

a local climate impacts profile: how to do an LCLIP



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introduction



The challenge of adaptation – responding to the threats and opportunities of future weather and climate – can seem daunting to many. Immediately questions are raised that require an understanding of the scenarios and projections, concepts of risk and uncertainty, and long time horizons, all of which may be new to those tasked with adaptation. Despite this apparent complexity, local authorities are now required to take on the adaptation challenge both on their own behalf and on behalf of their local community.

Starting with the present weather makes for a relatively simple introduction to the longer term complexities of exploring the future and presents a much more manageable task with which to begin to consider adaptation to climate change.

In 2006, UKCIP developed a simple framework for considering the current weather and its impacts which was called a Local Climate Impacts Profile (LCLIP). Since then, around 100 local authorities have begun to develop their own LCLIP. UKCIP's framework was deliberately flexible with the intention that individual authorities could develop their own approach and that we could all learn from these 'experiments'. Early in 2009, a research project* was commissioned to review the wide range of LCLIPs that were now underway. It considered the strengths and weaknesses of the different approaches, and made recommendations for new guidance.

This new set of guidance is UKCIP's response to this research. It recognises that there are many different approaches to understanding current vulnerability but offers more practical guidance for a preferred approach.

This revised guidance:

- **restricts LCLIPs to consideration of the very recent past** and does not advise investigating either the distant past or expected futures;
- **re-enforces the principle that an LCLIP should focus on the consequences** of weather events and on the role of agencies with responsibility for dealing with these consequences, rather than on the weather events themselves.

This new guidance note is intended to provide a brief introduction to the task and can be used by any organisation wishing to review the consequences of recent weather events in a locality. More extensive guidance and a wide set of additional resources, including examples of LCLIPs, can be found on the UKCIP website at www.ukcip.org.uk/lclip.

* Review of local climate impacts profile project and principles. Ecofys, April 2009.

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why do an LCLIP?



The purpose of preparing a Local Climate Impacts Profile (LCLIP) is to raise awareness of current vulnerability to weather events in a particular locality. Understanding current vulnerability is an appropriate starting point for the preparation of an adaptation strategy.

An LCLIP should provide a straightforward list of the main consequences of weather events to which a locality is currently exposed and some understanding of local preparedness amongst those organisations with a responsibility to deliver public services and to respond and assist communities. Information about the direct consequences – what happens as a result of weather events – provides a starting point to raise awareness of risks and to kick-start a more considered approach to dealing with weather and climate impacts.

To understand current vulnerability, it is necessary to gather information on the following:

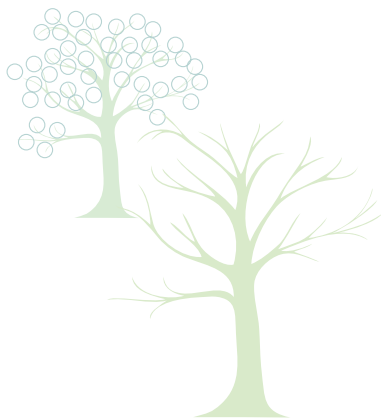
- the nature and the magnitude of the **consequences** of recent weather events;
- the identity of the **agency(s)** responsible for managing the consequences of events;
- the **preparedness** of responsible agencies to deal with the consequences of local weather events;
- the details of the **weather events and impacts** that caused these consequences;
- together, this information will allow an initial judgement to be made on what were **significant** consequences for a local authority/organisation and its locality.

The logical source from which to gather at least some of this information is the local authority – particularly from the records of critical services. However, over recent years it has not been common local authority practice to make the connection between the consequences for a service and the weather event that gave rise to them. Individual officers and staff members may well remember what happened when a particular event occurred, but there is often no institutional memory in the way of formal records. If your organisation does have service records which indicate ways in which the weather had an impact on service delivery, assets, local infrastructure and particular communities, then they can be used to build an analysis of how the organisation and the locality it serves is currently affected by severe weather.

current vulnerability

Assessing your authority's current vulnerability means developing your understanding of how your local authority is already affected by weather (or has been in the recent past). In particular, you will need to identify how the weather has affected the authority's ability to deliver its services, as well as any potential opportunities.

Understanding your current vulnerability is the first step in developing strategies to deal with the conditions that climate change is likely to bring.



