

IPCC EXECUTIVE COMMITTEE – ONE HUNDRED AND TWENTY-NINTH MEETING
Teleconference, 12 February 2025

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 [WGI] 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 (WGIII Co-Chair), Takeshi Enoki (Task Force on National Greenhouse Gas Inventories [TFI] Co-Chair), Mazhar Hayat (TFI Co-Chair), Laura Gallardo Klenner (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).

IPCC Secretariat:

Erмира Fida (IPCC Deputy Secretary), Andrej Mahecic (Head of Communications and Media Relations), Judith Ewa (Programme Officer), Mxolisi Shongwe (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), Melissa Walsh (Communications Officer), Joelle Fernandez (Administrative Assistant and Assistant to the Secretary), Laura Biaigioni (Web Information and Publications Assistant) and 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-Ninth Meeting of the Executive Committee (ExCom-129), proposing to start discussions with Agenda Item 5 on the preparations for the 62nd Session of the IPCC.

The ExCom adopted the provisional agenda (EXCOM-CXXIX/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 provided an update on the Special Report on Climate Change and Cities. Preparations for the report were underway with the rough programme structure circulated to Working Group Bureaux and the IPCC Vice-Chairs. Weekly calls between the WGII Technical Support Unit (TSU) and the first Lead Author Meeting (LAM1) hosts have occurred on a frequent basis. Recent onboarding activities, including a call with

most of the Coordinating Lead Authors (CLAs). Three pre-LAM1 webinars were planned for CLAs and lead author teams. The WGII TSU, with input from the Working Group I (WGI) and the Working Group III (WGIII), was preparing tools and resources, including an author handbook and portal. Regarding inclusivity, the WGII Co-Chair noted that there were nearly 1,000 applications from developing countries for six positions for chapter scientists, with interviews underway and several expected to participate in LAM1. The WGII TSU launched an e-journal programme with Utrecht University to provide literature access for authors and review editors from developing countries, starting 1 March 2025.

A WGI Co-Chair asked about coordination with the other Working Groups on chapter scientist selection, expressing concern about the lack of visibility in the process.

The WGII Co-Chair explained that chapter scientists were directly linked to the respective CLAs from developing countries who would make the final selection decisions, following a two-stage process involving shortlisting by the TSU based on CLA requirements, followed by interviews.

The Chair noted the Utrecht University arrangement for literature access might be supplemented by the American Geophysical Union offerings and emphasised the need for a coordinated approach to chapter scientist selection across all Working Groups beyond the Special Report.

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

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 outline document for the 62nd Session of the IPCC (IPCC-62) has been uploaded on the Papersmart Portal. If the outline was agreed at IPCC-62, the first Lead Author Meeting (LAM1) was planned for mid-July 2025, with a country already offering to host.

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

The TFI TSU Head provided updates on the Methodology Report on Short-Lived Climate Forcers (SLCF). The first Lead Author Meeting (LAM1) would be held on 24-26 March 2025, with invitations already sent out. A Task Force Bureau (TFB) meeting was planned for the Friday before LAM1, and a steering group meeting involving Coordinating Lead Authors (CLA) and TFB members was scheduled to discuss LAM1 proceedings.

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

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

The Chair noted that this agenda item was already covered in the discussion of Item 5.1 regarding the preparation of IPCC-62.

A WGI Co-Chair provided information on the LAM1 venues for the Seventh Assessment Report (AR7). After Co-Chairs' discussions comparing options, a decision was made for Paris,

France, which offered an integrated facility accommodating all rooms for plenaries and working group and chapter sessions.

ExCom took note of the update on the WG Reports and the SYR.

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 since the 128th Meeting of ExCom (ExCom-128), including plans for IPCC-62. A media advisory would be issued in mid-February notifying about the event, the public opening ceremony, and available services for speeches and visual assets. A press release on the first day would cover the opening speeches and main messages, while a final press release would focus on the outcomes, with timing dependent on the plenary's conclusion.

For outreach, in collaboration with the hosts, an event was planned for the morning of 2 March 2025. The event would include the participation of Co-Chairs, Chinese meteorological officials, academia, and media.

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 Programme Officer informed the ExCom that no new cases had been received since the last report. Two cases have been resolved, though one pending case remained, which was assigned to WGI.

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 IPCC-62 to be held on 24 – 28 February 2025. As in the previous ExCom meeting (ExCom128), the Secretary explained the meeting structure with the IPCC-62 plenary and the individual Working Group plenaries and reiterated lessons learned from previous sessions. IPCC-62 would be one of the most important plenaries in the cycle, with four outlines to approve, along with the programme and budget.

The Secretary supplemented previous information with contingency planning details and scenarios for handling complicated negotiations through contact groups or huddles. The presentation followed a structure covering introduction, lessons learned, procedural and legal considerations, draft programme of work, distribution of responsibilities, and final recommendations. The presentation stressed the importance of daily coordination meetings and stocktaking sessions to adapt the schedule as needed by preparing terms of reference for contact groups in advance and designating one chair from a developed country and one

from a developing country. Legal clarifications were provided regarding observer participation in contact groups, noting that representatives of admitted observer organizations (other than the European Union) may attend as silent observers.

Two IPCC Vice-Chairs, a WGI, a WGII, and two WGIII Co-Chairs took the floor. Clarifications were sought about evening translation services, contact group arrangements, presentation formats and flexibility in the sequencing of WG sessions. Concerns were expressed about timekeeping between sessions, stressing that even minor delays could significantly impact the ability to finalise the outlines. Discussions addressed the meeting's end time, with differing expectations noted regarding Saturday morning departures for Trust Fund-supported participants. Suggestions were made to make presentations available beforehand, collect written comments, when possible, enforce time limits of three-minute 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. Extending break periods to one hour was suggested to improve participant well-being and facilitate corridor negotiations. Concerns were raised about maintaining scientific integrity while preparing for contentious issues.

The Secretary responded that travel arrangements for delegates from developing countries were scheduled accordingly. The Working Groups should strictly adhere to their allocated time slots. Contact groups should be chaired by delegates from developed and developing countries, not by the Co-Chairs, with the Secretariat being responsible for contacting delegations. The gavelling would occur in Working Group plenaries, with the complete package (outline, timeline, budget) brought to the main plenary for final approval. Regarding written comments, the Secretary noted this was at the discretion of Co-Chairs but recommended the "silent listening" approach, where multiple interventions would be heard before responding as a more efficient method. Evening sessions could be arranged for all days and contact groups would be scheduled as needed. While previous practice typically involved chapter-by-chapter discussions following a general introduction, this could be adapted based on the dynamics.

The Chair emphasised the need for clarity in documents introducing working group outlines, contingency plans if outlines remained unresolved, and detailed planning meetings before the plenary. Regarding the Working Group presentations, the Chair proposed 15-minute presentations focused primarily on outline content.

The IPCC Deputy Secretary presented guidance on IPCC meeting document management, covering document types, structure, and processes for handling documents before and during sessions. A new email address was being established for transmitting in-session documents, with procedures for review, clearance, and approval. The Working Group and TFI documents would be reviewed and cleared by their respective Co-Chairs.

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

6. ANY OTHER MATTERS

No other matters were raised.

The meeting concluded at 15.32.

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EXCOM-CXXIX/Doc. 1
(7.II.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

- 2.1. Update 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)
- 2.3. Update on the Methodology Report on Short-Lived Climate Forcers (SLCF)
- 2.4. Update on the Working Group Reports, Synthesis Report

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

- 5.1. 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