PARIS REINFORCE

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30/11/2019

D1.2 REPORT ON PROJECT AND ADVISORY BOARD MEETINGS

WP1 – Project Management

Version: 1.0

PARIS REINFORCE

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Project Coordinator	National Technical University of Athens – NTUA			
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Work Package	WP1 – Project Management			
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Lead Beneficiary	NTUA – National Technical University of Athens			
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Contributors				
Reviewer(s)	Haris Doukas, Alecos Kelemenis (NTUA)			
Keywords	Project meetings' agendas, Project meetings' minutes, Scientific Advisory Board			

EC Summary Requirements

1. Changes with respect to the DoA

No changes with respect to the work described in the DoA.

2. Dissemination and uptake

This deliverable could be used for internal review of the progress of the project and as reference to the project partners for the implementation of their tasks against what has been agreed by the consortium.

3. Short summary of results (<250 words)

In line with the Quality Management Plan (deliverable D1.1), physical and remote (online) meetings are employed in PARIS REINFORCE for the effective communication among project partners during the project lifecycle. Six-monthly **physical meetings** and monthly **consortium calls** on all Work Package updates (with reviews and appropriate revisions of the work) enable the consortium to follow a realistic time schedule and to introduce corrective actions in a timely fashion. Moreover, the monthly **Management Board meetings** held ensure that the project is on track towards achieving its objectives and vision. The management team from NTUA is responsible for the organisation of the agenda and for the coordination of these meetings.

In the first six months of PARIS REINFORCE two physical meetings have taken place, the Kick-Off Meeting in Athens on June 10 and 11, 2019, and the second Project Meeting held in Brussels on November 20 and 22, 2019. In addition, four Management Board Meetings (remote) and four Consortium Calls have been realised. All project partners, including the international partners, have been active and engaged in the project meetings, showing high level of ownership and commitment to the objectives of the project.
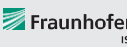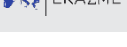
4. Evidence of accomplishment

This report provides the evidence of the implementation of project meetings as they are described in the Description of the Action. Evidence of accomplishment of the actions agreed during these meetings is provided in all other deliverables of the project, which report, among others, the substantial scientific work in PARIS REINFORCE.

Preface

PARIS REINFORCE will develop a novel, demand-driven, IAM-oriented assessment framework for effectively supporting the design and assessment of climate policies in the European Union as well as in other major emitters and selected less emitting countries, in respect to the Paris Agreement. By engaging policymakers and scientists/modellers, PARIS REINFORCE will create the open-access and transparent data exchange platform I^{2}AM PARIS, in order to support the effective implementation of Nationally Determined Contributions, the preparation of future action pledges, the development of 2050 decarbonisation strategies, and the reinforcement of the 2023 Global Stocktake. Finally, PARIS REINFORCE will introduce innovative integrative processes, in which IAMs are further coupled with well-established methodological frameworks, in order to improve the robustness of modelling outcomes against different types of uncertainties.

NTUA - National Technical University of Athens	GR	
BC3 - Basque Centre for Climate Change	ES	
Bruegel - Bruegel AISBL	BE	
Cambridge - University of Cambridge	UK	
CICERO - Cicero Senter Klimaforskning Stiftelse	NO	
CMCC - Fondazione Centro Euro-Mediterraneo sui Cambiamenti Climatici	IT	
E4SMA - Energy Engineering Economic Environment Systems Modeling and Analysis	IT	
EPFL - École polytechnique fédérale de Lausanne	CH	
Fraunhofer ISI - Fraunhofer Institute for Systems and Innovation Research	DE	
Grantham - Imperial College of Science Technology and Medicine - Grantham Institute	UK	
HOLISTIC - Holistic P.C.	GR	
IEECP - Institute for European Energy and Climate Policy Stichting	NL	
SEURECO - Société Européenne d'Economie SARL	FR	
CDS/UnB - Centre for Sustainable Development of the University of Brasilia	BR	
CUP - China University of Petroleum-Beijing	CN	
IEF-RAS - Institute of Economic Forecasting – Russian Academy of Sciences	RU	
IGES - Institute for Global Environmental Strategies	JP	
TERI - The Energy and Resources Institute	IN	

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1 Introduction

As reflected in the Description of the Action, regular and ad hoc meetings are held during the project lifecycle. Regular physical meetings every six months are held in order to ensure that all procedures are understood and implemented as planned. The Project Coordinator is responsible for the organisation (agenda) and communication of the meeting details (time, place). Meeting minutes are compiled and distributed to all participants. In line with the Quality Management Plan (deliverable D1.1), remote meetings (through GoToMeeting) are employed for the effective communication among project partners during the project lifecycle. Monthly **consortium calls** on all Work Package updates (with reviews and appropriate revisions of the work) enable the consortium to follow a realistic time schedule and to introduce corrective actions in a timely fashion. The monthly **Management Board meetings** held ensure that the project is on track towards achieving its objectives and vision. The management team from NTUA is responsible for the organisation of the agenda and for the coordination of these meetings.

In the first six months of PARIS REINFORCE, the following meetings have taken place, as illustrated in Table 1. It should be noted that, in June 2019, there was held neither a consortium call nor a management board meeting online, due to the extensive discussions held during the two-day Kick-Off Meeting (June 10-11, 2019); and, in November 2019, there was not held a consortium call, due to the extensive discussions held during the 2nd project meeting in Brussels (November 20-22, 2019).

Table 1: PARIS REINFORCE Project Meetings (covering period June-November 2019)

Type of meeting		Date
Physical	Kick-Off Meeting	2019-06-10 & 11
Remote (teleconference)	Management Board Meeting	2019-07-02
Remote (teleconference)	Consortium Call	2019-07-16
Remote (teleconference)	Consortium Call	2019-08-27
Remote (teleconference)	Management Board Meeting	2019-09-10
Remote (teleconference)	Consortium Call	2019-09-24
Remote (teleconference)	Management Board Meeting	2019-10-08
Remote (teleconference)	Consortium Call	2019-10-29
Remote (teleconference)	Management Board Meeting	2019-11-05
Physical	2nd Project Meeting	2019-11-20 & 22

1.1 Purpose and Scope

The purpose of this deliverable is to feature a periodic report of all (online and physical) project meetings (agendas, minutes, etc.) and to report feedback from the Scientific Advisory Board, from electronic and physical communication.

1.2 Structure of the Document

Deliverable D1.2 "Project and Advisory Board Meetings" of the PARIS REINFORCE project consists of three sections. The first section presents the agenda and minutes of the physical meetings held, the second section covers in detail the agenda and minutes of the online (consortium and management board) meetings, while the third section discusses feedback from the Scientific Advisory Board.

2 Physical meetings

2.1 Kick-Off Meeting

The Kick-Off Meeting was held on June 10 and 11, 2019, in Athens, where the Coordinator of PARIS REINFORCE, NTUA, is based. The purpose of the two-day meeting was for the consortium to set the expectations from the project and to define the short-term path, covering the first eight (8) months of the project, i.e. until the end of 2019. All partners participated in the meeting, with one of more members of their teams being physically present. The international partners from Russia also attended the meeting physically and the partners from China, Japan, and India attended remotely and made interventions and online presentations.

2.1.1 Agenda

Table 2: Short Agenda of the PARIS REINFORCE Kick-Off Meeting

Monday June 10th, 2019, Titania Hotel			
09:30-10:00	*Arrival – Coffee – Get Together*		
10:00-10:15	I.1	**Welcome – Agenda - Introduction**	NTUA
10:15-10:30	I.2	**Project Overview**	NTUA
10:30-12:15	I.3	**Partners' Introduction**	
10:30-11:15	I.3.1	**Partners' Introduction, Part I** Expertise, role and expectations in PARIS REINFORCE (5' per partner)	All
11:15-11:30	*Coffee Break*		
11:30-12:15	I.3.2	**Partners' Introduction, Part II** Expertise, role and expectations in PARIS REINFORCE (5' per partner)	All
12:15-13:30	*Lunch*		
13:30-13:50	I.4	**Vision and Strategic Aspects**	NTUA
13:50-15:50	I.5	**The PARIS REINFORCE schedule for 2019 – First deliverables**	
13:50-14:10	I.5.1	**Stocktaking models and capabilities** *Description and requirements for D2.1, D5.1, D6.1 and D7.1.*	BC3 SEURECO Grantham Cambridge
14:10-14:30	I.5.2	**Stakeholder engagement plan and briefing** *Description and requirements for D3.1 and D3.2.*	Bruegel
14:30-14:40	I.5.3	**A consistent protocol for I²AM PARIS** *Description and requirements for D2.2.*	BC3
14:40-14:55	I.5.4	**Data management and CDE plans** *Description and requirements for D8.2 and D8.6.*	IEECP
14:55-15:10	*Coffee Break*		
15:10-15:30	I.5.5	**Quality and ethics** *Description and requirements for D1.1, D9.1, D9.2 and D9.3.*	NTUA
15:30-15:40	I.5.6	**SAB, coordination and synergies with other projects** *Description and requirements for D8.14 and D1.2.*	NTUA
15:40-15:50	I.5.7	**Visual identity, website and e-outreach** *Description and requirements for D8.1 and D8.5.*	HOLISTIC
15:50-16:20	I.6	**Discussion, Questions**	All
16:20-16:30	I.7	**Wrap-up**	NTUA

Tuesday June 11th, 2019, Titania Hotel			
09:30-10:00		Arrival – Coffee – Get Together	
10:00-10:30	II.1	**Brief project overview, expectations, Day I synopsis**	NTUA
10:30-11:15	II.2	**Presentation on H2020 project implementation**	EASME/PO
11:15-11:30		Coffee break	
11.30-15.45	II.3	**Presentation of PARIS REINFORCE WPs**	
11:30-12:30	II.3.1	**Presentation of Work Packages 1, 9, 3 and 8** *Overall description and requirements for WPs 1 and 9 (15'); WP3 (30'); and WP8 (15').*	NTUA Bruegel IEECP
12:30-13:45		Lunch	
13:45-14:45	II.3.2	**Presentation of Work Packages 5, 6 and 7** *Overall description and requirements for WPs 5 (20'); WP6 (20'); and WP7 (20').*	SEURECO Grantham Cambridge
14:45-15:45	II.3.3	**Presentation of Work Packages 2 and 4** *Overall description and requirements for WPs 2 (30'); and 4 (30').*	BC3 HOLISTIC NTUA
15:45-16:00		Coffee Break	
16:00-16:30	II.4	**KOM Conclusions, Q&A, Optional Discussions**	All

