continue enhancing their mitigation efforts, and are encouraged to move over time towards economy-wide emission reduction or limitation targets in the light of different national circumstances

Paris Agreement, 2015

Objective (#2) refers to a supporting mechanism functioning beyond 2020 where countries are supported with the periodic review of their NDCs and meeting reporting requirements to the UNFCCC Secretariat.

These objectives respond and align to regional and nationally identified priority actions. In particular, under Goal 2 of the FRDP, a priority action identified guides countries to 'Seek technical and financial support to develop and implement NDC

targets and long-term low carbon development strategies.’. All FRDP priority actions in Goal 2 are also relevant to the Regional Pacific NDC Hub.³

Through supporting Pacific Island Countries enhance and better implement their NDCs, the Regional Pacific NDC Hub will contribute to higher level objectives:

- 1) Strengthening Pacific Island Countries’ ability to contribute to the implementation of the Paris Agreement and the achievement of the 2030 Agenda for Sustainable Development** through improved access to finance, low carbon investments and debt management initiatives.
- 2) Improving Pacific Island Countries’ capacity to manage climate risks** through long-term sustainable investment programmes, conducive legal frameworks, private sector integration and innovative policy development.

The Hub will promote exchange between countries and share lessons and best practices from all sectors, including those sectors currently not part of Pacific NDCs, to stimulate discussion about future NDC enhancement and the inclusion of adaptation where requested. The Hub will be inclusive of governments, private sector and civil society.

Best practice case studies will be made available through the Pacific Climate Change Portal and the Pacific Regional Data Repository to strengthen these existing platforms. The NDC Partnership will also promote learning from the region and provide a platform to share experiences from other regions.

4. Regional Pacific NDC Hub – Results framework

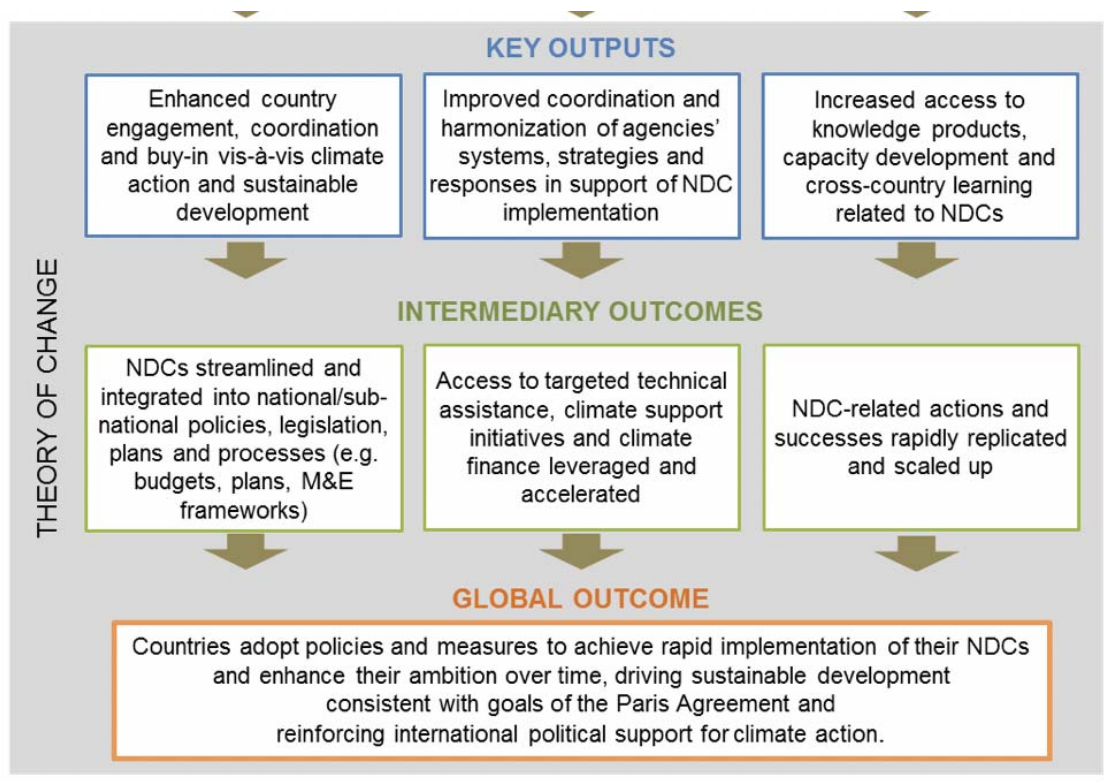
The Regional Pacific NDC Hub will contribute to the achievement of results under the Paris Agreement and the 2030 Agenda. As a key principle, also expressed during the consultations and within the FRDP, the results framework for the Regional NDC Hub should strengthen existing reporting frameworks and not create additional reporting burdens for countries.