If such records are not available, local media can be a good source and starting point for gathering information, not because they are authoritative or reliable sources, but because they have one key attribute – they report on 'what happened' or some of the 'consequences' of weather events. It is the local gossip and human interest that sells local newspapers, often tinged with a critical perspective on the performance of the local council. So, for example, the local media might report that during a flood, four nursing homes were evacuated in the middle of the night with 63 elderly residents transferred to alternative accommodation – some of them twice in 12 hours. They will attribute this to prevailing weather conditions – in this case heavy rain – and give some information on who did what. This is exactly the kind of information we are seeking; not the raw weather data (such as can be obtained from the Met Office) which does not tell us about consequences. For LCLIP, a weather event is significant if it has a consequence for the locality.

main aims

The aims of an LCLIP will vary from one council to another but are likely to include:

- **raising awareness of specific weather and climate risks** and the need to consider adaptation, amongst fellow officers, particularly those in senior management, and those with responsibility for service delivery;
- **raising awareness amongst elected members**, particularly those with portfolio responsibilities for vulnerable communities, critical infrastructure and service delivery;
- **providing the catalyst for further action** within the authority and amongst Local Strategic Partnership (LSP) partners, specifically to encourage serious resource allocation to the development of an adaptation strategy.

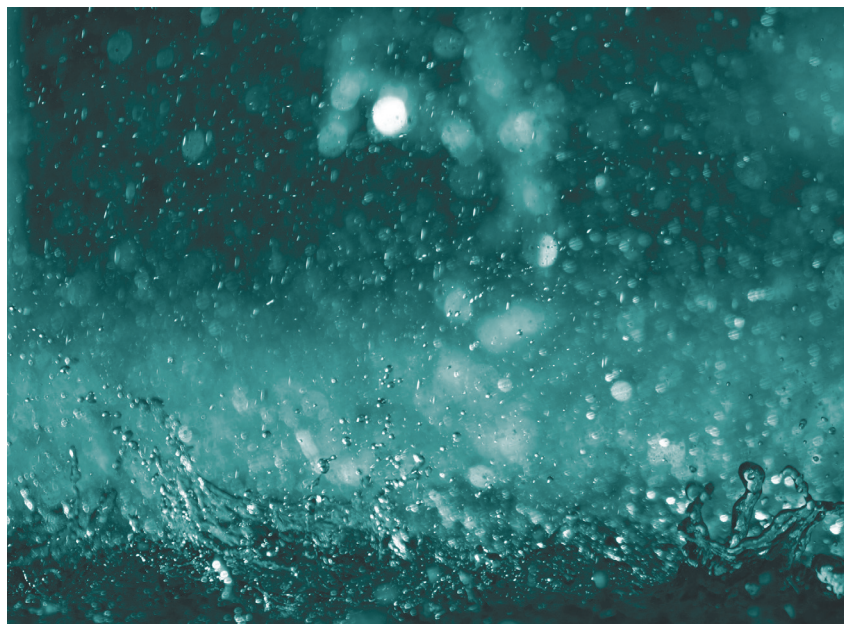


weather or climate?

The weather is a description of the meteorological conditions (rain, sunshine, humidity, etc.) at a particular time and location. Climate is defined as the average weather over a given time, usually 30 years. It can be summarised as “climate is what you expect; weather is what you get.” (Source: Time Enough for Love, Robert A. Heinlein. Berkley, 1974)

An LCLIP asks you to consider the effects of weather now, and in the recent past. It does not consider the consequences of future climate.

Climate change will result in changes to both the extremes and the averages that define our current climate – a good understanding of the consequences of these events will help us prepare for the future. We must prepare to cope with the consequences of severe weather and adapt to the more sustained changes.



There are additional benefits which might be referred to in making the case for undertaking an LCLIP.

