

REPORT OF THE 53RD SESSION OF THE IPCC BUREAU
Guadalajara, Mexico, 26-27 March 2017

1. OPENING OF THE SESSION

Mr Hoesung Lee, Chair of the Intergovernmental Panel on Climate Change (IPCC), opened the Fifty-third Session of the IPCC Bureau. He expressed his gratitude to the Government of Mexico and State of Jalisco for their generous hospitality in hosting the 53rd Session of the Bureau and the 45th Session of the IPCC (IPCC-45) that was to follow. He welcomed the new Deputy Secretary of the IPCC, Ms Kerstin Stendahl. He noted that the meeting of the Bureau will assist in the preparation of the IPCC Session and the consideration and approval of the two Special Reports; on climate change and oceans and the cryosphere, and on climate change, desertification, land degradation, sustainable land management, food security, and greenhouse gas fluxes in terrestrial ecosystems. He recognised the good results from the Scoping meetings in Monaco and Dublin and welcomed strategic guidance and advice from the Bureau to bring these important agenda items to a successful conclusion. He also noted that IPCC's heavy burden of work and the packed schedule of meetings come at a cost and that the Panel will be considering the resourcing of the IPCC during the Forty-fifth Session of the IPCC. This is a very serious issue as the finances of the IPCC are not yet on a sustainable basis and further efforts for resource mobilisation are needed. The Chair of the IPCC also noted that even though scientific research itself is facing challenges, the work carried out by researchers enables policymakers to address climate change in a robust and evidence-based way in order to underpin sustainable development. It is important for the IPCC to encourage member states to support this important science.

The Chair of the IPCC then introduced the provisional agenda and asked whether there were any comments. Several Bureau members requested issues to be addressed under agenda item 8, any other business. France asked that the alignment of the United Nations Framework Convention on Climate Change (UNFCCC) global stock-take and the work of the IPCC be considered. Switzerland said it wished to discuss best practices for internal information handling. Working Group I (WG I) Co-Chair Ms Valerie Masson-Delmotte said that she would like to address the participation of bureau members in author team meetings and lessons learned from the lead author meeting of the Special Report on Global Warming of 1.5°C. Germany requested that the new practice of back-to-back sessions of the Bureau and Plenary of the IPCC be assessed. Venezuela (Bolivarian Republic of), supporting Ms Valerie Masson-Delmotte, requested a review of the role of the task group vice-chairs in author meetings. The United Kingdom asked for an update on the IPCC Library Facility. Working Group III (WGIII) Vice-Chair Mr Andy Reisinger requested that the approach to the AR6 scoping meeting, preparations for the synthesis report, and the strategic planning schedule be discussed. Mr Amjad Abdulla, WGIII Vice-Chair cautioned against overlaps of UNFCCC meetings and Muslim holidays in the scheduling of the IPCC meetings. He also asked that in selecting the venues for meetings, subsequent burden on participants resulting from excessive travel times and visa application processes should be borne in mind. Mr Taha Zatari, WGII Vice-Chair also cautioned against scheduling meetings so that they overlap with Muslim holidays and said that this should be avoided. Mr Youba Sokona, IPCC Vice-Chair, asked for an exchange of views on resource mobilization.

The Chair of the IPCC thanked the Bureau members for their interventions. Mr Abdalah Mokssit, Secretary of the IPCC, noted that the issues would be addressed under agenda item 8. Any Other Business, in the order of request. With these amendments the agenda for the session was adopted and is attached as **Annex 1**. The list of participants is attached as **Annex 2**.

2. APPROVAL OF THE DRAFT REPORT OF THE 52nd SESSION

The document BUR-LIII/Doc. 2, draft report of the 52nd Session of the Bureau was approved without changes.

3. ADMISSION OF OBSERVER ORGANIZATION

Ms Sophie Schlingemann, IPCC legal officer, introduced the document BUR-LIII/Doc. 3, Rev. 1. In accordance with Rules II.5 and II.6 of the IPCC Policy and Process for Admitting Observer Organizations, the requests for IPCC observer status from the African, Caribbean and Pacific Group of States (ACP), the International Social Science Council (ISSC), the International Energy Agency (IEA), SILVA, Arbres, Forêts et Sociétés, the Global Research Alliance on Agricultural Greenhouse Gases (GRA), the American Psychological Association (APA), the Indian Institute for Human Settlements (IIHS), and the Carnegie Council were submitted to the IPCC Bureau for its review. The Bureau gave positive consideration to the requests and agreed that they would be presented to the Panel at its next session for acceptance.