The Theory of Change underpinning the Hub is that services provided by the Hub contribute to accelerated implementation of NDC related actions through their incorporation into national development planning processes and the enhancement of NDCs and to strengthened monitoring and reporting processes.

The outputs, intermediary outcomes and outcomes of the NDC Partnership are also relevant for the results framework of the Regional Pacific NDC Hub.

³ <http://www.forumsec.org/resources/uploads/embeds/file/Annex%201%20-%20Framework%20for%20Resilient%20Development%20in%20the%20Pacific.pdf>

Figure 2: NDC Partnership Theory of Change



The key results expected and monitoring tools for the Hub are proposed below:

Table 1: Objectives and results

| Hub objective | Proposed Hub result | NDCP result | Monitoring tools |
|---|--|--|--|
| Provide advisory and technical support to Pacific Island Countries to implement and enhance their NDCs and integrate these climate actions into | Access to targeted technical assistance, climate support initiatives and climate finance leveraged and accelerated. (full alignment) | Access to targeted technical assistance, climate support initiatives and climate finance leveraged and accelerated. NDC related actions and successes rapidly | RTSM feedback survey will be reviewed and expanded if needed |

| | | | |
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| their development plans. | | replicated and scale other. | |
| Support PICs with the required systematic review of the implementation of their NDCs and the acceleration of climate actions, as requested in the Paris Agreement. | NDCs enhanced and streamlined and integrated into national/subnational policies, legislation, plans and processes (e.g. budget, plans, M&E framework) – (partial alignment) | NDCs streamlined and integrated into national/subnational policies, legislation, plans and processes (e.g. budget, plans, M&E framework) | |
| Strengthen the monitoring and reporting of NDCs in the region and align this to the regional reporting on the progress of the implementation of Goal 2 of the FRDP to Pacific Island Leaders, SDGs and other national and regional reporting mechanisms. | NDCs monitoring strengthened and streamlined with regional and global reporting mechanisms - (partial alignment) | NDCs streamlined and integrated into national/subnational policies, legislation, plans and processes (e.g. budget, plans, M&E framework) | NDCs monitoring reports |
| Cross-cutting: Knowledge sharing and learning | NDC related actions and successes rapidly replicated and scale other. (full alignment) | NDC related actions and successes rapidly replicated and scale up. | |

The RTSM has an existing evaluation survey to track satisfaction with services provided as part of the RTSM. This will be reviewed and expanded where necessary.

The Hub will provide assistance and tools to strengthen NDC monitoring and as such NDC monitoring reports will feed in to the monitoring of the Regional Pacific NDC Hub reducing the burden of separate reporting mechanisms.

A full results framework will be developed during the establishment phase of the Hub, with a view to ensuring streamlined reporting wherever possible.

5. Regional Pacific NDC Hub Design Process

Following the call for its establishment in July 2017 and subsequent consultations at pre-COP and COP23 itself, consultations were held between January – March 2018 to seek views on the following issues:

- **What** kind of technical assistance is required by countries and other stakeholders to implement, review and monitor their NDCs?
- **How** should this technical assistance be delivered? What types of mechanisms are preferred in terms of delivering this technical assistance?
- What governance and institutional arrangements should be used to steer the activities of the Hub?

5.1 What?

The Regional Pacific NDC Hub (hereafter the Hub) will provide a range of technical services to Pacific Island Countries to support the implementation, review and monitoring of Pacific NDCs.

The following descriptions of types of services reflect priorities expressed during consultations to date (05.03.18) and will be adjusted to take into account views expressed during the NDC Dialogue and Hub consultation. Priorities expressed have been aligned to the NDC Partnership's Value Chain of Services.

Most respondents suggested that the Hub should focus, during its first year, on the scope within current NDCs and provide focussed, targeted assistance in a number of key areas, rather than trying to spread support too thinly and cover a broader area of services.