- An LCLIP can help to **kick-start the council's conversation** on adaptation. The process of carrying out an LCLIP can be a catalyst for colleagues, service managers, senior staff and elected representatives to consider relevant adaptation issues.
- The outputs of an LCLIP can be available **in a short time**. The time required to carry out an LCLIP need not be more than 2–3 months, although it may take a while to set up depending on the number of agencies involved.
- LCLIPs are relatively **inexpensive**. As a limited exercise the main resource for this work is time for an individual to carry out a media trawl, review in-house records and to discuss the findings with the relevant local authority officers. Internal costs must also include the staff time for discussion and for the management of the process.
- The outcomes of an LCLIP are **readily accessible**. The information gathered is easy to understand and can be shared between colleagues, members, partner organisations and the wider public.

monitoring

Local news stories are an imperfect source of information on the consequences of weather for a locality, for local authorities and for other bodies. Although we suggest using media sources in the absence of readily available service records, the LCLIP exercise should prompt a local authority to consider ways to monitor the consequences of weather and climate in more systematic ways that help to judge their significance both for now and in the future.



the main stages of an LCLIP

1	Project planning stages	Questions and tasks	Further points and ideas to consider
Tools: Agenda 1, E-mail 1, Recruitment guidance, Example project initiation document, Tips for an effective LCLIP (see www.ukcip.org.uk/lclip and click on Tools)			
1.1	Overall purpose Define objectives	Why are you doing an LCLIP?	<ul style="list-style-type: none"> • To raise awareness and tell a story? • To provide an evidence base for further action? • To build partnerships within and without the organisation? • Is this work designed to meet national indicator (e.g. NI 188) criteria? • Identify potential adaptations?
		Who is the primary audience?	<ul style="list-style-type: none"> • Have you got senior management support? • Will the LCLIP help to gain interest in these issues amongst senior staff?
		What will the outputs be? (A report, a spreadsheet, a presentation, other.)	<ul style="list-style-type: none"> • Do you need different outputs for different audiences, i.e. report for senior managers and elected members? • How will you use/present the data gathered?
		How might this information be used?	<ul style="list-style-type: none"> • Presentations to colleagues/elected representatives. • Workshops to identify main issues/risks. • Service planning – short/medium and longer term. • Identifying immediate actions that can be taken. • Defining priorities in adaptation programmes. • Developing approaches with LSP partners. • Part of NI 188 programme. • A contribution to the evidence base for regional strategies.

	Project planning stages	Questions and tasks	Further points and ideas to consider
1.1	Overall purpose continued...	What is the context for this project?	<ul style="list-style-type: none"> • Is it for a single organisation? Consider the implications of a partnership group. • How to run project management for collaborative working? • How does it fit with existing adaptation work in the organisation/partnership/region?
		Who is initiating this LCLIP?	<ul style="list-style-type: none"> • An LCLIP can be initiated by any Directorate within an local authority – it doesn't have to be part of the environmental team. • An LCLIP can be undertaken by many different types or organisations and businesses.
1.2	Define scope	Partnership between local authorities (neighbouring districts/county–district split)	<ul style="list-style-type: none"> • What geographic area will the LCLIP cover? • Regional/sub-regional? • What time period will the LCLIP cover?
		Are there specific geographical features to note (e.g. coastal area)?	
		Are there any sector priority areas (e.g. vulnerable people/ neighbourhoods)?	
1.3	Who is doing the work?	Gathering newspaper based stories. Identifying the list of media sources to be used.	<ul style="list-style-type: none"> • In-house member of staff or temporary appointment, what differences will this choice make? Opportunities/costs.
		Carrying out interviews with staff members.	<ul style="list-style-type: none"> • In-house or temporary appointment – which is best for you and why?
		What non-media sources are there?	<ul style="list-style-type: none"> • Service records etc., what is available, how might it be relevant and useful?
1.4	Any specific constraints to note, e.g. time/resource?	Any opportunities/synergies with other activities?	<ul style="list-style-type: none"> • Making use of reporting cycles/other deadlines within the organisation.

2.	Building a database	Evidence of the consequences of weather events in a locality	
Tools: Guide to local authorities, LCLIP spreadsheet, Search term checklist, Spreadsheet Notes, Tips for effective media searches (see www.ukcip.org.uk/lclip and click on Tools)			
2.1	Are departmental/service specific records of an organisation available?	What kind of data is available for inclusion within LCLIPs? For example, some local authorities have obtained:	<ul style="list-style-type: none">• Air quality records (incidents of exceedence correlated with hot weather).• Insurance claims associated with weather events.• Information on distribution of public telephone enquiries (correlated with dates of weather events).• Emergency responses made to weather related incidents.

