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IN THE UNFCCC PROCESS



GLOBAL
TASKFORCE
OF LOCAL AND REGIONAL
GOVERNMENTS



Local Governments
for Sustainability

Endorsing partners



#Stocktake4ClimateEmergency

Local leadership for subnational inputs to
Paris Agreement Global Stocktake

Participation Guide and Toolkit

Accelerate Climate Emergency Action through
Your City or Regional Paris Agreement Contribution



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Executive Summary

Climate action happens at the ground level in communities. The 2015 Paris Climate Agreement and the 2021 Glasgow Climate Pact also recognized the importance of all levels of governments and the urgent need for multilevel and cooperative action, respectively. Therefore, when the [Paris Agreement’s “Global Stocktake”](#)—a process mandated every 5 years to assess the agreement’s progress—kicked-off in 2022, the networks of local and regional governments, gathered under the Local Governments and Municipal Authorities (LGMA) Constituency, convinced the negotiators of the United Nations Framework Convention on Climate Change (UNFCCC) that this process should also receive inputs from the local, national and international levels (links to [para.6 of the UNFCCC Conclusion in June 2022](#), and [webcast of the LGMA statement starting at 2:26:55](#)).

Under the banner of **#Stocktake4ClimateEmergency**, hundreds of cities, towns and regions are invited to host events that provide an official contribution to the Global Stocktake, essentially turning their city halls and regional parliaments into a climate COP venue. Events can be a few hours or a full day. In all cases, they create local ownership over the Global Stocktake while opening a direct contribution between your local or regional government and the Paris Agreement.

This Guide and Toolkit offers all you need to successfully host your own local stocktake event ahead of the 2023 UN climate conference COP28, kicking-off on 22 April at Earth Day 2023, and followed by year round engagements, peaking at Urban October. Collectively, our direct submissions to the UNFCCC serve to “ground-truth” the stocktaking process with the felt reality of the climate emergency in communities across the world.

Why? Your community engagement matters in national and global climate emergency action

Cities and regions around the world are facing impacts of climate emergency almost on a daily basis. While thousands of ambitious commitments are registered globally, there is a growing need to accelerate actions on the ground, at a time when other geopolitical, social and economic challenges are diverting attention to the climate emergency. At the same, there is a growing tendency to engage local and regional governments in national climate plans or efforts. Finally, at the global level, multilevel action and transformation power of sustainable urbanization is being recognized as the new normal in the second phase of the Paris Agreement.

Therefore, it is essential that local and regional governments should seize this opportunity to actively engage in the first-ever Paris Agreement global stocktake moment. It is time to ensure that national plans and global decisions are re-energized with the bottom-up voices, concerns, innovation and potential.

What? Time to focus on your national plans, local commitments, and justice

A dialogue on the stocktake of the Paris Agreement at the local and regional level can focus on 3 main priorities:

1. **Local commitments towards 2030 and 2050** - how are local and regional governments acting on their climate emergency declarations and climate neutrality commitments, what are their needs to build their resilience to growing challenges?
2. **Urban component of NDCs** - what is included for cities and regions in the current national plans, how can these be operationalized?
3. **Climate Justice** - domestically, how can urban poor, disadvantaged communities enjoy engagement in this transformational change and globally, how can intergenerational equity issues can be addressed?

The discussions can be based on the spirit of [the Talanoa Dialogues](#)—*Where are we? Where do we want to go? How do we get there?*—resulting in very fruitful outcomes in 2018.

How? Turning Your City Hall or Regional Parliament into a mini-COP

Local and regional governments can consider inviting their communities to their City Halls or Municipal/Regional/State Parliaments for a half-day or full-day session. The discussions can be enriched with strategic inputs from youth activists, the scientific community, and legislators. Networks and partners, including additional local and regional governments, can support in moderating the discussions and reporting the outcomes. ICLEI in its capacity as the [focal point](#)

[of the Local Governments and Municipal Authorities Constituency](#) can inform UNFCCC negotiators in Bonn in June 2023 and at COP28 in Dubai in December 2023.

How to host your #Stocktake4ClimateEmergency event



Choose a date and time. Earth Day (or any time during Earth Month, April 2023) can be an excellent time. Reserve space at your City or Town Hall or other location.



Bring your community together. The #Stocktake4ClimateEmergency welcomes input from all your community members, including youth, seniors, business owners, academics and students, as well as your local government leaders and staff.



Answer questions oriented around three themes (detailed in the next section): the degree to which your countries' Paris Agreement plan meets its aim and accounts for urban elements of climate action, the ambition of local-level Climate Action Plans (CAPs), and opportunities for climate justice. See questions guide at the end of this document.