2.1.2 Minutes

Table 3: List of participants in the PARIS REINFORCE Kick-Off Meeting

Organisation	Name and Surname
Grantham	Ajay Gambhir
NTUA	Alecos Kelemenis
BC3	Alev Sorman
IEF-RAS	Alexander Shirov
NTUA	Alexandros Nikas
Fraunhofer ISI	Andrea Herbst
IEF-RAS	Andrey Kolpakov
Cambridge	Annela Anger Kraavi
NTUA	Apostolos Arsenopoulos
SEURECO	Arnaud Fougeyrollas
SEURECO	Baptiste Boitier
NTUA	Chara Karakosta
Bruegel	Daniel Mayer
IGES	Diego Silva Herran
BC3	Dirk-Jan van de Ven
NTUA	Eleni Kanellou
CICERO	Ertend Hermansen
BC3	Ester Galende
European Commission, EASME	Frederik Accoe
Bruegel	Georg Zachmann
CICERO	Glen Peters

NTUA	Haris Doukas
NTUA	Hera Neofytou
Fraunhofer ISI	Jakob Wachsmuth
NTUA	John Psarras
BC3	Jorge Moreno
NTUA	Katerina Papapostolou
IEECP	Kathleen Vaillancourt
CMCC	Lorenza Campagnolo
EPFL	Marc Vielle
E4SMA	Maurizio Gargiulo
BC3	Mikel González-Eguino
Rutgers University	Mohsen A. Jafari
SEURECO	Paul Zagame
Bruegel	Pauline Chetail
EPFL	Philippe Thalmann
E4SMA	Rocco De Miglio
TERI	Swapnil Shekhar
IEECP	Vangelis Psarras
HOLISTIC	Vangelis Marinakis
CUPB	Xi Yang
IEECP	Zsolt Lengyel

Monday June 10th, 2019 / Day I: Setting the Expectations & Short-term Path			
09:30-10:00	*Arrival – Coffee – Get Together*		
10:00-10:15	**I.1**	**Welcome - Agenda – Introduction**	**NTUA**
	AK: Overview of the meeting, explanation of the agenda (mention of the project officer's arrival)		
10:15-10:30	**I.2**	**Project Overview**	**NTUA**
	Presentation of the project – project overview • Q1: About the first run of the models, until M8, we need the assumptions and parameters, how do we formulate those? • There is time until the models runs, maybe 10 months with discussions etc. and 10 months more for the second iteration; after the second iteration we may make some adjustments if possible. We need early enough some results to be published in peer result journals so that we make IPCC AR6 deadlines.		
10:30-12:15	**I.3**	**Partners' Introduction,** *Expertise, role and expectations in Paris Reinforce (5' per partner)*	**All**
	Presentation of EPU-NTUA		
	Presentation of BC3		
	Presentation of Bruegel		
	Presentation of Cambridge		
	Presentation of Cicero		
	Presentation of CMCC		
	Presentation of E4SMA		
	Presentation of EPFL		
	Presentation of Fraunhofer ISI		
11:15-11:30	*Coffee Break*		
11:45-13:00	**I.3**	**Partners' Introduction,** *Expertise, role and expectations in Paris Reinforce (5' per partner)*	**All**
	Presentation of Grantham Institute		
	Presentation of Holistic		
	Presentation of IEECP		
	Presentation of SEURECO		
	Presentation of CUPB		
	Presentation of IEF-RAS		
	Presentation of IGES		
	Presentation of TERI		
13:30-13:50	**I.4.4**	**Vision and Strategic Aspects**	**NTUA**
	• A good approach would be that every partner identifies IPCC authors and focal points in their country, ASAP. We need to start working among the modellers, Bruegel and BC3 on the platform on key issues; establish the communication bridge with the respective ministries; and start the co-creation. Since we have the difficulty of July and August, we may need a meeting in September, to see if we can fine-tune the deliverables that are due until October. • Remark 1: in the IPCC report there will be several relevant chapters, e.g. chapter 3 or 4, long-		

term scenarios and another about short-term ones. There is a lot of interest about sectoral and national studies. There will be a survey internally to authors about what modelling should look like, and we can hopefully take some information from there. The 19th of January 2021 deadline for the literature review is important and strict. The June deadline is a soft one. It was highlighted that we need to have something by January 2021.

- Discussion was launched on the possibility to set-up a special issue with the sister or other relevant projects. We may not be able to have one only on our own. It was agreed that we should try and collaborate with the other projects. Maybe the special issue can be about national plans (partners that have already participated in these), the policies of the governments and also be a quick plan for stakeholder engagement.
- Another opinion was that we need to deliver something different, but we have a gap and it is the discrepancy that we find in the sectoral models, maybe we can take the discrepancies and do specific work there with the modellers.
- It was added that there is a task on that, we have a task on how to benchmark the results with sectoral models.
- Remark 2: We need to think about where to publish the model input and output, we need to have transparency. We need to be clear on why different models do what they do.
- Even the 1st modelling runs results could be feed into the IPCC's AR6. We need to think a really good hook so as to be considered for AR6.
- We need to be careful with the harmonisation of the models, since they are vastly different.
- We need to think the overall question about what Paris means and what is compliant with the Paris Agreement. Negative emissions? By negative emissions there is the danger of not pushing models to aim for increased climate mitigation.

| 13:50-15:50 | I.5 | **The PARIS REINFORCE schedule for 2019 – First deliverables** | **NTUA** |
| 14:30-14:40 | I.5.1 | **Stocktaking models and capabilities** | **BC3, SEURECO Grantham Cambridge** |

- Regarding global IAMs, which ones do we document? The project needs to be a transparent structure, and we need the information to be put in the platform.
- We need to focus on what policymakers want to know about these models, but it is very difficult to get them to speak the same language etc.
- Remark 1: We do not want to re-document the models that are there, it is already done and stakeholders (e.g. policymakers) do not like models, we need to bridge the gap.
- Nevertheless, we need the documentation first and then to understand what policymakers want to know in order to provide it to them. The Project Adviser wanted us to deliver the enhanced visualisation of the models, we have delayed that until end of Year 1, but we need to make that. We should not wait to see what stakeholders want but get to them early on.
- We are expected to get some input by stakeholders, but we need to keep the timing also in mind. We should not wait until then to get the documentation of the IAMs.

| 14:10-14:30 | I.5.2 | **Stakeholder engagement plan and briefing**
 Description and requirements for D3.1 and D3.2 | **Bruegel** |

- The modellers will create documents to explain why we have the armoury of IAMs. This is for September 2019. Two months later is the Policy Brief and one month later the Brussels meeting, so the WP leaders should calibrate everything by then. Then it will be the Platform and we can use this tool so that users understand IAMs' results in a visual way.
- WP3 is a pivotal WP. BC3 needs to be on top of everything and be the translator and mediator.

	• We need at least one workshop per partner, some in both rounds, therefore the Stakeholder Council needs to be mobilised constantly. We plan at least 18 to 20 workshops. • We really want to have access to policymakers; we need to make an effort continuously. • It was highlighted that it is not stakeholder consultation, it is co-creation. We need to find out how we will do the co-creation with the stakeholders. • Maybe we can think about creating something like a permanent Stakeholder Council. Maybe a smaller amount of people that really want to take part. • Bruegel is connected to EC, maybe we need to get feedback from policymakers on a bilateral basis, mobilising this asset of the consortium.		
14:30-14:40	**I.5.3**	**A consistent protocol for I2AM PARIS** *Description and requirements for D2.2*	**BC3**
	• We first need to co-create an understanding as a consortium and then from the stakeholders • About stakeholders one key question is, since we discuss about co-creation, they need to be the ones that make decisions. • We also need to include citizens; it will be biased if we do not. • Maybe we could go beyond our comfort zone, rather than doing the usual, develop a common language and understanding with the stakeholders.		
14:40-14:55	**I.5.4**	**Data management and CDE plans** *Description and requirements for D8.2 and D8.6.*	**IEECP**
14:55-15:10	*Coffee Break*		
15:10-15:30	**I.5.5**	**Quality and ethics** *Description and requirements for D1.1, D9.1, D9.2 and D9.3*	**NTUA**
	Quality management plan and ethics		
15:30-15:40	**I.5.6**	**SAB, coordination and synergies with other projects** *Description and requirements for D8.14 and D1.2.*	**NTUA**
	SAB, coordination and synergies with other projects		
15:40-15:50	**I.5.7**	**Visual identity, website and e-outreach** *Description and requirements for D8.1 and D8.5.*	**HOLISTIC**
	Visual identity		
15:50-16:20	**I.6**	**Discussion, Questions**	**All**
16:20-16:30	**I.7**	**Wrap-up**	**NTUA**
Tuesday June 11th, 2019 / Day II: Technical Foundations & Management Approach			
09:30-10:00	*Arrival – Coffee – Get Together*		
10:00-10:30	**II.1**	**Presentation on H2020 project implementation**	**EASME/PO**
	Q&A with the Project Adviser (PA) revealed the following: • We have two types of deliverables, for the technical ones, external experts will be mobilised. The review will be after Month 18. So, no feedback will be provided earlier.		

