

Policy and Sustainability Committee

10am, Thursday, 23 July 2020

Engagement Through Adaptation and Renewal

Executive/routine
Wards
Council Commitments

1. Recommendations

- 1.1 Committee are recommended to approve:
 - 1.1.1 Three phases of engagement activity on lessons learned from covid-19, ensuring alignment of our renewal programme with the City Vision, and effectively implementing change (including engagement on budget). These are subject to funding being secured from partners and other external sources.
 - 1.1.2 That officers consider the resumption of non-essential consultation activity as part of the Adaptation and Renewal programme and provide an update to committee on next steps in September.
- 1.2 Committee is recommended to:
 - 1.2.1 Note the Council is committed to an ongoing conversation and engagement with citizens on climate action and as such continues to develop its wider climate engagement plans and;
 - 1.2.2 Agree the launch of the Edinburgh Talks Climate Dialogue site on 27 July.
 - 1.2.3 Note the first engagement event with civic society was due to take place in March but will take place in August while outputs from the Climate Survey and the first Edinburgh Youth Summit on Climate will be circulated to elected members through the business bulletin.
 - 1.2.4 Note the options appraisal on deliberative engagement including citizens assemblies provided in the annex.
 - 1.2.5 Agree that the Council continues with its current plans to deliver multiple city wide opportunities for citizen consultation and engagement, but

reconsiders the proposals for further engagement infrastructure once the Poverty Commission publishes its final recommendations.

- 1.2.6 Note that in the meantime, there is significant learning from national and other climate assemblies which will inform Council thinking

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Report

Engaging Through Adaptation and Renewal

2. Executive Summary

- 2.1 This report summarises the Council’s approach to engagement and consultation through the Covid-19 adaptation and renewal period, including the council climate engagement plan which is due to continue, subject to the agreement of committee, with the launch of the Edinburgh Talks Climate Dialogue site on 27 July.

3. Background

- 3.1 The Consultation Planning Report to the Leadership Advisory Panel on 23 April 2020 introduced necessary restrictions on engagement and consultation during the pandemic’s peak, while services were under most pressure and citizen activities were most limited.
- 3.2 The Council has continued to engage where practical with residents, colleagues and businesses, especially where such engagement has been essential to inform the response to the pandemic, such as through a survey of large employers or targeted engagement with the business community.
- 3.3 The 2050 Edinburgh City Vision Report to the Policy and Sustainability Committee on 11 June 2020 set out the long-term vision where “Edinburgh residents told us that they wanted their city to be fair, pioneering, welcoming and thriving – a city that belongs to all of us, and where we all belong.”
- 3.4 In addition, a series of national level large-scale engagement activity and a parliamentary enquiry has also taken place over recent months. The work of the Equalities and Human Rights Committee, the Big Climate Conversation, Scotland’s Advisory Group on Economic Recovery, and others also have messages that will be utilised to inform local planning for the renewal of the city.
- 3.5 The Council has also recently conducted significant city consultations on key areas of policy such as city centre transformation, the local development plan and the city mobility plan. These combined with the national insights highlighted above will continue to inform the adaptation and renewal programme planning.
- 3.6 The Policy and Sustainability Committee’s motion on Black Lives Matter further required the Council to ensure “the resident engagement plan for the Council’s

Adaptation and Renewal programme was designed to hear the voices, concerns and interests of all citizens including BAME residents to ensure Edinburgh was a city for all and that no-one was either excluded or left behind.”

- 3.7 This report therefore focuses on those areas which relate to local action, the decisions which immediately face Edinburgh, and ensuring progress on the city’s agreed and essential long-term priorities.
- 3.8 On 20 February Council considered and agreed the broad approach to Climate Change engagement including proposals for the Edinburgh Talks Climate Site.
- 3.9 In addition, officers were asked to undertake an options appraisal for considering a citizen’s assembly on climate issues. This report considers this and seeks committee agreement to the next steps of the Edinburgh Talks Climate engagement plan.

