

IPCC EXECUTIVE COMMITTEE – ONE HUNDRED AND TWENTY-EIGHTH MEETING
Teleconference, 8 January 2025

CONCLUSIONS & DECISIONS

Participants

Chair:

Jim Skea

Members:

Ladislav C'hang'a (IPCC Vice-Chair), Ramón Pichs-Madruga (IPCC Vice-Chair), Diana Ürge-Vorsatz (IPCC Vice-Chair), Robert Vautard (Working Group I [WGI] Co-Chair), Xiaoye Zhang (WGI Co-Chair), Winston Chow (Working Group II [WGII] Co-Chair), Bart van den Hurk (WGII Co-Chair), Katherine Calvin (Working Group III [WGIII] Co-Chair), Joy Jacqueline Pereira (WGIII Co-Chair), Mazhar Hayat (Task Force on National Greenhouse Gas Inventories [TFI] Co-Chair), Laura Gallardo (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), Rob Sturgiss (TFI TSU Head).

IPCC Secretariat:

Ermira Fida (IPCC Deputy Secretary), Andrej Mahecic (Head of Communications and Media Relations), Mxolisi Shongwe (Programme Officer), Judith Ewa (Programme Officer) Jennifer Lew Schneider (Legal Officer), Jesbin Baidya (Information Technology and Logistics Officer), Nina Peeva (External Relations Officer), Werani Zabula (Communications and Information Specialist), Melisa Walsh (Communications Officer), Joelle Fernandez (Administrative Assistant and Assistant to the Secretary), Laura Biagioni (Web Information and Publications Assistant), Minang Acharya (Programme Officer).

Invited:

Géninha Lisboa (Executive Assistant to the IPCC Chair), Emilie Vanvyve (Science Adviser to the IPCC Chair)

1. ADOPTION OF THE AGENDA

The Chair opened the One Hundred and Twenty-Eighth Meeting of the Executive Committee (ExCom-128), proposing to start the discussion with Agenda Item 2.4 on the update from the scoping meeting, followed by Item 5 on the preparations for the 62nd Session of the IPCC (IPCC-62).

ExCom adopted the provisional agenda (EXCOM-CXXVIII/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

A Working Group II (WGII) Co-Chair informed that the author selection process had been completed, and the Secretariat was in the process of publishing the complete list. Preparations for the First Lead Author Meeting (LAM1) in Osaka, Japan (10-14 March 2025) were progressing well. The programme was being drafted by the TSU for discussion by the

Co-Chairs. Chapter scientists' support has been granted by an international funding scheme to support Coordinating Lead Authors (CLAs) from developing countries. CLAs from developed countries were also arranging chapter scientist support. Discussions with host countries for the Second Lead Author Meeting (LAM2) and the Third Lead Author Meeting (LAM3) were progressing.

The IPCC Vice-Chairs took the floor. It was noted that, while author selection would initially be conducted by the Working Groups (WGs) Bureaux, the entire Bureau should endorse the lists. This is in accordance with the past practice and the Bureau's Terms of Reference (ToR) and specifically its role to develop and agree on the list of authors, review editors and expert reviewers. The need for improved communication amongst IPCC leadership was highlighted.

A WGII Co-Chair said there was a conflict between the IPCC Rules and Procedures and the Bureau's ToR regarding author selection for Special Reports, noting the WGs had followed the Rules and Procedures and apologised for any confusion in communication.

The Chair concluded that this was a lesson learned from the seventh to the eighth assessment cycle.

ExCom took note of the progress on the Special Report on Climate Change and Cities.

2.2. Update on the Methodology Report and Expert Meeting on Carbon Dioxide Removal Technologies and Carbon Dioxide Capture, Use and Storage (CDRT and CDCUS)

A Task Force on National Greenhouse Gas Inventories (TFI) Co-Chair provided an update on the Methodology Report on Carbon Dioxide Removal Technologies and Carbon Dioxide Capture, Use and Storage. The scoping meeting report was published on the TFI website in December 2024. Preparations for the outline document were being made for consideration at IPCC-62 in February 2025.

ExCom took note of the updates on the Methodology Report on Carbon Dioxide Removal Technologies and Carbon Dioxide Capture, Use and Storage.

2.3. Update on the Methodology Report on Short-Lived Climate Forcers (SLCF)

The TFI Co-Chair provided an update on the Methodology Report on Short-Lived Climate Forcers, reporting that the selection of authors and review editors was complete and invitations to the first Lead Author Meeting (LAM1) had been sent. LAM1 would be held on 24 - 26 March 2025 in Bilbao, Spain, with back-to-back Task Force Bureau (TFB) and Scientific Steering Committee meetings on 21-22 March 2025.