5.2 Key recommendations and priority areas of support

General principles

- Strengthen existing engagement and cooperation by Hub partners and donors in the region
- Add value to existing regional initiatives by ensuring close coordination, complementarity and regular communication with relevant regional governance mechanisms and initiatives
- Align the governance structure of the Regional Pacific NDC Hub to the Pacific Resilience Partnership
- Focus on a few key areas of support initially that are common to all countries – rather than trying to be everything to everyone
- Focus initially on supporting NDC implementation in sectors currently included within existing Pacific NDCs (mainly energy and transport)
- Promote dialogue and knowledge exchange relating to NDC enhancement and the inclusion of adaptation within future review processes
- Ensure links are made to regional and national processes for data and information management, reporting (including for energy and transport more generally, but also SDGs) and planning

- Utilise and strengthen existing regional initiatives (e.g. Pacific Resilience Partnership, the Pacific Regional Data Repository for Sustainable Energy, the Pacific Climate Change Portal)
- Add value at the regional level, including by identifying opportunities to generate economies of scale for climate investment;
- Engage in a socially inclusive manner - across the whole-of-government (particularly ministries of planning, finance, energy, transport, forestry, agriculture, women), private sector and civil society
- Be inclusive and accessible to provide advice and support to countries, private sector and civil society partners as required

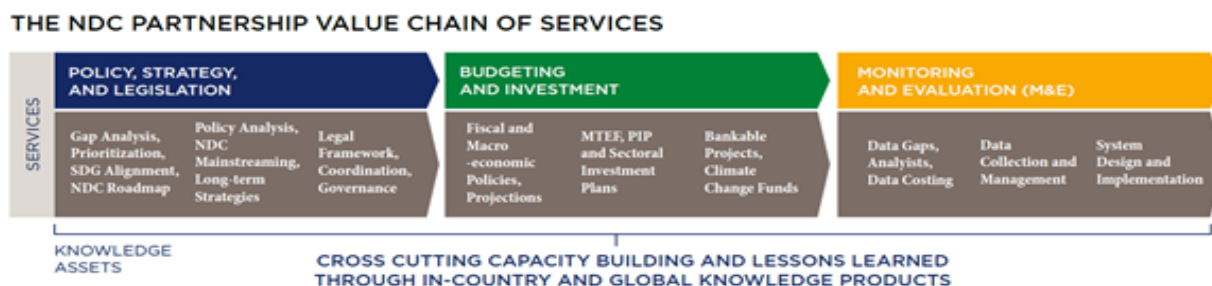
5.3 Summary of priority areas of technical assistance

The following areas of technical assistance were identified as priority areas for support.

- Facilitate translation and analysis of current NDCs targets in energy and transport into specific short, medium and long-term actions required to achieve targets (e.g. via the development of NDC roadmaps, through strengthened modelling capability, etc.)
- Facilitate access to finance and provide support to proposal development
- Strengthen data and information management to support countries and regional organisations to accurately report on greenhouse gas emissions as part of NDC reporting processes and align these to other reporting mechanisms (National Communications, NAPs, NAMAs etc)
- Support private sector engagement to accelerate investment in green technology by facilitating dialogue, documenting case studies and promoting a shared understanding of regulatory barriers and opportunities.

Based on these identified priorities, the following proposed areas of technical services to be offered by the Hub are below. Their description is aligned to the NDC Partnership.

Figure 3: NDC Partnership Value Chain of Services



Policy, strategy and legislation

- Support to the development of NDC Roadmaps to assist countries unpack how targets set out in the NDC can be achieved in practice.
- Support gap and policy analysis and prioritisation exercises and tools to determine which opportunities should be addressed first in meeting country commitments as part of their NDCs.
- Support social and gender analysis of short, medium and long-term goals envisaged as part of country NDCs.
- Support the development of legislation, regulations and standards where this is relevant to the achievement of NDCs.

Budgeting and investment

- Support to develop investment plans for NDC implementation.
- Facilitate access to climate finance through coordination with existing (and explore new) funding bodies and explore various innovative mechanisms and modalities for accessing finance.
- Facilitate dialogue and partnerships with the private sector to strengthen their participation in climate action
- Support to develop project proposals for accessing finance for implementation.

Monitoring and evaluation

- Strengthen underlying national and sector planning, budgeting and reporting processes to ensure they are fit-for-purpose for reporting on NDCs.
- Identify opportunities to streamline reporting methodologies with other relevant processes (SDGs, UNFFFF etc).