4. Main report

Adaptation and Renewal engagement

- 4.1 As Scotland’s success in tackling the Covid-19 outbreak enables a relaxation of social distancing, more engagement activity is possible without risking the safety of citizens and colleagues.
- 4.2 Additionally, due to the likelihood of an extended period where some social distancing and other restrictions will be necessary, the Council must find ways to continue to involve citizens in decision-making to:
 - 4.2.1 Ensure the Adaptation and Renewal Programme makes City Vision real by continuing a conversation about how we deliver the Edinburgh residents want;
 - 4.2.2 Better understand the attitudes and experiences of residents that will inform Adaptation and Renewal delivery;
 - 4.2.3 Ensure people have a voice in any major change programme proposals; and
 - 4.2.4 Gather local information for Edinburgh which may not be supplied by national sources due to disruption caused by Covid-19.
- 4.3 In delivering engagement related to the renewal of the city, the Council will ensure that activity:
 - 4.3.1 Aligns generally to the Council’s expected stages of recovery and the expected timeline of Scottish Government’s recovery plan;
 - 4.3.2 Is phased to ensure citizen and colleague safety by utilising online, by telephone, and face-to-face with additional safety measures; and
 - 4.3.3 Takes account of restrictions on consultation activity expected to continue until September 2020.

- 4.4 Committee approval is requested here on three specific projects outlined below. The Council is exploring opportunities to co-fund all of this activity with partner organisations. A more limited exercise may be necessary if it is not possible to secure a co-funded model, however early indications from partners are very positive. Further committee updates will be provided as appropriate.

Engaging at the right time

- 4.5 An open online survey with online advertising support and paid focus groups with residents, dealing with:
- Experience of Edinburgh during Covid-19, in particular managing caring responsibilities;
 - Understanding travel and creating safe and effective solutions to get the city moving; and
 - Getting people back to work and new attitudes to work under Covid-19.

Engaging on the long term

- 4.6 A telephone-based Edinburgh People Survey of 1,000 residents is suggested as it eliminates the risk of fieldwork disruption caused by Covid-19.
- 4.7 A quantitative survey is especially critical for 2020 as national surveys (e.g. the Scottish Household Survey, the Scottish Health Survey) have been disrupted by the pandemic and risk either not being completed at all or being invalid due to very long lapse in fieldwork.
- 4.8 This survey would include actionable feedback from citizens in specific areas of interest however, officers will seek to preserve core longitudinal comparisons of citizens views and will engage with elected members should funding issues make this difficult to sustain.
- 4.9 The survey is intended to focus on:
- Changing social, leisure and work habits and how these should impact on service design;
 - Providing whole population estimates for behaviours and experiences identified by earlier focus groups; and
 - Identifying continuing issues associated with Covid-19.

Implementing effectively

- 4.10 A series of workshops with residents looking at budget, Adaptation and Renewal planning, and sustainability and poverty priorities. These would operate with an updated version of the Council's budget challenge exercise.
- 4.11 The Council is investigating the possibility of this work being undertaken through Climate-KIC resourcing as the programme design partner have undertaken similar exercises in other partner cities.

Resumption of non-essential consultation

- 4.12 Resumption of non-essential consultation activity is being considered as part of the adaptation and renewal programme and will come back to Committee in September with a refreshed Consultation Policy brought for consideration and approval by committee before the end of the year.

Edinburgh Talks Climate Engagement Plan

- 4.13 The public engagement element of the city's discussion about sustainability and the 2030 carbon neutral target operates under the brand 'Edinburgh Talks Climate.' The intention is that this brand creates a positive space where partners and citizens can engage in discussion about local climate-related issues. The Council's intention to actively listen to citizens views while facilitating and encouraging others to debate, engage around and make positive sustainable behaviour choices in their own lives.
- 4.14 Edinburgh Talks Climate has successfully completed two significant engagement items in Phase One – the Edinburgh Talks Climate Survey and Edinburgh's first Youth Summit on Climate Change. Committee has previously been updated on the emerging results of the Climate Survey. A final summary of the output from these activities will be provided to elected members by business bulletin and will continue to inform the council's sustainability programme plans. However, a short overview of the youth summit is provided below.

Youth Summit on Climate Change

- 4.15 Edinburgh's first Youth Summit on Climate Change took place on 28 February 2020 at Dynamic Earth. The event was approximately three times oversubscribed with interest from schools and took place with a capacity attendance of 140, composed mostly of lower secondary pupils.
- 4.16 The event was co-produced and co-hosted with young activists who were either members of Scottish Youth Climate Strike and/or the Scottish Youth Parliament, and was opened by Cllr Adam McVey, the Leader of the Council, and Cllr Eleanor Bird, the Council's Young People's Champion.
- 4.17 The Summit was also attended by 15 organisations, including national and international bodies (e.g. WWF, SEPA, Scottish Forestry, Historic Environment Scotland), local and community organisations (e.g. Remode Collective, Leith Community Crops in Pots), and teams requested to attend from the Council, including Governance and Democracy.
- 4.18 Activists and attendees were very positive about the event:
- 97% agreed it was a good way to engage with young people about the climate emergency, 0% disagreed;
 - 90% felt they were able to share their concerns, issues and priorities regarding climate change, 6% disagreed; and
 - 82% felt they knew more about climate change as a result, 2% disagreed.
- 4.19 Outputs from the Summit are being co-produced with the young activists.