	Building a database	Evidence of the consequences of weather events in a locality	
2.1	Are departmental/service specific records continued...	What kind of data is available continued...	<ul style="list-style-type: none"> • Records/costs of road repairs and maintenance due to weather related damage. • Various environmental health records. • Overtime costs associated with dealing with the consequences of weather. • Records of delays/disruption to routine service delivery as a result of weather.
		Do local authority services record details of adverse events and their impacts (i.e. a local flood event and its consequences)?	<ul style="list-style-type: none"> • Costs. • Staff time/absence from work. • Impacts on service operation. • Impact on community. • Implications for service delivery in the future. • Impacts on statutory responsibilities.
		Are records available of routine operational activity, correlated with weather over time?	<ul style="list-style-type: none"> • Reduced cold weather planning. • Changes in grass cutting and salting regimes. • Demand on emergency drainage crews. • Changes in health and safety practices over time. • Introduction of heatwave planning.
		Is it possible to make an association between weather and impacts on service?	
2.2	Identify local media sources.	Identification of relevant media titles (both on-line and hardcopy).	<ul style="list-style-type: none"> • Note geographic coverage of sources used.
2.3	Define information to be captured. Time period covered, ie 5, 10 yr.	UKCIP offers a template. Other spreadsheet examples are on UKCIP's website.	<ul style="list-style-type: none"> • Decide what works best for you. <p>PLEASE NOTE: If using the UKCIP spreadsheet, the customised closed fields, (location, list of relevant organisations) will need to be defined.</p>
2.4	Complete a data search. Catalogue evidence of consequences of weather events as recorded by media in your locality.		

3	Data analysis	Questions and tasks	Further points
Tools: E-mail2, Example interview template, Interview transcript blank, Tips for effective interviews (see www.ukcip.org.uk/lclip and click on Tools)			
3.1	Summarise spreadsheet data	Report on: <ul style="list-style-type: none"> • The weather type (high temperatures, excessive rainfall). • The impacts as a result of the weather (flooding, damage to infrastructure, etc.). • Detail of consequence (summary of what happened). • Location of consequences the date the consequence occurred. • Which organisations responded or were involved in any way. • Initial indication of the significance of the consequences. 	
3.2	Interview relevant local authority colleagues	Gather further information on: <ul style="list-style-type: none"> • events recorded, • costs, • resource costs, • significance, • similar events, • near misses, • responses made, • preparedness, • and immediate relevance to partner organisations. 	After interview check with interviewee for, factual errors, further reflections, anything missed, steps taken as a result, and plans for further action.

4.	Outcomes and an agenda for further work.	Workshops	Risk assessments
Tools: LCLIP summary template, Next steps (see www.ukcip.org.uk/lclip and click on Tools)			
4.1	Produce headline messages	Share departmental findings with key officers. Formal report to management board, senior management team and portfolio holders.	<ul style="list-style-type: none"> • Define focus for particular audiences, i.e. highlight key events and consequences.
4.2	Priority issues/risks	Highlight, from LCLIP, key issues for the authority to consider.	<ul style="list-style-type: none"> • Discuss with colleagues responsible for risk management.
4.3	Produce other LCLIP outputs	Extract the evidence relevant to each Directorate or Department (workshops).	
4.4	Preparedness	Are some Directorates/Departments more able to cope/more prepared?	
4.5	Share messages across the authority (publish on websites), circulate summary report	Publish press releases, summary reports, in line with relevant clearance protocols. Share findings with colleagues in neighbouring authorities, LSP partners, etc.	

For further support, please see LCLIP Gantt chart for detailed project management time-line, available online from www.ukcip.org.uk/lclip.

how to do an LCLIP



a snapshot in time

The following principles summarise the main features of a Local Climate Impact Profile and are consistent with the structure of data collection and the UKCIP spreadsheet, described below. The heart of an LCLIP is what it has to say about the current vulnerability of a particular organisation or locality to recent weather. It is bounded both by its focus on the current (the very recent past) and by the time and resource constraints in carrying out the work. An LCLIP can only be a snapshot in time.