In response to the Chair's query about the low participation from developed countries, the TFI Co-Chair explained that author selection depended on the nominations received from governments and observer organisations, while also noting the challenge of aligning available expertise with the chapters requirements which also led to recirculation of the call for nomination where expertise was missing.

ExCom took note of the update on the Methodology Report on Short-Lived Climate Forcers.

2.4. Update on the Working Group Reports, Synthesis Report, and Strategic Planning Schedule

The Working Group III (WGIII) Co-Chairs informed about the Seventh Assessment Report (AR7) scoping meeting, which took place in December 2024 in Malaysia, expressing appreciation to the IPCC Secretariat and the Government of Norway for the support and

financial contribution. The draft background document for IPCC-62 was under review by the WGIII Bureau with plans to share it with the scoping meeting participants for comments before finalisation. The draft decision texts were also being prepared following consultation with the Chair.

The Chair highlighted the importance of all three WGs identifying contentious issues that might arise at IPCC-62.

A WG III Co-Chair added that some contentious issues might have been resolved during the scoping meeting, while others would likely resurface and be discussed at IPCC-62.

The WG I Co-Chairs reported sending their draft annotated outline to experts for feedback. Potential contentious topics have been identified. Discussions on possible agenda arrangements for IPCC-62 with the WG Bureau members were ongoing.

The WGII Co-Chairs reported positive feedback from a survey on the scoping meeting, with participants appreciating the constructive atmosphere and emphasis on inclusivity. The plans were for the IPCC-62 background document and annotated outline to be finalised during the coming week, with distribution to experts by the end of the week. Several potentially contested topics have been identified. The technical guideline scoping process was smooth, with a small but constructive team, resulting in a well-balanced outline. Participation of the United Nations Framework Convention on Climate Change (UNFCCC) Secretariat representative in the scoping was highlighted as beneficial for the process.

An IPCC Vice-Chair thanked the Government of Malaysia and Working Group III for their leadership in preparing the scoping meeting. It was suggested that the background documents be well-prepared for presentation to governments.

The Chair thanked everyone for their contributions to the successful and productive scoping meeting, acknowledging the WGIII Co-Chair's role in the organisation of the meeting.

ExCom took note of the update on the Working Group contributions to the AR7.

3. COMMUNICATIONS AND OUTREACH ACTIVITIES

3.1. Ongoing and planned activities

The Head of Communications and Media Relations provided an update to ExCom on communications activities and outreach plans for the first half of 2025, noting IPCC events, such as IPCC-62 and the Lead Author Meetings (LAMs) with proposed follow-ups with the Co-Chairs about outreach. Feedback was requested from ExCom on priorities regarding non-IPCC events such as the Our Ocean Conference in Busan (late April) and the UN Ocean Conference (June 9-13). Ongoing outreach with the African Ministerial Conference on the Environment (AMCEN) was being planned. Other organizations were to be identified for additional outreach opportunities to enhance the visibility of IPCC's work through their events.

The Chair noted challenges in supporting non-core activities given the current workload, particularly for ocean-related events where his expertise is limited and suggested to draw upon the ocean expertise of WGI Co-Chairs. The efforts and importance of engaging with AMCEN were acknowledged.

A WGI Co-Chair welcomed the suggestion on ocean-related activities but expressed hesitancy to travel internationally for short meetings.

Two IPCC Vice-Chairs took the floor. Concerns were raised about internal communication challenges with difficulties obtaining information about LAMs preparations. Longer ExCom meetings for exchange of information might be needed until IPCC-62.

The Chair suggested adding internal communications as a function within the Secretariat.

ExCom took note of the update on the communications 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 Secretary informed the ExCom that no new cases had been received since the last report, though three pending cases remained.

ExCom took note of the update on the implementation of the Error Protocol.

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 62nd Session of the IPCC

The Secretary provided an update on preparations for the forthcoming IPCC-62 to be held on 24 – 28 February 2025, noting its focus on the three Working Group contributions to the Seventh Assessment Report and the Methodology Report outlines, as well as the IPCC program and budget. The Secretary explained the structure of the meeting as a mixture of the full IPCC plenary (IPCC-62) and individual Working Group plenaries (15th Session of the WGI, 13th of the WGII and 15th of the WGIII), with the IPCC Chair delegating chairing for the Methodology Report to the TFI Co-Chairs and the WG Co-Chairs chairing their respective WG sessions.