4. REPORTS

4.1 Communication and outreach activities

Mr Jonathan Lynn, IPCC Senior Communications Manager, introduced document BUR-LIII/INF.1, containing the report on communication and outreach activities since the last session of the Bureau.

He highlighted the full programme at the 22nd Conference of the Parties (COP-22) to the United Nations Framework Convention on Climate Change (UNFCCC) and the outreach events late in 2016 in Vietnam and the Caribbean.

Mr Lynn listed several other events that had taken place since the report was circulated online; outreach activities around the Scoping Meeting for the IPCC Special Report on climate change, desertification, land degradation, sustainable land management, food security, and greenhouse gas fluxes in terrestrial ecosystems in Dublin in February 2017; statements at International Petroleum Week in London in February; keynote presentation at the high-level event on climate change and the sustainable development agenda at UN headquarters in March; and, outreach activities around the Bureau and Panel sessions in Guadalajara.

Mr Lynn said that the proposed outreach event for the Gulf region in Saudi Arabia would take place on 19-20 rather than 20-21 September as in the report, and that the Secretariat would investigate the possibility of a regional outreach event back-to-back with the first Lead Author Meeting for the Special Report on Climate Change and Oceans and the Cryosphere, if that takes place in Fiji.

Mr Lynn noted that the outreach programme was supported by contributions from donor governments. The current activities were being supported by a generous contribution from Norway for which the IPCC is grateful. As demand for outreach is likely to increase in the coming years with the release of the special reports, he requested other governments to consider contributing to this programme.

He also mentioned the work that Norway was undertaking to develop a guidance document for climate scientists making their own graphics and illustrations, together with the Tyndall Centre at UEA. The Secretariat and Technical Support Units (TSUs) have provided feedback on making this useful for IPCC authors.

The Chair of the IPCC noted the generous support from Norway and other donors and said the question of resourcing would be taken up later in these meetings.

Speakers welcomed the extensive programme of outreach laid out in the report. The following Bureau members took the floor: IPCC Vice-Chair Ms Thelma Krug, Japan, Mali, IPCC Working Group III Vice-Chair Mr Ramón Pichs-Madruga, Switzerland, Germany, and Pakistan.

Several Bureau members appreciated the work of the Secretariat in organizing these activities, which enable the IPCC to showcase its work and learn what is being done in the host countries. IPCC outreach activities are important and have a multiplier effect among students and the research community in the countries where they take place.

Some Bureau members reported on outreach activities being undertaken by them and in their countries.

One Bureau member noted that in contrast to the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES), the IPCC does not have capacity-building as one of its functions. Communicating its activities and products is necessary but it had to be cautious about the scope of these activities given the resource constraints.

One Bureau member noted that given the IPCC's financial position, further contributions were needed. In general contributions should not be earmarked for specific activities, although this could be possible for outreach.

IPCC was also urged to consider giving an executive briefing to the diplomatic community in Geneva to inform high-level representatives of permanent missions about its work and activities. The Chair of the IPCC said this was under discussion for his next visit to Geneva.

The Bureau took note of the report.

4.2 IPCC carbon footprint

Mr Mxolisi Shongwe, IPCC Scientific Officer, introduced document BUR-LIII/INF.2, Rev. 1 by noting that it contained a proposal that the IPCC work together with the Environment Management Group (EMG) and join the Issue Management Group (IMG) on Environmental Sustainability Management in order to contribute to the implementation and moving towards a climate-neutral United Nations. He informed the Bureau that the IPCC would continue to bundle missions and arrange back-to-back meetings so as to cover more than one meeting or objectives in a single air ticket, particularly for long-haul travel.

Bureau members suggested that a greenhouse gas inventory for the IPCC, independent of the World Meteorological Organization (WMO), is prerequisite to provide details of the current level, sources and trends of IPCC emissions. These will, *inter alia*, inform possible strategies to offset unavoidable emissions. There were also requests for more detailed information on the activities of the IMG and the EMG, and concerns were raised about their suitability for the IPCC. Members suggested that while recognizing the need to reduce travel-related emissions, core IPCC activities, which require face-to-face meetings, should not be compromised.

In the next few years, it will be necessary for the IPCC to assess the effectiveness of holding Bureau sessions back-to-back with IPCC Panel sessions.

