



10th Pacific Islands Conference

## NATURE CONSERVATION AND PROTECTED AREAS

*Nature Conservation Action for a Resilient Pacific*

### PACIFIC CLIMATE CHANGE CENTRE WORKPLAN 2020 - 2023

This work plan is based on the Pacific Climate Change Centre (PCCC) Strategy and Business Plan 2018 and the experiences and outcomes of the activities undertaken under the Climate Change Resilience Programme (CCR) of SPREP. Responding to the decisions of the SPREP Meeting in 2012, this workplan aims to contribute to the implementation of the Draft Strategy and Business Plan and provide practical information, support and training to address the adaptation and mitigation priorities of Pacific communities in collaboration with a broad range of relevant partners.

The work plan is structured along the main processes outlined in the PCCC Strategy and Business Plan, however, information on the actual contributions of the PCCC is preceding the descriptions of the activities/processes reflected in the work plan. Accordingly, this work plan is focusing primarily on virtual activities such as webinars, virtual training, virtual coordination meetings in support of climate change activities executed under the Climate Change Resilience (CCR) Programme of SPREP.

The implementation of the workplan will be coordinated by the Manager of the PCCC within the CCR Programme. The selection of activities is also based on the available budget through financial support from the Ministry of Foreign Affairs and Trade (MFAT) New Zealand for the PCCC, covering the period from June 2019 to September 2022. Due to COVID 19 situation and the delay in the recruitment process the 'Length of Arrangement' under this Grant Funding Agreement can potentially be varied to allow for the successful implementation of activities under this workplan which are set to be implemented between October 2020 – December 2023. The support of the PCCC will also be supplemented with mutually supportive technical and funding support from JICA, Government of Samoa and the PCCC Member countries.

As agreed in the Draft Strategy and Business Plan the Pacific Climate Change Centre will focus primarily on:

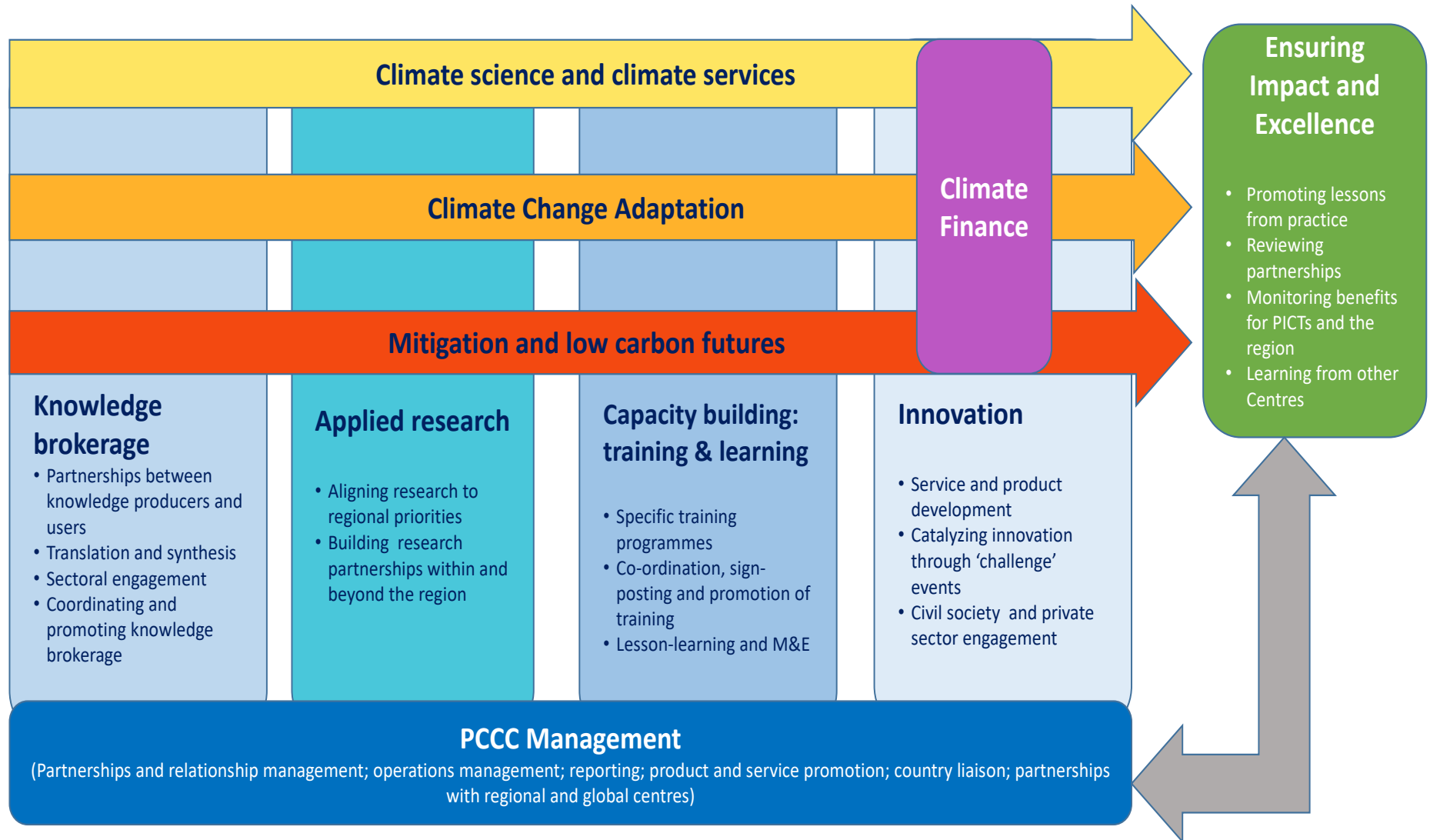
**Knowledge brokerage:** Building relationships between the producers and users of climate change knowledge so that Pacific Governments and other decision-makers receive timely, robust information in user-friendly formats.

