

IPCC EXECUTIVE COMMITTEE – ONE HUNDRED AND TWENTY-FIFTH MEETING
Teleconference, 18 September 2024

CONCLUSIONS & DECISIONS

Participants

Chair:

Jim Skea

Members:

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), Joy Jacqueline Pereira (WGIII Co-Chair), Katherine Calvin (WGIII Co-Chair), Mazhar Hayat (Task Force on National Greenhouse Gas Inventories [TFI] Co-Chair).

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), Jennifer Lew Schneider (Legal Officer), Jesbin Baidya (Information Technology and Logistics Officer), Nina Peeva (External Relations Officer), Werani Zabula (Communications Specialist), Melissa Walsh (Communications Officer), Joelle Fernandez (Administrative Assistant and Assistant to the Secretary).

Invited:

Géninha Lisboa (Executive Assistant to IPCC Chair)

1. ADOPTION OF THE AGENDA

The Secretary introduced the provisional agenda, indicating that there was an additional request for an item by the Working Group II (WGII) Technical Support Unit (TSU) Head on behalf of the Working Group I (WGI) and WGII Co-Chairs related to “IT tools to support the authors in the production of the reports”, which could be included as agenda item 6.2.

The IPCC Executive Committee (ExCom) adopted the provisional agenda (EXCOM-CXXV/Doc. 1), as attached in Annex 1, with the inclusion of item 6.2. “IT tools to support the authors in the production of the reports”.

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 Special Report on Climate Change and Cities Scientific Steering Committee (SSC) and IPCC Vice-Chair indicated that the outline was agreed to by the IPCC (61st Session of the IPCC (IPCC-61), 27 July- 2 August 2024, Sofia, Bulgaria). The deadline for nominations of experts for consideration as Coordinating Lead Authors, Lead Authors, and Review Editors

for the Special Report on Climate Change and Cities was approaching (20 September 2024). The next step was the selection process.

A WGII Co-Chair added that the list of expertise areas was compiled for each of the chapters, which would be a helpful guide in the selection process.

ExCom took note of the update on the preparations for 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 (MR) on Carbon Dioxide Removal Technologies and Carbon Dioxide Capture, Use and Storage (CDR&CCUS). The scoping meeting (14-16 October 2024, Copenhagen, Denmark) was to take place back-to-back with the Task Force Bureau (TFB) (17-18 October 2024, Copenhagen, Denmark).

Two IPCC Vice-Chairs and a WGI Co-Chair took the floor, requiring the possibility of Bureau members' virtual participation.

The Secretary indicated that this possibility would be explored.

The Chair added that this was, in general, a question for all meetings, and it would depend on the meeting location and facilities available.

ExCom took note of the updates on the CDR&CCUS Methodology Report.

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

The TFI TSU Head provided updates on the Methodology Report (MR) on Short-Lived Climate Forcers (SLCF).

The TFI has received about 340 nominations, and the TSU was preparing for the TFB to consider these with the idea of extending the invitations to about 110 potential authors in the next couple of weeks. The travel budget was for 53 authors, and therefore, a question arose as to whether the list of authors who could receive support from the IPCC Trust Fund could be expanded as part of the budget discussion at the next Plenary, considering that there are 28 chapters to write. The currently allocated budget would allow for four authors per chapter. A larger budget for up to 80 authors would allow for about six authors to be working on a chapter.

The Secretary clarified how the travel cost estimations are made for meetings, indicating that flexibility could possibly be considered within these limits. It was important to respect the budget approved by the IPCC, noting that revisions are proposed for consideration first in the subsequent Financial Task Team (FiTT).

The Chair concluded that the TFI should be operating within the previously approved budget at IPCC-61, and the FiTT could look at this again in the 62nd Session of the IPCC (IPCC-62).

The WGI Co-Chairs took the floor inquiring information about a Scientific Steering Committee (SSC) for the selection of authors, indicating that Bureau members are interested in being part of it and that WGI was keen on being involved, especially in this report.

The TFI TSU Head indicated that while the TFB would conduct the selection process, the TFI was eager to engage with WGI and WGII, noting that for the upcoming scoping meeting, the TFI has allocated almost 10% of positions to WGI and WGIII.

