

Stakeholder Participation Guide

PART I: INTRODUCTION, OBJECTIVES, DEFINITION AND STEPS



Introductory Guide

Impact Assessment Methodologies

Greenhouse gas impacts

- Renewable Energy
- Buildings Efficiency
- Transport Pricing
- Agriculture
- Forestry

- Sustainable Development
- Transformational Change
- Non-State and Subnational Action

Process Guidance Documents

- Stakeholder Participation
- Technical Review

Overview of the methodology

Part I: Introduction, objectives and key concepts

Understand the purpose and applicability of the guide (Chapter 1)
Determine the objectives of stakeholder participation (Chapter 2)
Understand key concepts, elements and principles (Chapter 3)



Part II: Key elements of effective stakeholder participation

Develop a stakeholder participation plan (Chapter 4)
Identify and understand the stakeholders of the policy (Chapter 5)
Create multi-stakeholder bodies (Chapter 6)
Provide information to stakeholders throughout the policy design and implementation cycle (Chapter 7)
Design and conduct consultations throughout the policy design and implementation cycle (Chapter 8)
Establish a grievance redress mechanism (Chapter 9)



Part III: Reporting

Report how stakeholder participation was designed and conducted (Chapter 10)

Overview

Part I: Introduction, Objectives and Key Concepts

Understand purpose and applicability of the guide (Chapter 1)

Determine the objectives of stakeholder participation (Chapter 2)

Understand key concepts, elements and principles (Chapter 3)

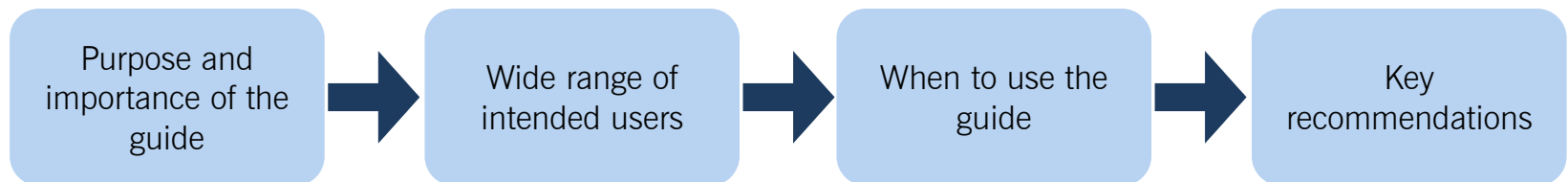


This button indicates a key recommendation

This is an interactive panel: navigate by clicking on a particular step

Chapter 1. Introduction

Broad stakeholder participation is essential for fostering greater transparency, effectiveness, trust and ambitions in policies and actions.

