

IPCC EXECUTIVE COMMITTEE – ONE HUNDRED AND TWENTY-FIRST MEETING
Teleconference, 13 March 2024

CONCLUSIONS & DECISIONS

Participants

Chair:

Jim Skea

Members:

Ladislav Chang'a (IPCC Vice-Chair), Ramón Pichs-Madruga (IPCC Vice-Chair), Diana Ürge-Vorsatz (IPCC Vice-Chair), Robert Vautard (Working Group [WG] I Co-Chair), Xiaoye Zhang (WGI Co-Chair), Winston Chow (WGII Co-Chair), Bart Van den Hurk (WGII Co-Chair), Katherine Calvin (WGIII Co-Chair), Joy Jacqueline Pereira (WG III Co-Chair), Takeshi Enoki (Task Force on National Greenhouse Gas Inventories [TFI] Co-Chair), Ines Camilloni (representing Region III)

Advisory members:

Abdalah Mokssit (IPCC Secretary), Clotilde Péan (WGI Technical Support Unit [TSU] Head), Melinda Tignor (WGII TSU Head), Dave Dokken (WGIII TSU Head), Sandro Federici (TFI TSU Head).

IPCC Secretariat:

Invited: Ermira Fida (IPCC Deputy Secretary), Andrej Mahecic (Head of Communications and Media Relations), Mxolisi Shongwe (Programme Officer), Jennifer Lew Schneider (Legal Officer), Jesbin Baidya (Information Technology and Logistics Officer), Nina Peeva (External Relations Officer), Werani Zabula (Information and Communications Specialist), Joëlle Fernandez (Administrative Assistant and Assistant to the Secretary), Laura Biagioni (Office Assistant – Web Information and Publications)

Invited:

Géninha Lisboa (Executive Assistant to IPCC Chair)

Apologies: Mazhar Hayat (TFI Co-Chair)

1. ADOPTION OF THE AGENDA

The ExCom adopted the provisional agenda (EXCOM-CXXI/Doc. 1) as attached in Annex 1.

2. URGENT ISSUES RELATED TO IPCC PRODUCTS AND PROGRAMME OF WORK THAT REQUIRE PROMPT ATTENTION BY THE IPCC BETWEEN PANEL SESSIONS

2.1. Update on the Special Report on Climate Change and Cities

The Chair of the Scientific Steering Committee (SSC) for the Special Report on Climate Change and Cities, Diana Ürge-Vorsatz, provided information on the progress in the preparations for the scoping meeting to take place on 16-19 April 2024 in Riga, Latvia. She reported that logistics and preparations for the meeting were on track and the SSC was in the process of finalising the programme. A novel aspect was introduced in this cycle with the conduct of pre-scoping webinars allowing to seek broader input, including from experts who were not selected to take part in the scoping meeting, from IPCC Focal Points and from Bureau members. Three such pre-scoping webinars were to be held on 18 and 19 March to

cover the different time zones. Around 700 participants registered. A questionnaire was shared with the webinar participants, and their feedback was to be synthesised in a background document and presented in the scoping meeting. Outreach and media activities were also being planned with the host country.

A Working Group II (WGII) Co-Chair took the floor on behalf of both WGII Co-Chairs, adding that this was the first initiative for the cycle and highlighting the importance of continuing this inclusive and practice-oriented approach for the future.

The Secretary reported that since the Secretariat was informed of a visa-related matter for a participant attending the scoping meeting, it took all necessary action to find a solution, including through meetings and communications with the IPCC Focal Point, the Ministry of Foreign Affairs and the Permanent Mission of the Republic of Latvia to the United Nations Office and other international organizations in Geneva.

An IPCC Vice-Chair, a Working Group I (WGI), a WGII Co-Chair, and a Working Group III (WGIII) Co-Chair took the floor. ExCom members welcomed the initiative with the pre-scoping webinars. The importance of a balanced and inclusive approach in processing and presenting the outputs of these webinars was highlighted, considering the potential participation restrictions for attendees from certain regions. Suggestions included written inputs via the questionnaire and the webinars' chat, running these in an inclusive manner, providing opportunities to speak to all, and collecting feedback via a survey. In general, the importance of encouraging more balanced nomination and broad participation of all regions through work with the Focal Points was highlighted, including via the organisation of dedicated webinars and events.

The Chair expressed appreciation for the work on the preparations for the scoping meeting and noted that visa matters will be included in the set of criteria for countries hosting IPCC meetings.

The ExCom took note of the information provided.

2.2. Development of the AR7 Strategic Planning Schedule

The Chair highlighted the importance of the Co-Chairs' input on the Seventh Assessment Cycle Strategic Planning Schedule (AR7 SPS).