**Applied research:** The PCCC will host research projects that are designed to address specific research objectives and priorities identified in the region and which lead to practical outcomes for the Pacific.

**Capacity building through training and learning:** The PCCC will be a one-stop-shop for the improved coordination of climate change training and will help the region to more effectively learn from climate change adaptation and mitigation efforts to date.

**Innovation:** The PCCC will support the development of innovative products and services which can increase resilience in the Pacific. PCCC activities will span four main themes: Climate change science and services; climate change adaptation; mitigation and low carbon futures; and climate finance. The PCCC is a shared regional asset belonging to the people of the Pacific with the support of development partners committed to the resilient development of Pacific island countries and territories. It will be hosted and supported by SPREP at its campus in Samoa.

## PCCC Core Functions and themes



## PCCC OUTCOMES AND OUTPUTS 2020 - 2023

REGIONAL GOAL 1	PACIFIC PEOPLE BENEFIT FROM STRENGTHENED RESILIENCE TO CLIMATE CHANGE		
Vision of the Pacific Climate Change Centre	The Pacific Climate Change Centre (PCCC) is a globally respected Centre of Excellence. It is highly valued by Pacific Island countries and territories as it provides practical support and training to address their adaptation and mitigation priorities. It is underpinned by strong partnerships with Pacific Governments, applied research institutions, donors, and the private sector. These collaborations have led to innovative products which are increasing resilience in the Pacific. The PCCC is a trusted source of user-friendly, scientifically robust information on climate and meteorological science, climate change impacts and responses. This information directly supports more effective decision-making in Pacific communities.		
<b>Outcomes &amp; Outputs:</b>	<b>Significant Outcome: Responding to Pacific Needs</b>		
		Capacities are improved to deliver on multiple aspects of the climate change agenda including international negotiations; policy development; access to climate finance; and project implementation.	
		Quality and flow of synthesized, decision-relevant information on climate change to support Pacific Island Governments are improved.	
		Expertise on using climate change information enhanced and expanded	
		The use of science in decision making is improved.	
		Availability and relevance of the wealth of knowledge available to the region by building relationships with and between producers and users of knowledge are improved.	
		Capacity within national meteorological services which play a key role in enhancing our understanding of current and future climate change impacts at national and sub-national levels are improved	
		Workshop and training events on climate change issues are better coordinated and targeted	
		Application of climate science in the region and the development of credible and practical climate services and tools are improved.	
		researchers and stakeholders are connected and protocols to ensure that research outputs lead to practical outcomes is established. (The proposed Pacific Climate Science Research Strategy will provide a useful framework for prioritizing applied climate-related research)	
		<b>Significant Outcome: Knowledge Brokerage</b>	
		Greater understanding of knowledge brokerage priorities and needs and a clear planning framework for supporting knowledge brokerage	
		Enhanced support to member country Governments and national meteorological services in synthesising, translating and communicating climate change knowledge	
		Improved access to high quality, relevant information on climate and meteorological science, climate change impacts and climate change responses (adaptation and mitigation) in user-friendly formats.	
		Improved access to practical tools, applications, and processes to improve the application of science in decision-making	
	<b>Outputs</b>		

