

Urban risk assessments for UIIF project cities

Brief for ICLEI SAMS and MECS URA conclusion workshop

We are excited to welcome you to the ICLEI Urban Risk Assessment (URA) conclusion workshops, taking place in **Mexico City**, from **2-5 December 2025**. This is part of the wider UIIF roadmap. To support the URA engagement, Guy Carpenter and Marsh are hosting this workshop alongside ICLEI. Your involvement is greatly appreciated, and we eagerly anticipate your contributions to this important event.

Guy Carpenter and Marsh are businesses of Marsh McLennan, the world's leading advisor in people, strategy and risk. They are working together directly with ICLEI, namely for this workshop, the South American Secretariat (ICLEI-SAMS) and the Mexico, Central American and Caribbean Secretariat (ICLEI-MECS), to support the design and development of alternative disaster risk financing options for 10 cities.

Logistics

The date of the workshop has been confirmed as: **2-5 December 2025**

The location of the workshop has been confirmed as: **Mexico City**

For **external attendees** not attending the workshop in-person, the sessions on Days 1, 2, and 4 will be live-streamed with interpretation and will allow for interactive engagement.

[Day 1 Zoom link](#)

[Day 2 Zoom link](#)

[Day 4 Zoom link](#)

Day 3 **will not** be open to external attendees, only UIIF cities that were not able to make it to the workshop. For UIIF cities in need of interpretation on Day 3, please see these Zoom links:

- Interpretation link for MECS cities in the **afternoon** ([Zoom link here](#))
- Interpretation/hybrid link for SAMS cities in the **morning** ([Zoom link here](#))
- Interpretation/hybrid link for SAMS cities in the **afternoon** ([Zoom link here](#))

Simultaneous translation between Spanish, Portuguese, and English will be offered throughout the workshop.

Key contacts

If you have any questions or need further assistance, please do not hesitate to reach out to ICLEI at:

- SAMS Regional Office: Bethânia de Almeida Boaventura bethania.boaventura@iclei.org, Stephania Aleixo stephania.aleixo@iclei.org
- MECS Regional Office: Phillip Fraser phillip.fraser@iclei.org, Paulina Soto paulina.soto@iclei.org
- World Secretariat: David Jacome-Polit david.jacome-polit@iclei.org, Anina Hartung anina.hartung@iclei.org

Aims of the workshop

We anticipate that by the conclusion of the workshop, cities will have clearly defined key takeaways. Our goal is to ensure that participants leave with a comprehensive understanding of the discussions and a plan for implementation in their respective cities.

Day 1 (all cities): URA overview provided and summary of risk management and mitigation outputs across the 10 cities, including hazard modelling and loss quantification. Cities to present lessons learned through the URA and present their insurance solution focus.

Day 2 (all cities): An overview of disaster response and recovery assessment, adaptation and resilience assessment, risk management/ mitigation roadmap, and risk pool mechanism.

Day 3 (alternating format between regions): During the morning, rotational break-out sessions will be conducted with each SAMS city in parallel rooms, and at the same time, MECS cities will participate in collective ICLEI sessions/ seminars. In the afternoon, this will switch

Day 4 (all cities): Wrap up and collective reflection on lessons learned, key takeaways, and next steps for the UIIF project

The agenda provided makes reference to component and workstreams aligned to the URA activities, for example C2 WS3 refers to component 2 workstream 3. A summary can be found below:

Component 1

WS1: Peril prioritisation

WS2: Solution options

WS3: CDRFI / legal overview

Component 2

WS1: Exposure modelling & loss quantification

WS2: Disaster response & recovery

WS3: Disaster risk reduction and adaptation

WS4: Insurance solution options

Component 3

WS1: Insurance Solution Options

WS2: Disaster Risk Reduction Measures

Pre-work request to the cities

We kindly request that each city prepare a 10 to 15-minute presentation addressing the following points:

- The insurance solution option(s) chosen aligned with the scope outlined in Annex B
- Rationale behind the city's decision regarding this scope, supported by examples from previous events
- An overview of how the city intends to utilise the insurance payout funds

Further to this, the morning of day 4 has been dedicated to a city-led feedback and reflection session, highlighting city perspectives, closing remarks, and next steps. It is expected that the cities bring their thoughts to this session.

For your presentations during the workshop event, if you would like to show materials via a PowerPoint, kindly send them to Lucy Gates, Lucy.Gates@marsh.com by November 24th.