The Chair clarified that as per the IPCC Principles, it's the responsibility of the Working Groups (WGs) Bureaux and the TFB to select the authors. There has been a practice followed by WGs to establish Scientific Steering Committees that can recommend to the Bureaux without making the final decision. This has not been usual TFB practice. Since the SLCF report has links with WGI and the CDR&CCUS report has links with WGIII, the Chair encouraged the TFI to consider how they could get input from WGI and WGIII for the two respective reports.

An IPCC Vice-Chair indicated that this approach should be applied in all IPCC processes where initial consideration is also taken from the IPCC Vice-Chairs.

The Chair invited the TFI and the WGs to consider in the future how they can make the best use of the knowledge of the full ExCom when putting in place selection processes.

ExCom took note of the updates on the SLCF MR.

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

The Working Group III (WGIII) Co-Chairs updated the ExCom that the planning for the Seventh Assessment Report (AR7) scoping meeting of (9-13 December 2024, Kuala Lumpur, Malaysia) was on track, including the visa arrangements. The 68th Session of the IPCC Bureau (BUR-68) was planned to take place prior to the scoping meeting (8 December 2024). The WG Co-Chairs were working on the scoping meeting programme and have started considering the pre-scoping activities. Based on the lessons learned, it was important that there would be no activities creating distractions away from the core business of the scoping meeting.

The WGIII TSU Head added that all 240 invites were issued by the Secretariat on 17 September 2024, and these were to be followed with the complementary logistics invites immediately thereafter by the TSUs.

A WGI Co-Chair informed that they have sent out a survey to science organizations and various groups, including authors from the Sixth Assessment Report (AR6). Other pre-scoping activities would be decided later.

The Chair expressed gratitude to the WG Co-Chairs for the progress made and for their constructive consideration of participants in the Synthesis Report (SYR) stream for the scoping meeting.

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 124th Meeting of ExCom (ExCom-124). Initial discussions on the IPCC activities at the 29th Conference of the Parties (COP29) to the United Nations Framework Convention on Climate Change (UNFCCC) took place at the inauguration meeting of the Communication and Outreach Action Team (COAT) at the end of July. In the meantime, the Secretariat has prepared a draft proposal for the IPCC contribution to the joint WMO, IPCC, and MERI pavilion and has filed an application for a side event. There would be

a strategic discussion on this with the IPCC Chair, followed by the next COAT meeting on 23 September.

An IPCC Vice-Chair, as well as a WGI and a WGII Co-Chair, took the floor seeking information on whether further information would be shared with the ExCom following the COAT meeting. It would be good to align some of the COP29 activities with the pre-scoping plans. There wasn't yet clarity on who would be attending COP29.

The Head of Communications and Media Relations clarified that the COAT minutes would be circulated to the ExCom.

The Chair stressed that the CO29 presented a great opportunity for pre-scoping activities.

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, for the first time, there were no pending cases to report and expressed gratitude to the Chair, the Co-Chairs and the TSUs. There was one new case to be 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:

- Provisional plans for subsequent Bureau/Plenary meetings

The Secretary highlighted that the second plenary for the seventh cycle, IPCC-61, was successful in several ways, such as being efficient and cost-effective. In terms of content, the outlines of the two reports (Special Report on Climate Change and Cities and SLCF) were agreed to, and all items were covered.

The Pre-Plenary Briefing Session, which took place a day prior to IPCC-61, had the objective of preparing delegates for effective participation in the session. For the first time, an experience-sharing session for delegates, Focal Points and Bureau members and an engagement in a World Café format took place. A follow-up survey showed that this was appreciated and there was high interest in conducting the pre-plenary briefing sessions in the future).

Training against sexual harassment and a briefing on UN Ethics for the Bureau and the TSUs also took place prior to IPCC-61. In addition, an informal Bureau meeting and parallel WG Bureaux meeting took place.

In terms of the upcoming TFI meetings, the Secretariat was supporting the preparations for the TFI CDR & CCUS scoping meeting (14-16 October 2024, Copenhagen, Denmark) and the TFB meeting (17-18 October 2024, Copenhagen, Denmark).

The Secretary expressed his appreciation to the WGIII Co-Chair and TSU, with whom the Secretariat is working closely on the preparation for the AR7 scoping and BUR-68.