4.20 Reflecting the enormous interest from young people and schools, further youth summit events were planned initially for April 2020, then for the autumn. The Council had adopted a watching brief and will look to plan and deliver further engagement involving schools, integrated with the curriculum, when it is safe to do so.

Edinburgh Talks Climate Engagement Plan – Phase Two

4.21 Phase Two of The Edinburgh Talks Climate Engagement Plan seeks to create more and better conversations about local sustainability and climate issues. A report detailed the proposed approach in February but plans to launch phase two in March were put on hold as a result of COVID 19. We are now proposing to proceed with the plan and Committee is asked the launch of the Edinburgh Talks Climate Dialogue site on 27 July.

Edinburgh Talks Climate Dialogue

4.22 With the assistance of Climate-KIC funding, the Council has developed an Edinburgh Talks Climate Dialogue site where citizens can engage in a variety of media forms to share ideas and experiences; read about others' ideas, discuss and rate them; and learn about additional contacts and resources so they can take personal action. Dialogue has been used previously by the Council to assist with the development of locality improvement plans and as part of budget engagement.

4.23 The material that has been produced will have a phased release plan that will build engagement over time and give participants more reason to return to the site. Initially the site will be launched with two themes (energy use and sustainable travel) and these will be augmented with additional media, and further themes, over an initial 8-week planned launch period.

4.24 The results of the Edinburgh Talks Climate Survey and the outputs of the Edinburgh Youth Summit on Climate will also be shared to Dialogue as part of this launch period.

4.25 In addition to these uses of the Dialogue site, the Council will invite partner organisations to host climate-related conversations on the same platform, enabling easier discovery by residents and economies of scale associated with marketing and promotional activity from partners.

4.26 In addition, the Council's Parks and Green Space Service will augment their engagement plans on the future use of parks through the Dialogue site.

4.27 Committee is asked to approve 27 July 2020 as launch day for the site.

Civil society engagement on climate

4.28 Edinburgh civil society – including its various activist, community, and professional membership organisations as well as the third sector – has long played a leading role in raising awareness of climate change as an issue and prompting local and national government action.

4.29 An event, co-hosted by the Council and Transition Edinburgh had been planned just as lockdown was announced and had to be postponed. Following the establishment

of the Edinburgh Climate Commission, it was decided that the event should be co-hosted by Transition Edinburgh, the Commission and the Council with the aim of forming better links with and across civil society and enabling better conversations between civil society, the Commission and the Council. The event will now take place virtually in August 2020.

Options for deliberative engagement on climate including a citizen's assembly

- 4.30 The Council has previously received deputations and other submissions advocating for deliberative approaches to dealing with climate change such as a citizen's assembly. Scottish Government are currently running a citizen's assembly with the support of The Democratic Society and this approach has also been employed by the city of Leeds in their climate engagement.
- 4.31 While the format of deliberative engagement can vary significantly, the term is a catch-all which covers both citizen panels and larger citizen assemblies. Deliberative engagement techniques are helpful when resolving complex, entrenched or 'wicked' problems, and for issues where there is often no political consensus.
- 4.32 The Council's Climate-KIC-funded partner the Democratic Society has produced an options paper (included as Appendix One) which discusses the various forms of deliberative engagement and provides indicative timelines and costs for an Edinburgh citizen panel and citizen assembly.
- 4.33 Whether or not one of the options outlines is appropriate depends largely on what the engagement exercise is seeking to achieve.
- 4.34 Edinburgh residents have already endorsed radical change as essential, and shown support for sustainability in its widest sense, greening the future of the city and the carbon target so the benefits of further general discussion are limited.
- 4.35 In addition, as outlined above, the Council has already embarked on (and invested resources in) a significant programme of engaging the whole city in behavioural change and policy discussions around climate action.
- 4.36 Looking across the added value of a citizen's assembly and recognising that resources are significantly under pressure at present, it is proposed that the Council focuses its resources on the significant engagement activity already underway. It may be that in future a specific large scale project or 'wicked issue' could benefit from a jury or a panel and the Council will keep the options available to us under review. It is also recognised that the Poverty Commission is expected to raise these issues within its final report and officers will review this decision at that point to enable a wider discussion about the purpose and viability of a citizen's assembly