The WGI Co-Chairs, a WGII Co-Chair and the WG III Co-Chairs took the floor. Points made included that the Co-Chairs were working on a draft SPS based on the fifth and sixth assessment reports' schedules, but no consensus was yet achieved. They were also consulting with their respective Bureaux. The options considered included having the scoping for the three WGs' reports in December 2024 or February 2025. In consideration were risk management for the delivery of the reports, potential implications on the schedule for the Special Report on Climate Change and Cities and the availability of the host countries. It was indicated that China could potentially host the scoping in February and Malaysia in December and February. Long-term and overall implications on the entire SPM were also of importance, including options of holding a single first Lead Author Meeting (LAM) for all the Working Groups (WGs) or having the LAM in parallel in different locations. A question was raised on whether the Panel has to approve the timing of the WGs' scoping meeting. A request was made to include the IPCC Vice-Chairs in the discussions.

The Secretary indicated that the Secretariat was also in consultations with several potential hosts for IPCC meetings, and having the exact dates would facilitate those discussions.

The Chair highlighted that there was not a complete alignment on what the draft SPS might consist of and invited the Co-Chairs to seek consensus and find a solution by agreeing on a small number of options and laying out advantages and disadvantages. He suggested that holding a single LAM or one that takes place in different locations could pose logistical challenges and encouraged consultations with the Secretariat.

The ExCom took note of the information provided and agreed that the Co-Chairs would come back with a draft SPS proposal in about two weeks, which would be further developed into a document for the 67th Session of the Bureau (BUR-67) by the end of April 2024.

3. COMMUNICATIONS AND OUTREACH ACTIVITIES

3.1. Ongoing and planned activities

The Head of Communications and Media Relations informed the ExCom on communications activities since the 120th Meeting of ExCom (ExCom-120). The Secretariat has prepared and shared a standard deck of slides and templates for the seventh cycle. Preparations for the upcoming outreach event in Riga, Latvia, back-to-back to the scoping for the Special Report on Climate Change and Cities in April 2024 were ongoing. He also sought advice on the possibility of the IPCC holding a side event during the Bonn Climate Conference in June 2024, informing that the Secretariat has filed a placeholder application to secure a possible slot.

The Chair indicated that such a side event would have to feature procedural aspects as there are no new findings, and the outcome of the scoping for the Special Report on Climate Change and Cities would still be subject to approval by the Panel as the Bonn Climate Conference will take place prior to the 61st Session of the IPCC (IPCC-61).

A WGI, a WGII, and a WGIII Co-Chair, as well as two IPCC Vice-Chairs, took the floor. Points made included the importance of the IPCC's presence at the Bonn Climate Conference for providing clarification to scientific matters and for the relevance of the IPCC. The main content of a side event could focus on informing about the plans and the products for the Seventh Assessment Cycle as decided by the Panel during the 60th Session of the IPCC (IPCC-60, [Decision IPCC-LX-9](#)). Some relevant key messages from the Sixth Assessment Cycle could also be presented.

The Chair concluded that there was an overall consensus to hold an IPCC side event during the Bonn Climate Conference. He invited the ExCom members to indicate their plans to attend the Conference in the meeting chat and the Secretariat to take note of this.

The ExCom took note of the report on communications and outreach activities.

4. RESPONSE TO POSSIBLE ERRORS IN COMPLETED ASSESSMENTS AND OTHER IPCC PRODUCTS

4.1. Update on the implementation of the Error Protocol and follow-up

The Science Programme Officer informed the ExCom that two new cases had been registered since the last report to ExCom-120. These regarded the AR6 WGII report. There were also the four previously reported pending cases: two related to WGI, one to WGII, and one to the AR6 Synthesis Report (SYR).

A WGII Co-Chair informed that the relevant cases were brought to the attention of the authors.

The ExCom took note of the Error Protocol report.

5. COORDINATION BETWEEN WORKING GROUPS AND TASK FORCES ON ACTIVITIES AND ISSUES PERTAINING TO THE PRODUCTION OF ASSESSMENTS AND OTHER RELEVANT IPCC PRODUCTS

5.1. Update on forthcoming meetings:

- **Update on the preparations for the 67th Session of the IPCC Bureau**

The Secretary updated the ExCom on the preparations for BUR-67 to take place in Geneva, Switzerland, on 30-31 May 2024, with the possibility for remote participation for Bureau members and government representatives unable to attend in person. He presented a provisional agenda noting that the discussions would focus on the SPS.