In the ensuing discussions the following Bureau members took the floor: Working Group I Co-Chair Ms Valerie Masson-Delmotte, Working Group II Co-Chair, and Switzerland.

The Bureau was informed that the Working Group I Technical Support Unit is considering means of compensating emissions associated with unavoidable travel. It was proposed that the IPCC devise or adopt a standardized methodology for computing travel-related emissions associated with Lead Author meetings during the Sixth Assessment Report (AR6) cycle and possibly devise a strategy to offset unavoidable emissions. The proposal was supported and it was further suggested that delegates attending IPCC meetings but not funded from the IPCC Trust Fund could be encouraged

to provide financial compensation for their travel-related emissions. Suggestions were made for the IPCC to identify donors who might be interested to purchase carbon offsets for travel associated with IPCC activities. The Bureau was informed about the compensation and best practices applied by the Government of Switzerland when booking air tickets for delegates to IPCC meetings, which the IPCC and other governments could learn from. Countries who offer to host IPCC meetings could also indicate the carbon neutrality of the venues or their capacity to offset emissions similar to what is done under the UNFCCC.

The Chair of the IPCC concluded that the Bureau had recognized the need to continue exploring options of reducing the carbon footprint of the IPCC while ensuring that the core business of the IPCC is achieved. He requested the Secretariat to take into consideration comments and recommendations by Bureau members when pursuing this matter further.

4.3 Future of the Task Group on Data and Scenario Support for Impact and Climate Analysis (TGICA)

Mr Timothy Carter, TGICA Co-Chair presented the progress report as contained in document BUR-LIII/INF.4, Rev.1, on the activities of the Task Group and the Data Distribution Centre (DDC) since the last reporting at the 42nd Session of the IPCC. Two full face-to-face meetings and two teleconferences have been held. TGICA-23 was held in Cape Town, South Africa from 26-28 October 2015, arranged by the University of Cape Town and supported by the South African Government. TGICA-24, which was attended by nineteen TGICA members, was hosted by the Finnish Environment Institute, Helsinki, Finland from 6-8 July 2016 and was supported by the Government of Finland. Salient activities carried out by the Task Group include: 1) a factsheet on CMIP5¹ data provided at the DDC, which is available on the DDC website; 2) tracing background references and data underling a large figure on observed impacts from Working Group II AR5; 3) a DDC user survey which was conducted. The resulting report is posted on the DDC website; 4) a meeting in May 2016, which was attended by TGICA Co-Chairs, DDC Managers, and representatives of the CORDEX² and WCRP³ to discuss management of CORDEX data and possible future joint collaborations; 5) convening and participating in the Expert Meeting on TGICA which was held in Geneva, Switzerland from 26 – 27 January 2016; 6) preparation of documents requested by the Panel on the future of TGICA; and 7) computing statistics of data downloads from the DDC which show sustained high demand for data.

Priority activities which TGICA aims to undertake before the 46th Session of the IPCC include: 1) drafting general guidelines on the use of scenario data for climate impacts and adaptation assessment; 2) preparing a factsheet on downscaling climate information; 3) convening a full face-to-face meeting (TGICA-25) around June/July 2017.

One Bureau member commented on the pre-2015 downloads of CMIP5 data at the DDC, which is a replica of the snapshot, which was assembled at the Swiss Federal Institute of Technology in Zurich. The Republic of Tanzania commended the increasing trend in data downloads from Africa despite possible technical limitations.

Mr Andreas Fischlin, Co-Chair of the Ad-hoc Task Force on the future of TGICA (ATF-TGICA) presented the progress report, document BUR-LIII/INF.5. He informed the Bureau about the steps which were taken immediately after the 44th Session of the IPCC to formally establish the nineteen member ATF-TGICA and the thirty-one member ATF-TGICA Friends. To undertake the mapping exercise, a questionnaire was designed and sent to IPCC Focal Points and to interviewees (Working Group Co-Chairs, TSU Heads and selected AR5 authors). A total of sixty-three responses were received and will be used to prepare the map of institutions, which provide similar services and can potentially become partners. The next steps will be to develop a proposal for a long-term vision and a short-term strategy which will enable the transformation of TGICA functions and to identify

¹ Coupled Model Intercomparison Project Phase 6

² Coordinated Regional Climate Downscaling Experiment

³ World Climate Research Programme

priority objectives of the DDC, and to propose a new mandate and terms of reference for the transformed TGICA functionalities and the core functions of the DDC.