	<ul style="list-style-type: none"> <li>• On-going improvements to the Pacific Climate Change Portal (PCCP)</li> <li>• Translation and synthesis of research outputs into user-relevant formats and products</li> <li>• A regional framework which is adaptable to IKM and KB partner's needs</li> <li>• Knowledge brokerage mapping study and at least 3 Knowledge case study products produced</li> <li>• Themed events which bring together researchers and decision-makers to develop project ideas and new products</li> <li>• Establishment of a climate change knowledge brokers Community of Practice in the Pacific in order to share good practice on connecting science and research to the needs of decision-makers.</li> </ul>
<b>Significant Outcome: Applied Research</b>	
	Improved engagement of countries in the design and delivery of research and improved application of research outputs
	Increase in Pacific-based researchers engaged in undertaking applied research
	The voice of Pacific-based researchers strengthened in determining global climate change research priorities
<b>Outputs</b>	
	<ul style="list-style-type: none"> <li>• Development of Memorandums of Understanding (MoU) with research partners and associated research plans.</li> <li>• Establishment of resident researchers in the PCCC building within the first year.</li> <li>• 2 Events to connect policymakers, researchers, and practitioners to address regional and national climate-related challenges</li> <li>• Evidence of work to strengthen the network of climate change researchers in the region, including improving regional participation in IPCC processes (exact outputs to be agreed)</li> <li>• Training completed for PCCC-based researchers in regional priorities, needs and application context (including cultural factors) to enhance the impact and relevance of research</li> </ul>
<b>Significant Outcome: Capacity Training through training and learning</b>	
	Increased awareness of training opportunities, including through the Pacific Climate Change Portal.
	Improved skills and expertise within the region through the training provided.
	Strengthened capacity of researchers to deliver relevant applied research as a result of training.
	Improved public awareness of climate change issues, especially amongst young people.
<b>Outputs</b>	
	<ul style="list-style-type: none"> <li>• WMO Pacific RCC will have provided training in some of the following areas: <ul style="list-style-type: none"> <li>➤ Seasonal Climate Forecasting using SCOPIC, PICASO and CLIK-P</li> <li>➤ Climate Data management training using the CliDE database</li> <li>➤ Sectoral application of climate change projections</li> <li>➤ Non-formal training on climate change through the Samoa Qualification Authority and TVET programme</li> </ul> </li> <li>• Training completed for PCCC-based researchers in regional priorities, needs and application context (including cultural factors) to enhance the impact and relevance of research</li> <li>• The outputs expected from the JICA technical assistance capacity building programme are still to be determined</li> <li>• The development of a draft learning component focused on engaging children and schools</li> </ul>

		<ul style="list-style-type: none"> <li>• ‘Impacts database’ of lessons learnt completed and available on the PCCP</li> <li>• Draft concept note on the establishment of a Project Evaluation Unit (to determine feasibility)</li> <li>• A live calendar of training opportunities established on the PCCP as well as regular catch up meetings with key training providers.</li> </ul>
	<b>Significant</b>	<b>Outcome: Supporting Innovation</b>
		Increase in the number of innovative climate change products and services within the region
		Improved access to funding for innovative responses
		Improving private sector engagement in climate finance opportunities
	<b>Outputs</b>	
		<ul style="list-style-type: none"> <li>• 2 targeted events per year to bring together those with challenges with those with solutions</li> <li>• On-going work with climate finance providers to encourage support for innovative approaches and help those applying for funds to mitigate risks and thus access finance</li> <li>• Showcasing innovative policies and products within and outside the region</li> <li>• Innovative climate change insurance products supported and promoted</li> <li>• Training provided on the development of climate service products through the JICA technical assistance programme (tbc)</li> <li>• Information products developed for the private sector and civil society at national level (e.g. through Chambers of Commerce)</li> <li>• PCCP innovation webpage published and regularly updated</li> <li>• Improving private sector engagement in climate finance opportunities</li> </ul>
<b>Assumption</b>	Staff with the required skills and experience to effectively coordinate and support the work of the PCCC to deliver on its 4 mutual reinforcing functions Financial support to effectively coordinate and support the work of the PCCC to deliver on its 4 mutually reinforcing functions Relevant stakeholders and political support	

## CLIMATE CHANGE RESILIENCE (CCR) and PACIFIC CLIMATE CHANGE CENTRE (PCCC) RESPONSIBILITIES

Note: this is a direct take from the PCCC Strategy and Business Plan 2018

Responsibility	Lead	Support
Direct support to SPREP membership on CC/Met services	CCR	PCCC
Secretariat services to PMC and technical working panels	CCR	PCCC
Input to FRDP/PRP coordination and implementation	CCR	PCCC (indirect)
Support for climate finance proposal development	CCR	PCCC