Capacity building / lessons learned

Across all of the services provided by the Hub, processes and platforms will be utilised to ensure regional knowledge exchange and capacity building. These include online knowledge platforms such as the Pacific Climate Change Portal and the Pacific Regional Data Repository for Sustainable Energy. Facilitated e-discussions, such as the UNDP-hosted Pacific Solution Exchange will also be used to share regional experiences and best practices. The Hub and the NDC Partnership Support Unit will work closely to ensure that lessons learned at the regional level are shared internationally, and that regional knowledge exchanges are informed by global experiences.

Core Regional Pacific NDC Hub members will ensure that any training and capacity development is aligned to existing training and capacity development provided.

5.4 How?

Types of mechanisms

The Regional Pacific NDC Hub will have a core team of experts based at SPC in Suva and SPREP in Apia (and funding permitting SPC in FSM) available to deliver technical assistance directly in coordination with existing mechanisms. In addition to the core team additional technical assistance will be provided as required.

Views were sought on the various mechanisms listed below to deliver technical assistance.

- Peer to peer exchange between countries
- Training courses / workshops
- Short term consultants providing advice / assistance remotely
- Short term consultants providing advice / assistance in-country
- Short term attachments of Hub staff to (your) country(ies)
- Short term staff positions to deliver key NDC related activities
- Remote assistance provided by Hub staff (e.g. policy document review)
- Communication platform providing regular up-to- date information and advice on NDC related activities and developments including funding opportunities and COP negotiations relating to NDCs
- Advice on NDC related activities and developments including funding
- Access to NDC Partnership tools, services, and global network

Most stakeholders consulted (countries, private sector, civil society, partners) felt that all of the mechanisms listed above could have a role depending on the specific technical assistance being requested.

In reflecting on existing successful mechanisms of regional technical assistance, a number of key principles emerged that will inform the Hub's approach to the delivery of technical assistance.

5.5 Principles for technical assistance delivery

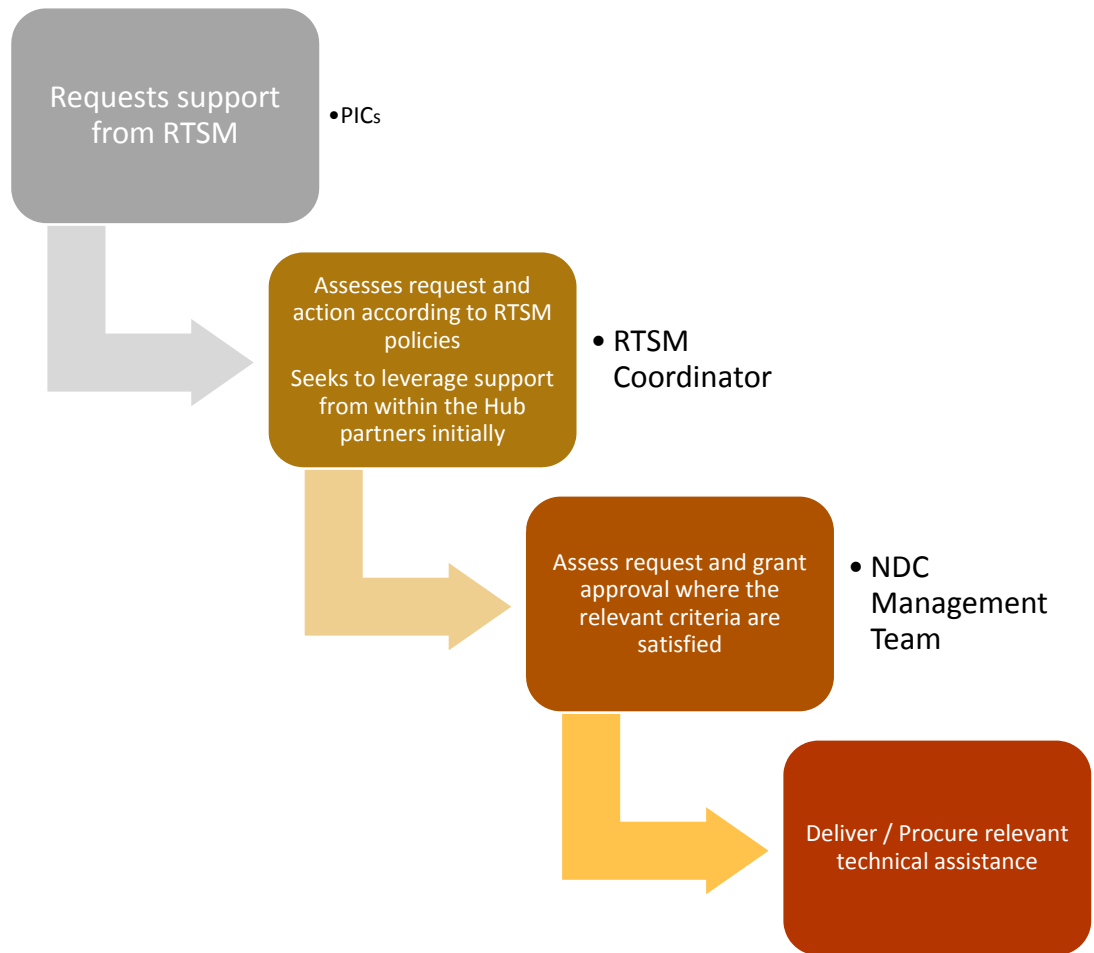
- The Hub will utilise wherever possible experts from the region to deliver technical assistance.
- Peer to peer exchange will be used wherever possible to facilitate learning between countries.
- Engagement with existing providers of technical expertise – such as those already provided within CROP agencies, the Micronesian Centre for Sustainable Transport, the Pacific Centre for Renewable Energy and Energy Efficiency, the Regional Maritime Centre of Excellence, the Pacific Green Business Centre, the Pacific Business Resilience Council is critical to ensuring that the Hub can access the most relevant expertise.
- The Hub will minimise wherever possible large regional meetings and trainings that are recognised as having limited lasting impact on capacity development, are expensive and generate significant emissions.
- The Hub will strengthen existing information and knowledge management systems (the Pacific Climate Change Portal and the Pacific Regional Data Repository for Sustainable Energy) to ensure regular and ongoing communication of activities.
- The Hub will utilise facilitated email exchanges (such as the Pacific Solution Exchange), newsletters, webinars, social media, existing communities of practice and other virtual methods to share information and promote engagement in key topics of interest.