The Secretary presented lessons learned from previous sessions included from the 46th Session (IPCC-46), which required extra time to complete the work), the 61st session of the IPCC (IPCC-61) and the scoping meeting (IPCC-61), where IPCC Vice-Chairs played an instrumental role), and the scoping meeting (where listening carefully to comments before responding proved to be efficient).

Sequential rather than parallel sessions were recommended since many member countries have only one representative. A process for identifying contentious items, along with prepared strategies for addressing them, was recommended for the outlines. Key legal considerations were outlined, including budget adoption requirements and procedural aspects of preparing the reports.

The draft proposal for the organisation of work allocated the first day for the opening ceremony and the presentations of all four outlines. The second and third days featured sequential Working Group plenaries. The fourth day included a second TFI session followed by restitutions from the Working Groups' plenaries. The fifth day was reserved for final approvals and remaining agenda items. The need for coordination, contingency planning, and flexibility was emphasised, suggesting various approaches for managing challenging situations, including contact groups and huddles.

The Secretary added that IPCC-62 and the Working Group plenaries would be declared concluded only when all outlines are agreed. To ensure a successful conclusion to the Panel Session, recommendations included preparing strategies for contentious topics at the scoping meeting, selecting experienced chairs for contact groups, maintaining flexibility in timing, being prepared to postpone less critical agenda items, and ensuring evening sessions are efficient with adequate participant support.

Two IPCC Vice-Chairs, a WGI, a WGII, and two WGIII Co-Chairs took the floor. Questions and clarification were raised about evening translation services, contact group arrangements, presentation formats and flexibility in the sequencing of WG sessions. Suggestions were made to make presentations available beforehand, collect written comments when possible, enforce time limits to three minutes on interventions, and ensure food and drink availability for evening sessions. Clarification was sought on the standard approach for chapter discussions (chapter-by-chapter or by groups), the options for managing discussion time, and the practice of selecting chairs for huddles. Concerns were raised about wellbeing during long sessions. Maintaining scientific integrity while preparing for contentious issues was also emphasised.

The Secretary noted that evening sessions could be arranged for all days, contact groups could be scheduled as needed, and presentations could include PowerPoint slides. The overall schedule would be flexible. While previous practice typically involved chapter-by-chapter discussions following a general introduction, this could be adapted based on the dynamics. Contact group chairs could include Vice-Chairs and government Focal Points, not only Bureau members.

A WGI Co-Chair and the Representative of Region III raised concerns about the meeting schedule. and ensuring those funded by the Trust Fund could remain a day longer.

The Secretary assured that travel arrangements would accommodate the timeframe.

The Chair summarised that clarity, particularly for the documents introducing the Working Group outlines that would drive the plenary, was needed based on previous practice. While aiming to complete all work at IPCC-62, contingency plans were needed if outlines or timelines remained unresolved. Subsequent detailed planning meetings would be required.

ExCom took note of the information provided on the upcoming session.

6. ANY OTHER MATTERS

6.1. Chapter scientist support

The Chair raised the matter of philanthropic organisations offering support to IPCC in an unstructured manner, noting that such requests coming to the Working Groups should be channelled through the Secretariat or the Chair for coordination purposes.

The Wellcome Trust, which is pursuing IPCC observer organisation status, was currently organising a meeting with other potential funders of IPCC chapter scientists, which the Chair would attend along with a representative from WGII and the Secretariat. WGI and WGIII were invited to consider nominating representatives by contacting the Chair and the Secretary.

The meeting concluded at 15:14.

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EXCOM-CXXVIII/Doc. 1
(2.I.2025)
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

- 2.2. Update on the Special Report on Climate Change and Cities
- 2.3. Update on the Methodology Report and Expert Meeting on Carbon Dioxide Removal Technologies and Carbon Dioxide Capture, Use and Storage (CDRT and CDCUS)
- 2.4. Update on the Methodology Report on Short-Lived Climate Forcers (SLCF)
- 2.5. Update on the Working Group Reports, Synthesis Report

3. COMMUNICATIONS AND OUTREACH ACTIVITIES

- 3.2. Ongoing and planned activities

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

- 4.2. 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

- 5.2. Update on forthcoming meetings:
 - Update on the preparations for the 62nd Session of the IPCC
 - Provisional plans for subsequent Bureau/Plenary meetings

6. ANY OTHER MATTERS

- 6.2. Chapter scientist support