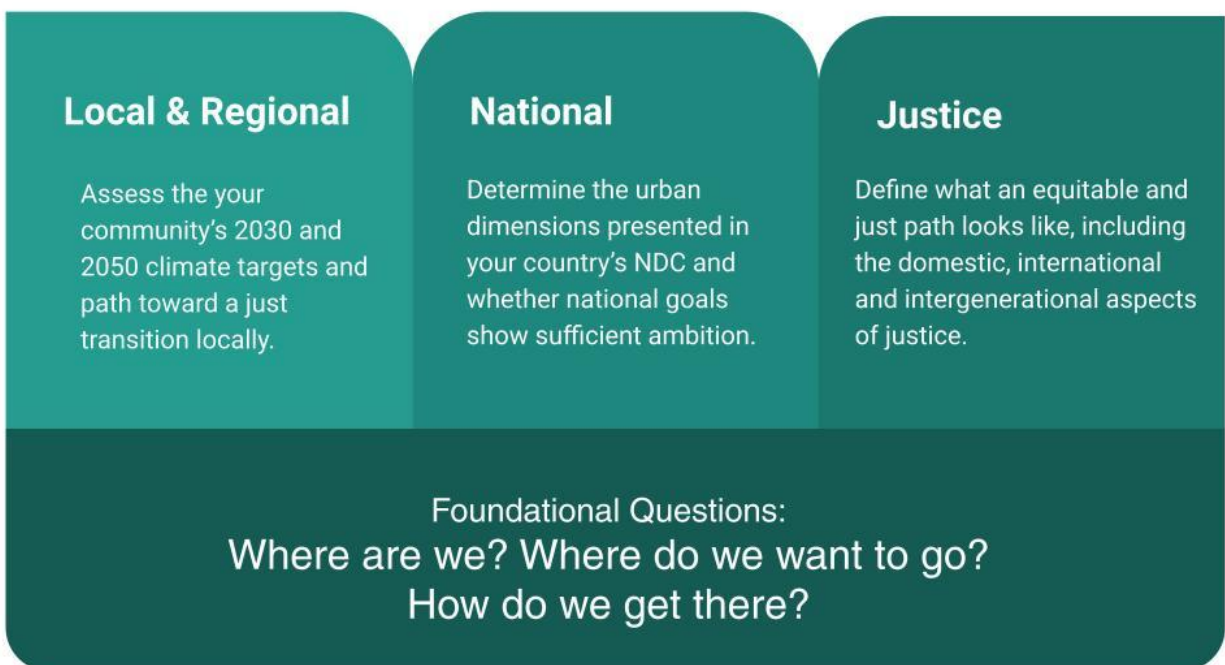


Report your outcomes using the reporting matrix provided in this toolkit. ICLEI, on behalf of the LGMA, will review your matrix and submit it to the UNFCCC ahead of COP28. Email your matrix to: Stocktake@iclei.org

Your community's local or subnational stocktake matters.

Despite several good examples of countries raising their climate ambitions over the past two years, nations largely have failed to open the door on a full climate emergency mode of action. By raising their collective voice through a *local stocktake* process, cities and regions can move their countries' Paris Agreement plans as well as their own local climate action plans, into the necessary climate emergency mode while addressing issues of justice.

The #Stocktake4ClimateEmergency is focused on three levels.



As part of the stocktaking exercise, your community can assess each of the three themes to determine where your country and city or region are today (questions can be answered

prior to your stocktake event), where do you need to go to reach the required level of ambition, and how your community will get there in a way that promotes climate justice.

Who should be at your stocktake event?

There will be local business, community-based organizations, and more. Several groups in particular should be invited to provide input: *Youth* can offer a vision for the future, *legislators and other policy makers* should outline options for action to be taken by Council or Parliament, *scientists* can communicate the need for urgent ambition to reach full-scale emergency mode, *Indigenous People* can supply the local traditional wisdom to meet the moment, *community-based organizations* can help reach all residents, and *business* can boost your local economy through innovation.

When should you host a stocktake event?

Every community in the world is invited to host its own #Stocktake4ClimateEmergency event during 2023 before COP28 in November/December. This timeframe allows for ample time to collate the local government official submission to the UNFCCC while capitalizing on the community-catalyzing moment Earth Day provides each year. ICLEI on behalf of the UNFCCC Local Governments and Municipal Authorities (LGMA) Constituency has partnered with EarthDay.org in order to build a support system for your community to host a stocktake event during April 2023.

Host your event by October 2023 (earlier in the year the better) in order to allow enough time for reporting results to COP28 in Dubai in December 2023. Read more how ICLEI and the LGMA partners are contributing to the Global Stocktake.

Key moments include:



How do you report on your community's local or subnational stocktake?

Your event concludes with a report submitted to the UNFCCC by ICLEI on behalf of the UN local government constituency group. [A reporting form and matrix](#) are included in this toolkit to guide you in the formatting outcomes from your stocktake event. Reporting your community's local stocktake provides transparency and positions the city or region as a leader in climate action globally, ready to create an official contribution to an international process. The process allows your municipality to understand the needs of your community while describing them in a way that is comparable across communities. By reporting your local stocktake, your municipality will be making a direct contribution to the Paris Agreement and opening a channel for multilevel action between local and national levels.

[Download the reporting form.](#)

Email your form to: LGMA@iclei.org

What is included in this toolkit?