Engaging with residents with protected characteristics

- 4.37 In the design of all engagement and consultation activities, the Council is mindful of the need to ensure participation with regard to the characteristics that are protected by law. Because of the recent focus provided by the Black Lives Matter movement, it is appropriate to note that the City of Edinburgh is the most ethnically diverse local

authority in Scotland and it is also appropriate that this is reflected in the engagement and research work we undertake. Specifically, the Council:

- Has purposive samples for focus groups and workshops – we ensure that residents with protected characteristics are represented in discussions;
- Remunerates participants fairly for their participation in focus groups and workshops. Financial barriers to participation are real and can affect people of all backgrounds but are more likely to materially impact residents with disabilities, and migrants;
- Promotes its open engagements through existing networks which includes representative and community organisations for residents with protected characteristics; and
- Normally sets quotas for face-to-face surveys to ensure between 10% and 15% of participants are from 'non-white and non-British' backgrounds. Using telephone surveys, the Council will ensure data is appropriately weighted so that BAME residents are fairly represented.

4.38 A separate report in response to the motion regarding Black Lives Matter is also on the agenda.

5. Next Steps

5.1 The outputs from the Youth Summit on Climate will be circulated to members through the business bulletin. These results will also be shared publicly through the Edinburgh Talks Climate Dialogue app following circulation to members, which the Council will publicise through social media and a press release.

5.2 To provide a suitable bookend to the first Youth Summit on Climate, a meeting will be agreed and arranged between the young people who have co-produced the summit and a cross-party group of elected members to discuss the issues arising from the Summit and exchange views on climate issues. The timing and format of this meeting will be influenced by Covid-19 recovery phases to ensure the safety of all participants.

5.3 The various engagement activities outlines in this report will be taken forward, including the launch of Edinburgh Talks Climate

6. Financial impact

6.1 The projects outlined in this report have a total cost implication of £57,500+VAT. The Council is working with partners to defray these costs. Co-funding of these projects is necessary to enable them to take place. If funding is not secured, officers will bring a further report to the A and R elected member oversight group and thereafter to committee.

- 6.2 The operation of Edinburgh Talks Climate Dialogue, and the production of media associated with this, were funded by Climate-KIC.

7. Stakeholder/Community Impact

- 7.1 This work aims to gather information about climate-related and social issues as part of engagement activity, some of which will be specifically about climate.
- 7.2 This work is designed taking into account the need to represent all people with protected characteristics and those affected by poverty in the Council's engagement work.

8. Background reading/external references

- 8.1 [Consultation Planning Report](#) to Leadership Advisory Panel, 23 April 2020.
- 8.2 [Adaptation and Renewal Programme](#) report to Policy and Sustainability Committee, 28 May 2020.
- 8.3 [2050 Edinburgh City Vision](#) report to Policy and Sustainability Committee, 11 June 2020.

9. Appendices

Appendix One – Democratic Society paper on deliberative climate engagement options

Edinburgh Climate Engagement

Outline of document

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Introduction

The Democratic Society is an EIT Climate-KIC Health Clean Cities Deep Demonstration project design partner. As part of this project, The Democratic Society has provided advice to City of Edinburgh Council about public engagement and climate action. This short report is a summary of that advice.

The Democratic Society is Europe's leading international democracy organisation, supporting our cities and citizens to ensure that radical climate transformation is a democratic, not just a technocratic process. Through democratic design, organisational development and practical participation exercises, these cities are building long-term citizen participation in all the decisions, plans and projects that affect them.

Recently, the City of Edinburgh has expressed interest in a deliberative and co-production process to guide its COVID-19 response.

Within the EIT CKIC project, the following four primary lead 'test of change' have been identified, with each 'test of change' consisting of several components.

1. **Whole Community Retrofit**, including eV, PV infrastructure
2. Shaping the £1.3Billion redevelopment of north Edinburgh – **Granton Waterfront - into a thriving, resilient, net zero community**
3. **Shortening local value chains** through circular economy / resource reduction / logistics to build resilience
4. **Developing a future transport infrastructure in the city** through City Wide EV infrastructure investment and a wide strategy to respond to the post COVID impact on multi modal transport plans.

This document aims at providing an overview of the most relevant public engagements the city of Edinburgh has carried out, targeting at potential challenges in society that could be addressed by a deliberative process. It will provide an overview of deliberative options and take a deeper look at some methods in focus.