	• As soon as the reviewer accepts them, they will be published on CORDIS. If we have Deliverables that we need to publish (e.g. scientific articles) we need to inform the PA. We can also change status from public to confidential, but it needs a specific contractual/administrative process. • If we expect a delay in the submission of a deliverable, we should contact early enough the PA • For the technical deliverables that could be linked to publications, they will be approved and then after M18 and M36 (reviews) they will be uploaded. There are portals available to publish papers. • Evidence of the achievement of a milestone will be the uploading of the respective report • A review at the end of the project does not make sense. In the end it is only about exploitation. At the end of the project an event in Brussels might be more relevant.		
10:30-11:00	**II.2**	**Brief project overview, expectations, Day I synopsis**	**NTUA**
	Synopsis of Day I, mention of the international partners		
11:00-11:30	*Coffee Break*		
11.30-15.45	**II.3**	**Presentation of PARIS REINFORCE WPs**	**NTUA**
	We need to make sure to have consent forms, but also explore strategies such as consolidated reporting or not making stakeholders' input public.		
11:30-12:30	**II.3.1**	**Presentation of Work Packages 1, 9, 3 and 8** *Overall description and requirements for WPs 1 and 9 (15'); WP3 (30'); and WP8 (15').*	**NTUA** **Bruegel** **IEECP**
	Presentation of WP1 and WP9 Presentation of WP3 • Question: Stakeholders are divergent; how do we decide who are more important or relevant? • Reply: There are techniques that help categorise in terms of relevance and interest. • We need to be aware of the diverse national demands. The answer to be given in WP4. • We need also to personalise the contents in the platform for the diverse stakeholders. • We need to be careful about quality control since we are asking modellers to answer questions that have never been answered before (example about Norway and oil/gas scenarios), i.e. what models can actually do outside the box.		
12:30-13:45	*Lunch*		
13:45-14:45	**II.3.3**	**Presentation of Work Packages 2 and 4** *Overall description and requirements for WPs 2 (30'); and 4 (30').*	**BC3** **HOLISTIC** **NTUA**
	Presentation of WP4 • The index decomposition analysis would be a good input for IPCC, so we should make it before deadline. • Country case studies for Task 4.2: ideally, 3 EU and 2 Non-EU (1 major emitter, 1 less) • The content of expected analysis capacity is to be defined. We want to have only the capacity that we will use; the one that is meaningful. • In WP4 there is a lot of stakeholder engagement, so here is where co-creation develops. Thus, we should formulate stakeholder engagement to the outputs we want to achieve. WP4 will		

accompany the entire project and will be the one integrating the input, so this should be taken into account while creating the stakeholder engagement deliverables.

Presentation of WP2

- We need to communicate what models can do, but also what they cannot do
- We should discuss the relevant interfaces among the models, how they can "communicate", then figure out the data that each partner needs.
- A different stakeholder group of industry experts would be interesting. They are generally very negative when they are proposed anything but could help formulate/refine the pathways. That is why we need to have stakeholders on board from the beginning.
- Each modeller could mention which assumptions do not work for them, and then use stakeholders to refine them.
- What we can elicit from policymakers is the formulation of the problem, because models can lead to pathways that may not be very realistic.
- We need to balance ambition of what we want to do with reality. We cannot go in great detail of all models (time consuming). We need to get in the heads of policymakers and describe the model with their jargon and not model-jargon. We should go to what is relevant to policymakers and the model can offer.
- I think the most important is to discuss with each other in order to use the same language, see what we are fine with, and see if policymakers are fine with that as well.

14:45-15:45	II.3.2	**Presentation of Work Packages 5, 6 and 7** *Overall description and requirements for WP5 (20'); WP6 (20'); and WP7 (20').*	**SEURECO Grantham Cambridge**
		- Bilateral discussions will be very important and so will stakeholder engagement. Working closely together with the work packages, WP2 organisation is important. How the models will speak the same language. If every model is different it will be confusing. A GoToMeeting to be arranged on 2nd or 3rd of July – doodle will be sent around. Regular WP7 meetings are also needed. Face-to-face meeting in Brussels in the beginning of September can be organised.	
15:45-16:00	*Coffee Break*		
16:00-16:30	II.4	**KOM Conclusions, Q&A, Optional Discussions**	**All**
		- We decided: the proposal-stage logo is representative. SAB: we have said how the synthesis should be and we need them to verify their involvement. Every second Tuesday Management Board Meeting. September or October a physical meeting. All partners should mobilise their IPCC authors. We should identify cases for our countries, immediate plans. We should start working on the stakeholder list. EU and non-EU experts. More policymakers, more NGOs, more public sector representatives. Be able to present stuff earlier that anticipated or at least on time. - Challenges: we did a lot of work or the proposal and everything sticks together, what we promised is not only feasible but valuable. Context-based information will help us understand the input and then harmonise it, mitigation adaptation and finance, the main challenge of WP2. WP3 huge discussions of the stakeholder plan, who, when, they can help us figure out the	

minimum representation we need to have. If we are to make a point about risks, uncertainties. WP4 minor challenges but countries for the case studies, we also mentioned that we need to get publications earlier.

- For short-term: The minutes will be sent. Presentations in Alfresco (document management system). Physical meeting among NTUA, IEECP and BC3 right after the kick-off meeting. Next week with Cambridge. We will start the webinar. The key deliverables are the first of WPs 5, 6, 7, that will link the deliverable for the Platform. Maybe an idea to use the Talanoa framework in our discussion with models and our cooperation in the project.

- Pressing matter: Modellers must coordinate among each other and BC3 so that we need to see what each model has as common input and harmonise output. It will help us in the scenarios, it is a lot of work to deliver by September.

2.2 2ⁿᵈ Project Meeting

The 2ⁿᵈ Project Meeting was held on November 20 and 22, 2019, in Brussels, at the premises of Bruegel. The first day of the meeting was dedicated to the preparation of the consortium for the 1ˢᵗ regional EU Stakeholder Workshop which was held on November 21, 2019, at the same venue. During the second day of the meeting the consortium took stock of the lessons from the Workshop and the partners agreed on the next steps with a horizon until the end of 2020. All partners participated in the meeting, with one or more members of their teams being physically present. The international partners from Russia also attended the meeting physically.

2.2.1 Agenda

Table 4 Short Agenda of the 2ⁿᵈ PARIS REINFORCE Physical Meeting

Agenda for November 20, 2019	
10:30 – 11:00	**Welcome and registration** Coffee and get together *(late start to allow for early inbound flights)*
11:00 – 11:15	**Opening remarks** *Haris Doukas (National Technical University of Athens)*
11:15 – 11:30	**Current status of preparation for the 1ˢᵗ regional EU Stakeholder Workshop** *Georg Zachmann (Bruegel)* Completed and pending tasks related to the workshop logistics
11:30 – 12:30	**Preparation for the Workshop session "What can our models deliver?"** Discussion within the consortium on the strategy to be followed in presenting the PARIS REINFORCE modelling ensemble to the stakeholders. Demo of platform.
12:30 – 13:30	**Lunch**
13:30 – 15:00	**Preparation for the Workshop session "Co-designing the open-access, data-exchange I²AM PARIS platform"** 1. Presentation by BC3, HOLISTIC, and NTUA of motivation and initial concepts of the platform, as well as added value for (a) policymakers and other stakeholders, and (b) researchers/scientists (including mock-ups) 2. Interactive discussion within the consortium on the approach to be followed in the Workshop for elicitation of inputs from stakeholders towards co-design of the final (documentation, analysis, visualisation) specifications of the platform Demo of mock-ups and live polls.
15:00 – 16:30	**Preparation of the guidelines for the discussion around the definition of policy questions**

	Determination of an approach on how best to group and discuss policy and research questions as well as to elicit preference, the level of flexibility to include more questions, etc.
16:30 – 17:00	**Wrap-up & Q&A** *Alexandros Nikas (National Technical University of Athens), Georg Zachmann (Bruegel)*

Agenda for November 22, 2019

09:30 – 10:00	**Welcome and registration** Coffee and get together
10:00 – 10:15	**Opening remarks** *Haris Doukas (National Technical University of Athens)*
10:15 – 11:15	**Lessons from Brussels Workshop & setting up the national workshop round** *Georg Zachmann (Bruegel)* Open discussion on the 1st regional EU Stakeholder Workshop, wrap-up of the key policy questions and of the key specifications of the platform.
11:15 – 12:15	**Literature review, identification of needs (Task 7.1.1) & scenario design (Task 7.2)** Open discussion within the consortium coordinated by NTUA
12:15 – 13:00	**Modelling interlinkages & D2.2 protocol (part 1)** Discussion coordinated by the Leaders of Work Packages 2, 5, 6, 7
13:00 – 14:00	**Lunch**
14:00 – 14:45	**Modelling interlinkages & D2.2 protocol (part 2)** Discussion coordinated by the Leaders of Work Packages 2, 5, 6, 7
14:45 – 15:15	**I²AM PARIS Platform: current status and next steps** Analysis of feedback collected by stakeholders and how this can be taken on board in the further design of the Platform. Discussion coordinated by BC3.
15:15 – 15:45	**Multi-criteria & socio-technical analysis** Presentation and facilitation of discussion by NTUA
15:45 – 16:00	**Wrap-up** *Haris Doukas (National Technical University of Athens)*

2.2.2 Minutes

Table 5: List of participants in the 2nd Project Meeting

Organisation	Name and Surname
Grantham	Ajay Gambhir

NTUA	Alecos Kelemenis
BC3	Alev Sorman
E4SMA	Alessandro Chiodi
Grantham	Alex Koberle
IEF-RAS	Alexander Shirov
NTUA	Alexandros Nikas
Fraunhofer ISI	Andrea Herbst
IEF-RAS	Andrey Kolpakov
Cambridge	Annela Anger Kraavi
SEURECO	Arnaud Fougeyrollas
SEURECO	Baptiste Boitier
Bruegel	Ben McWilliams
Bruegel	Daniel Mayer
BC3	Dirk-Jan van de Ven
CICERO	Erlend Hermansen
BC3	Ester Galende
Bruegel	Georg Zachmann
CICERO	Glen Peters
NTUA	Haris Doukas
Fraunhofer ISI	Jakob Wachsmuth
Grantham	Joeri Rogelj
BC3	Jorge Moreno
Bruegel	Katja Knezevic
CMCC	Lorenza Campagnolo
EPFL	Marc Vielle
E4SMA	Maurizio Gargiulo
SEURECO	Paul Zagame
E4SMA	Rocco De Miglio
Grantham	Sara Giarola
HOLISTIC	Vangelis Marinakis
IEECP	Zsolt Lengyel