- Please note that city presentations can be provided in English, Spanish or Portuguese
- Please inform us if your presentation includes videos or special animations so that we can test before the session
- If your presentation requires internet access, please notify us beforehand so we can make the necessary arrangements
- Please bring a backup copy of your presentation

DAY 1 | Tuesday, December 2 – URA Overview and City Presentations

Full Day – 09:00 to 17:25 | All Cities – Seminars and Plenary Sessions

Location: [Laila Hotel Mexico City Reforma](#)

Day 1 Zoom link

Time	Session / Topic	Session Lead	Audience	Timing
09:00 – 09:30	Arrival and Refreshments	-	All cities	30min
09:30 – 10:00	Greeting and Onboarding (materials to be shared)	All	All cities	30min
10:00 – 10:45	Introductions and Aims/ Objectives of the Workshop	All	All cities	45min
10:45 – 11:00	Coffee Break and Informal Networking			15min
11:00 – 11:30	Overview of UIIF	ICLEI	All cities	30min
11:30 – 12:30	Overview of Urban Risk Assessment	Marsh	All cities	1h
12:30 – 14:00	Lunch Break			1h30
14:00 – 14:30	Insurance solution options and scoping (C1)	Marsh	All cities	30min
14:30 – 15:00	Hazard modelling and loss quantification (C2 WS1)	Marsh	All cities	30min
15:00 – 15:15	Coffee Break		All cities	15min
15:15 – 17:15	Each city to present their insurance solution options (10 mins per city)	All cities	All cities	2h

17:15 – 17:25	Set-Up for Day 2	Lucy	All cities	10min
18:30 – 20:30	Post-workshop welcome drink with all workshop participants in the Laila Hotel			

DAY 2 | Wednesday, December 3 – Summary of Risk Management and Mitigation Outputs and Insurance Solution Focus

Full Day – 09:00 to 17:10 | All Cities – Seminars and Plenary Sessions

Location: [Laila Hotel Mexico City Reforma](#)

[Day 2 Zoom link](#)

Time	Session / Topic	Session Lead	Audience	Timing
09:00 – 09:10	Overview of Day 2	Marsh	All cities	10min
09:10 – 10:00	Overview of risk transfer and insurance	Guy Carpenter	All cities	50min
10:00 – 11:00	Disaster risk funding guide, insurance solution roadmap (C3 WS2)	Guy Carpenter/ Marsh	All cities	1h
11:00 – 11:15	Coffee Break			15min
11:15 – 11:45	Risk pool mechanism	Faber Consulting	All cities	30min
11:45 – 12:00	Q&A on risk pool mechanism	Faber Consulting	All cities	15min
12:00 – 13:30	Lunch Break			1h30
13:30 – 14:15	Disaster Response and Recovery Assessment (C2 WS2) – open discussions will be held around findings and lessons learned from the cities	Marsh	All cities	45min
14:15 – 15:00	Adaptation and Resilience Assessment (C2 WS3) – open discussions will be held around findings and lessons learned from the cities	Marsh	All cities	45min
15:00 – 15:15	Coffee Break			15min
15:15 – 15:45	Risk Management / Mitigation Roadmap (C3 WS1)	Marsh	All cities	30min
15:45 – 16:45	Presentation on the importance city level	Guest speaker	All cities	1h

	action			
16:45 – 16:55	Set-Up for Day 3	Guy Carpenter / Marsh	All cities	10min

Please note that the workshop location will change on Day 3.

DAY 3 | December 4 – Rotational break-out Sessions (each city) and Collective ICLEI Sessions

Location: [Torre Mayor office](#) (for SAMS cities in the morning)

Morning – 09:00 to 12:40 | Rotational Break-Out Sessions with each city (SAMS Cities) & Collective Sessions (MECS Cities)

The workshop will follow an alternating format between regions. During the morning, rotational break-out sessions will be conducted with each SAMS city in parallel rooms. At the same time, MECS cities will participate in collective ICLEI sessions/ seminars. Each SAMS city will rotate across five rooms (40 min per session + 5 min transition), while MECS cities attend joint plenary presentations. This structure allows both regional groups to engage simultaneously.

Morning – Rotational Break-Out Sessions (SAMS Cities): Each city rotates through all five rooms in sequence; sessions run simultaneously. Total block: 3 h 40 min including short transitions				
Time	Session / Topic	Session Lead	Audience	Timing
09:00 – 12:40	City specific outcomes – Risk management/ mitigation roadmap (C2 WS2&3 and C3 WS1)	Marsh	SAMS City 1	40min/ city
09:00 – 12:40	City specific outcomes – Insurance Solution Roadmap (C3 WS2)	Guy Carpenter	SAMS City 2	40min/ city
09:00 – 12:40	City specific outcomes – Peril & Loss Modelling (C2 WS1)	Guy Carpenter	SAMS City 3	40min/ city
09:00 – 12:40	Strategic Financing Dialogues for Adaptation	ICLEI WS + SAMS	SAMS City 4	40min/ city
09:00 – 12:40	ICLEI Feedback session	ICLEI SAMS	SAMS City 5	40min/ city
12:45 – 13:45	Lunch Break (at the Laila Hotel Mexico City Reforma)			

Location: [Laila Hotel Mexico City Reforma](#) (for MECS cities in the morning)

Morning – Collective Sessions (MECS Cities)

Time	Session / Topic	Session Lead	Audience	Timing
9:00 – 11:00	ESMS – Environmental and Social Management System Overview	GITEC	All cities MECS	2h
11:00 – 11:15	Coffee Break and Informal Networking			15min
11:15 – 12:00	UAFF presentation	ICLEI WS + MECS	All cities MECS	45min
12:00 – 12:45	National Institute of Ecology and Climate Change - INECC	Invited Speakers + ICLEI MECS	All cities MECS	45min
12:45 – 13:45	Lunch Break (at the Laila Hotel Mexico City Reforma)			

Afternoon – 13:40 to 17:40h | Rotational Break-Out Sessions with each city (SAMS Cities) & Collective Sessions (MECS Cities)

Location: [Torre Mayor office](#) (for MECS cities in the afternoon)

In the afternoon, the groups switch. Rotational break-out sessions will be held with each MECS city in parallel rooms, while SAMS cities participate in the collective ICLEI sessions. This alternation ensures equal participation opportunities for all participants.