- **Current** The focus is on gathering insights into very recent circumstances faced by local authorities in response to the impacts of weather. We call this current though in fact it means the recent past. The last 5 years is adequate though you may wish to include a further year or two if that includes some significant events.
- **Local** Not only can weather vary according to location, but the impacts and consequences of weather events are mediated by local conditions and characteristics. So the local topography, water courses, physical infrastructure, and features of the local economy and organisational arrangements are important and designed to be captured by the LCLIP approach.
- **Consequences** The principal focus of an LCLIP is the consequences for organisations arising from the weather. The spreadsheet captures weather impact and the consequences arising.
- **Agency** An LCLIP attempts to attribute the consequence of a weather impact to an agency, either in terms of the organisations/services affected or in terms of the organisations with a duty or responsibility to respond. Short and longer term responses may be made by different organisations. Both should be catalogued by the LCLIP spreadsheet.

Different starting points reflect the different responsibilities, scale and local characters of councils, local strategic partnership (LSP) organisations and localities. These differences have a bearing on an organisation's approach to LCLIP.

- **Responsibility** Within the organisations with a duty to respond, LCLIP opens up opportunities to consider different kinds of responsibilities, be they at a political level of community leadership, partnership between agencies, the corporate level (the reputation of a single entity) or the co-ordination of appropriate responses at the departmental and service levels.
- **Vulnerability** As a result of the information gathered under the headings above, it may be possible to make an initial assessment of the degree to which the local authority (or other agency), the services delivered and the populations served are susceptible to and are (un) able to cope with adverse consequences of weather events.
- **Significance** It will not always be easy to assess the significance of any consequences, but if possible, the LCLIP exercise should include some attempt to consider which consequences are important. This will require the use of multiple criteria; 'hard' data such as financial costs or loss of service and 'softer' criteria such as risk to reputation.

starting point

Each organisation embarking on LCLIP will have its own starting point that will frame LCLIP work. For example, the primary purpose for undertaking an LCLIP might be to:

- **take a first step** into adaptation activity; here LCLIP work is intended to help define a subsequent programme of work;
- **develop a story** to tell (to colleagues, service managers, elected members, LSPs) about the consequences of weather events for organisations in a known locality;
- **prepare the ground** as part of a longer term adaptation programme, i.e. such as progress with NI 188; here LCLIP is used as a vehicle to gather information about known weather events and their consequences in order to make explicit existing vulnerabilities, for a whole organisation or an LSP;
- **consolidate existing but disparate evidence** available; here LCLIP is used as a focus to bring together evidence from different departments (insurance costs, salting outings, grass cutting regimes) and services in order to organise and share information about the consequences of weather events for an organisation and its partners; and
- **to create a focus** for partnership work, with neighbouring authorities and LSP partners.

However, the principles of an LCLIP can be applied to all sorts of organisations, at every scale, for different service activities and for different kinds of assets and infrastructure. Indeed the function of LCLIP is to bring out these organisational characteristics. It is also possible that an LCLIP exercise might identify consequences that are not a recognised responsibility for any local organisation, but fall beyond or between the scale, boundary or activities of the existing institutions.



objectives

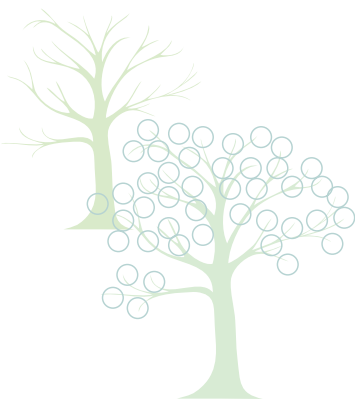
The principal objective of an LCLIP is to ascertain current vulnerability in a local area. This can be achieved by:

- **highlighting the most obvious examples** of the impacts and consequences of weather and climate;
- **establishing comprehensive evidence** of the depth and breadth of these issues;
- **looking for the shocks** to/weak points in the system; or
- **cataloguing relatively low impact** but repeated weather events.

It might also identify:

- threats that affect an organisation at the corporate level, (costs, insurance risks);
- common issues across several departments (risks to IT systems, threats to assets such as properties);
- common issues across partnership groups of local authorities/LSPs;
- particularly vulnerable service areas or processes (social care, home-visit based services);
- locations that are repeatedly affected; and
- vulnerable groups within the local population or in particular locations.

