



City of Cambridge Climate Change Vulnerability Assessment

Project Overview

December 14, 2013

Between October 2012 and March 2014, the City will complete its first climate change vulnerability assessment, assisted by consultants under the umbrella of Kleinfelder (KLF). This assessment will include significant data collection and analysis and will engage key audiences throughout. The assessment will serve as the foundation for a subsequent adaptation/resilience planning effort that will focus on working with the community to develop appropriate plans for adaptation to likely impacts.

During the Vulnerability Assessment, the KLF-Cambridge team will engage key stakeholder groups at appropriate stages for these primary reasons:

1. To ensure that neighborhood groups, individual residents, key institutions, infrastructure managers, and businesses in the Cambridge community are aware of the vulnerability assessment effort and its outcomes.
2. To ensure that the technical approaches being used for the analyses are sound and reflect best practices.
3. To acquire data and guidance from key stakeholders on critical components of the analysis.
4. To raise awareness of climate change and vulnerability within the community.
5. To introduce the next phase of the project, the Adaptation/Resilience Plan, and illustrate a path to strengthen the resiliency of the entire community.
6. To support the City and its constituents in basing future decisions regarding climate change on rigorous analysis of risks and vulnerability.

Stakeholder Groups, Broad Approach and Schedule Overview

During the vulnerability assessment, the Project Team will engage three distinct stakeholder groups to share and gather information efficiently and at appropriate levels with different audiences. The Team will manage three types of groups/meetings:

1. A Technical Advisory Committee (TAC) to provide input on behalf of key stakeholders
2. An Expert Advisory Panel (EAP) to review and guide the technical approach
3. All interested residents, students, workers and employers participating in a series of Public Workshops to inform the public about the project and gather local knowledge

Technical Advisory Committee (TAC) Approach

The TAC meetings will be designed to educate key stakeholders (TAC members) about climate change adaptation/resilience, to help build a working relationship between the City and key stakeholders on these issues, and to engender public confidence in the project. Committee meetings will be structured so that the TAC is both learning about Climate Change and contributing knowledge and expertise to the Vulnerability Assessment (e.g., rolling out ICLEI ADAPT ranking system, presenting draft ranking criteria, asking for feedback on analyses to adapt the structure or organization of a group or individual TAC member).



Expert Advisory Panel (EAP) Approach

This advisory group is formed to support the technical approach being used for the project so that it is thorough, integrates recent scientific developments on climate change, and represents best practices. Its purpose is to lend technical legitimacy to the assessment by convening respected experts to review the project's technical approach and assumptions. The EAP should provide a forum for discussion of the best approach, suggestions for further consideration, and identification of resources. The EAP's goal is to help support informed decisions and to help the technical team consider all important elements.

Schedule Overview

The following schedule shows anticipated stakeholder engagement meetings scheduled to coincide with key project milestones, when results will be available to share or when the Project Team needs input on particular topics. As we learn more and the project gets further underway, the Team (in close coordination with the City Steering Committee) may adjust the schedule.

Approximate Date	TAC	EAP	Public
December 2012	TAC Meeting 1 (joint)	EAP Meeting 1 (joint)	
January 2013		EAP Meeting 2	Public Workshop 1
February 2013		EAP Meeting 3	
March 2013	TAC Meeting 2		Public Workshop 2
July 2013	TAC Meeting 3		
September 2013	TAC Meeting 4		
December 2013	TAC Meeting 5	EAP Meeting 4	Public Workshop 3

- TAC and EAP Meeting #1: Kick Off (December 18th)
- EAP Meeting # 2: Climate Change Projections and protocols for analyses (Jan. 22, 3:00-5:00)
- EAP Meeting # 3: Scenario Development. (Targeting week of Feb. 25)
- TAC Meeting #2: Sensitivity Analysis (Targeting week of March 4 or 11)
- TAC Meeting #3: Introduction to Vulnerability & Risk Assessment (ICLEI Ranking). (Targeting week of May 20th or May 27th)
- TAC Meeting #4: Results of Vulnerability & Risk Assessment and Priority Planning Areas (Targeting week of September 16th or 23rd)
- Joint TAC & EAP Meeting #5: Report's recommendation and Introduction to the Adaptation Plan. (Targeting week of December 16, 2014)