CC project implementation (e.g. GCF/AF)	CCR	PCCC (indirect)
Coordination of support for UNFCCC negotiations	CCR	PCCC
Knowledge brokerage and synthesis – best practice	PCCC	CCR
Innovation and development of climate services and products	PCCC	CCR
Applied Research coordination/research partnerships	PCCC	CCR (indirect)
Implementation of Pacific Climate Science Research Strategy	PCCC	CCR
Coordination of climate change training (one-stop-shop)	PCCC	CRR
PCCC partnership development/fundraising	PCCC	
Support for the Pacific NDC Hub	PCCC/CRR	
Pacific Climate Change Portal (PCCP)	PCCC	CCR

## PCCC IMPLEMENTATION WORKPLAN 2020 – 2023

### COMPONENT 1: KNOWLEDGE BROKERAGE

Access to high quality, relevant information is key to action on climate change. In order that information is usable for decision-making, it must be created with an awareness of the decision-making context. This requires collaboration and dialogue between producers of science, such as researchers, and those who can benefit by using it, including governments, community leaders, civil society, and the private sector. This exchange often needs to be facilitated and supported by a process of knowledge brokerage.

Outcomes and indicators	Expected Output	Planned Activities	Timeframe			Responsible Party	Budget/Comments
			Year 1 2020/2021	Year 2 2021/2022	Year 3 2022/2023		

<p>1.1 Greater understanding of knowledge brokerage priorities and needs and a clear planning framework for supporting knowledge brokerage</p> <p>Indicator: Knowledge brokerage is better understood and valued across the region</p> <p>Indicator: Knowledge brokerage support is well planned and effective</p>	<p>1.1.1 A regional framework which is adaptable to IKM and KB partner's needs</p>	<p>1. Establish a process for planning KB activities at regional, national and sub-national levels.</p>	X			<p>TA – IKBM TA – SS MPCCC CCR, IMPACT, PACRES, PacMet Desk</p>	<p>Budget: TA – IKBM Salary, PCCC</p>
	<p>1.1.2 Knowledge brokerage mapping study</p>	<p>2. Survey and interviews to better understand the nature and flow of climate change knowledge in the Pacific region</p>					
	<p>1.1.3 At least 3 Knowledge case study products produced</p>	<p>3. Highly engaging case studies developed to illustrate how knowledge brokering is influencing changes in behaviour towards evidence-based decision-making.</p>					
<p>1.2 Enhanced support to member country Governments in synthesising, translating and communicating climate change knowledge</p> <p>Indicator: Number new products and project ideas developed because of dialogue between researchers, decision makers</p> <p>Indicator: Knowledge broker community of practice established and will have practical examples of how this support has improved the use of climate knowledge in decision making</p>	<p>1.2.1 Improved flow of knowledge so that the right people receive reliable information in a user-friendly format</p>	<p>1. Hold dialogue with the Members of the Pacific Resilience Partnerships IKM-TWG to build on relationships with regional and international organisations to ensure that IKM is embedded into the partners' work.</p>	X	X	X	<p>PacMet Desk TA – IKBM TA – SS MPCCC CCR</p>	<p>TA-IKBM Salary, MPCCC</p>
	<p>1.2.2 Themed events which bring together researchers and decision-makers to develop project ideas and new products</p>	<p>2. Ensure that governments, NGOs and partners integrate knowledge brokering and the use of research-based evidence into their organizational missions</p>	X				
	<p>1.2.3 Establishment of a climate change knowledge brokers Community of Practice in the Pacific to share good practice on connecting science and research to the needs of decision-makers.</p>	<p>3. Hold webinars/virtual events in collaboration with partners on transforming knowledge management for climate action</p>	X	X	X		