Agenda for November 20, 2019

10:30 – 11:00	**Welcome and registration** Coffee and get together *(late start to allow for early inbound flights)*
11:00 – 11:15	**Opening remarks** *Haris Doukas (National Technical University of Athens)*
11:15 – 11:30	**Current status of preparation for the 1ˢᵗ regional EU Stakeholder Workshop** *Georg Zachmann (Bruegel)* Completed and pending tasks related to the workshop logistics
	• The workshop is a great opportunity to bring together questions from stakeholders (SHs) • We need to confirm that the participants are also members of the Stakeholder Council, this is the driving force for our co-creation activities • First inputs in the workshop: 1) Questions from the audience to be discussed in the afternoon 2) polls. We will ask them to vote which of the proposed questions they would like to be further discussed • In the morning session, it is important that sister projects will be present to discuss the cooperation around the Platform (½ hour for presentation of our models and ½ hour for discussion) • Whatever the outcome, we will not strictly commit ourselves, only discuss topics, not overpromise. Not use "promise", but "what you would like us to do?" • We should not be binding but informative. We cannot promise anything tomorrow. • We have to give the impression to policymakers that we work with the aim to satisfy their needs.
11:30 – 12:30	**Preparation for the Workshop session "What can our models deliver?"** Discussion within the consortium on the strategy to be followed in presenting the PARIS REINFORCE modelling ensemble to the stakeholders.
	The session chairs described the concept and went through their presentation and asked the participants to comment. • Discussion about the picture of a black box for models and the perception of the stakeholders as such, and how we can further explain to them and to promote co-creation. • Adaptation is missing in the presentation, but it was highlighted that our models might not be able to fully address adaptation aspects. PARIS REINFORCE is mostly a mitigation project but has implications for adaptation and finance. • Risky to mention that we impact NECPs. Better to remove sensitive words from slides (NECPs). Alternative national pathways instead of NECPs (or Europe instead of European). • We might say that we have a flexible research plan to accommodate SHs' questions (not to promise but not to decline).
12:30 – 13:30	**Lunch**

13:30 – 15:00	**Preparation for the Workshop session "Co-designing the open-access, data-exchange I²AM PARIS platform"**
	1. Presentation by BC3, HOLISTIC, and NTUA of motivation and initial concepts of the platform, as well as added value for (a) policymakers and other stakeholders, and (b) researchers/scientists (including mock-ups)
	2. Interactive discussion within the consortium on the approach to be followed in the Workshop for elicitation of inputs from stakeholders towards co-design of the final (documentation, analysis, visualisation) specifications of the platform
	Demo of mock-ups and live polls.
	BC3 and HOLISTIC made their presentations
	• What is the input-output of the Platform? This is important to show.
	• It is important for the scientific interface, to expand the database in synergies with other relevant projects (e.g. sister projects)
	A live demonstration of the Platform was made by NTUA.
	• Questions to be asked to the SHs: What info do you need? What should be added? Would focus on the second part, discussion on inputs and outputs.
	• It is not necessary to go to voting on the Platform.
	• We need another round of engagement with SHs to develop the scenarios. The scenario explorers can be point for interaction. Quantitative part of the scenarios. Limit the discussion what they might want SHs to see in the future. How they can interact with these outputs that we offer them in the Platform.
	• It is delicate to compare with previous attempts, it is better to avoid.
	• We can promote through this presentation of the Platform the idea that the models do something, and they are not a black box (by showing all the details, sectors, SDGs, geo coverage)
	• Better to compare models and not only static presentation, considering that the models do not follow a uniform presentation of outputs and inputs.
	• A critical question that came up is what happens to the platform beyond the project end. Reply: Contract for maintenance at least 5 years after the project end. For sustainability, PARIS REINFORCE community to be established.
	• BC3 to prepare specific questions for the audience
	• Bruegel have prepared a clear, three-step guidance document to be shared with SHs and we will show them a slide on how sli.do works
	• Before lunch, a trial of sli.do for the platform (this is what will be done in the afternoon)
	• The sequence will be: Setting the scene, platform, navigation, open questions, future work, interventions, discussions, sli.do.

15:00 – 16:30	*Preparation of the guidelines for the discussion around the definition of policy questions* *Determination of an approach on how best to group and discuss policy and research questions as well as to elicit preference, the level of flexibility to include more questions, etc.*

	• Discussion over the format of the sessions:
	    o Presentation of topics (10')
	    o sli.do for live poll (2')
	    o top 3 questions (40 minutes): we will discuss up to 12' 1st, up to 10' 2nd, up to 8' 3rd, remaining 7'
	• 1st poll: which topics to be discussed; more clarification, more information, more interest, etc.
	• 2nd poll: which topics PARIS REINFORCE should take on board and try to address
	
	• Consortium members to be ready to reply to the Qs (more vivid discussion) but mainly the chairs.
	
	• Discussion was held on what kind of questions SHs could ask and how can we reply.
	
	• NTUA will make a slide about the process where the topics came from. We need to be transparent, so that they do not think they came from us.
	
	• We will not promise that a high priority topic will be definitely taken up but that we will try to address this considering the capacities of our models.

16:30 – 17:00	**Wrap-up & Q&A** *Alexandros Nikas (National Technical University of Athens), Georg Zachmann (Bruegel)*
17.00 – 18.00	**Meeting & Discussion with Tom van Ierland, Head of Unit, DG CLIMA**

Agenda for November 22, 2019

09:30 – 10:00	**Welcome and registration** Coffee and get together
10:00 – 10:15	**Opening remarks** *Haris Doukas (National Technical University of Athens)*
	• We can allocate resources to run immediately some models and provide answers to SHs from the questions we collected. • Immediate reactions are needed and not necessarily to only follow what is described in the proposal (global, regional, national, sectoral and back). We will do this of course but also be more flexible. • Yesterday was fruitful as regards the formulation of a common vision within consortium. • We need to illustrate flagship activities for next year (2020)

- Platform: We are willing to cooperate with other projects. Maybe one platform for 3 projects. We will have a webinar in January to push the other projects to have joint activities in respect to the platform, as we are frontrunners in the platform.
- What is policy relevance: "Communicate if you have different results comparing to our (EC) documents/studies"

- Collected a lot of questions and we need to follow up with SHs.
- Nice presentations, cut them and put them on line (or possibly videos)
- We need well-defined questions. WP Leaders-session chairs, to trace who did the question that emerged from the discussion, and then stay in touch with the SHs who made the questions and ask them to better define them and present how they will be addressed.

- To engage directly with DG ENER, to go back to people from EC services and define better the questions.

- This is a research and not a service project, and we should avoid this. Not to do specific study for specific country for specific question. Yes, demand-driven, but be careful.

- The input to the workshop came from key SHs. Now, it is appropriate to go back to the SHs and elaborate more.

- H2020 project with a new scientific paradigm with operations research techniques and armoury of models we will provide robust results for extended policy questions and on demand orientation.
- If a country comes and asks "will you also model my system?", the reply is not straightforward yes.
- From these questions, we can have an innovation to address the questions, through integrated approach, policy oriented and added value to the scientific community. (i.e. two rounds, global-regional national-robustification etc) – new integrative paradigm
- We address questions with a new scientific methodology
- We have created an environment in which policymakers can feel they can contribute

- Very relevant outcomes from the workshop, e.g. what happens if technologies fail? Everything comes together, policy-relevant and scientific concerns/community

- Policy relevant, demand-driven and scientific concerns are not mutually exclusive.
- At the national level we can try to disaggregate global scenarios based on the national priorities

- To start from global questions and see how the models can interact and address the questions

- We need to find the right trade-off between policy questions from SHs and from scientific community

- The questions might be the same at global and national levels, but the ambitions are not the same among the various SH groups.

- If someone could not participate in the workshop, they could have the opportunity to place their question online. We provided all possible means to secure that someone is heard.

- We need to have evidence, we need to have a formal way to report that we had this information. We need to provide evidence of co-creation, bottom-up. We did this meeting, when, with whom...

- *The EC asked where these questions come from. Institutionally we need to and can report that.*

10:15 – 11:15	**Lessons from Brussels Workshop & setting up the national workshop round** *Georg Zachmann (Bruegel)* Open discussion on the 1st regional EU Stakeholder Workshop, wrap-up of the key policy questions and of the key specifications of the platform.
	- At the national workshops, we will present the results of the EU workshop (questions) and then how this can be brought at national level. - We can create a factsheet about questions that emerged and we can run models in certain cases already. We can use the next period to create factsheets of questions and conclude to 3 cases. - First research questions, integrative approach to solve questions with coupling different types of models and stress analysis and workshops to discuss with SHs. - If it is the discussion about policy design, the focus will be on policymakers. - Only few civil society reps were attracted by our discourse and we need to see if we have representation from different SH groups. - We have contacts with WWF and Greenpeace. - The way we frame the project, it is easier for a policymaker than a civil society organisation to come. - At national level we can have the flexibility and we must invite all SH groups.
11:15 – 12:15	**Literature review, identification of needs (Task 7.1.1) & scenario design (Task 7.2)** Open discussion within the consortium coordinated by NTUA
	- Wrap up on what has been done and agreed to date on T7.1.1 and challenges (e.g. CMCC only 2 person-months in WP7, too much for them; E4SMA too many regions, not fair; what about the globe, never assigned to a partner; duplication of work as we did 2-level split) - Issue to be discussed: Policy review template: is this what we need? - Issue to be discussed: Lay the groundwork for defining a literature review template - The idea is to present in the literature review what models have done addressing policies or policy gaps. - Q: What are we trying to achieve? Hasn't this done before and regularly? What in essence do we need to get out of this? - Q: What "gaps" do we mean?