- The Hub will provide a simple, flexible and responsive mechanism for requesting support.
- The Regional Technical Support Mechanism will be revamped to provide the overarching mechanism for procuring any technical assistance that cannot be provided by countries or partners to the Hub.
- The Hub will have a key role in coordinating technical assistance relevant to NDCs. Upon receiving a request for support it will be screened to ensure that it is not currently being addressed under an existing initiative. Existing partners and Hub staff will be approached first to determine whether the request can be met from within the Hub and partner resources. Where this is not possible the RTSM will be used to procure external support.
- The Hub will seek to leverage access to expertise through its partners including the NDC partnership.

The Regional Pacific NDC Hub will utilise the Regional Technical Support Mechanism, hosted by SPREP, as the main mechanism for processing requests for technical assistance to be delivered by Hub partners or external assistance as required.

The RTSM coordinator will have a key role in coordinating requests and leverage support from within the Hub partners including the NDC Partnership initially.

Figure 3: Process for accessing technical assistance through the NDC Hub utilising the RTSM (adapted from the RTSM operations manual)



A marketing strategy for the RTSM will be developed to ensure that it engages broadly with potential providers of technical assistance from the private sector and civil society.

The RTSM coordinator will also run regular trainings with consultants in the Pacific to support them in understanding the requirements for registration and applying for opportunities listed as part of the RTSM.

Where possible existing mechanisms, such as LinkedIn, will be used to streamline registration processes and also offer the opportunity for others to review feedback received on previous work.

5.6 Leveraging support from the NDC Partnership

Where countries have an interest in accessing support from the NDC Partnership, the NDC Partnership Support Unit and the Hub will collaborate to support the development of Partnership Plans in the Pacific region.

The Partnership Plan is a planning and mobilization tool used to organize and harmonize support activities of NDC Partnership members and in-country

stakeholders, as well as a country's own activities, that contribute toward the implementation and achievement of the NDC, generally structured along the Value Chain of Services.