		4. Hold partnership dialogue with between producers of science, such as researchers, and those who benefit by using it.	X	X	X		
		5. Draft partnership agreements between knowledge producers and users	X	X	X		
		6. Develop communication strategy to maximise the usefulness and uptake of knowledge to address impacts of climate change	X	X	X		
<p><b>1.3</b> Improved access to high quality, relevant information on climate and meteorological science, climate change impacts and climate change responses (adaptation and mitigation) in user-friendly formats.</p> <p><b>Indicator:</b> PCCP and national level portals are well-used and informing decision-making at regional, national and subnational level.</p>	<p><b>1.3.1</b> On-going improvements made to the Pacific Climate Change Portal (PCCP) as a hub for climate change information and knowledge sharing</p> <p><b>1.3.2</b> Well established online platform is established through the PCCP</p>	<p>1. Identify gaps in current PCCP and activities and opportunities for upgrading and improvement</p> <p>2. Develop user friendly format for accessing information on climate and climate change responses (adaptation and mitigation)</p> <p>3. Identify problems and review knowledge. Assess barriers to knowledge use (translation etc).</p>	X			TA – IKBM TA – SS MPCCC CCR (PACRES, FRDP, PacMet Desk, COSSPACC, IMPACT)	<p>Budget: TA – IKBM salary</p> <p>The Pacific Climate Change Portal (PCCP) is already an important regional IKM resource on climate change providing a means of collating and communicating information. Given these objectives, and its regional ownership, the PCCP is well aligned with the knowledge brokerage functions of the PCCC. We therefore propose that it be integrated into the PCCC, thus providing a well-established online platform from the outset. SPREP will seek funding for a post to support IKM and the further development of the PCCP.</p>
<p><b>1.4</b> Improved access to practical tools, applications, and processes to improve the application of science in decision-making</p> <p><b>Indicator:</b> Number of practical tools, applications and processes endorsed for application of science in decision-making</p>	<p><b>1.4.1</b> Translation and synthesis of research outputs into user-relevant formats and products</p>	<p>1. Develop knowledge products which are translated into formats which encourage the application of knowledge and reflect the practical needs of the region</p>	X	X	X	TA – IKBM TA – SS MPCCC CCR (PACRES, FRDP, PacMet Desk, COSSPACC, IMPACT)	<p>Budget: TA – IKBM Salary, M/PCCC</p>

## COMPONENT 2: APPLIED RESEARCH

The PCCC will be a Centre of Excellence for applied research. In this context, we are defining applied research as original research undertaken to acquire new knowledge, but which is directed primarily towards a specific practical aim or objective. The PCCC will play a key role in identifying these practical aims with research partners and countries such that they meet the medium- and long-term needs of Pacific communities. It is expected that research will be designed and delivered by PCCC research partners who will be based within the PCCC.

Outcomes and indicators	Expected Output	Planned Activities	Timeframe			Responsible Party	Budget
			Year 1 2020/2021	Year 2 2021/2022	Year 3 2022/2023		
<p><b>2.1</b> Improved engagement of countries in the design and delivery of research and improved application of research outputs</p> <p><b>Indicator:</b> Number of engagements and partnerships to design and deliver applied research or the application of research</p> <p>Indicator: Number of new funded research projects in which PCCC is engaged</p>	<p><b>2.1.1</b> Memorandums of Understanding developed and agreed (MoU) with research partners and associated research plans.</p>	<p>1. Establish dialogue with research partners and develop associated research plans.</p>	X	X		TA-SS, MPCCC, CCR	<p>Budget: TA-SS, MPCCC salary</p> <p>Comment: PCCC delivers applied research, consulting and education and training. The PCCC approach is solution oriented, pragmatic, and inclusive and is based on change leadership best practices and system thinking. Capacity building will focus on sector specific level of preparedness and resilience nationally, regionally, and internationally</p>
<p><b>2.2</b> Increase in Pacific-based researchers engaged in undertaking applied research</p> <p><b>Indicator:</b> Number of Pacific based researchers engaging and undertaking research</p>	<p><b>2.2.1</b> Establishment of resident researchers in the PCCC building within the first year.</p>	<p>1. Develop partnerships with researchers whether its long-term applied research projects or short-term visiting researchers</p> <p>2. Establish resident researchers in the PCCC building</p>	X	X	X	TA-SS, MPCCC, CCR	<p>Budget: TA – IKBM Salary, PCCC</p> <p>PacMet Desk and PACRES under CCR supports existing climate and climate change science research networks such as the Pacific Meteorological Council's Education, Training and Research Panel (PIETR) which brings together regional science institutions, universities and National Meteorological and Hydrological Services.</p>
<p><b>2.3</b> The voice of Pacific-based researchers strengthened in determining global climate change research priorities</p> <p><b>Indicator:</b> Number of events/dialogues held to connect policymakers, practitioners,</p>	<p><b>2.3.1</b> Events are organised to connect policymakers, researchers, and practitioners to address regional and national climate-related challenges</p> <p><b>2.3.2</b> Evidence of work to strengthen the network of climate change researchers</p>	<p>1. Hold ongoing conferences for dialogue between policy makers, researchers, and practitioners to address regional and national climate related challenges</p> <p>2. Conduct ongoing training for PCCC based researchers in regional priorities, needs and</p>	X	X	X	TA – IKBM TA – SS MPCCC CCR	<p>Budget: TA – IKBM Salary, PCCC</p>

researchers to address regional and national climate-related challenges.	in the region, including improving regional participation in IPCC processes (exact outputs to be agreed)  <b>2.3.3</b> Training completed for PCCC-based researchers in regional priorities, needs and application context (including cultural factors) to enhance the impact and relevance of research	application context (including cultural factors) to enhance the impact and relevance of research					
		<b>3.</b> Develop partnerships with researchers whether its long-term applied research projects or short-term visiting researchers	X				

### COMPONENT 3: CAPACITY BUILDING THROUGH TRAINING AND LEARNING

Training and learning will be a key component of the PCCC. The objective is that the PCCC will become a one-stop-shop for climate change training of policymakers and practitioners. This means both providing training but also sign-posting to other training events and maintaining an up to date calendar of training opportunities to be hosted on the PCCC.