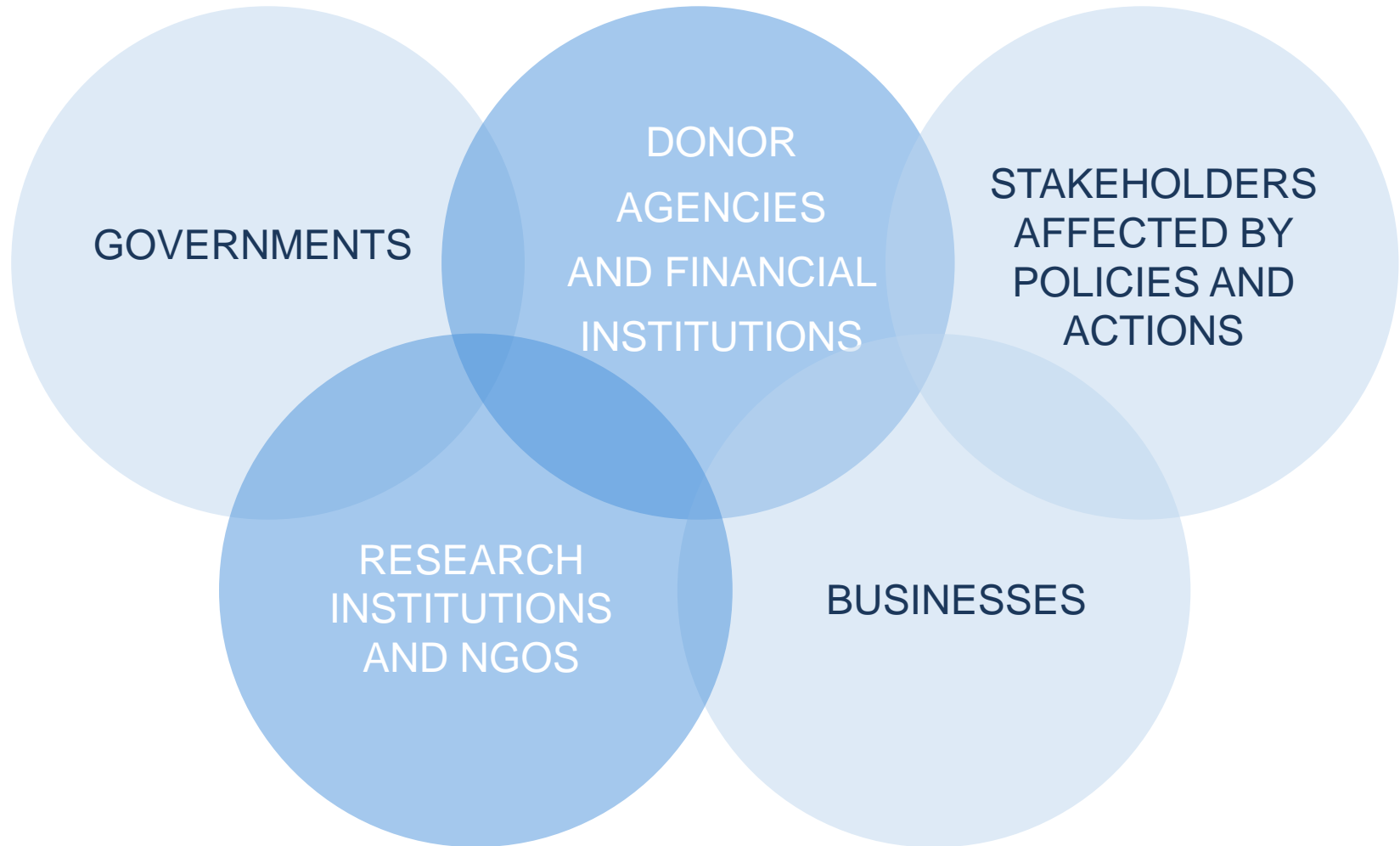


Purpose and importance of the guide

Help users **conduct effective stakeholder participation** in support of the impact assessment methodologies.

- **Raise awareness** and enable better understanding for all parties involved
- Build **trust, collaboration**, shared ownership and support for policies
- Address stakeholder perceptions of risks and impacts, and **reduce negative impacts** and enhance benefits for all stakeholder groups
- Enhance the credibility, accuracy and **comprehensiveness** of the assessment, drawing on diverse expert and local knowledge
- Enhance transparency, **accountability** and legitimacy
- Enable **enhanced ambition** and finance by strengthening the effectiveness of policies and the credibility of reporting

