

IPCC EXECUTIVE COMMITTEE – ONE HUNDRED AND TWENTIETH MEETING
Teleconference, 14 February 2024

CONCLUSIONS & DECISIONS

Participants

Chair:
Jim Skea

Members:
Ladislav Chang'a (IPCC Vice-Chair), Ramón Pichs-Madruga (IPCC Vice-Chair), Diana Ürges-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), Takeshi Enoki (Task Force on National Greenhouse Gas Inventories [TFI] Co-Chair), Mazhar Hayat (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:
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), Melissa Walsh (Communications Specialist), Joelle Fernandez (Administrative Assistant and Assistant to the Secretary).

Invited:
Géninha Lisboa (Executive Assistant to IPCC Chair).

1. ADOPTION OF THE AGENDA

The ExCom adopted the provisional agenda (EXCOM-CXX/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 IPCC Vice-Chair and Chair of the Scientific Steering Committee (SSC), Diana Ürges-Vorsatz, the Working Group II Co-Chairs and the IPCC Secretary updated the ExCom on the progress of preparations for the Scoping Meeting of the Special Report on Climate Change and Cities to be held in Riga, Latvia from 16 to 19 April 2024. Invitations have been sent to the selected experts. The scientific programme of work has been defined and the preparation of documents is underway. On logistics, the venue has been confirmed and a reminder has been sent to invitees to reserve a hotel. Plans are underway for pre-scoping activities such as webinars on outreach activities and scene setting presentations. There are extensive outreach activities planned including a press conference with media with the participation of the Chair as well as meetings with stakeholders including the Latvian Parliament, city councils, and the

Commission looking into sustainable development as well as with a research project called the Climaax Project.

The meeting will not be hybrid but where possible will try to accommodate online participation for Bureau Members without compromising the programme.

The Secretariat is consulting with the Latvian government on the issue of visas.

The ExCom took note of the report.

2.2. Development of the AR7 Strategic Planning Schedule

The Chair requested for this agenda item as a follow up to the 61st Session of the IPCC (IPCC-61) and requested the Working Groups and Task Force on National Greenhouse Gas Inventories (TFI) Co-Chairs to update the ExCom on the timeline for the strategic planning schedule. The Working Group Co-Chairs have discussed the timeline for a release of all Working Group reports during 2028, the delivery dates are not fixed, the coordination with the TFI is not yet done, the order of reports is still in discussion. There are discussions on a joint Scoping Meeting in the first week of December 2024 and a joint First Lead Author Meeting (LAM1). The Working Groups would work in parallel up to internal draft review and start to part at the Second Lead Author Meeting (LAM2) but develop ways to coordinate on cross-cutting topics. Currently, there is no decision yet on how the Working Groups will coordinate on cross-cutting issues.

The Working Group Co-Chairs would like to develop a new version of the white paper presented at the 60th Session of the IPCC (IPCC-60) that responds to the topics of concern and converges on five topics including but not yet finalised such as inclusivity, robustness and comprehensiveness, policy relevance, interdisciplinary integration, workload.

The TFI will complete the Methodology Reports on Short-lived Climate Forcers (SLCF) and Carbon dioxide Removal (CDR) in the second half of 2027. Alignment with Working Groups will start in the first half of 2025, after the SLCF Scoping Meeting and the Expert and Scoping Meetings for CDR which will be held later in the year. This timeline is yet to be confirmed with the Task Force Bureau (TFB).

Working Group II have taken into consideration the United Nations Framework Convention on Climate Change (UNFCCC) requirements and are working on a timeline that includes the Update on the Technical Guidelines for Impacts, Adaptation and Vulnerability.

The Chair concluded that there are two stages to the process. The first is the run up to the 66th Session of the IPCC Bureau (BUR-66) and the second is the next process from BUR-66 to the 61st Session of the IPCC (IPCC-61). He recommended the TSU Liaison Group deals with details of the timeline, compliance with IPCC Principles and Procedures and links with the UNFCCC through the Secretariat's liaison. The Working Group Vice-Chairs will also be included but this will be discussed in the next meeting. The Chair suggested to utilise the experience of the IPCC Vice-Chairs in going forward.

The ExCom took note of the report.

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 119th Meeting of ExCom.

He referred to the IPCC Communications Strategy and in particular paragraphs 20 to 23 on IPCC Spokespeople, reiterating that Bureau Members speaking in their capacity have a responsibility to safeguard the IPCC's integrity and neutrality. There are clear guidelines for spokespeople and what they speak on and where. Before making public statements, speakers should consult with the IPCC Communications Team. Bureau Members are advised to refrain from writing prefaces and could be perceived as advocacy. A document on dealing with the media and has guidelines on the use of social media will be circulated shortly and a new presentation template will be shared the following week.

The ExCom requested for clear guidelines and training on how to navigate media questions and guidance on how ex IPCC authors that are still using the IPCC title should present themselves.

The Chair concluded that brief documentation for guidance on former authors as opposed to current authors would be helpful.

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 Secretariat informed the ExCom that since the last reporting to ExCom-119 two cases have been registered, one assigned to Working Group I and one to Working Group III. One case has been addressed by Working Group III. In total there are four pending cases.

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 of the 67th Session of the IPCC Bureau (BUR-67) to be held tentatively at the end of May 2024 in Geneva with the possibility of on-line participation. The Secretary noted the strong recommendation in the budget discussion of the 60th Session of the IPCC to have an in-person Bureau Session with on-line participation as necessary.

As the next plenary will take place in the last week of July and beginning of August, this allows for two months between BUR-66 and IPCC-61.

Different opinions were expressed of the time between meetings, and on the carbon footprint of meetings.

The Chair summarized the ExCom expressed divergent views on whether Bureau Sessions should be held in-person, virtual or hybrid. A detailed strategic planning schedule for the next two years would be helpful. It was suggested to have an in-depth discussion on this topic.

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 of the 61st Session of the IPCC (IPCC-61) to be held in the last week of July and beginning of August. As to the venue, the Secretariat is considering possibilities of holding the session either in Tbilisi, Georgia or Sofia, Bulgaria. Given the item-heavy agenda and that there is training on the day beforehand, the duration of the session may need to be extended, or another plenary session may have to be held in October 2024.

The ExCom noted Canada has offered to host an Expert Meeting on Gender, Diversity, and Inclusivity, in October and this could clash with the next plenary session.

The Chair noted that the Secretariat will need to consult governments on the possibility of another plenary session.

The ExCom took note on the update.

6. ANY OTHER MATTERS

No other matters were discussed.

The meeting concluded at 15:40.

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(9.II.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. Communication Strategy and Implementation Plan
 - 3.2. 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.
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