Outcomes and indicators	Expected Output	Planned Activities	Timeframe			Responsible Party	Budget and Comments
			Year 1 2020/2021	Year 2 2021/2022	Year 3 2022/2023		
<b>3.1</b> Increased awareness of training opportunities, including through the Pacific Climate Change Portal  <b>Indicator:</b> Greater awareness and participation in training (feedback from member countries)	<b>3.1.1</b> A live calendar of training opportunities established on the PCCP as well as regular catch up meetings with key training providers.	<b>1.</b> Collate information on all climate-related training opportunities in the region or available to practitioners in the region  <b>2.</b> Maintain an up to date calendar of training opportunities to be hosted on the PCCP.	X	X	X	TA – IKBM TA – SS MPCCC, CCR	

<p><b>3.2</b> Improved skills and expertise within the region through the training provided</p> <p><b>Indicator:</b> Training opportunities delivered through the PCCC (numbers trained and feedback)</p>	<p><b>3.2.1</b> Established PCCC as Centre of excellence to provide capacity, technical support and applied research pertaining to climatology and climate change science</p> <p><b>3.2.2</b> Impacts database' of lessons learnt completed and available on the PCCP</p>	<p><b>1.</b>Provide training and signposting to other training events such as WMO Pacific RCC, PacMet desk training in the following areas:</p> <ul style="list-style-type: none"> <li>• Seasonal Climate Forecasting using SCOPIC, PICASO and CLIK-P</li> <li>• Climate Data management training using the CliDE database</li> <li>• Sectoral application of climate change projections</li> <li>• Non-formal training on climate change through the Samoa qualification Authority and TVET programme</li> </ul>	X X	X X	X X	<p>TA – IKBM TA – SS MPCCC CCR (PacMet Desk/COSPACC, PACRES) JICA WMO</p>	<p>PCCC CBRP-JICA, IRISH Fund</p> <p>The PCCC will be a one-stop-shop for the improved coordination of climate change training and will help the region to more effectively learn from climate change adaptation and mitigation efforts to date.</p> <p>PCCC will work closely with the PMC and SPREP PACMET desk on the delivery of WMO training node.</p> <p>Training efforts also involve collaboration with projects already being delivered in the region for example the IMPACT project includes training on climate negotiations and the GCCA+ APC project also includes training components. JICA is currently delivering a new Technical Cooperation Project for Capacity Building on Climate Resilience in the Pacific which objective to assist countries in the Pacific region in enhancing their knowledge and capacities in the area of climate change adaptation, mitigation and access to climate finance, through conducting thematic training programs. The project duration expects to be for three (3) years</p>
		<p><b>2.</b>Co-deliver the climate change capacity building training with JICA through the Project for Capacity Building on Climate Resilience in the Pacific.</p>	X	X	X		
		<p><b>3.</b>Support the drafting and learning components on climate change and how to engage children and schools</p>	X	X	X		
<p><b>3.3</b> Improved public awareness of climate change issues, especially amongst young people.</p> <p><b>Indicator:</b> Number of awareness materials and awareness raising program for young people.</p> <p><b>Indicator:</b> Increase in public awareness</p>	<p><b>3.3.1</b> Development of a draft learning component focused on engaging children and schools</p>	<p><b>1.</b> Collect existing public awareness materials and select those most applicable to the region for distribution to stakeholders.</p> <p><b>2.</b> Develop climate change resources for specific age groups</p>	X	X	X	<p>TA – IKBM TA – SS MPCCC, CCR</p>	<p>Budget: TA – SS Salary, PCCC</p>

		3. Identify opportunities to pilot use of materials within national curricula					
<p><b>3.4</b> Strengthened capacity of researchers to deliver relevant applied research.</p> <p><b>Indicator:</b> Increase capacity to deliver relevant applied research</p>	<p><b>3.3.1</b> Training completed for PCCC-based researchers in regional priorities, needs and application context (including cultural factors) to enhance the impact and relevance of research</p> <p><b>3.4.2</b> Draft concept notes on the establishment of a Project Evaluation Unit (to determine feasibility)</p>	<p><b>1.</b> Provide ongoing training for PCCC-based researchers in regional priorities, needs and application context to enhance the impact and relevance of research.</p> <p><b>1.</b> Develop learning component focusing on engaging children and schools</p> <p><b>2.</b> Support existing program and work on integrating climate change into the education curriculum.</p>	X	X	X	TA – IKBM TA – SS MPCCC CCR	

## COMPONENT 4: SUPPORTING INNOVATION

The Pacific region is likely to experience some of the most severe impacts of climate change which will fundamentally impact on ways of life within the region. The speed and severity of these impacts are such that business-as-usual responses will be insufficient. Innovative approaches the application of climate services and the implementation of adaptation actions will be essential. Similarly, the transition to low carbon economies will require innovative approaches which bring together the latest science and technology with locally determined needs. For these reasons there is an ambition for the PCCC to be a hub for climate change innovation.

