

DRAFT Agenda

3rd Annual RIfS Scientific Steering Group Meeting

Cape Town, South Africa and online

At a glance:

Day 1 — Setting the stage, reporting

Day 2 — Reporting, connections to other groups, and planning

Day 3 — Strategic planning: new activities, policies, and publications

Day 4 — Next steps, timeline for the coming year, budget, and loose ends

Descriptions of roles:

Chair — This person is responsible for facilitating the session. They make sure that:

1. We keep to the agenda agreed upon. If someone veers off-topic, gently remind them of the agenda. Check-in with the group to see if they want to flag this to come back to, or arrive at a new agreement about the use of time.
2. Everyone has a chance to speak. Make space for those who haven't been speaking as much, asking if they'd like to provide input before calling on more regular contributors. Don't forget to call on online participants.
3. We keep to time. Keep an eye on the clock, and remind people how much time we have left. Encourage the group to move on to the next topic before time runs out.

The chair should not be one of the people who will be speaking to a major agenda item, but someone separate.

Rapporteur — This person is responsible for taking notes in a shared document, and producing a half-page summary of the session and its outcomes to inform the meeting report. Given this responsibility, they have first priority to ask questions, in particular to clarify the record.

Overview (detailed descriptions on following pages)

Note this is indicative, and the specific times/dates may change depending on participants' availability.

Monday (Sept 15)	Tuesday	Wednesday	Thursday	Friday
9am Welcome from co-chairs 9:10am IPO update 9:30am Personal/professional updates 10:30 Report-back from Africa Strategic Workshop [Bruce]	Activity updates part 4: 9am Africa Task Team and CLARE collaboration [Bruce, Naomi] 10am ANDEX collaboration [Silvina, Paul, Eleonora, Naomi]	9am RfS: Where we are now. Overview of RfS activities existing, in development, and their timelines. 9:45 Gaps in coordination where RfS could develop an activity.	9am Report-back on publication planning. Open discussion. Set plans for accountability towards regular progress. 10am Overview of 2026 outlook: – RfS-wide activities – Emerging calendar of activities across RfS	Optional Field Trip
10:45-11:15am break				
11:15am continue report-back from Africa workshop, and discuss Activity updates, part 1: 11:45 am CORDEX Discussion Group photo	10:45am WCRP Academy [Chris L] 11:30pm My Climate Risk [Ted] 12:15pm Safe Landing Climates [Gabi] open discussion	11:15am regional sea level and coastal impacts [Kevin] 12pm another emergent priority 12:45 set the stage for after-lunch conversation on new activity policies	11:15pm Science Plan Timeline: Planning a series of consultations across RfS community, and later WCRP, aligned with a new strategic plan that will go into effect in 2027. 12:15pm status of community workshop planning Discussion	
1-2pm lunch				
Activity updates part 2: 2pm GEP 3pm Responsible Data Use Task Team [L.P.]	11:30am Cross-cutting discussion on gathering information from the community. Connection to “Mapping Barriers and Challenges” planning. [Lincoln, Eleonora]	New activities: 2pm Policies/philosophy/possible collaborations inside/outside WCRP. 2:45pm Agree next steps on developing potential new activities Something fun.	2pm Global South Inclusion Task Team [Bruce, Eleonora] SSG business: 2:30pm budget discussion -spending coming up -fundraising -developing procedures	Co-chairs + IPO huddle to summarize next steps.
3:45-4:15pm break				
Activity updates part 3: 4:15pm Robust Information Working Group	Climate Literacy [Dragana, Jemima, Bruce] — what can a RfS intervention look like?	4:30pm Terms of reference updates 5pm Publication planning: Lead author teams huddle to work on outlines (continue over dinner)	Leave open for whatever we ran out of time for, or emergent priorities.	
Finish at 6pm?	Group dinner (exact date TBC)			

Day 1: Monday September 15th

Session 1 <i>Chair:</i> Eleonora <i>Rapporteur:</i> Anne	9am Welcome from co-chairs Perspective on the past year. Logistical information for the week. 9:10am IPO update Staffing, resources, ... 9:30am Personal/professional updates To get to know each other better, everyone shares one or two highlights from the last year, very briefly. 10:30am Report-back from Africa Strategic Workshop [Bruce] Highlights, next steps, lessons learned.
Break	10:45-11:15am
Session 2 <i>Chair:</i> Jemimah <i>Rapporteur:</i> Tim	11:15am continue report-back from Africa workshop, and discuss lessons learned Activity updates, part 1: 11:45 am CORDEX 20min presentation Discussion Group photo (if time, otherwise find another time)
Lunch	1-2pm
Session 3 <i>Chair:</i> Alessandro <i>Rapporteur:</i> Lincoln	Activity updates part 2: 2pm GEP 20min presentation Discussion 3pm Responsible Data Use Task Team [L.P.] 20min presentation Discussion
Break	3:45-4:15pm
Session 4 <i>Chair:</i> Bruce <i>Rapporteur:</i> LP	Activity updates part 3: 4:15pm Robust Information Working Group 30min presentation: History, structure, composition, and plans. Discussion