It is important that the information collected suits your purposes. LCLIPs provide a flexible methodology that can be shaped to match organisational objectives.



organisational approaches

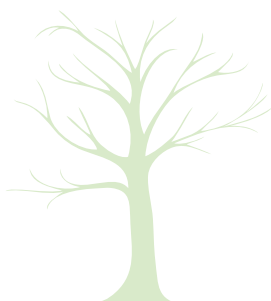
Partnerships There can be benefits in undertaking LCLIPs as part of a partnership on a countywide or even a sub-regional basis. Collaborative projects can allow better opportunities for learning from peers, comparing and discussing results, sustaining interest and momentum in the project and its outcomes and in defining further priorities and work arising from the LCLIP. A regional focus can further the engagement of regional bodies. However, LCLIP projects on this scale require good commitment from the local authorities, effective project management and leadership. Partnerships involving non-government organisations such as the local media, universities or community organisations have also been effective in developing LCLIPs. (See LCLIP case studies on UKCIP's website for more information.)

Workload Because LCLIP work is, in most cases, an addition to the 'day job' of local authority officers*, an LCLIP can be regarded as a discrete task and many councils have used a temporary external appointment (a graduate or post graduate) to compile the evidence. Even with an external appointment, a good LCLIP will require careful preparation and forethought to ensure it meets the objectives set. An external appointment cannot be expected to have the 'institutional know how' to slot into and take advantage of current work programmes and ways of working without local authority officer support.

Timescale In some ways the less time allowed for an LCLIP the better. That is to say, less time helps reduce unnecessary complication and helps to keep a tight focus on manageable outcomes. Of course, there can be no definitive statement on how much time should be allowed, but in principle, LCLIPs are short-term projects and 12 weeks allows enough time for basic coverage of the tasks involved. The following is a rough guide:

- Preparation 1–2 weeks
- Evidence gathering 2–3 weeks
- Interviews 2–3 weeks
- Writing up and reporting 2–3 weeks

More time can be afforded if a more extensive brief for an LCLIP is desired. Time for recruitment will have to be added if employing an external researcher.



Officer involvement The main consideration here is the role of the officer responsible for managing this work and the extent of their direct involvement in the project, alongside the tasks that can be allocated to an external appointment described here as the 'researcher'. Typically this has involved payment for the employment of a researcher for a period of approx, 2–3 months.

* Please note that an LCLIP type process is specified as part of National Indicator 188 and therefore might now be considered a mainstream activity.

In addition to the kind of commitment that helps to engage senior management, make connections and spot opportunities, the tasks for the officer managing this work might include:

- defining the objectives and brief,
- appointing the researcher,
- preparing a project initiation document,
- briefing colleagues,
- preparing the information gathering methods (e.g. spreadsheet),
- booking time with colleagues for interviews,
- project reporting to colleagues and partners,
- managing the researcher and the whole process, and
- preparing summary report/press release/other materials.

However, the most significant decision here is likely to be over the interview element of the project, whether to use (a) the external researcher, (b) a council officer, or (c) a combination of both, to carry out interviews. Which option would work most effectively to gather further information on costs, impacts on resources and immediate responses made as a result of weather affecting services? Which option has greater potential to open up discussions of how weather related issues are currently considered within that particular service/organisation?

There is much value to be gained from the process of the LCLIP – of contacting and interviewing colleagues about these issues. This value may be better realised if an officer can take some part in interviews rather than leaving the task to an external researcher. On the other hand, an external researcher may be regarded by LA colleagues as a more impartial observer of the issues under discussion.

Tools The **LCLIP spreadsheet** has been designed to capture information that will provide useful messages for the local authority, and assumes that local newspaper reports are the principal source of data. It takes a weather-related news story and builds up information on the reported weather event and the consequences, i.e. what happened as a result, how organisations such as local authorities were affected and how various services responded. This detail is not generally recorded as part of routine service delivery, but it is the basis for building a picture of how local authorities currently deal with the impacts of weather events.

The spreadsheet method has been chosen because it allows data to be sorted using different criteria, such as date, location, weather type, consequence, responsible agency, significance, etc. These outputs can then be used as the principal evidence for inclusion in the final report. UKCIP guidance includes definitions of the data to be assembled in each column and suggestions on the categories to be used in recording data in each column. These categories will facilitate data-sorting in the analysis stage.