Outcomes and indicators	Expected Output	Planned Activities	Timeframe			Responsible Party	Budget and Comments
			Year 1 2020/2021	Year 2 2021/2022	Year 3 2022/2023		
4.1 Increase in the number of innovative climate change products and services within the region	4.1.1 One targeted event per year to bring together those with challenges with those with solutions	1. Hold annual event to bring together latest science technology with locally determined needs or those with challenges and with those with solutions	X			TA – IKBM TA – SS MPCCC CCR, NDC Hub, PCU	Budget: TA – SS, MPCCC Salary, NDC Hub  The PCCC will support the development of innovative products and services which can increase resilience in the Pacific.  PacMet Desk and PACRES under CCR supports existing climate and climate change science research networks such as the Pacific Meteorological Council's Education, Training and Research Panel (PIETR) which brings together regional science institutions, universities and National Meteorological and Hydrological Services.  PCCC will collaborate with the NDC hub as a means of supporting innovation. The objectives of the hub are well aligned to the functions of the PCCC namely 1) Providing advisory and technical support 2) Supporting PICs to integrate NDCs into national development planning, monitoring and reporting processes and align these to FRDP and SDG reporting processes 3) Promoting knowledge sharing and learning to accelerate action to achieve NDC goals.
	4.1.2 Showcasing innovative policies and products within and outside the region	2. Host annual to showcase innovative policies and products within and outside of the region	X	X	X		
	4.1.3 Innovative climate change insurance products supported and promoted	3. Promote innovative climate change insurance products	X	X	X		
	4.1.4 Training provided on the development of climate service products through the JICA technical assistance programme	4. Provide ongoing training on the development of climate service products through the JICA technical assistance					
4.2 Improved access to funding for innovative responses	4.2.1 On-going work with climate finance providers to encourage support for innovative approaches and help those applying for funds to mitigate risks and thus access finance	1. Work with climate finance providers to leverage support for innovative approaches	X				
4.3 Improving private sector engagement in climate finance opportunities	4.3.1 Information products developed for the private sector and civil society at	1. Provide ongoing support and regular updates to the PCCC innovation webpage	X	X	X		

	national level (e.g. through Chambers of Commerce)	2.Develop innovative products for the private sector and civil society organisations		X	X		<p>The PCCC will house a component of the hub and the delivery of technical assistance will be through a revamped Regional Technical Support Mechanism (RTSM), providing rapid contracting of registered expertise to PICTs. The NDC Hub activities will provide the initial focus for the PCCC work in the area of mitigation and low carbon futures.</p> <p>The PCCC will also cooperate closely with the Pacific Centre for Renewable Energy and Energy Efficiency based in Tonga. Possible collaboration with the Clean Energy Solutions Centre will also be explored.</p>
	4.3.2 PCCP innovation webpage published and regularly updated Improving private sector engagement in climate finance opportunities						

## MANAGER, PCCC WORKPLAN OCTOBER – DECEMBER 2020

Team Leadership and Planning				
Review and finalize the Term of References for key positions of the Centre	13 – 16 October	Completed		TOR for 2 advisers have endorsed by MFAT & SPREP. TOR for Capacity Development Officer and Finance and Admin Officer, completed  Follow up on final comments from DCCR and DHR on the TORs
Advertise positions for the Centre	31 October	Ongoing	Remotely	Positions advertised on Friday 30 October
Develop the MPCCC Workplan for October 2020	5-16 October	Completed		Submitted to DCCR by 16 October
Hold Consultation with DCCR and Finance on the PCCC Budget	Ongoing	Ongoing		Grant Agreement and Budget received from DCCR and DF
Networking, partnerships, and collaborations				
Start engaging with potential partners in the region to ensure strong relationships with Members particularly key focal points	Ongoing	Ongoing	Virtual	Discuss with DCCR and staff on potential list of partners  Briefing meeting with DCCR on potential key partners