After all the parallel sessions, the Day 3 will be finished with a “Workshop Key Takeaways and Set-Up for Day 4” for all the cities MECS and SAMS, led by Guy Carpenter / Marsh.

Afternoon – Rotational Break-Out Sessions (MECS Cities): Each city rotates through all five rooms in sequence; sessions run simultaneously. Total block: 3 h 40 min including short transitions				
Time	Session / Topic	Session Lead	Audience	Timing
13:45 – 17:25	City specific outcomes – Risk management/ mitigation roadmap (C3 WS1)	Marsh	MECS City 1	40min/ city
13:45 – 17:25	City specific outcomes – Insurance Solution Roadmap (C3 WS2)	Guy Carpenter	MECS City 2	40min/ city
13:45 – 17:25	City specific outcomes – Peril & Loss Modelling (C2 WS1)	Guy Carpenter	MECS City 3	40min/ city
13:45 – 17:25	Strategic Financing Dialogues for Adaptation	ICLEI WS + MECS	MECS City 4	40min/ city
13:45 – 17:25	ICLEI Feedback session	ICLEI MECS	MECS City 5	40min/ city

17:30 – 17:40	Set-Up for Day 4	Guy Carpenter / Marsh	All cities (SAMS & MECS)	10min
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Location: [Laila Hotel Mexico City Reforma](#) (for SAMS cities in the afternoon)

Afternoon – Collective Sessions (SAMS Cities)				
Time	Session / Topic	Session Lead	Audience	Timing
13:45 – 15:45	ESMS – Environmental and Social Management System Overview	ICLEI WS/LFS	All cities SAMS	2h
15:45 – 16:00	Coffee Break and Informal Networking			15min
16:00 – 16:45	UAFF presentation	ICLEI WS + SAMS	All cities SAMS	45min
16:45 – 17:30	Roundtable discussion From Financing to Implementation: The Reality of Resilience in South America	Invited Speakers + ICLEI SAMS	All cities SAMS	45min
17:30 – 17:40	Set-Up for Day 4	Guy Carpenter / Marsh	All cities (SAMS & MECS)	10min

DAY 4 | Friday, December 5 – Wrap-Up Morning (Half-Day Extension)

Location: [Laila Hotel Mexico City Reforma](#)

[Day 4 Zoom link](#)

Morning – 09:00 to 12:00 (All Cities – SAMS & MECS Joint Session)

This final morning will bring together all participating cities and partners for a collective reflection on lessons learned, key takeaways, and next steps for the UIIF project. The session will serve as a space for joint evaluation, networking, and strategic alignment among ICLEI, Guy Carpenter/Marsh, and city representatives.

After the Final Closing Remarks and Networking Session with all the cities, an internal debriefing and reflection meeting will be held among ICLEI teams (WS, SAMS, MECS) and Guy Carpenter/Marsh to review workshop outcomes, coordination, and next implementation steps.

Time	Session / Topic	Session Lead	Audience	Timing
09:00 – 09:30	Workshop Key Takeaways	Guy Carpenter / Marsh	All cities (SAMS +	30min

			MECS)	
09:30 – 11:00	Cities Reflection and Feedback Forum <i>Interactive dialogue with city representatives to discuss key learnings, shared challenges, and future pathways for implementing UIIF outcomes</i>	ICLEI	All cities (SAMS + MECS)	1.5h
11:00 – 11:30	Final Closing Remarks and Next Steps <i>Joint closing by ICLEI and Guy Carpenter summarizing achievements, next actions, and long-term collaboration opportunities</i>	ICLEI / Marsh / Guy Carpenter	All cities (SAMS + MECS)	30min
11:30 – 12:00	Informal Farewell / Networking / Group Photo <i>A moment for Informal networking and exchange among cities, ICLEI teams, and Guy Carpenter/Marsh to strengthen inter-city collaboration and partnerships</i>	ICLEI / Marsh / Guy Carpenter	All cities (SAMS + MECS)	30min

Post-Workshop Follow-Up

Following the conclusion of the workshop in Mexico City, an Internal Debriefing and Reflection meeting will be held virtually within one to two weeks. This session will bring together ICLEI WS, ICLEI SAMS, ICLEI MECS and Guy Carpenter/Marsh teams to review the main takeaways, coordination lessons, and next steps for the implementation phase. The virtual format will allow all teams to participate in a more rested and reflective manner, ensuring a good evaluation of the event outcomes.