The Chair highlighted that the limited number of participants, the allocated budget, and the need for external participation may hinder the possibility of participation of all Bureau members in expert meetings and workshops. Therefore, there was a need to develop an approach to Bureau members' attendance and discuss this during BUR-67.

A Vice-Chair, as well as a WGI, a WGII and a WGIII Co-Chair, took the floor. The proposal to include in the Bureau agenda an item on Bureau members' attendance in meetings was welcomed. It was suggested to also include the topic of WGs and TFI integration. A clarification was sought as to whether the Secretariat and the Vice-Chairs' progress reports would only be provided to the Panel or also to the Bureau. The need to provide for hybrid participation in expert meetings was raised. It was offered for the Co-Chairs together with the Chair to prepare a proposal for BUR-67 for possible expert meetings in this cycle.

The Secretary clarified that a report from the Chair, Vice-Chairs, and Secretariat was included in the agenda for IPCC-61. The Bureau would also consider options for expert meetings.

The Chair clarified that it was important for the Bureau to look at possible expert meetings so that these discussions could then take place at the Panel level and, if possible, at IPCC-61.

The ExCom took note of the report.

- **Update on the preparations for the 61st Session of the IPCC**

The Secretary updated the ExCom on the preparations for IPCC-61 to be held in the last week of July and the beginning of August. There were two offers to host this Session, respectively from Bulgaria and Georgia. Pre-visits in both countries were completed, and questionnaires were sent. He indicated that the Government of Bulgaria had sent an official letter first. Furthermore, the country has never hosted an IPCC plenary and was offering additional support and flexibility, including covering the costs for interpretation and for some participants from developing countries from the region.

The Secretary presented a provisional agenda highlighting that in addition to the approval of the outlines of the Special Report and the Methodology Report, other important agenda items would be the AR7 SPS, the lessons learned from the sixth assessment cycle, the progress reports, etc.

Given the number of agenda items, the Secretary indicated there was a possibility of holding an extended Plenary from 26 July to 2 August 2024 in Sofia, Bulgaria, instead of two separate sessions. There was an option for the Budget item and relevant document to be shared in writing or presented in the virtual plenary and proposed for approval through a silent procedure later in the year, while important related discussions could take place at the first IPCC Session in 2025. The Secretary informed that the plan was to hold a pre-session for IPCC-61 registered

delegates from developing and other countries on the first day of the meeting and offered the opportunity to have the opening ceremony either on Friday, 26 July or on Monday, 29 July.

The Chair highlighted the need for an extended Plenary Session. He informed that he agreed with the IPCC Vice-Chairs to have a joint report to the Panel and encouraged all to give concise verbal presentations of the progress reports. The Chair invited the Secretariat to work with the host country on the most appropriate day for the opening ceremony.

A WGII Co-Chair suggested a preparatory meeting with the entire Bureau a week prior to IPCC-61.

The Chair indicated that this could potentially take place informally and virtually.

The ExCom took note of the update.

- **Provisional plans for subsequent Bureau/Plenary meetings**

The Secretary informed that the current plan was to hold two Plenary sessions in 2025. He highlighted the importance of having the SPS ready and approved first, which would also allow very precise weekly planning and two-year detailed schedules to be prepared.

The ExCom took note of the update.

6. ANY OTHER MATTERS

No other matters were discussed.

The meeting concluded at 15:40.

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(8.III.2024)
Agenda Item: 1
ENGLISH ONLY

PROVISIONAL AGENDA

- 1. ADOPTION OF THE AGENDA**
- 2. URGENT ISSUES RELATED TO IPCC PRODUCTS AND PROGRAMME OF WORK THAT REQUIRE PROMPT ATTENTION BY THE IPCC BETWEEN PANEL SESSIONS**
 - 2.1. Update on the Special Report on Climate Change and Cities
 - 2.2. Development of the AR7 Strategic Planning Schedule
- 3. COMMUNICATIONS AND OUTREACH ACTIVITIES**
 - 3.1. Ongoing and planned activities
- 4. RESPONSE TO POSSIBLE ERRORS IN COMPLETED ASSESSMENTS AND OTHER IPCC PRODUCTS**
 - 4.1. Update on the implementation of the Error Protocol and follow-up
- 5. COORDINATION BETWEEN WORKING GROUPS AND TASK FORCES ON ACTIVITIES AND ISSUES PERTAINING TO THE PRODUCTION OF ASSESSMENTS AND OTHER RELEVANT IPCC PRODUCTS**
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 - Update on the preparations for the 67th Session of the IPCC Bureau
 - Update on the preparations for the 61st Session of the IPCC
 - Provisional plans for subsequent Bureau/Plenary meetings
- 6. ANY OTHER MATTERS**