**Your Logo**

**Local Government Climate Action Network (LGCAN)**

***Workshop 2- Meeting Agenda***

***Date, Time***

**Link to Join the Meeting:**

**Insert Zoom Link**

**Please call in 5 minutes early for a prompt start. Thank-you.**

Please read the attached papers ahead of the meeting.

**Workshop Aims and Outcomes:**

The aims of the workshop are to:

1. **Understand adaptation planning progress so far and post-workshop call for actions**
2. **Further develop the Climate Adaptation Plan Working Group, and**
3. **Utilise staff knowledge to shape the draft adaptation plan; including risk register, vision and action plan.**
4. **Understand the process for feeding in actions ahead of Workshop 3.**

**Please note: This meeting will be recorded solely for the purposes of reporting.**

**Meeting Agenda: Adjust Times and Details as required**

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| **Time** | **Agenda** |
| 13:00 | **Workshop Introduction and Adaptation Planning Progress so Far -** |
| 13:10 | **Group Exercise 1:** *Review and Feedback on* Draft *Risk Register*  *40 Minute exercise, 15 Minute feedback* |
| 14.05 | ***10 Minute Break*** |
| 14:15 | ***Presentation on Draft Vision and Aims –*** |
| 14:25 | ***Presentation on Draft Themes –*** |
| 14:35 | **Group Exercise 2:**Review and Feedback on *Draft Vision, Aims and Themes*  *35 Minute exercise, 10 Minute feedback* |
| 15:20 | **Next Steps and Call for Actions**  *The process for contributing actions and information ahead of Workshop 3* |
| 15:30 | **Close** |