Establish effective engagement and relationships between the PCCC and other SPREP Programmes in support of the PCCC's and SPREP' overall goals.	Ongoing	Partially conducted	Remotely	Meeting with EO Executive to discuss on the strategic governance structure (tbc)  Meeting with IMPACT project TBC  Met with consultant and CCR to discuss on the UNITAR Climate Change Diplomacy Proposal, Thursday 8 October, 12pm
Lead SPREP's engagement with other potential partners in the region and globally to ensure collaborative approaches for further development work and projects	Ongoing	Discussion phase		Need to do stakeholder and partners mapping.  Need to work with existing partners to leverage support to the Centre
<b>Monitoring, evaluation, and reporting</b>				
Develop the Monitoring and Evaluation and Learning Plan for PCCC	Ongoing	Discussion phase		PCCC M&E Plan needs to be aligned to SPREP's performance monitoring and evaluation framework and accepted and approved by SMT and Advisory Board  Reporting templates not developed and not available for use as of now  Ongoing discussion with DCCR/IMPACT on the M&E Plan for PCCC
Develop the necessary reporting templates for reporting against the indicators and targets in line with SPREP's M&E Framework	Ongoing	Discussion phase	Work remotely	Not started
Develop required reports on the status of and progress of implementation against indicators and targets	Ongoing	None	Remotely	Not started
<b>Communication and Capacity Building</b>				
Develop Communications, Visibility and Capacity Building (CVCB) Plan and programme for the PCCC	Ongoing	Consultation and discussion phase		Briefing meeting with JICA on the Project for Capacity Building on Climate Resilience in the Pacific tbc
<b>PCCC Advisory Board Secretariat</b>				



Plan the activities and meetings of the PCCC Advisory Board Meeting	December 2020		Virtual meeting	Discussion ongoing with DG and DCCR
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## Revised Costed Outputs for Staffing Support, PCCC 2020 – 2023

<b>Revised Costed Outputs Table</b>				USD	USD	USD	USD
No.	Output to be produced	Start Date	End date	Total cost of Output	Year 1 Budget (1/7/19 - 30/6/2020)	Year 1 Actual (1/7/19 - 20/12/2019)	Year 1 Balance as at 20th Dec 2019
1	<b>Hire of PCCC Manager</b>	<b>5/10/2020</b>	<b>30/12/2023</b>	558,000.00	186,000.00	<b>9,560.98</b>	176,439.02
2	<b>Hire of Readiness Adviser</b>	<b>30/09/2020</b>	<b>30/12/2023</b>	558,000.00	186,000.00	<b>4,009.93</b>	181,990.07
3	<b>Hire of Science to Services Adviser</b>	<b>1/12/2020</b>	<b>30/12/2023</b>	528,000.00	176,000.00	<b>3,252.94</b>	172,747.06
4	<b>Hire of Information and Knowledge Management Adviser</b>	<b>1/12/2020</b>	<b>30/08/2023</b>	528,000.00	176,000.00	<b>3,252.94</b>	172,747.06
5	<b>Hire of additional staff</b>	<b>30/08/2019</b>	<b>30/08/2023</b>	140,000.00	46,666.67	<b>11,154.29</b>	35,512.38
6	<b>Design of Monitoring, Evaluation, and Learning Framework</b>	<b>1/07/2020</b>	<b>1/09/2020</b>	-	-		-
				2,312,000.00	770,666.67	31,231.06	739,435.61

## Budget notes for Revised Costed Outputs for Staffing Support, PCCC 2020 - 2023

- 1) Personnel includes annual remuneration packages for 1 x PCCC Manger at Band 13, 2 x Advisers at Band 11, 1 x Readiness Adviser at Band 12, 1 x admin/finance assistant at Band 8 and 1 x cleaner at Band 2. It does not include cost of laptops as this is factored into Capital Costs.
- 2) A Science to Service Adviser, PCCC will focus primarily on the development of the PCCC services, products, and events as well as providing support for regional collaboration and coordination, strategic, policy and technical advice and assistance, networking and partnerships, communications and capacity building and reporting and monitoring.

- 3) A Climate Change Information and Knowledge Management (IKM) Adviser will be embedded in the PCCC. The IKM Adviser role will be an elevation from the Knowledge Management Officer role associated with managing the Pacific Climate Change Portal. The new role and increased responsibilities reflect the importance of Knowledge Brokerage as a core function of the Pacific Climate Change Centre. This role is also essential given the importance of the knowledge brokerage function and would be appointed in 2019. This person would focus on developing knowledge products, understanding and responding to country needs, enhancing PCCP output, sharing good practice on knowledge brokerage and communicating information to stakeholders. This role could potentially support the objectives of the Pacific NDC hub in promoting knowledge sharing and learning to accelerate action.