

SENIOR MANAGEMENT TEAM MEETING

30 April 2025

MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Florian Krampe, Kristina Sandberg, Dan Smith, Charlotta Sparre

Absent

Luc van de Goor

Note-taker

Sofie Waller Snygg

Format

Hybrid meeting

AGENDA

1. Minutes

- SMT approved the 16 April meeting minutes, but has yet to approve the minutes from 23 April.

2. Matters arising

- Kristina confirmed that the updated fire safety procedures are nearly finalised, pending a few practical issues. The procedures will be circulated to all staff shortly.
- UNHCR has informed SIPRI that the Swedish government and parliament have both expressed interest in a potential event with Filippo Grandi, to be held in collaboration with SIPRI in early June. The event is expected to take place at the Swedish Parliament. The exact date (3 or 4 June) is yet to be confirmed.
- Kristina confirmed that the revised institutional risk assessment is ready to be submitted to the Governing Board.
- Sofie is working on revised drafts of the Anti-Corruption Policy and the Policy on Ethical Due Diligence. The updated versions will be shared ahead of the next SMT meeting.

3. Report back

a) Relations with other countries

- On 29 April, Charlotta and Sofie met with representatives from the Embassy of Qatar. The Embassy expressed potential interest in a future armament and disarmament training course similar to the one SIPRI is currently providing for Saudi diplomats.

b) Relations with other organizations

- On 25 April, Dan attended a lunch at the Norwegian Embassy with the Norwegian Nobel Peace Prize Committee, who were visiting Sweden for a retreat and meetings at the Nobel Institute. The conversation included reflections on current global priorities and how the Committee might approach future Peace Prize decisions.
- On 28 April, Charlotta met with Tonika Hirdman, Director General of Fondation de Luxembourg. They discussed the work of the Fondation (mainly focused on health and development) and prospects for possible future support. SIPRI was recommended to look at the profiles of the different organisations under the umbrella of the Fondation. An increased interest in human security was noticed. Florian noted that SIPRI could offer short-term opportunities to engage relevant foundations through strategic grant-funded roundtables and other activities, to begin relationship-building ahead of potential funding approaches.
- On 29-30 April, Sibylle and Luc attended a SCOPE board management and steering committee meeting in Brussels. SCOPE (Security Coordination and Programme Enhancement, 2024-2028) is carried out for the EU FPI.1, Global and Transregional Threats and Challenges. Together with partners EUISS, IFI (It), DGAP (Germany) and ICCT (NL), SIPRI provides services upon request. SCOPE is moving from inception to implementation, and the representatives from EEAS (including Maria Rosa Sabbatelli, head of unit FPI.1) indicated increasing interest and demand for SCOPE partners. SIPRI is lead on CBRN, but during the meeting it became clear that many of the thematic priorities for the Global Threats programme align well with SIPRI's expertise, such as AI and technology, export controls, climate, preventing violent extremism, critical infrastructure. The partners all indicated a willingness to engage more and to collaborate more. EEAS counterparts took note of this willingness. EUISS is coordinating the work.

c) Comms

- On 28 April, the data on global military spending in 2024 was released. As of this week, coverage has exceeded 5,400 articles and may surpass last year's record.
- SMT acknowledged the continued importance of this output for SIPRI's visibility and noted its relevance to potential new partnerships. SMT also reflected on the need to set aside more time to assess the impact of SIPRI's flagship outputs and to integrate these reflections into future funding proposals.

d) Operations

- Kristina is developing an action plan to address radon levels in the building and is exploring options to bring in an external expert to explain the health risks to SMT and to staff. While current levels are within safe thresholds, staff working in the basement who feel worried are welcome to move to other parts of the building if they want to. Staff are encouraged to speak to Kristina or HR if they have any questions.

- SIPRI is switching waste service providers. The current contractor (formerly Office Recycling, now Wayoo) has been replaced by Svenska Servicestyrkan.

4. Delegation visits

- On 6 May, SIPRI will receive a visit from the Defence Attaché network in Sweden, to give a briefing on SIPRI's data launches. Charlotta will provide the welcome remarks.
- On 5-8 May, SIPRI is hosting a Diplomatic Training Course on Disarmament and Non-Proliferation for Saudi diplomats.

5. Review of finances and strategic fundraising priorities

a) Review

- SIPRI has secured over SEK 50 million in confirmed project grants for 2025. This compares to a total of SEK 56 million last year. This is all thanks to colleagues' hard work. The target for this year remains approximately SEK 65 million in total (confirmed and unconfirmed). Around SEK 17 million is currently in the pipeline, based on probability-weighted projections.
- Kristina and Dan both highlighted improvements in financial management compared to previous years, noting that the establishment of the PMO has contributed to more structured oversight.
- SMT was reminded to ensure all staff submit expenses and time reporting by Friday, 2 May.

b) Fundraising

- N/A

c) Due diligence

- N/A

6. Strategic Grant allocation and budgeting

- SMT held a discussion on the strategic grant (SG) allocation and budgeting. Florian presented the current budget structure, developed in collaboration with Luc, Fred and Nikos, based on the agreed deliverables list. The SG will be administered as a single project with internal allocations per deliverable to preserve flexibility while maintaining oversight.
- SMT agreed on the importance of reducing direct costs where possible to maximise salary coverage. SMT requested figures on the overall balance between direct costs and salary costs. Florian will share these figures.

7. KPIs

- SMT discussed the targets and key performance indicators for SIPRI's strategy for 2024-2029. Dan will revise the document based on SMT input for submission to the Governing Board next week.

8. Staffing / HR

- N/A

9. Next week's SMT agenda

- Besides the weekly recurring agenda items, SMT will also discuss:
 - o Review of SIPRI's policies: First batch
 - o May Governing Board meeting: Final check-in
 - o 2025 Stockholm Forum: Final check-in
 - o Schedule before summer (dates for RCSs, last MMM and SMT meetings before the holiday break, SMT away day, etc.)

10. AOB

- N/A

11. Executive session

- N/A

Action items:

- Kristina to revise and circulate the updated fire safety procedures.
- Sofie to revise and circulate updated drafts of the Anti-Corruption Policy and the Policy on Ethical Due Diligence.
- Dan to revise the KPI draft based on SMT input
- Florian to share figures on the balance between direct and salary costs under the Strategic Grant
- Carried over from last week's minutes:
 - o Karin to meet with DoSs regarding cluster finances

Follow-up items:

- SMT to revisit the date of the June away day (pending Filippo Grandi's visit)
- Strategic fundraising discussion