

| Key Activities | Sub-activities | Deadlines/Timeframe | City Focal Point |
|---|--|-------------------------------------|-------------------------------|
| LCCAP Enhancement | Workshop 1: First 4 Steps & GHG Training (LCCAP Core Team-25 pax) | 4-8 December 2017, Big 8 | Helen and Johnson |
| | Workshop 2: Steps 5-9 | 8-12 Jan 2018, Big 8 | Helen and Johnson |
| Consolidation of data, map requirements | Setting up a drive for the consolidation of data and map requirements | 30 November 2017 | Johnson and Mark |
| Letter request from the Mayor's Office for LCCAP assistance | | 24-25 October | Sharon |
| Documentation of the first city workshop | c/o UN Habitat | | |
| 2 nd Project Training Workshop | | February 2018, 3 rd week | |
| Project support: - Issuance of EO for the creation of the City Technical Working Group - Provision of space for the project/ city | Send to UN-Habitat Team the EO on the creation of the City Technical Working Group Provide desk and chair | November 15, 2017 | Johnson Lucia Damolo & |