One Bureau member inquired about the extent of engagement of developing country ATF-TGICA Co-Chair and members. ATF-TGICA Co-Chair responded that all ATF-TGICA members are equally involved and consulted. One IPCC Vice-Chair suggested that considerations should be made to allocate more resources to the transformed TGICA and the DDC in order to effectively deliver on their new mandates.

In the ensuing discussions the following Bureau members took the floor: Tanzania, Switzerland, Norway, South Africa, Germany, Working Group I Co-chair and Working Group II Co-chair.

One Bureau member attributed the low rate of responses to the limited time given to IPCC Focal Points to respond to the questionnaire and reminded the Bureau that the ATF-TGICA is not mandated to discuss if the IPCC needs or does not need TGICA but rather to develop revised terms of reference. Switzerland supported by Norway suggested that Working Group Co-Chairs should express their standpoint on the role and relevance of TGICA. ATF-TGICA Co-Chairs supported by Working Group II Co-Chair clarified that Working Group Co-Chairs were consulted and submitted their responses to the questionnaire. Working Group I Co-Chair offered to suggest additional interviewees. South Africa supported by Bureau members expressed high optimism and expectations about the future of TGICA, which is essential for developing countries. Germany, a member of the ATF-TGICA, noted that according to its current mandate new TGICA members would be selected at the same time as the authors of the AR6, i.e. just after the 46th Session of the IPCC. Therefore, the new mandate of TGICA that is expected to be approved at this session would apply.

The Chair of the IPCC encouraged Bureau members who have additional comments and suggestions on the work of the ATF-TGICA to submit them to the Co-Chairs and also possibly attend the meeting, which would be arranged during the IPCC-45.

The Bureau took note of the reports.

4.4 Strategic Planning Schedule

Ms Kerstin Stendahl, IPCC Deputy Secretary, introduced the document BUR-LIII/INF.6 after which the following Bureau members took the floor: Germany, WGIII Vice-Chair, Norway.

Several Bureau members said that while they appreciated that there was a two week period between the two approval sessions of the SROCC and the SRCCL, they would wish for it to be extended to three weeks. A question was raised whether it was necessary to have two Plenary sessions in 2020, noting that over three years there will be all in all 8 Plenary sessions. It was noted that some of the sessions could be cancelled or combined. Another Bureau member suggested that the 2020 plenary could be used for the second approval session of the special reports, while others expressed concern deferring the special reports' approval.

Bureau members requested further information on the timing and planning for the synthesis report (SYR) as well as which Plenary would approve the SYR outline after the second scoping meeting.

One Bureau member said that it is important to communicate the locations of the three lead author meetings in October 2017 so as to allow for proper planning and preparation. It was noted that a reduced period of review would be beneficial as regards the Special Report on 1.5 degree warming.

The Secretary of the IPCC noted that the Strategic Planning Schedule is a roadmap, the elements of which are interlinked and where moving one item has implications for the rest. Any changes need to be carefully considered so as to achieve maximum coherence through a collective process.

On 5-18 March 2018 a meeting on Cities and Climate Change would take place.

The Chair of the IPCC said that as regards the SYR, the outcome IPCC-45 will be a skeletal outline of SYR and that the second SYR meeting will produce the outline of the SYR.

The Bureau took note of the report on the strategic planning schedule. The secretariat took note of the guidance provided by the Bureau.

5. SIXTH ASSESSMENT REPORT (AR6) PRODUCTS

5.1 Outline of the Special Report on Climate Change, Oceans and the Cryosphere

Ms Ko Barrett, IPCC Vice Chair and Chair of the Scientific Steering Committee (SSC) introduced the document BUR-LIII/INF.3.

She informed the Bureau that the Scoping Meeting had been held in Monaco from 6 – 9 December 2016. She thanked the Government of Monaco and the Prince Albert II of Monaco Foundation for their generous support. Ms Barrett reported that the proposed outline for the Special Report with six chapters was produced in a dynamic and additive manner, which ensured transparency, inclusivity and consensus. The six proposed chapter titles which were presented to the Bureau were: 1) Framing and context; 2) High mountain areas; 3) Polar regions; 4) Sea-level rise and Implications for Coasts and Communities; 5) Changing Ocean, Marine Ecosystems, and Dependent Communities; and 6) Extremes, Abrupt Changes and Managing Risks. The Scoping Meeting recommended that the chapters should be complemented by case studies, Frequently Asked Questions (FAQs) and boxes, and a cross-chapter box on low lying islands and coasts. Participants agreed that a concise title of the Special Report would be “IPCC Special Report on the Ocean and Cryosphere in a Changing Climate”.