- Q: Not sure direct link with D7.3.

- D7.3 is the output of T7.1
- We now know which topics are relevant (co-creation). We also know what is in the literature. We can build on that and do a more thorough review on these topics.

- Information useful for next steps, useful for our modelling work
- The analysis could reveal new topics as inputs for modelling run (information to calibrate/inform my model)

- The idea in the proposal was to investigate how models address relevant policy questions and how we can better address them with our models

- Review for the questions we identified through the SH engagement

- Focus on the deliverable 7.3 instead of spending time on enormous literature review.

12:15 – 13:00	**Modelling interlinkages & D2.2 protocol (part 1)** Discussion coordinated by the Leaders of Work Packages 2, 5, 6, 7
13:00 – 14:00	**Lunch**
14:00 – 14:45	**Modelling interlinkages & D2.2 protocol (part 2)** Discussion coordinated by the Leaders of Work Packages 2, 5, 6, 7
	1st modelling run: global analysis: January -July 2020; regional analysis: Aug 2020-May 2021. Until Jun 2020 we should formalise pack that we offer and then national workshops July – November 2020 - Brussels November 2020 to finalise the 1st round and then 2nd round. - At national level, select from the research questions and focus on few questions more relevant.
14:45 – 15:15	**I^{2}AM PARIS Platform: current status and next steps** *Analysis of feedback collected by stakeholders and how this can be taken on board in the further design of the Platform. Discussion coordinated by BC3.*

- It is better if the consortium takes more time to discuss the protocol (D2.2) instead of getting a draft by the Deliverable Leader without being first discussed. So, telcos will be organised in the next days.

- The presentation of Grantham can be the basis for building the input variable fields on the Platform.

- *Modellers to revise the documentation available on the platform.*
- HOLISTIC, NTUA and BC3 to prepare templates to be circulated with the modelling teams.
- First runs at global and regional levels to feed into the analysis page of the Platform so that

it is ready by May 2020.

15:45 – 16:00	**Wrap-up**
	Haris Doukas (National Technical University of Athens)

3 Remote (online) meetings

3.1 Agenda and minutes of the Management Board Meeting, July 2, 2019

Tuesday, July 2nd, 2019
Management Board Meeting
14:00-15:00 CEST

Agenda

1. Updates from partners on WP progress
    a. WP1 update
        - Quality Management Plan

        - Scientific Advisory Board plans

        - KOM minutes
        - Review of deliverables and declaration of interest in reviewing

    b. WP2 update

        - Modelling documentation template

    c. WP3 update

        - Short memo on stakeholder engagement

    d. WP4 update

        - WP4 kick-off
        - Task 4.1: Laying the groundwork (online meeting with modellers)

    e. WP5 update
    f. WP6 update
    g. WP7 update
    h. WP8 update
    i. WP9 update

2. Next meetings

    Consortium Call
        - **Tuesday, July 16th, 14:00 CEST** (GoToMeeting link). This meeting will be the first Consortium Call of PARIS REINFORCE. All partners are encouraged to participate as these meetings focus on coordinating work across all work packages and tasks. The agenda for this meeting will be circulated in a following e-mail.

    Management Board meeting
        - **Tuesday, August 6th, 14:00 CEST** (TBC)

3. Any other business
    a. - Next physical project meeting (September/October 2019)

b. • Administrative (Consortium Agreement)

c. • Document management through Alfresco (setting a date for presentation/training)

d. • Update from our presence @SBSTA 50

Present on Call

1	Haris Doukas	NTUA
2	Alexandros Nikas	NTUA
3	Alecos Kelemenis	NTUA
4	Chara Karakosta	NTUA
5	Apostolos Arsenopoulos	NTUA
6	Katerina Papapostolou	NTUA
7	Dirk-Jan van de Ven	BC3
8	Daniel Mayer	Bruegel
9	Annela Anger-Kraavi	Cambridge
10	Glen Peters	CICERO
11	Elisa Delpiazzo	CMCC
12	Gabriele Standardi	CMCC
13	Lorenza Campagnolo	CMCC
14	Maurizio Gargiulo	E4SMA
15	Marc Vielle	EPFL
16	Jakob Wachsmuth	Fraunhofer ISI
17	Ajay Gambhir	Grantham
18	Vangelis Marinakis	HOLISTIC
19	Vaggelis Psarras	IEECP
20	Zsolt Lengyel	IEECP
21	Baptiste Boitier	SEURECO

Minutes: Main issues discussed

Item	Description	Action	
		What	Who
1.a.	• Quality Management Plan (QMP) almost ready for internal review. NTUA to share with Glen Peters. • Kick-off meeting recording available on Alfresco. • Need for all to volunteer for reviewing deliverables. The list of the upcoming deliverables (due by end 2019) has been communicated. Limited feedback so far. • Deliverable (milestone) on SAB (July 2019). Haris and Annela had relevant meetings at SBSTA 50, including with negotiators from different countries worldwide. Haris has also been in contact with the three sister projects.	To share QMP with the Quality Manager	NTUA
		Should express interest in reviewing deliverables	All partners
		To share proposal for SAB	PC

1.b.	• BC3, SEURECO, Grantham, Cambridge and NTUA developed excel template to collect detailed information on all models. Draft Deliverables 5.1, 6.1, and 7.1 should be ready for internal review by end of August. • Then, we can create an infographic on the documentation to be made available on the platform.	Should provide accurate, detailed information on their model(s) by the 9th of July	All modellers
1.c.	• Bruegel has started compiling list of stakeholders (short yet targeted) and met with key stakeholders in Brussels and Kiev, gaining insights into interested parties. Structure for stakeholder engagement plan drafted. • Bruegel working on a literature review on stakeholder engagement from policy and research perspectives. • Plan for the first draft of the plan to be ready for internal review by mid-August.	To communicate with partners to plan stakeholder engagement	Bruegel
		To share a memo after meeting with BC3 and IEECP on June 12	NTUA
1.d.	• Preparatory WP4 work in progress.	To send doodle for MCDA call with modellers	NTUA
		To contact Fraunhofer to align T4.2 – T4.6	NTUA
1.e.	• See 1.b on modelling documentation template. • SEURECO initiated contact with WP5 partners for D5.1 • D5.1 draft expected by 2nd week of September	Should finalise input on models by end of August	WP5 modellers
1.f.	• See 1.b on modelling documentation template. • Need to harmonise input processes among WPs 5, 6, 7. • Grantham: interested in more info on WP4 tools. • Grantham: post-doc research associate position for TIAM.	To circulate examples/ material on WP4.	NTUA
1.g.	• See 1.b on modelling documentation template.	To organise WP7 call on next steps	Cambridge
		To contact BC3 on possible additions to template	Cambridge
1.h.	• Sign-up to newsletters form created using the mailerlite). • Set interview with Finnish Presidency representatives. • IEECP efforts for interview with DG CLIMA before 2nd newsletter • HOLISTIC: plan to have first website version by end of July	Should provide input (if any) by July 19, for the newsletter	All partners
		To share mockup of website, deliverable templates, leaflet	HOLISTIC
1.i.	• Ethics mentor appointed. • WP9 first deliverable, due on July 31.	Should nominate a contact person on ethics issues	All partners

PARIS REINFORCE

2	• Tuesday, July 16th, 14:00 CEST (GoToMeeting link)		
3.a.	• October 2019: good timing for next physical meeting.	To investigate partners interested in hosting; to send doodle for dates	NTUA
3.b.	• Original copies for CA and FIF by all partners have not yet received by NTUA.	To ensure info is sent by post	All partners
3.c.	• Alfresco site up and running; registration issues bilaterally solved.	To deliver webinar on Alfresco in next call	NTUA
3.d.	• Lessons from Bonn meetings: policymakers unaware of term 'IAMs'. Need to explain in simple way what we do; and to work on language. Policymakers understand modelling outputs in terms of actions, i.e. what needs to be done, and ask questions, e.g. how it can be done. • Lessons from Bonn meetings: discussions with policymakers quickly move to the national level.		

3.2 Agenda and minutes of the Consortium Call, July 16, 2019

Tuesday, July 16, 2019
Consortium Call
14:00-15:00 CEST

Weblink: https://global.gotomeeting.com/join/503907253

Participants: All partners

Agenda

1. Update on the project progress

2. Introduction to and guidance through the Alfresco internal communication system

3. Next meetings

   Management Board meeting
   - **Tuesday, August 6, 14:00 CEST** (GoToMeeting link)

   Consortium Call

   - **Tuesday, August 27, 14.00 CEST** (GoToMeeting link)

4. Any other business

Present on Call

1	Haris Doukas	NTUA
2	Alexandros Nikas	NTUA
3	Alecos Kelemenis	NTUA
4	Chara Karakosta	NTUA
5	Apostolos Arsenopoulos	NTUA
6	Katerina Papapostolou	NTUA
7	Eleni Kanellou	NTUA
8	Mikel González-Eguino	BC3
9	Alev Sorman	BC3
10	Ester Galende	BC3
11	Jorge Moreno	BC3
12	Daniel Mayer	Bruegel
13	Annela Anger-Kraavi	Cambridge
14	Lorenza Campagnolo	CMCC
15	Maurizio Gargiulo	E4SMA
16	Alessandro Chiodi	E4SMA
17	Marc Vielle	EPFL
18	Andrea Herbst	Fraunhofer ISI
19	Ajay Gambhir	Grantham
20	Alex Koberle	Grantham

21	Vangelis Marinakis	HOLISTIC
22	Kathleen Vaillancourt	IEECP
23	Zsolt Lengyel	IEECP
24	Vaggelis Psarras	IEECP
25	Paul Zagamé	SEURECO
26	Arnaud Fougeyrollas	SEURECO
27	Camila Gramkow	CDS/UnB
28	Tingli Chi	CUP
29	Wei Han	CUP
30	Andrey Kolpakov	IEF/RAS
31	Swapnil Shekhar	TERI