Day 2 - Tuesday September 16th

Session 1 <i>Chair:</i> Jemimah <i>Rapporteur:</i> Kevin	Activity updates part 4: 9am Africa Task Team and CLARE collaboration [Bruce, Naomi] 20min presentation Discussion 10am ANDEX collaboration [Silvina, Paul, Eleonora, Naomi] 20min presentation Discussion
Break	10:45-11:15am
Session 2 <i>Chair:</i> LP <i>Rapporteur:</i> Julie	Potential Links with Other WCRP Activities 45min each: up to 20min presentation followed by discussion 10:45am WCRP Academy [Chris L] 11:30pm My Climate Risk 12:15pm Safe Landing Climates

Lunch	1-2pm
Session 3 <i>Chair:</i> Lincoln, Eleonora <i>Rapporteur:</i> Naomi	11:30am “Mapping Barriers and Challenges” Lincoln and Eleonora will guide a facilitated activity with the SSG to inform planning. Cross-cutting discussion on gathering information from the community.
Break	3:45-4:15pm
Session 4 <i>Chair:</i> Dragana <i>Rapporteur:</i> Tim	4:15pm Climate Literacy [Dragana, Jemima, Bruce] — What can a RfS intervention look like? Facilitated, interactive discussion.
	Group dinner (exact date TBC... could be Thursday instead)

Day 3 — Wednesday, Sept 17th

Session 1 <i>Chair:</i> Naomi <i>Rapporteur:</i> Alessandro	9am RfS: Where we are now Overview of RfS activities existing, in development, and their timelines [Naomi] 9:45 Gaps in coordination where RfS could develop an activity. Interactive activity with stickies and/or miro board [IPO]
Break	10:45-11:15am
Session 2 <i>Chair:</i> Julie <i>Rapporteur:</i> Dragana	11:15am regional sea level and coastal impacts [Kevin, Wendy] 12:00pm another emergent priority 12:45pm set the stage for after-lunch conversation on new activity policies
Lunch	1-2pm
Session 3 <i>Chairs:</i> Kevin, Rongkun <i>Rapporteur:</i> L-P	New activities 2pm Policies/philosophy/possible collaborations inside/outside WCRP 2:45pm Agree next steps on developing potential new activities Something fun.
Break	3:45-4:15pm
Session 4 <i>Chair:</i> Wendy <i>Rapporteur:</i> Rongkun	4:15pm Terms of reference updates Summarize new WCRP guidelines, and proposed RfS ToR update [Naomi] Discussion 5pm Publication planning: Discuss status of papers already discussed and how to move them forward. Lead author teams huddle to work on outlines (continue over dinner)

Day 4 — Thursday, Sept 18th

Session 1 <i>Chair:</i> Silvina <i>Rapporteur:</i> Tim	9am Report-back on publication planning Open discussion. Set plans for accountability towards regular progress. 10am Overview of 2026 outlook: [Naomi] RIfS-wide activities (eg Community workshop, and possibly other regional workshops) Emerging calendar of activities across RIfS
Break	10:45-11:15am
Session 2 <i>Chair:</i> Eleonora <i>Rapporteur:</i> Jemimah	11:15pm Science Plan Timeline: Planning a series of consultations across RIfS community, and later WCRP, aligned with a new strategic plan that will go into effect in 2027. Draft timeline [Naomi] 12:15pm Status of community workshop planning Update from committee members present Discussion
Lunch	1-2pm
Session 3 <i>Chair:</i> Kevin <i>Rapporteur:</i> Wendy	2pm Global South Inclusion Task Team [Bruce, Eleonora] SSG business [closed session] 2:30pm budget discussion part 1: big picture <ul style="list-style-type: none"> • Overview of funds available (and recent + anticipated spending) [Naomi] • fundraising [Bruce] • developing procedures [Silvina] 3:15pm budget discussion part 2: nitty-gritty of right now <ul style="list-style-type: none"> • Review activity proposals • Decide provisional 2026 budget: make some time-sensitive allocations now, and other provisional allocations tbc. Prioritize providing certainty for activities that need to start planning ASAP. • Decide when/how to make final decisions
Break	3:45-4:15pm
Session 4 <i>Chair:</i> Naomi <i>Rapporteur:</i> Anne	SSG business [closed session] Continue budget discussion if needed. Any other loose ends, or emergent priorities.

Day 5 — Friday, September 19th

Morning	Possible optional field trip
Afternoon	Co-chairs and IPO huddle to summarize outcomes and next steps