The Chair of the IPCC added that the selection of participants for the Scoping Meeting was rigorous and very well balanced, reflected the relevant expertise, and considered the geographical distribution and gender balance.

In the ensuing discussion, the Bureau was informed about the international conference on the oceans and sustainable development to be held in June/July 2017. One Bureau member suggested that to maintain consistency with the chapter sequence, which starts from the mountains to the bottom of the sea, the title of the report could be changed to mention the cryosphere before the oceans.

In response to the request that government opinions should be taken into consideration during the scoping of IPCC reports, Ms Barrett informed the Bureau that pre-scoping questionnaires which are sent to IPCC Focal Points help to generate a tremendous amount of inputs from diverse respondents. The responses shape the background papers, which are distributed, to Scoping Meeting participants and they form fundamental building blocks upon which the scoping takes place.

The Bureau took note of the outline of the Special Report.

5.2 Outline of the Special Report on climate change, desertification land degradation, sustainable land management, food security, and greenhouse gas fluxes in terrestrial ecosystems

Mr Andy Reisinger, Vice-Chair of the Scientific Steering Committee (SSC) introduced the document BUR-LIII/INF.8, and thanked the government of Ireland for hosting the meeting. He informed the Bureau that a wide range of participants who were selected through a careful iterative screening process attended the Scoping Meeting. He highlighted the challenge the Special Report had, which is to satisfy and address a very wide range of disparate special interests about what the report

should cover as evidenced by the initial very long descriptive title. Notwithstanding, the Scoping Meeting succeeded in developing an outline, which stapled five different special report topics with a single introductory chapter and achieved a synthesis as appropriate, while retaining a clear focus to fulfill requests by governments to the extent that the scientific base is available to support such a sharp focus. Mr Reisinger informed the Bureau that stakeholders were consulted to solicit their views and expectations through surveys and targeted discussions with key relevant international organizations such as the Food and Agriculture Organization of the United Nations, the United Nations Convention to Combat Desertification and the Intergovernmental Platform on Biodiversity and Ecosystem Services in an endeavor to minimize overlaps with ongoing activities and to ensure that the IPCC does not duplicate other efforts but fills niches and adds value to work undertaken by the international community.

The outline which was agreed by Scoping Meeting participants consisted of seven chapters titled: 1) Framing and Context; 2) Land-Climate Interactions; 3) Desertification; 4) Land Degradation; 5) Food Security; 6) Interlinkages and Interactive Response Options; and 7) Emergent Risks, Decision Making and Sustainable Development. Along with these chapters, suggestions were made to include boxes, case studies and frequently asked questions in the report. The proposed concise title of the report is “Climate and Land”, which is followed by the subtitle “An IPCC special report on climate change, desertification, land degradation, sustainable land management, food security, and greenhouse gas fluxes in terrestrial ecosystems”.

The Chair of the IPCC informed the Bureau that one major request from governments who responded to the pre-scoping questionnaire was to ensure an integrative approach across IPCC Working Groups during the preparation of the Special Reports. Bureau members recommended that lessons learnt during the scoping of Special Reports should be used during the scoping of the main AR6. One Bureau member recommended that the Bureau should play a key role in overseeing the scoping process.

The following Bureau members took the floor: Japan, Norway, Germany, Working Group III Co-Chair, the Vice-Chair of the SSC, the United States of America and Working Group I Co-chair.

One Bureau member commented that the title of the Special Report is too long. He also recommended that the Special Reports should not be too long. A concern was raised by another Bureau member that the first review period for the Special Report around June/July 2018 overlaps with review periods for the Special Report on Global Warming of 1.5°C (SR1.5), the Special Report on the Ocean and the Cryosphere in a Changing Climate (SROCC) and the 2019 Refinement to the 2006 Guidelines for National Greenhouse Gas Inventories. It was further suggested that guidance could be provided to the author teams on how to use the indicative bullets included in the outline. One member suggested that the views of government should be given more weight in the scoping process.