Through the existing process and system for developing Partnership Plans, the global network of the NDC Partnership can directly be leveraged to respond to a government's needs and objectives for NDC implementation. Partnership Plans add value by:

- Matching country-led demands for services with supply;
- Projecting future needs, based on analysis of where a country is in the Value Chain of Services;
- Providing a framework for investment and mobilizing resources by identifying gaps in supply;
- Coordinating initiatives between government and Implementing Partners; and
- Ensuring transparency on who is doing what for stronger collective impact.

5.7 Private sector needs and priorities

Private sector businesses surveyed indicated that energy and transport costs represented a significant proportion of their costs and many had already made adjustments to investments and processes to reduce costs and emissions. All businesses surveyed suggested that a key role for the Hub would be in sharing information relating to opportunities for private sector organisation to support the implementation of NDCs.

Challenges in investing in green technology included competitive constraints, risks to small and new businesses, the lag with which new technology reaches the region and a lack of expertise locally.

Opportunities included a request that government factor in the long term environmental and resilience benefits of a particular project when tenders are assessed. This often requires a higher expenditure but can deliver greater overall benefits in the long term. Expanded use of tools such as cost benefit analysis may assist.

Businesses already collect and monitor information that is relevant for NDC reporting and a closer partnership with the private sector could promote information sharing and strengthened reporting systems. These include rainfall data, fuel usage, electricity usage, monitoring funding for infrastructure on resilience strengthening and the ability to use SMS platforms to source data and information where relevant.

The Regional Pacific NDC Hub should seek to strengthen private sector engagement and partnership by promoting information sharing and dialogue between governments, civil society and the private sector to identify key partnership opportunities. The Hub should enable the private sector to access technical assistance from the Hub on a co-financing basis. The Hub will also provide regular training (including via webinars), information and knowledge to support private sector organisations to better understand opportunities to support low carbon resilient

development in particular, understanding the opportunities and requirements of tenders relating to climate change technical assistance.

5.8 Civil society needs and priorities

Responses from civil society groups were limited given the time constraints for the consultations and further consultations are required during the Hub's establishment phase. In general, language used in discussions on NDCs is inaccessible to many stakeholders that are not regularly engaged in UNFCCC processes.

Feedback received from CSOs indicated a strong desire to ensure that NDC implementation processes are socially and gender inclusive and that requires CSO presence on the governance mechanism for the Regional Pacific NDC Hub. Pacific NDCs are generally relatively weak on social and gender analysis and it is unclear the extent to which gender specialists and women's groups fed in to the development of NDCs. Going forward, CSOs highlight that including diverse representation as part of the governance and implementation mechanisms for all NDCs is critical.

The energy sector is largely a male dominated profession and in promoting women's economic empowerment it is vital that women are given equal access to training and skills development to support a growing renewable energy industry.

The Regional Pacific NDC Hub should ensure that adequate time and resources are available to consult more broadly with CSOs during the establishment stage of the Hub. In particular, language used in fora such as the NDC Dialogue can make them seem irrelevant to every day hardships facing Pacific Islanders – including access to energy, water, health services etc – and yet these issues are highlight relevant for NDCs. Removing jargon from these processes and the Hub design was also strongly recommended.

6. Proposed governance and institutional arrangements

Core partners: SPC, SPREP, GGGI and GIZ in association with the NDC Partnership Support Unit and UNFCCC

The facilitation of the establishment of the Hub has been supported by SPC, SPREP, GIZ, GGGI, the NDC Partnership Support Unit and the UNFCCC in close collaboration with countries and other stakeholders.

Once operational, it is envisaged as a broad regional partnership, and the Hub will seek to engage further interested partners in committing financial and/or in-kind (staff) resources. A number of partners have expressed potential interest during consultations.

The Hub will be a multi-partner, multi-donor initiative and it will be both physical – with a small team of core staff (see below) and virtual (with a network of partners providing various support).

The UK, Germany and Australia have committed initial funding and further resource mobilisation will be required.

The Hub will be embedded within SPC (in Suva and FSM should funding allow) and SPREP (in Samoa), membership-based organisations that include all 14 Pacific Island Countries, and that provide existing technical services in sectors relevant for NDC implementation (energy, transport, agriculture, forestry, UNFCCC reporting, climate finance).

The Hub will employ a core team of specialists to provide services to countries as proposed below (resource dependent). The Global Green Growth Institute has committed to supporting a full-time seconded staff member for 12 months. The NDC Partnership has indicated that support would be available for a seconded member of staff for 3 months to support the establishment of the Hub.