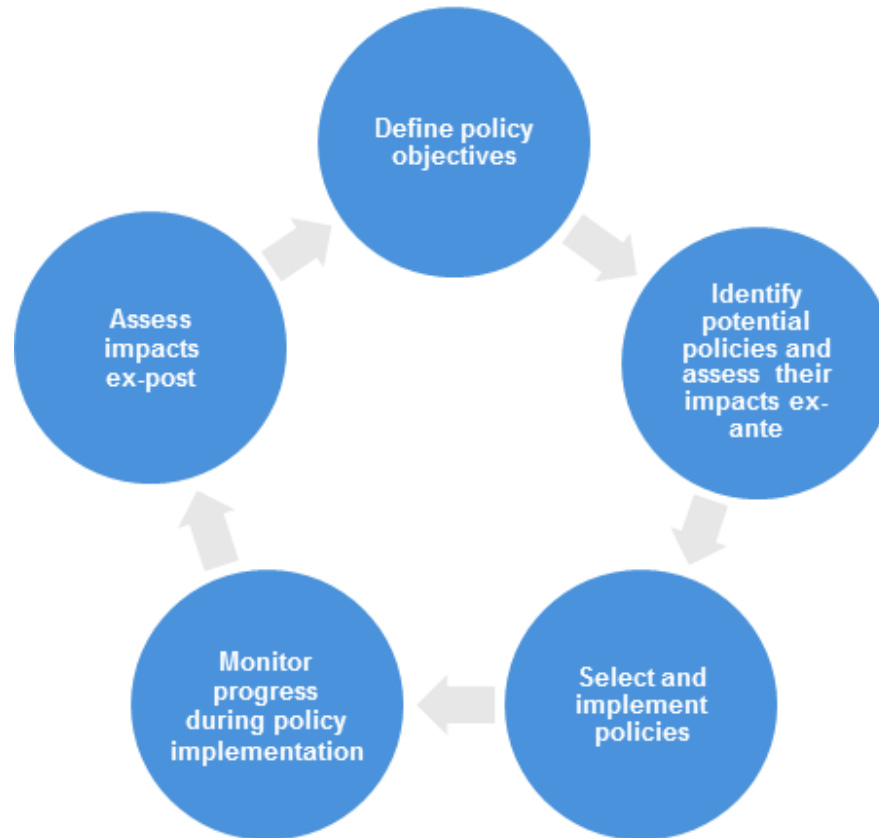
Wide range of intended users



When to use the guide

Before policy implementation

- Improve policy design and build understanding, participation and support among stakeholders
 - Strengthen the assessment of expected future impacts of a policy (ex-ante assessment)



After implementation

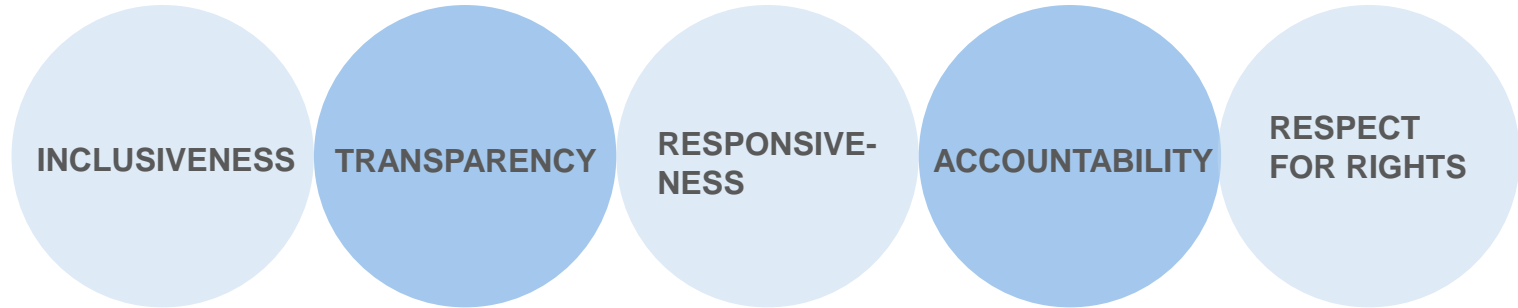
- Enhance adaptive management
- Improve the policy
- Strengthen ex-post assessments

Implementation phase

- Improve implementation enhancing sustainable development and GHG benefits
- Strengthen the assessment of impacts achieved to date (ex-post assessment) and expected future impacts (ex-ante assessment)

Key recommendations

Recommended elements for implementing **effective stakeholder participation**, based on the following principles.



- Focus on "*what*" users should do instead of "*how*" it should be done.



Chapter 2. Objectives of effective stakeholder participation

Overview of objectives users may have for stakeholder participation in the design, implementation and assessment of policies.