Some Bureau members elaborated on the rationale for keeping the long subtitle of the report and thanked the Working Group Vice-Chairs and the Technical Support Units for their diligent and collaborative work. Some Bureau members also suggested that Working Group Co-Chairs should proactively and collectively map out possible interactions, potential duplications and risks of inconsistencies across the three Special Reports and the main AR6, and work closely with the author teams to address them. It was recommended that a communication strategy should be carefully formulated to effectively disseminate the outcomes of the two Special Reports to different targeted audience. Regarding the concern about overlaps in the review periods, one Bureau member encouraged the Bureau to plead with governments to support their own decisions taken at the 43rd Session of the IPCC on the number of AR6 products which inevitably create overlaps.

The Chair of the IPCC concluded that the outline for the Special Report would be presented to the Panel for adoption.

6. IPCC SCHOLARSHIP PROGRAMME

Ms Ko Barrett, IPCC Vice-Chair and Chair of the Scholarship Programme Science Board introduced document BUR-LIII/INF. 7. Ms Barrett reported that Science Board members were in Monaco for the Scoping Meeting where they held bilateral meetings with the Prince Albert II of Monaco Foundation and the Cuomo Foundation. The Foundation partners indicated their strong interests in continuing with the partnership albeit with a need to address certain reporting and procedural issues in order to improve the management of the activity. The foundations encouraged the Science Board to launch a call for applications as soon as possible to allow for the next round of awards which could be publicized in the September time frame. Ms Barrett informed the Bureau that the Science Board recommends a continuation of IPCC's support for the Scholarship Programme including by putting out a new call for applications and adjusting procedures to address existing challenges. With the Panel's approval, a new Board of Trustees will be constituted.

In the ensuing discussions the following Bureau members took the floor: IPCC Vice-Chair, WGIII Co-Chair, WG I Co-chair, Mali, Germany, United Kingdom, and Switzerland.

Many members expressed support for the continuation of the Scholarship Programme and encouraged the establishment of contacts with a number of potential institutions working on climate change related academic programmes such as the United Nations University, the West African Science Service Centre on *Climate Change and Adapted Land Use (WASCAL)* and *Southern Africa Science Service Centre for Climate Change and Adaptive Land-use (SASSCAL)*. One Bureau member suggested that a mapping of the Science Board's recommendations against the three options, which were discussed at the 43rd Session of the IPCC, should be presented. In particular, he expressed a need to assess the extent to which the partnership delegation could be explored owing to concerns about the IPCC's capacity to completely fulfil the objectives and mission of the programme. It was suggested that the Scholarship Programme Trust Fund could provide scholarships in developing countries to do basic climate research, particularly in fields related to the WCRP Grand Challenges.

One Bureau member supported the recommendations made by the Science Board and suggested that the programme be extended to benefit non-Anglophone applicants as well. One Bureau member cautioned premature activities noting that decision IPCC-44/11 requested the Science Board to submit to IPCC-45 options on the future of the Scholarship Programme highlighting measures to address the challenges identified at IPCC-44, and she also suggested identifying potential Trustees. Several members encouraged identifying partners to provide administrative support for the Scholarship Programme in order to reduce the workload for the IPCC, particularly the Secretariat.

Ms Barrett in her response to comments made by Bureau members and government representatives expressed her opinion that for long-term sustainability of the Scholarship Programme, building partnerships with established scholarship programmes could be the most appropriate option. In the near-term, putting up the call is crucial for the continuity of the Programme and sustaining the relationships with the Foundation partners. In the long-term, the Science Board could look at IPCC procedures and figure out ways to establish partnerships which can benefit from the partners' skills while improving accountability to IPCC processes. Ms Barrett mentioned that the Science Board is still to fully consider recommendations from the 44th Session of the IPCC.

The Chair of the IPCC concluded that the Science Board will incorporate the comments from the Bureau in preparation of the submission to the Panel at the 45th Session of the IPCC.

7. REQUEST FOR RESEARCHER ACCESS TO IPCC MEETINGS

The Legal Officer of the IPCC, Ms Sophie Schlingemann, introduced document BUR-LIII/Doc. 4 related to this topic. In considering the proposal from a research team from Indiana University, Princeton University, New York University, Harvard University, and Université Catholique de Louvain, the Bureau commended their interest in the work of the IPCC. The Bureau considered the type, timing and duration of access required in line with the Decision Pathway for consideration of requests from researchers for access to information or meetings, as decided by the Panel at its 43rd Session (Nairobi, Kenya, 11-13 April 2016), and felt the methodological requirement to allow for “real time observations of writing groups” could not be accommodated while protecting the assessment process.