The detail of the consequences and their impact on service delivery can be explored, used as a basis for subsequent interviews with local authority staff and added to other sources of information and other available records where these exist. The spreadsheet will yield the following:

- A list of consequences that have occurred in the locality over the time frame covered.
- A list of the organisations or responsible agencies required to make a response or affected by the consequences that occurred. (This might be the local authority as a whole, a local authority department or service area or another organisation such as an LSP partner.)
- A qualitative assessment of the significance of the consequence according to risk criteria current within the local authority or by a simple grading (high, medium, low) for the organisation affected or required to act.

In addition, the spreadsheet will also be able to sort data and report on:

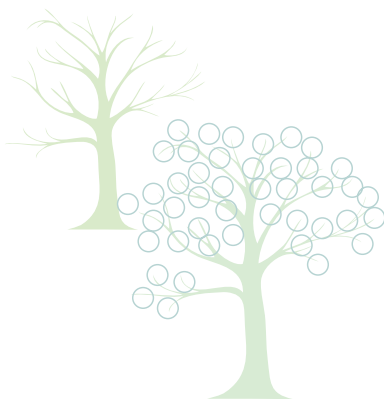
- the weather type (high temperatures, excessive rainfall),
- the impacts as a result of the weather (flooding, heatwave, etc.),
- detail of consequence (summary of what happened),
- location of consequences (using a predefined list determined locally),
- the date the consequence occurred.

Additional columns can of course be added to include space to record additional comments/notes in free text. There is no specific need to gather local weather data. In fact this has proved to be a major distraction in some previous LCLIPs.

Interviews with local authority staff The purpose is to explore with selected service managers or other staff further detail of particular incidents or, if that is not possible, events similar to those outlined in the spreadsheet. It is likely that an individual interview will not provide the considered assessment of a service/department/directorate overall. It will most likely be a partial account, but nevertheless can offer good insight and provide a starting point for subsequent risk assessments. Who and how many colleagues to interview will depend on time and availability, suffice to say that the interviews are not intended to be a comprehensive exercise rather they are an opportunity to gather further information and to gain insight on the consequences for services.

Interviews might shed light on:

- financial costs incurred,
- additional staff resource required,
- effects on service operation,
- any 'catch up' period, i.e. time taken to re-establish normal routines,
- effects on the community,
- implications for service delivery, and
- related services affected, i.e. referred actions.





With the service manager, it may be possible to rate the impact in terms of

- person hours,
- costs,
- reputation,

and arrive at a (preliminary) judgment about the **significance** of the incident for the service affected.

Service managers (local authority colleagues) may not have further details on the specific events referred to in the spreadsheet – this lack of information is important to note. Is it an omission? Was it not considered significant enough to record? Or is it that the recording framework doesn't register weather related events as a cause for service disruption?

In terms of preparations or adaptations should similar events occur again, have extra provisions been made or alternative actions decided upon? If so, can they be defined in terms of:

- building adaptive capacity, for example changes to policies, additional training, workshops, consideration of risk; and
- taking adaptive action – changes to buildings, infrastructure, to locations, to operational practice.*

Service managers may offer additional insights and indeed should have an opportunity to reflect further on their comments (by reviewing transcripts, interview notes or similar). These interviews can allow busy officers a first opportunity to consider and report on these issues and may help to draw attention to a longer term goal of taking account of adaptation as part of regular service planning.

* For fuller explanation of this terminology see the NI 188 Guidance on Preparing to adapt to Climate Change. <http://www.defra.gov.uk/corporate/about/what/localgovindicators/documents/ni188-guidance-2008.pdf>

outputs of an LCLIP

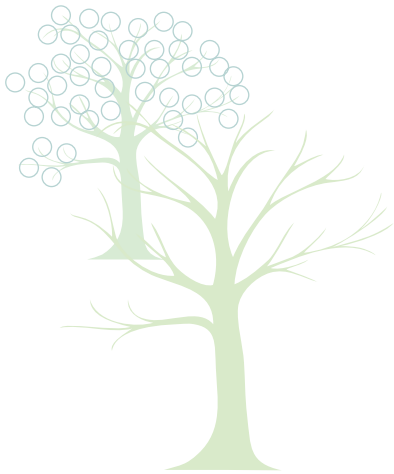


An LCLIP can deliver the following evidence.