Preparations for the next IPCC Plenary, IPCC-62, were also ongoing with the potential host country, with the aim of holding this event at the end of February 2025.

The Secretary called for early coordination with the Secretariat of all meetings. As The WMO has been transitioning from its current ERP system “Oracle” to a new system “Quantum” that would impact the operations of the organization. All meeting requests need to be submitted by 1 November 2024, and all travel arrangements must be finalized by 29 November 2024.

The Chair added that progress has been made in terms of managing fluid plenary agendas and document flow. Together with the Secretariat and the WMO Deputy Secretary-General, further consideration is given to how to advance this. It’s been difficult to accommodate side meetings at plenaries, which are not part of the core business and advance planning was crucial. The informal Bureau meetings like the one that took place in the margins of IPCC-61 could be organised in the future if there was interest.

An IPCC Vice-Chair, as well as a WGI, a WGII and a WGIII Co-Chair, took the floor. Updates were required regarding the location for the expert meeting on gender, diversity, and inclusivity and the need for possible contingency plans. There was a query on whether, with the WMO ERP system transition, there were risks for the upcoming Bureau and scoping meetings. There were also questions related to IPCC-62, including whether the time would be sufficient to agree to the outlines and finalise all items and whether items, such as the expert meetings, were also to be considered for the strategic planning. Other questions were related to whether reports’ timelines would have to be a topic of discussion at the scoping meeting.

The Secretary clarified that the travel arrangements for the scoping and the Bureau meetings in December would start as soon as possible. The preparation for IPCC-62 could be more challenging in terms of complying with the deadlines. The IPCC-62 length should be sufficient as it was in line with the previous practice and allowed for some contingency. As for the expert meeting, discussions on the letter of agreement were ongoing with the host country.

The Chair added that a scoping meeting focuses only on the scientific scope of the reports. The budget and timeline are to be proposed by the WGs to the plenary.

ExCom took note of the information provided.

6. ANY OTHER MATTERS

6.1. Matters related to the UNFCCC

The plans for IPCC activities at COP29 were covered under item 3.1.

6.2. IT tools to support the authors in the production of the reports

A WGII Co-Chair indicated a sense of urgency in resolving the issue of the status of the document management system (DMS). There were functionalities missing in the current system. Concerns were also related to potential security risks with the system. While upgrading the system was necessary, there were both financial and infrastructure challenges. It was necessary to try to come together to a working and acceptable system which would be in place before the first Special Report on Climate Change and Cities Lead Author Meeting (LAM) or to introduce a contingency plan of a phased-out system anticipating a later upgrade for the AR7.

A WGI Co-Chair supported what the WGII Co-Chair said.

The Secretary expressed sympathy for the WGI and WGII concerns, indicating that although this was an area of work of the TSUs, the Secretariat has always been ready to help. This was discussed already at the first meeting of the TSU Liaison Group, for this cycle, which seemed as the most appropriate forum to consider this matter. The Secretariat did research and proposed at least 12 solutions to the TSUs. Once the TSUs agree on the tool/s, a proposal can be included for consideration by the FiTT. Once the budget is approved by the Plenary, the Secretariat could assist with the procurement process following the WMO policy and regulations.

The Chair supported the proposal by the Secretary that the TSU Liaison Group should come up with the options. Clarity was needed on the scope of the functionality of the tool, why it was needed, and the budget envelope. If this tool was to be covered by the IPCC Trust Fund, the next FiTT meeting was planned for the end of February 2025. As a procurement process would take several months, for the Special Report on Climate Change and Cities, the current DMS might be the only option to work with.

A WGI and II Co-Chair took the floor, indicating support for the proposal but alerting that they may need to find an interim solution for the Special Report on Climate Change and Cities.

The Deputy Secretary expressed readiness to coordinate this effort within the TSU Liaison Group and indicated that work on this had already started.

ExCom tasked the TSU Liaison Group to come up with a set of proposals that can be considered at the next ExCom meeting.

The meeting concluded at 15.20.

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EXCOM-CXXV/Doc. 1
(11.IX.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. 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, and Strategic Planning Schedule

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- 3.1. Ongoing and planned activities

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 - Plans for IPCC activities at COP29