Within the EIT CKIC Deep Demonstration project, the City Council of Edinburgh and Democratic Society (Demsoc) are continuing their collaborating on citizens participation over the course of 2020. Demsoc is committed to extend the collaboration post-2020, however, concrete details depend on the nature of the Deep Demonstration project and its available funding starting 2021.

Public engagement in climate action in Edinburgh

84% of the Scottish Public are concerned about climate change, with the majority also recognising that we are already feeling the effects of climate change¹. 70% of the Scottish public support the target for net neutral carbon emissions by 2045, or earlier (45%)¹.

Initiatives such as ***Edinburgh Talks Climate*** and the Scottish Government's ***Big Climate Conversation***² have supported conversations about climate change in the context of people's everyday lives, including their homes, communities, workplaces, and schools.

The *Edinburgh Talks Climate* survey, which ran until 31 May 2020, asked residents about their views of and attitudes to the climate emergency, with responses online and at public drop-in events. An *Edinburgh Talks Climate* website will be launched at the end of July.

During *The Big Climate Conversation*, people across Scotland expressed an interest in action from government on systems change, including:

- Ensuring pricing signals support positive behaviours, e.g. by subsidising public transport or electric vehicles.
- Increasing investment in infrastructure, e.g. in public transport or renewable energy.
- Policy and legislation, for example on building insulation standards.
- Public information to help people make individual changes and to build support for transition to net-zero emissions.

In February 2020, ***Edinburgh Climate Commission***³ was established to bring together key organisations and actors from across the city and from the private, public and third sectors. The Commission will aim to catalyse action, challenge decision makers in the city, and convene stakeholders critical to the accelerated response in order to meet ambitions for the 2030 target. It is co-sponsored by the Edinburgh Centre for Carbon Innovation at the University of Edinburgh and City of Edinburgh Council.

Engagement for climate action is complex. It operates at the intersection of individual behaviour, social norms, policy and the physical environment. How people experience climate action does not fit neatly into departmental planning and engagement cycles. Edinburgh City Council has rightly recognised this with the ***Edinburgh Talks Climate*** consultation.

¹ Ipsos Mori (2020) Public and MSPs' attitudes to the climate emergency - Scotland

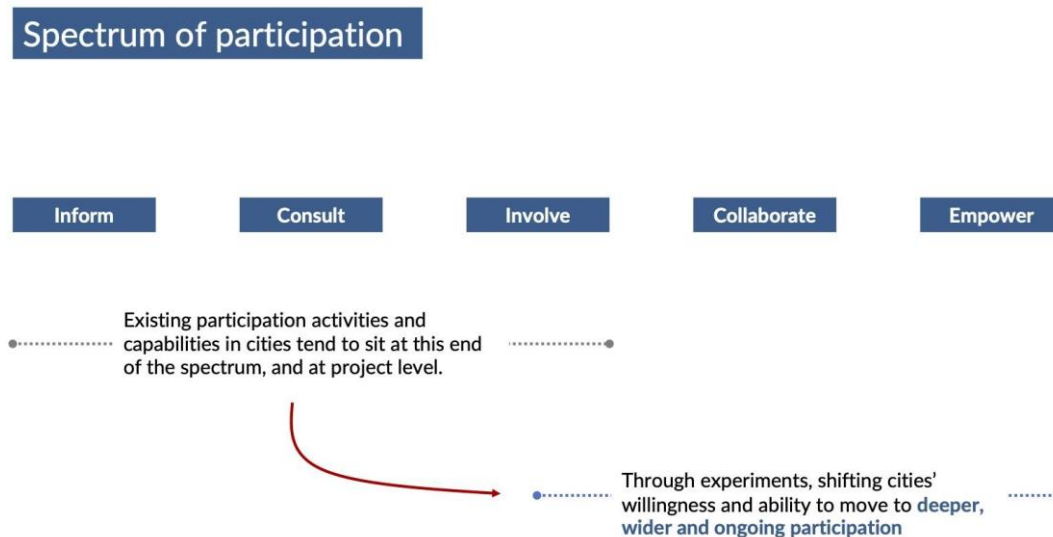
² <https://www.gov.scot/news/the-big-climate-conversation/>

³ <https://www.edinburghclimate.org.uk/>

Meeting the carbon-neutral target requires significant changes to how we live. There are trade-offs at individual and community levels. The changes needed can only be made if they have legitimacy with the people. Importantly, not all of the solutions that are needed exist yet and technical advancement alone will not be enough. It will require co-production to create and adopt solutions with people, families and communities to create the social and technical solutions needed to reach the goal.