Minutes: Main issues discussed

Item	Description	Action	
		What	**Who**
1.	• D1.1 (Quality Management Plan) ready to be incorporated in the deliverable template and be shared with CICERO for review • D9.3 (appointment of the Ethics Mentor) ready by July 19th • Terms of Reference for the Scientific Advisory Board (Milestone 1) ready, waiting to be incorporated in the final deliverable template • Project templates almost ready, to be finalised in the next few weeks • Modelling documentation completed; Grantham working on TIAM model description as example, to be finalized after the discussion of relevant WP leaders by July 19th	To nominate ethics focal points To draft a ten-pager on their model	All partners Partners involved in the modelling documentation
2.	• Main features of PARIS REINFORCE site on Alfresco presented by the NTUA IT expert	-	-
3.	• Tuesday, August 27, 14.00 CEST (GoToMeeting link), Consortium Call • Tuesday, September 10, 14:00 CEST (GoToMeeting link), Management Board Meeting		
4.	-		

3.3 Agenda and minutes of the Consortium Call, August 27, 2019

Tuesday, August 27, 2019
Consortium Call
14:00-15:00 CEST

Weblink: https://global.gotomeeting.com/join/503907253

Participants: All partners

Agenda

1.   <u>Update on the project progress</u>

2.   <u>PARIS REINFORCE in EC's September decarbonisation project events</u>
        Networking and knowledge sharing event for decarbonisation projects

    - **Thursday, September 5** (Agenda, <u>Alfresco link</u>; Session Info, <u>Alfresco link</u>)

        Coordinators' Day

    - **Friday, September 6 (**<u>Alfresco link)</u>

3.   <u>Deliverables D5.1, D6.1 and D7.1 – pending modelling documentations</u>

4.   <u>Stakeholder engagement</u>

    - **Progress on D3.1 (stakeholder engagement plan)**

    - **Overall planning for Stakeholder Council & workshops**

    - **Brussels project meeting & workshop**

5.   <u>COP25 (Santiago, Chile)</u>
        Potential of/interest in participating in COP25

6.   <u>Next meetings</u>
        Management Board meeting
    - **Tuesday, September 10, 14:00 CEST** (<u>GoToMeeting link</u>)

        Consortium Call
    - **Tuesday, September 24, 14.00 CEST** (<u>GoToMeeting link</u>)

7.   <u>Any other business</u>

Present on Call

1	Haris Doukas	NTUA
2	Alexandros Nikas	NTUA
3	Alecos Kelemenis	NTUA

4	Chara Karakosta	NTUA
5	Apostolos Arsenopoulos	NTUA
6	Katerina Papapostolou	NTUA
7	Eleni Kanellou	NTUA
8	Ester Galende	BC3
9	Daniel Mayer	Bruegel
10	Annela Anger-Kraavi	Cambridge
11	Glen Peters	CICERO
12	Francesco Bosello	CMCC
13	Lucia Perugini	CMCC
14	Maurizio Gargiulo	E4SMA
15	Gabriele Cassetti	E4SMA
16	Marc Vielle	EPFL
17	Andrea Herbst	Fraunhofer ISI
18	Ajay Gambhir	Grantham
19	Alex Koberle	Grantham
20	Vangelis Marinakis	HOLISTIC
21	Katerina Zovoili	HOLISTIC
22	Kathleen Vaillancourt	IEECP
23	Zsolt Lengyel	IEECP
24	Vaggelis Psarras	IEECP
25	Baptiste Boitier	SEURECO
26	Tingli Chi	CUP
27	Xi Yang	CUP

Minutes: Main issues discussed

Item	Description	Action	
		What	Who
1.	• The first deliverables were submitted on time, ongoing tasks are progressing well		
2.	• Project Coordinator and representatives from E4SMA and Grantham will be present in the two events	-	-

3.	• D5.1
	  o Description of almost all models received timely, pending ones to be submitted in the next days
	  o First feedback (draft deliverable) by next Friday, September 6, 2019
		To follow-up with modelers	Cambridge, SEURECO, Grantham

	• D6.1
	  o Still some descriptions to come in
	  o Some descriptions too technical
	  o Still some work to be done to secure consistent presentation of all models as per the structure of the template
		Submit the 10-pager description of models	Modelers

	• D7.1 o Not much progress due to administrative reasons from Cambridge		

4.	• D3.1 to be submitted for internal review on September 3, 2019 • Broad overview of the timeline for engagement with stakeholders was presented • Challenges for engagement with stakeholders were presented: 　o Limited resources of the leading project partner (Bruegel) 　o Limited resources/time and interest of stakeholders • A proposal for the composition of the Stakeholders Council was presented: 　o Suggestion for a small group of a steering committee. Discussion on the fact that this seems to overlap with the Advisory Board • The concept of the enhanced stakeholder database was presented • Comment on the importance of securing a proper balance and inclusion of all stakeholders, not only policy makers, such as trade unions and civil society, for the co-creation concept to be put into practice • Discussion on the dates of first EU Regional Workshop	Next week (Sep 2, 2019) suggestions for dates of the EU Regional Workshop	Bruegel
5.	• Expressed willingness to participate, despite the short time ahead and the early stage of PARIS REINFORCE, but opportunity for stakeholder engagement • CMCC will be present in COP25	Ideas for engagement/participation/pro motion of PARIS REINFORCE	All partners
		Support partners that will be present in COP25 with material and guidance	NTUA, Bruegel
6.	Management Board meeting Tuesday, September 10, 14:00 CEST (GoToMeeting link) Consortium Call Tuesday, September 24, 14.00 CEST (GoToMeeting link) 　1.		
7.	• The first non-EU workshop has been organised for March 2020 in Mombasa, Kenya, in the context of a Decarbonisation Conference. • Best practice to be followed by the consortium: 　o the identification of opportunities for actions in the context of bigger events 　o the collaboration and investigation for joint actions between EU and international partners in cases where bigger events take place in their countries		

3.4 Agenda and minutes of the Management Board Meeting, September 10, 2019

Tuesday, September 10th, 2019
Management Board Meeting
14:00-15:00 CEST

Weblink: https://global.gotomeeting.com/join/503907253

Participants: One (1) representative from each of the beneficiaries (European partners)

Agenda

1.   Updates from partners on WP progress
     a.   WP1 update
          - Internal reporting process
          - Deliverable-review process

     b.   WP2 update
     c.   WP3 update
          - Stakeholders' Council: Procedures, modalities, membership, and buy-in
          - Regional EU Workshop (November 21, 2019)
          - National workshop in Mombasa, Kenya (March 23-27, 2019)
          - Possible national workshop in Tsukuba/Tokyo, Japan (around December 2-4, 2019
          - D3.1 Stakeholder engagement plan

     d.   WP4 update

          - Task 4.1: Living document on MCDA, ideas
          - Task 4.2: Tentative pool of country case studies

     e.   WP5 update
          - D5.1 Documentation of national/regional level models for Europe

     f.   WP6 update
          - D6.1 Documentation of national/regional models for countries outside Europe

     g.   WP7 update
          - D7.1 Documentation of global IAMs

     h.   WP8 update

          - D8.2 Communication, Dissemination and Exploitation plan
          - D8.14 Plan for synergies

     i.   WP9 update
          - D9.1 H - POPD - Requirement No. 1

2.   Next meetings
          Task 7.1.1 – Mitigation call

- **Wednesday, September 11, 10.00 CEST** (please contact Ajay and/or Alexandros if you are interested in participating)

WP2 – Platform specifications
- **Wednesday, September 11, 14:00 CEST** (please contact Alevgul, Vangelis and/or Alexandros if you are interested in participating)

Consortium Call
- **Tuesday, September 24, 14.00 CEST, Consortium Call** (GoToMeeting link)

Management Board meeting
- **Tuesday, October 8th, 14:00 CEST** (TBC)

3. Any other business
- Update from our presence @EC's Coordinators' Day 2019 and @EC's Networking and knowledge sharing event

Present on Call

1	Haris Doukas	NTUA
2	Alexandros Nikas	NTUA
3	Alecos Kelemenis	NTUA
4	Chara Karakosta	NTUA
5	Apostolos Arsenopoulos	NTUA
6	Daniel Mayer	Bruegel
7	Georg Zachmann	Bruegel
8	Glen Peters	CICERO
9	Lorenza Campagnolo	CMCC
10	Marc Vielle	EPFL
11	Alessandro Chiodi	E4SMA
12	Jakob Wachsmuth	Fraunhofer
13	Ajay Gambhir	Grantham
14	Alex Koberle	Grantham
15	Vangelis Marinakis	HOLISTIC
16	Vaggelis Psarras	IEECP
17	Baptiste Boitier	SEURECO
18	Arnaud Fougeyrollas	SEURECO