This #Stocktake4ClimateEmergency Toolkit provides all the necessary tools and guidance to complete a stocktake on your community's climate goals and progress. Below are the descriptions of each toolkit item:

[Instructions for Facilitators and Sample Meeting Agendas](#)

This document outlines guidelines for facilitators when preparing for a local stocktake as well as a sample agenda to use. This document highlights key points, recommendations, and next steps for the local stocktake process.

['Meeting in a Box' Slide Deck](#)

Modify this presentation deck, which provides background on the stocktake process, for your unique use.

Local and Subnational Stocktake Report Template

This document will be used to record the responses and main discussions of your stocktake. The report will be submitted to the UNFCCC by ICLEI, on behalf of the LGMA, ahead of COP28.

Best Practices for Stakeholder Engagement

Here are some best practices when conducting community-focused events.

Sign-in Sheet

A document to keep track of who has participated in the local stocktake.

Questions Guide

Local Climate Action

Determine how well your community's climate action plan is driving ambitious climate action.

Ahead of COP26, more than 1,000 cities around the world pledged to reach climate neutrality by 2050 under the Cities Race to Zero, while more than 12,000 are committed to developing a climate action plan as part of the Global Covenant of Mayors. Close to **2,000 local and regional governments have already declared a climate emergency**. If your community already has a climate action plan, the #Stocktake4ClimateEmergency offers the chance to explore whether it is meeting the moment, links to your NDC, sufficiently addresses adaptation, finance and justice, and is on track with implementation. For example, in the United States, cities hosting local stocktakes will incorporate discussions around how local governments can best utilize recent federal climate funding. If your community needs to develop a CAP, the stocktake is your chance to set a community vision and collect priority components.

Questions to answer prior to your event:

- Does your city, town, or region already have a Climate Action Plan?
- What is the climate commitment of your community for 2030 and 2050? Have you adopted a science-based target?
- Describe the consultations that have already happened between your national and local or regional government.
- List any CAP goals or actions that directly link to the NDC.

Questions to answer at your event:

- Define a climate vision toward 2030 for your community: What does ambitious climate action look like? (If previously published, you will present this at the start of your event.)
- List important goals for 2030 for decarbonization, adaptation, and justice which would help you reach your vision. (These do not need to be considered official goals of your local government, but outcomes from discussion.)

- Which goals or actions in the CAP could be better linked to the NDC?
- What measures and changes are needed in order to achieve your community's or region's most ambitious climate plans?

National Climate Ambition

Consider the local and urban elements of your country's Paris Agreement contribution. Is the NDC fit for its purpose?

The Paris Agreement will be a success if the world limits warming to well below 2 degrees C. However, as of COP27 in November 2022, a significant gap remains between what nations are pledging and the level of ambition that is needed. The [2022 Nationally Determined Contributions Synthesis Report](#) shows that combined climate pledges of 193 Parties under the Paris Agreement could put the world on track for around 2.5 degrees Celsius of warming by the end of the century. Still, the contribution from local governments is significant and can be underrepresented in NDCs. The questions in this segment aim to account for the “multilevel action effect” of cities, towns, regions and countries working in tandem to achieve climate goals.

Questions to answer prior to your event:

- Has your national government submitted a second Nationally Determined Contribution (NDC)? Are the goals and actions explained in the NDC adequate for delivering the Paris Agreement goal of no more than 1.5-degree C of warming?
- Are sustainable urbanization or references to local communities adequately included in the current NDC?
- Does the NDC include specific references to locally relevant sectors, such as: buildings, transport/mobility, waste, demand-side energy efficiency, renewable energy, sustainable consumption or production, procurement, biodiversity?

Questions to answer at your event:

- In what ways can your country raise national climate ambition by collaborating across levels of government?
- Which commitments and actions of local and regional governments do you feel should link to the current and future NDCs ?
- What measures and changes are needed in order to achieve your nation's most ambitious climate plans?
- How can national governments collaborate with your local and regional government to mobilize appropriate capacity building, technical, financial resources

and policy/legal framework to realize solutions addressed in delivering and raising ambition; in 2022, towards 2030, towards 2050?

Global Climate justice

To what degree is climate justice represented in your community and national climate action plan?

Ensuring that no one is left behind as your community seizes the many climate opportunities is central to the stocktake process. Climate justice will look different for every community, but unifying elements include opening access for all members of society to contribute, ensuring the most vulnerable to climate impacts are at the table, and unlocking the economic and social benefits of climate action in ways that promote equity.

Questions to answer prior to your event (if a suitable assessment has taken place; otherwise you can choose to shift these questions to be answered during your event:

- What long-standing issues of justice are currently most affecting your community? How do you currently address these issues?
- How does local-level climate justice activity contribute to national-level justice goals?
- Do national goals include support to Global South communities?

Questions to answer at your event:

- What equitable outcomes would you like to see prioritized in your community's climate action?
- What would it mean to "seize the climate opportunity" for your community in a way that everyone benefits from climate action?