R2

Dear

Thank you for your willingness to be part of the Delivering Net Zero workshop on **8th June.**In preparation there are now a number of documents that we need to share with you.

You will find attached to this email a participant information sheet, an equality and diversity monitoring form and two consent forms.  Once you have read the information sheet, we would ask you to complete each of the consent forms as appropriate, the equality and diversity monitoring form and to return them to [clare.quigley@cultivatein.co.uk](mailto:clare.quigley@cultivatein.co.uk) by **24 May**. There is also a short pre-work exercise in preparation for the workshop and it would help us if you could complete and also return this to Clare by **24 May**.

We will email you an Agenda and the zoom meeting link w/c **17th May**.

For context and further information about the Delivering Net Zero Project, here’s a link to a set of six ‘background documents’ that we have created as framing for the project:

<https://www.deliveringnetzero.org/background-documents> These are each designed to be short ‘state of the art' summaries that can be read with minimum effort.

On our website is a description of our project: <https://www.deliveringnetzero.org/the-project>

If you have any questions, please do not hesitate to contact us.

Best regards

Clare

Hi

Just a gentle reminder.  We recently invited you to participate in a workshop for the [Delivering Net Zero project](http://www.deliverinnetzero.org/) and we haven’t yet received a response from you. Please see attached invitation.

We would value your input. Please can you email [clare.quigley@cultivatein.co.uk](mailto:clare.quigley@cultivatein.co.uk)  by Friday 7th May to let us know whether you are able to attend.

Best regards

Clare

R1

Dear

Please find attached the participant pack for the DNZ Workshop on 26th February.  This consists of

* Workshop Agenda
* Supplementary information sheet
* Consensus cards (which will be used during the workshop). Please print a copy of the consensus cards A4 sheet and cut out the four cards.

Hopefully you have already received:

* Participant Information Sheet
* Consent forms x2 (Please complete if you haven’t already done so and email back to me by **19th Feb**)
* Pre-work exercise or Spokes information (depending on your role)
* Link to the six background documents

Please let me know if you are missing any of these.

Look forward to seeing you on **26 February**