Furthermore the Bureau noted that the presence of researchers in author meetings would risk intervention in the IPCC deliberations by constraining the free exchange of information necessary to effective and constructive deliberation. In addition, while the Bureau had the highest respect for the proposed researchers, the Bureau determined that the composition of the team did not satisfy the overall geographic balance criteria, as per the IPCC’s Decision Pathway.

Therefore the Bureau agreed that it cannot approve the proposal as submitted by the researchers and requested the IPCC Secretary to inform the applicants about the outcome of its deliberations. The Bureau furthermore stated that the IPCC remains committed to openness and transparency and that it will continue to evaluate proposals on research into the assessment process according to the criteria specified in the Decision Pathway.

8. ANY OTHER BUSINESS

The Chair of the IPCC said that nine items had been requested to be addressed under this agenda item and noted that these will be dealt with in the order of request.

On the issue of options for aligning IPCC and UNFCCC stocktake cycles, France and Saudi-Arabia took the floor. One Bureau member referred to the request made by IPCC 43/7 to the Secretariat to prepare proposals for aligning the work of the IPCC during its Seventh Assessment Report with the needs of the global stock take foreseen under the Paris Agreement and to submit these proposals for consideration at a Plenary session of the IPCC no later than 2018. He noted that designing such a change will require many discussions among the plenary and bureau and asked the secretariat when it will launch the process so as to provide IPCC-46 with some preliminary information. Another Bureau member noted that it is not for the IPCC to prejudge or influence the discussions in the UNFCCC and urged caution. He said he preferred it to be an exchange of views rather than a formal agenda item. He also requested that the provisional agenda for the next Bureau session be shared with Bureau members beforehand.

The Chair of the IPCC noted that the Secretariat would take the necessary action to prepare for the discussion on the alignment of IPCC Seventh Assessment Report (AR7) and UNFCCC stock take cycles.

On the second issue, Switzerland made a proposal saying that the IPCC might profit from some best practice guidance and policy on how to manage information internally. He said that he did not have a specific proposal in mind but that he sought views on the idea to establish guidance on rapid, reliable preparation and dissemination of logistical information. The Chair of the IPCC asked Switzerland to collate all the comments made and the Secretariat would report back to the next Bureau.

The Secretary of the IPCC noted the willingness to improve information management and dissemination on the part of the Secretariat and said that in order to establish such a quality management system, input from Bureau members is important. Switzerland retorted that he would also include the TSUs as part of such guidance as they are involved in the information flow.

On the third issue, the role of Bureau members in Lead Author Meetings, the following Bureau members took the floor: WG I Co-Chair Ms Valerie Masson-Delmotte, Venezuela (Bolivarian Republic of), CUBA IPCC WGIII Vice Chair, Argentina, Thelma Krug, Mr Roberto Sanchez, WG II Vice-Chair Ms Carolina Vera, WG I Vice-Chair, Switzerland, Saudi Arabia, Jim Skea WG III Co-chair, Mr Kiyoto Tanabe, TFI Co-Chair, Mr Amjad Abdulla, WG III Vice-Chair, Mr Panmao Zhai, WG II Co-Chair, Mali, Mr Hans-Otto Pörtner, Jan Fuglestedt, WG I Vice-Chair, Germany, Italy, WG III Vice-chair.

One Bureau member reflected on lessons learned during the 1st Lead Author Meeting (LAM1) of the Special Report on Global Warming of 1.5°C, especially as regards the role of vice chairs in author team meetings. She noted that the Working Group Co-Chairs had drafted a set of guidelines for participation of Bureau members in Author team meetings for the Special Report on Global Warming of 1.5°C, which specified that:

- 1) Bureau members' attendance at author meetings is intended to help them fulfil their IPCC roles and is expected to take place in a spirit of goodwill and cooperation. The purpose of this guidance is to facilitate cooperation.
- 2) Bureau members' attendance at chapter meetings is with the joint agreement of the author teams and the WG Co-Chairs.
- 3) Requests by Bureau members to attend author meetings should be directed through the WG Co-Chairs who will designate a member of the WG I TSU to act as the first point of contact.
- 4) Bureau members may participate as observers only to ensure that chapter dynamics are not disturbed.
- 5) Attendance will be only for agreed sections of the chapter meetings
- 6) WG Vice-Chairs may not participate in meetings of chapters for which they will be acting as Review Editors prior to taking up the Review Editor role at the third Lead Author Meeting.
- 7) Bureau members may participate in, and may facilitate, cross-cutting meetings involving different chapter author teams.