Organisations that expressed interest in potentially contributing staff time where it aligns to existing work on NDCs included IRENA, Conservation International, IUCN and PIDF.

- Team Leader (Suva)
- Energy/transport specialist (Suva)
- Data and information management specialist (Suva)
- Financing / investment / private sector engagement specialist (Suva)
- Administrative and finance officer (Suva)
- RTSM manager (Apia)
- RTSM procurement officer (Apia)

Partners that are working on NDC implementation will also be invited to contribute staff time to the Hub that could be made available for service delivery to countries.

Organisations that expressed interest in potentially contributing staff time where it aligns to existing work on NDCs included IRENA, Conservation International, IUCN and PIDF.

The Regional Technical Support Mechanism (RTSM) as described above, hosted by SPREP, will act as the main mechanism for deploying additional short term technical assistance when requested by countries. Countries that utilised the RTSM over the past few years, particularly for project design and feasibility, provided positive feedback of their experiences. The RTSM will be reimagined to provide greater emphasis on engagement with countries to support them in identifying the type of technical expertise that is best suited to their needs. Strong private sector engagement is also critical to ensure active participation from potential providers of expertise.

The Hub will act as the regional arm of the NDC Partnership, learning from the NDC Partnership's experiences and where relevant drawing on services available within the NDC partnership membership. Knowledge exchange, including targeted

information and webinars aimed at different target groups including private sector stakeholders and civil society groups, will form a core component of the Hub's activities. Every six months (approximately), the Hub and NDC Partnership Support Unit will do a stop-and-reflect exercise to allow for information exchange, facilitation of lessons learning, and consequently the enhancement of support processes.

7. Steering

The steering structure of the Hub will be closely aligned to the steering structure for Goal 2: Low Carbon Development under the Pacific Resilience Partnership (PRP) and the Framework for Resilient Development in the Pacific (FRDP).

The outcomes of the NDC Dialogue will provide steering and guidance for the Hub for its establishment phase.

As the PRP is yet to be operationalised, it is proposed that the steering structure for the Regional Pacific NDC Hub be determined in consultation with the Technical Working Group of the PRP which is due to have its initial meeting in April 2018.

A small management team comprising all the core partners (those contributing staff time, office space, resources etc) will meet quarterly to assess progress against the Hub's objectives.

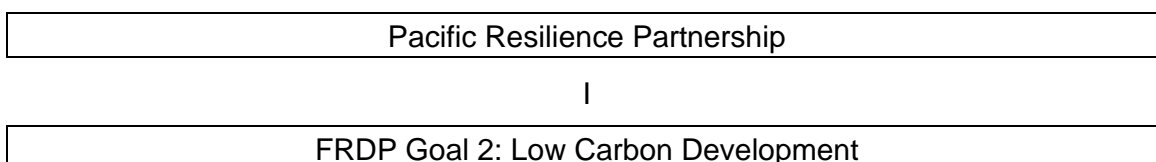
Regular information (monthly) will be provided to all stakeholders interested in the Hub's operations. A feedback mechanism for services accessed will be developed, based on the RTSM evaluation form, to ensure service delivery standards are of acceptable quality. Regular (six monthly) electronic surveys will be conducted to gauge feedback on the Hub's operations.

The PRP Technical Working Group, which comprises 5 country representatives and representatives from the private sector and civil society, will provide feedback on strategic issues – such as reviewing the types of services provided annually.

These arrangements can be revisited once the PRP is established. Wherever possible existing meetings and/or virtual meetings should be used to facilitate steering.

A proposed steering structure is presented below. Terms of reference for the Regional Pacific NDC Hub Management Team will be developed during the establishment phase.

7.1 Proposed steering structure



PRP Taskforce

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Regional Pacific NDC Hub Management Team (SPC, SPREP, GIZ, GGGI, NDC Partnership)

8. Timeframe

- November – March – Consultation and design process
- March – NDC Dialogue and consultation on the proposed design
- March - Confirmation of key services, mechanisms and governance arrangements
- March – Finalisation of project design document
- March – Development of Hub staff Terms of Reference
- April – July – Recruitment of initial staff (Team Leader, admin and finance officer, one technical staff, RTSM staff)
- July – Dec – Hub operationalisation and recruitment of additional staff (resource dependent)