- **A schedule of consequences of weather events**, the responsible agencies and their experience in seeking to cope with and manage the consequences. This can be presented as quantitative data in graphs, charts or tables and qualitative headline findings.
- **An analysis of important variables**: date, location, weather type, impact type, consequences, responsible agency and perceived significance, (all derived from spreadsheet and presented as bar charts/pie charts etc.). This can be presented in the form of a report, presentation or webpage.
- **A summary of the discussion** and commentary on the significance of consequence, performance and preparedness (based on newspaper trawl, analysis, interviews and other inputs). This can be presented in a report or presentation and/or interview summaries.

Together these provide insights into current vulnerability and provide the platform from which to define further adaptation work. The process of carrying out the LCLIP and the use of the outcomes can help to raise the profile of adaptation within the organisation. Reference is made to the creation of an LCLIP or equivalent in the NI 188 Guidance* as part of the contribution to 'identifying current vulnerability'.

* "An LCLIP can demonstrate physical vulnerabilities specific to the locality, but can also identify the extent to which the community is prepared and able to respond now (i.e. to deal with current weather events)." Guidance Notes for NI 188 Version 1.7: 15 April 2009 19.



LCLIP outputs could include:

- a short report highlighting key issues for the organisation;
- briefing note (for elected members);
- a presentation illustrating the main messages, to be shared within the organisation and (LSP) and other partners (for workshops, briefings and other events);
- an event or a series of events which share the outcomes with a variety of audiences both internal and external;
- a spreadsheet plus report sheets that break the results down according to the service/responsible agency;
- bar charts, pie charts, graphs, photographs and other graphic material;
- an article in the local newspaper;
- an article in the in-house journal;
- a posting on the local authority website;
- an internal report which provides an agenda of issues that might improve current preparedness of the organisation and a suggested programme for further investigation.



next steps

There are three broad categories of actions that can build upon the LCLIP results. These can be classified as:

- **Taking action** using LCLIP findings to make the case for current and future adaptation, creating capacity for the development of an adaptation strategy or climate change action plan looking at future risks and opportunities.

Tools:* Adaptation Actions, Identifying adaptation options, Costing the impacts of climate change, Principles of good adaptation, the BRAIN, Nottingham Declaration Action Plan.

- **Looking forward and assessing risk**, comparing LCLIP findings with UK Climate Projections, identifying thresholds for vulnerabilities and their probabilities in future periods, performing workshops or a risk assessment on the key vulnerabilities identified, and incorporating climate change/weather related risks into existing risk assessment frameworks and strategies.

Tools:* UKCP09, Socio-economic Scenarios, UKCIP Adaptation Wizard, Risk Framework, BACLIAT.

- **Collecting more evidence** and continuing to monitor the impacts and consequences for the organisation/partners of current weather events, identifying and gathering further records, costs and other data that might be available in house, and formulating further methods of analysis.

Tools:* LCLIP Case Studies, sample monitoring template

Contact: Local Authorities Project Officer, UKCIP, Tel: 01865 285717, email: enquiries@ukcip.org.uk



annex: resources to support LCLIP

Please see UKCIP website for the full set of LCLIP support materials, including:

- LCLIP Gantt chart
- LCLIP guidance 2009
- Agenda 1 (identifying the goal/s and scope of the LCLIP)
- Climate change & local communities – how prepared are you? report
- E-mail 1 (future-proofing our organisation)
- Example project initiation document
- Introduction to LCLIP presentation
- Tips for an effective LCLIP
- Recruitment guidance
- Guide to local authorities
- Impacts of climate change guidance
- LCLIP spreadsheet (macro enabled + macros not enabled versions)
- Search term checklist
- Spreadsheet notes
- Tips for effective media searches
- UKCP briefing note guidance
- E-mail 2 (for prospective interviewees)
- Example interview template
- Interview transcript (blank)
- Tips for effective interviews
- LCLIP summary template
- Next steps
- Example press releases
- Example webpages





UK Climate Impacts Programme

The UK Climate Impacts Programme (UKCIP) works at the boundary between research and society on the impacts of climate change and on adapting to those impacts, helping organisations to adapt to inevitable climate change. Since 1997 UKCIP has been working with the public, private and voluntary sectors to assess how a changing climate will affect a range of businesses and organisations.

UKCIP can help you plan to adapt, so that you can prepare for negative impacts, and take advantage of any positive ones.

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