Minutes: Main issues discussed

Item	Description	Action	
		What	Who
1.	a. All deliverables have been submitted timely, according to the plan. The review process has been followed as appropriate. As per the GA, the consortium partners need to report internally to the PM on quarter basis. b. D2.1 is on track, although BC3 is still waiting for the D7.1. In	Internal periodic reporting templates will be communicated to all partners during the week of Sept-16.	NTUA

parallel, BCE is processing the input from Bruegel (D3.1) to formulate opinion on the level of integration of the co-creation concept that is expected in the deliverable. c. D3.1 has been submitted for internal review and the process is on track.	To investigate with IGES the possibility to have a national workshop during the IAMC meeting in Japan.	NTUA
The dates of the first Regional EU Workshop have been confirmed for November 21, 2019. One national workshop in Mombasa, Kenya has been already confirmed dates, for March 23-27, 2019. NTUA, E4SMA, and BC3 have been considering their participation and probably the organisation of a workshop as side event in the 12th IAMC Annual Meeting in Japan in December 2019, as their submitted papers have been accepted for presentation or the poster session. Still we need the reaction of IGES to mobilise local stakeholders. An idea for the Stakeholder Council is that we create the formal procedures for experts and organisations to join the Council through our website. Our ultimate goal could be the creation of a sustainable "PARIS REINFORCE" alliance. For the Workshop of November, there was an idea for an initial communication with key stakeholders which would enable us to set a relevant agenda. d. Concrete ideas have been on the table for the implementation of two national case studies in Germany and Russia for the steel sector and in Norway and the UK for the road transport sector. e. The draft deliverable D5.1 is expected to be submitted for internal review on Sept-11, having integrated the feedback from all contributors. f. The draft deliverable D6.1 is expected to be submitted for internal review on Sept-10. Still, some inconsistencies will be checked by Grantham during the first round of the internal review. g. The progress of the D7.1 is slower than the other two similar deliverables (D5.1, D6.1) due to some internal/organisational issues in Cambridge. However, it is expected that the deliverable will be submitted to the Portal on time. h. D8.2 has been submitted for internal review and the process is on track. For D8.14 (synergies with other projects) there are	To contact the focal points of all partners to plan about what is the best way to contact Ethics Committees in the project countries	NTUA

	some ideas, for example for joint seminars with the 3 sister projects (ENGAGE, LOCOMOTION, and NAVIGATE) and for the launch of a common special issue with LOCOMOTION on NECPs, but we still need to elaborate further for the purposes of the deliverable. i. The D9.1 will be ready by Sept-16. During the week of Sept-16, a more concrete plan for communication with Ethics Committees in the project countries will be shared by NTUA to the consortium partners.		
2.	All <u>upcoming meetings in the agenda</u> were confirmed/agreed.		-
3.	• The EC seems to emphasise the communication dimension and expects from the funded projects to spread CC related messages, including to address fake news with replying by the scientific data and evidence produced with the projects and beyond. • The EC opts for tangible case studies, like in TRANSrisk, so we should investigate which could be attractive cases. We might consider aspects/sectors which have not been investigated yet, such as the transit trade sector and CC.		

3.5 Agenda and minutes of the Consortium Call, September 24, 2019

Tuesday, September 24, 2019
Consortium Call
14:00-15:00 CEST

Weblink: https://global.gotomeeting.com/join/503907253

Participants: All partners

Agenda

1.   <u>Update on the project progress (completed, ongoing, and upcoming tasks and Deliverables)</u>
- Modelling documentation (D5.1, D6.1, D7.1)
- Stakeholder engagement plan (D3.1)
- Communication, Dissemination & Exploitation Plan (D8.2)
- Plan for Synergies and Coordination (D8.14)
- Ethics (D9.1)
- Task 7.1.1

2.   <u>Stakeholder engagement</u>
- Preparation of the Brussels project meeting & workshop (draft agenda/invitation/logistics)

- Creation of the Stakeholder Council and Database

3.   <u>Next meetings</u>
    Management Board meeting
- **Tuesday, October 8, 14:00 CEST** (<u>GoToMeeting link</u>)

    Consortium Call
- **Tuesday, October 22, 14.00 CEST** (<u>GoToMeeting link</u>)

4.   <u>Any other business</u>

Present on Call

1	Haris Doukas	NTUA
2	Alexandros Nikas	NTUA
3	Ester Galende	BC3
4	Alev Sorman	BC3
5	Jorge Moreno	BC3
6	Ben McWilliams	Bruegel
7	Daniel Mayer	Bruegel
8	Glen Peters	CICERO
9	Lorenza Campagnolo	CMCC
10	Lucia Perugini	CMCC
11	Alessandro Chiodi	E4SMA
12	Maurizio Gargiulo	E4SMA

13	Gabriele Cassetti	E4SMA
14	Marc Vielle	EPFL
15	Andrea Herbst	Fraunhofer ISI
16	Jakob Wachsmuth	Fraunhofer ISI
17	Alex Koberle	Grantham
18	Ajay Gambhir	Grantham
19	Vangelis Marinakis	HOLISTIC
20	Zsolt Lengyel	IEECP
21	Evangelos Psarras	IEECP
22	Kahleen Vaillancourt	IEECP
23	Baptiste Boitier	SEURECO
24	Arnaud Fougeyrollas	SEURECO

Minutes: Main issues discussed

| Item | Description | Action | |
		What	Who
1.	Modelling documentation deliverables: • 5.1 and 6.1 on track, final versions by Friday September 27 • 7.1: NTUA had to take over and support Cambridge to deliver. Not detailed revision is possible. The deliverable will be delivered on Monday September 30, within deadlines. The review will take place after the submission to further improve the deliverable and ask for re-submission. • 4.1 and 8.2: On track, final version for submission by Thursday September 26 • 8.14: Delayed but will be submitted on Monday September 30, within deadlines. • 9.1: On track, ready for submission by Wednesday September 25. Task 7.1.1 will be taken over by NTUA from October 1.		
2.	• First regional EU workshop: First draft agenda ready, but still open questions regarding the approach and the themes. Plan for official invitations to be sent six weeks before the event (beginning of October). Concept note to be ready soon so that partners contact stakeholders. The venue of the 3-day events will be Bruegel premises in Brussels. Estimation for 60 to 80 persons. 2. Possible sessions for the workshop: 1) inform the stakeholder about what we can deliver and policy briefs; 2) I^{2}AM PARIS Platform (share mockups and realise real-time voting); 3) collect policy questions. • Stakeholder Council: Currently Bruegel is assessing the available tools for stakeholder engagement. • Stakeholder database (Milestone 2, due on October 31): Bruegel has worked on the template of the database.	Draft agenda will be circulated to partners for comments Table with fields and type of information about stakeholders will be circulated.	Bruegel
3.	• Management Board meeting: Tuesday, October 8, 14:00 CEST • Consortium Call: Tuesday, October 22, 14.00 CEST		
4.	Question was posed on whether stakeholders from regions not currently covered by our modelling platform can be considered for the engagement process.	To be discussed in the week of September 30 during specific telco for Task 7.1.1	

3.6 Agenda and minutes of the Management Board Meeting, October 8, 2019

Tuesday, October 8th, 2019
Management Board Meeting
14:00-15:00 CEST

Weblink: https://global.gotomeeting.com/join/503907253

Participants: One (1) representative from each of the beneficiaries (European partners)

Agenda

1. Updates from partners on WP progress
    a. WP1 update
        - Internal reporting process
        - 1st project meeting (November 20-22, 2019)
            o Structure of meeting (workshop preparation, interlinkages)

    b. WP2 update
        - I^{2}AM PARIS Platform progress
        - D2.1 out for review

    c. WP3 update
        - Enhanced stakeholder database: next steps until submission of MS2 (due by October 31)
        - Regional EU Workshop (November 21, 2019)
            o Engagement with national and EU stakeholders before the workshop; current status and next steps

    d. WP4 update
    e. WP5 update
    f. WP6 update
    g. WP7 update
        - Task 7.1.1 resumed

    h. WP8 update
        - Synergies with other projects: Strategy (as per Deliverable D8.14) and next steps
        - CDE: Involvement of the partners (e.g. translation of the project leaflets in national languages, contribution to the content of the website)

    i. WP9 update
        - Next steps (re: ethics focal points)

2. Next meetings
        Consortium Call
        - **Tuesday, October 22, 14.00 CEST** (GoToMeeting link)

        Management Board meeting
        - **Tuesday, November 5, 14:00 CEST** (TBC)

3. Any other business
    a. Feedback from partners who attended the IPCC WG III meeting in New Delhi

b.   PARIS REINFORCE in the NECP process

Present on Call

1	Haris Doukas	NTUA
2	Alexandros Nikas	NTUA
3	Ester Galende	BC3
4	Alev Sorman	BC3
5	Jorge Moreno	BC3
6	Ben McWilliams	Bruegel
7	Daniel Mayer	Bruegel
8	Glen Peters	CICERO
9	Lorenza Campagnolo	CMCC
10	Lucia Perugini	CMCC
11	Alessandro Chiodi	E4SMA
12	Maurizio Gargiulo	E4SMA
13	Gabriele Cassetti	E4SMA
14	Marc Vielle	EPFL
15	Andrea Herbst	Fraunhofer ISI
16	Jakob Wachsmuth	Fraunhofer ISI
17	Alex Koberle	Grantham
18	Ajay Gambhir	Grantham
19	Vangelis Marinakis	HOLISTIC
20	Zsolt Lengyel	IEECP
21	Evangelos Psarras	IEECP
22	Kahleen Vaillancourt	IEECP
23	Baptiste Boitier	SEURECO
24	Arnaud Fougeyrollas	SEURECO

Minutes: Main issues discussed

Item	Description	Action	
		What	Who
1.	a. All deliverables for September 2019 were submitted on time. The tentative agenda of the regional EU workshops for November 21 has been prepared and the invitations have been prepared. The Project Adviser is also informed.	Internal reporting template documents will be shared by NTUA to all partners.	NTUA
		Signed Consortium Agreements will be sent to all partners by NTUA	NTUA
	Important to focus on the policy questions and in general the content and format of the workshop.	Partners to identify stakeholders and inform Bruegel so that Bruegel get in bilateral contact with them, present the project, and ask them to define the key policy questions they want us to address.	All partners
	Internal reporting template documents will be shared on next days.		
	NTUA presented a reminder of the internal review process, based on the Quality Management Plan.		
	Consortium Agreements will be sent to the partners.		
	The first day of the project meeting (November 20)		

	will be dedicated to our preparation for the regional EU workshop. The second day (November 22) will mainly be dedicated to the interlinkages among our models. The format of the workshop is still to be discussed. WP2: D2.1 is out for internal review and will be the basis for D2.2 (policy brief). BC3 is currently working on the design of the I²AM PARIS Platform. Mock-ups for the modelling analysis dimension of the Platform should be prepared and partners are welcome to present their ideas. WP3: Stakeholder database: Meeting with developers' team took place last week and everything is clear and feasible to them. GDPR aspects are also taken into account. First meetings with EU stakeholders have been held. Questions for stakeholders are being prepared and partners are invited to contribute. Partners are also invited to provide contact details of stakeholders they are in contact with so that Bruegel identified who could be contacted for the workshop. Promotion of the workshop: Questions from Bruegel: Beneficial to have a "catchier", less technical title? Maybe a clearer/more concrete agenda could be put on the website to make it more attractive? And a name of the Chair person? Team NTUA presented the basic idea for the agenda and format of the workshop. Key questions are: Who will be from DG RTD/CLIMA in the opening remarks? Who will be the panellists in the afternoon sessions when the policy questions will be discussed? Various alternatives about how and who will set the research questions discussed and agreed.			
2.	Consortium Call • Tuesday, October 22, 14.00 CEST Management Board meeting • Tuesday, November 5, 14:00 CEST (TBC)			
3.	• Ministry of Energy of the Czech Republic has shown interest to be one of the case studies and we need to investigate our capacities to address this. • Considering that most of the EU MSs have released their draft NECPs for public consultations and since PARIS REINFORCE is foreseen to contribute to the NECP policy making, it was suggested that each partners prepare			

a proposal for the enhancement of the national NECP with clear reference to and representing PARIS REINFORCE.