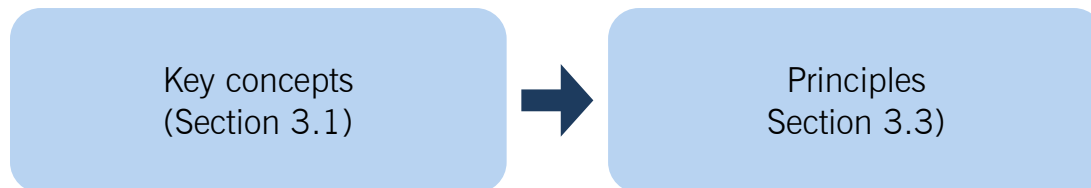
Objectives

Objectives

- **Build understanding, participation and support** for policies among diverse stakeholders, including enhancing legitimacy and shared ownership and removing barriers.
- **Improve design and implementation** of policies to enhance their GHG, sustainable development and transformational impacts.
- **Strengthen assessment of impacts of policies on GHG** emissions by enhancing the comprehensiveness of the assessment through diverse expert, local and traditional knowledge and practices.
- **Strengthen the identification and assessment of sustainable development impacts** by enhancing the comprehensiveness of the assessment through diverse expert, local and traditional knowledge and practices.
- **Strengthen the identification and assessment of transformational impacts** by enhancing the comprehensiveness of the assessment through diverse expert, local and traditional knowledge and practices.
- **Strengthen technical review** of GHG emissions, sustainable development or transformational impact assessment reports. o
- **Facilitate the assessment of effectiveness and efficiency of stakeholder participation** in policy design, implementation and assessment.

Chapter 3. Key concepts and principles

Understand key concepts and principles of Stakeholder participation.



3.1 Key concepts

Stakeholders

People, organizations, communities or individuals who are **directly** or **indirectly affected** by and/or who **have influence** or **power** over the policy.

Marginalized people or groups

Marginalized people or groups are those that have relatively **little** or **no influence** over **decision-making processes**. Marginalized people or groups, such as women, indigenous peoples and local communities tend to be ignored, misrepresented or underrepresented.

Effective stakeholder participation

It entails processes in which stakeholders have **meaningful influence** on decisions, involving those who are potentially affected by or interested in a decision and who have a right to be involved in the decision-making process, with **special attention** to those that may be **marginalized** and those that are **directly affected** by the policy

3.1 Key concepts

Different levels of stakeholder involvement and influence.

Low level of stakeholder participation		Mid-level	High level of stakeholder participation	
Inform	Consult	Involve	Collaborate	Empower
Provide the stakeholder with balanced and objective information to assist them in understanding the problem, alternatives and solutions	Obtain stakeholder input on analysis, alternatives or decisions	Work directly with stakeholders throughout the process to ensure that stakeholder concerns and aspirations are consistently understood and considered	Partner with stakeholders in each aspect of decision-making including the development of alternatives and the identification of preferred solutions	Place decision-making in the hands of stakeholders
“We will keep you informed.”	“We will keep you informed, listen to and acknowledge concerns and aspirations and provide feedback on how stakeholder input influences the decision.”	“We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how stakeholder input influenced the decision.”	“We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.”	“We will implement what you decide.”

3.3 Principles for effective stakeholder participation

INCLUSIVENESS

All stakeholders have opportunities and the capacity to participate effectively and equitably, including both men and women, with special attention to stakeholder groups that may be marginalized and those that may be directly affected by the policy.

TRANSPARENCY

Information relevant to making an informed decision is disseminated to all stakeholders and publicly accessible, in a format that can be understood, and provided in advance to enable effective participation.

RESPONSIVENESS

Changes are made in response to stakeholders' input as appropriate, stakeholders are informed how their input has been addressed, and stakeholder requests for information and for resolution of grievances are resolved impartially in a timely manner.

ACCOUNTABILITY

Clear governance structures and processes are established including for decision-making and oversight, and for the resolution of grievances with appropriate redress.

RESPECT FOR RIGHTS

Stakeholders' rights related to policies and their impacts are recognized and respected, including procedural rights such as to information, participation and access to justice, and substantive rights including customary rights as well as statutory rights, with special attention to stakeholder groups that may be marginalized and those that may be directly affected.

Base stakeholder participation on the principles of inclusiveness, transparency, responsiveness, accountability and respect for rights.



Case study using this Methodology

- An Assessment of Stakeholder Participation in Malawi's National Climate Change Management Policy, and Implementation, Monitoring and Evaluation Strategy for the National Climate Change Management Policy



Thank You

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Approaches

Key recommendations

Recommended steps or elements for users to follow when assessing and reporting the impacts of their policies and actions.

Support transparent, consistent and comparable assessments.

Flexible approach

- Key recommendations not necessarily followed
- More uncertain assessment
- Internal audience

Key recommendation approach

- All key recommendations are followed
- Credible impact assessments of high quality (consistent and transparent)
- External audience