She confirmed to the Chair of the IPCC that these are intended to be guidelines for the entire Bureau and that the guidelines are based on lessons learned from first LAM and that the model for the AR6 is different.

Many Bureau members noted that it is important that the guidelines are clear on the role of the vice chairs of these meetings at the beginning of the cycle already and that regional balance is key. The lessons learned from the authors' meeting were considered valuable. Many thought that there is a need to better use the chairs of working groups of the full AR6. Many Bureau members thought that the rule should be open participation for all Bureau members, since it otherwise would be difficult to carry out their responsibilities. Bureau members are elected to do what it takes to respond to the international community. This should not be questioned.

It was felt that the proposed guidelines provided good rules of conduct and that the crosscutting topics highlight the need for further close collaboration among the Bureau members so as to also lighten the load of the Working Group Co-Chairs. Many Bureau members supported the setting up of a small group to further define roles and responsibilities of Bureau members in lead author meetings.

One Bureau member highlighted that the IPCC vice Chairs have been accorded the role of champions, a term broadly used but poorly defined

One Bureau member noted the different context and the unprecedented cycle of the AR6. The previously agreed IPCC principles and procedures do not work in this new environment as the IPCC embarks on the production of three very broad reports and crosscutting issues. There is therefore a need for clear roles and engaging the vice chairs is absolutely crucial.

It was also noted that the discussion on the role of Bureau members will lead to higher quality of reports, but also noted that the rules and guidelines may not be suitable to the methodology report. The role of the task force bureau needs its own consideration.

The Chair of the IPCC noted that the objective of the small group is to refine the draft guidelines based on the comments heard during the Bureau discussions, from which no consensus has emerged. He noted that the small group would 1) draft guidelines 2) consider the financial implications 3) and define the role of IPCC vice chairs in the production of reports and LAMs to get the best inputs from the Working Group vice chairs. One Bureau member said that Appendix a of Principles Governing IPCC work in its paragraph 6 provides for the preparation of supporting material, including (iii) guidance material (guidance notes and guidance documents) that guides and assists in the preparation of comprehensive and scientifically sound IPCC Reports and Technical Papers. This work would be under the responsibility of the Working Group Co-Chairs, the Bureau and the IPCC Chair and not the Plenary.

The Chair of the IPCC concluded that since it was clear that the proposed draft guidelines did not attain full consensus, he would request the Working Group Co-Chairs and Vice-Chairs to get together to refine best practices for involving Bureau members in author meetings and inform the Bureau of progress at its next meeting.

The Bureau agreed that the remaining five issues under this agenda item would be dealt with during IPCC-45 and, if need be, during the next Bureau session.

6. PLACE AND DATE FOR THE 54TH SESSION OF THE IPCC BUREAU

The next session of the Bureau will be held on 5 September 2017 in Montreal, Canada.

7. CLOSING OF THE SESSION

The Chair of the IPCC declared the session closed at 13.15.

PROVISIONAL AGENDA

(Submitted by the Secretary of the IPCC)

1. **OPENING OF THE SESSION**
2. **APPROVAL OF THE DRAFT REPORT OF THE 52th SESSION**
3. **ADMISSION OF OBSERVER ORGANIZATIONS**
4. **REPORTS**
 - 4.1 Communication and outreach activities
 - 4.2 IPCC carbon footprint
 - 4.3 Future of the Task Group on Data and Scenario Support for Impact and Climate Analysis (TGICA)
 - 4.4 Strategic Planning Schedule
5. **SIXTH ASSESSMENT REPORT (AR6) PRODUCTS**
 - 5.1 Outline of the Special Report on oceans and the cryosphere
 - 5.2 Outline of the Special Report on climate change, desertification, land degradation, sustainable land management, food security, and greenhouse gas fluxes in terrestrial ecosystems.
6. **IPCC SCHOLARSHIP PROGRAMME**
7. **REQUEST FOR RESEARCHER ACCESS TO IPCC MEETINGS**
8. **ANY OTHER BUSINESS**
9. **PLACE AND DATE FOR THE 54TH SESSION OF THE IPCC BUREAU**
10. **CLOSING OF THE SESSION**

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Guadalajara, Mexico, 26 – 27 (a.m.) March 2017**

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