3.7 Agenda and minutes of the Consortium Call, October 29, 2019

Tuesday, October 29, 2019
Consortium Call
15:00-16:00 CET

Weblink: https://global.gotomeeting.com/join/927921757

Participants: All partners

Agenda

1.   Update on the project progress (completed, ongoing, and upcoming tasks and Deliverables)
- Modelling documentation summary (D2.1)
- Policy briefing ahead of Brussels workshop (D3.2)
- Website progress (D8.5)
- Data Management Plan (D8.6)
- Ethics (D9.2) & Consent forms
- Platform

   3.

2.   Brussels workshop
- Preparation of the meeting & workshop (draft agenda/invitation/logistics)

- Creation of the Stakeholder Council and Database
- Updates from discussions with DGs and PA

3.   Japan events
IAMC12 (Tsukuba, December 2-4)

- Participation/representation from PARIS REINFORCE

National Workshop with SPIPA (Central Tokyo, December 6)
- Logistics, participation

4.   Upcoming meetings
Management Board meeting
- **Tuesday, November 5, 14:00 CEST** (GoToMeeting link)

Brussels internal meeting
- **Wednesday, November 20**

- **Friday, November 21**

5.   Any other business

Present on Call

1	Harris Doukas	NTUA
2	Alexandros Nikas	NTUA
3	Vaggelis Psarras	IEECP
4	Lorenza Campagnolo	CMCC
5	Baptiste Boitier	SEURECO
6	Paul Zagame	SEURECO
7	Vangelis Marinakis	HOLISTIC
8	Alessia Elia	E4SMA
9	Gabriele Cassetti	E4SMA
10	Elisa Delpiazzo	CMCC
11	Alev Sorman	BC3
12	Ester Galende	BC3
13	Jakob Wachsmuth	Fraunhofer ISI
14	Andrea Herbst	Fraunhofer ISI
15	Kathleen Vaillancourt	IEECP
16	Marc Vielle	EPFL
17	Ben McWilliams	Bruegel
18	Daniel Mayer	Bruegel
19	Ajay Gambhir	Grantham
20	Perdana Sigit Pria	EPFL
21	Zsolt Lengyel	IEECP
22	Dirk-Jan Van De Ven	BC3
23	Alex Koberle	Grantham

Minutes: Main issues discussed

Item	Description	Action	
		What	Who
1.	• D2.1 is almost ready and will be submitted at the latest tomorrow (October 30). • D3.2: On schedule, to be sent for internal review on November 4. Important to be a document easy to be read by non-modelling expert. • D8.5: To be sent for review next week. • Website already includes information about the 1st regional EU workshop. Partial documentation of the models to be ready on I2AM PARIS Platform. • D8.6: Already made a draft. To be sent for internal review on time. • Consent forms to be integrated into the registration form in the process of joining the SC database. • D9.2: Issue to be discussed about how we tackle personal data coming from outside EU. • We need to send e-mails to Ethics Committees in the project countries • BC3 hosting meetings weekly with HOLISTIC for coordination		
2.	• Every individual from the consortium who plans to be in Brussels for the workshop should register using the registration link online. • Sent out the first wave of invitations using the subscribers list on the Bruegel database	- Fine tune the agenda of the workshop - Prepare the slide packages	NTUA and Bruegel

	- Bruegel cannot host more than 100 participants, considering the capacity of the room - Policy questions: Bruegel is speaking with DG ENER, CLIMA, and RESEARCH. Once the preliminary list of questions is ready, an idea is to compile packages of slides to present what the questions are about and how the models can approach these questions. - E-polls to be tested in the first day (November 20) in the frame of the 2nd project meeting. - It is good to investigate during the workshop the questions that were collected during the preparation of the workshop, so that we can go back to the stakeholders that suggested these questions and give them feedback. - Not possibility for parallel, but consecutive sessions for the afternoon part of the workshop.		
3.	- Several partners have secured participation in a policy event on December 6, 2019. Try to exploit this opportunity to boost the engagement of the respective partner in Japan. - Opportunity to create synergy with the SPIPA project		
4.	Management Board meeting - Tuesday, November 5, 14:00 CEST (GoToMeeting link) 2nd project meeting - Wednesday, November 20 and Friday, November 22		

3.8 Agenda and minutes of the Management Board Meeting, November 5, 2019

Tuesday, November 5th, 2019
Management Board Meeting
14:00-15:00 CEST

Weblink: https://global.gotomeeting.com/join/503907253

Participants: One (1) representative from each of the beneficiaries (European partners)

Agenda

1. Regional EU Workshop (November 21, 2019)
    a. Preparation of the list of participants
    b. I²AM PARIS Platform
    c. Afternoon sessions format and research questions

2. Agenda of the PARIS REINFORCE project meeting

3. <u>Next meetings</u>
    Consortium Call
    - **Tuesday, December 3, 14.00 CEST** (GoToMeeting link)

    Management Board meeting
    - **Tuesday, December 17, 14:00 CEST** (TBC)

Present on Call

1	Georg Zachmann	Bruegel
2	Alessandro Chiodi	E4SMA
3	Vaggelis Psarras	IEECP
4	Lorenza Campagnolo	CMCC
5	Glen Peters	CICERO
6	Perdana Sigit Pria	EPFL
7	Marc Vielle	EPFL
8	Baptiste Boitier	SEURECO
9	Arnaud Fougeyrollas	SEURECO
10	Alexandros Nikas	NTUA
11	Harris Doukas	NTUA
12	Ajay Gambhir	Grantham
13	Annela Anger-Kraavi	Imperial
14	Jakob Wachsmuth	Fraunhofer ISI
15	Vangelis Marinakis	HOLISTIC
16	Mikel Gonzalez	BC3
17	Ben McWilliams	Bruegel
18	Zsolt Lengyel	IEECP
19	Maurizio Gargiulo	E4SMA

Minutes: Main issues discussed

Item	Description	Action		
		What		**Who**
1.	• Morning sessions presentation oriented. The session chairs should prepare presentations. • D3.2 should be ready early before the workshop, by Friday November 15. The reviewers should return feedback by Monday November 11. • If there is no plan for interaction with the audience in the morning sessions, we might need to shorten it in order to allocate more time to the afternoon sessions. • Instead of "what can our models deliver?" we might need to reformulate the title and substantially the format of the session. Probably a session entitled "can our models deliver what you need?" We need to listen to the audience which of their questions can our models reply. • BC3, HOLISTIC, and NTUA are working on mock-ups and models' analysis to be demonstrated as content of the Platform during the event. This should be ready by November 13. • All the policy questions that have been collected in the pre-modelling phase and through stakeholder consultation should be delivered to Bruegel by November 8, so they are organised by subject, so that PowerPoint presentations are prepared and so that all the policy questions feed into Sli.do online voting tool. • PowerPoint presentation should be completed early enough so that every session chair is knowledgeable of the list of questions and the policy topics extracted by stakeholders and to be ready to present them in the event. • We need to ensure that someone from the EC makes the introductory remarks. Bruegel is on top on this. • As the registered persons are more than 100, we need to make a selection. Bruegel will send the current list to NTUA. • According to the performance indicators in the DoA, we need to have 40 participants and a certain level of satisfaction of participants.	- By November 8, to send the list of policy questions collected through the stakeholder consultation phase, pre-workshop. - To have the mockups ready by November 13 - D3.2 to be ready by November 15. Reviewers to provide feedback by November 11.		Partners HOLISTIC and BC3 Bruegel and reviewers of D3.2
2.	Final agenda to be sent by NTUA			
3.	Consortium Call - Tuesday, December 3, 14.00 CEST (GoToMeeting link) Management Board meeting - Tuesday, December 17, 14:00 CEST (TBC)			

4 Scientific Advisory Board meetings

During the reporting period, the document for the formulation of the Scientific Advisory Board (SAB), including the Terms of Reference and the tentative synthesis, has been delivered as the first Milestone of PARIS REINFORCE. The Project Coordinator and WP7 Leader have met with members of the SAB and other high-level stakeholders from the policymaking and scientific communities in Bonn in June 2019 on the side of the Bonn Climate Change Conference (SB50).

Due to the focus of PARIS REINFORCE during the reporting period on the set-up of the internal project management procedures, the creation of the project visual identity and communication tools, the documentation of the ensemble of the PARIS REINFORCE Integrated Assessment Models (reflected in the deliverable D5.1, D6.1, D7.1), the launch of the development and documentation of the I^{2}AM PARIS Platform, and the preparation and implementation of the 1st regional EU Stakeholder Workshop (held in Brussels on November 21, 2019), no physical or remote meetings with the SAB have taken place so far. However, there is plan for re-establishment of contacts with the members of the SAB from January 2020 in order to have the first (remote) meetings in the first half of 2020. The next update of this deliverable (in Month 18 – November 2020) will report on the progress made in this respect, including the positive impact of the SAB on PARIS REINFORCE.