Deliberative Democracy and the climate emergency

What has emerged from discussion with the Policy and Insight team as part of the Deep Demonstration project is a need for engagement that works to solve the complex challenges and trade-offs in the context of Edinburgh, to situate and personalise the trade-offs in neighbourhoods, and with particular populations.



Source: International Association of Public Participation - Spectrum of Participation

There's a range of different tools, methods and approaches that could be deployed to enable stakeholders, including everyone that lives, works and studies across Edinburgh, to give their input on the issues, to learn and consider the trade-offs, to assess the impact of different decisions, and ultimately to be involved in making and shaping decisions. In order to do this we need to move beyond simply informing and consultation, but towards involving, collaborating and, ultimately, empowering participation.

This requires a programme of intentionally designed and interconnected opportunities for participation, as well as the space for learning and experimentation within the council. However, in order to design this programme and to know what methods and approaches would be most appropriate, we first need to define the problems.

There is a wealth of learning from recent deliberative processes to draw on, both within the city and from elsewhere. Many of the issues and conclusions about energy saving, energy generation, mobility and biodiversity are applicable across cities. We recommend that Edinburgh builds on, rather than replicates, this work to be able to address Edinburgh-specific challenges and use tools that address these challenges adequately.

Defining the challenges

In order to start designing a deliberative or participatory process, you need to consider a range of questions related to the purpose and outcome; context and situation; people; learning and content; parameters of the process, and decision making. We recommend exploring these questions through a combination of preliminary research and a synthesis workshop.

For example, before selecting methods and approaches, we would expect to know at least the following:

- What is the goal? (this could include addressing a problem you have defined)
- What do you *want* to do? Where are the 'red lines'?
- What will happen to the recommendations/decisions from this process?
- Who will have the final say over decisions? E.g. Everyone involved, political institution, managers?
- What is the reason for participation? E.g. complex problem, effective implementation, improved design and delivery, increased trust and legitimacy, developed confidence and ambition, enabling of others.

It is also advisable to think about the outcomes at an early stage:

- What does success look like? (this could include that the public were meaningfully involved and have buy in to a decision)
- What do you want to achieve with the participation? (E.g. a co-produced plan, give people a say, give people control?)

- What do you want at the end that you don't have now?
- Where do you want to be at the end of the process?
- What legacy would you like to leave behind from this work?

If you don't know the goal and problems you are trying to solve through your process, then you will need to take additional steps. This in itself is a process involving key stakeholders in going wide to explore issues and context, in order to hone in on what you're really trying to address.

Defining the context in Edinburgh

As outlined above, one critical first step in the deliberation process is to outline the goal of the engagement activities. This can entail a challenge the City Council might be facing in addressing climate change sufficiently, or taking a specific decision on an issue that might heavily impact the individual life of its citizens.

Edinburgh ran a citizen consultation process from 20/11/2019 to 31/05/2020 as part of the **Edinburgh Talks Climate** initiative. Over 1,500 people participated in the initiative and took part in the citizens survey. While the survey⁴ and its results represent a cohort of the citizens of Edinburgh, it can also provide us with insights into questions and long-term challenges that need to be addressed to be able to tackle the climate emergency Edinburgh is facing.

The participants that took part in the survey highlighted their interest in climate action and taking individual action in reducing the negative impact on the climate. Furthermore, the majority agreed strongly that climate change has an impact on them personally. However, the survey also highlighted some potential personal or cultural barriers that are interesting to highlight. Some contested replies from participants arose around the following issues:

- **Food consumption:** Over 30 percent indicated that they are not taking steps to eat less dairy products. 5% won't order fewer takeaways and delivered food.
- **Meat consumption/vegetarian diet:** Over 50 percent of participants indicated that they are not willing to switch to a vegetarian diet, while 27% of participants do so already.
- **Mobility:** 21% will not, or would but barriers prevent them, take fewer flights.

⁴ Edinburgh Talks Climate Citizen Survey: Summary report

Mapping opportunities

Edinburgh Council is currently planning its COVID-19 recovery, providing the city with an opportunity to address the climate emergency through a thoughtful and sustainable recovery process. Within the EIT CKIC Deep Demonstration, the City of Edinburgh aims at addressing the social, economic and financial systemic challenges of the city. While we know the sectors that are high emitters of carbon emissions, imposing sustainable societal change, especially in the private sphere of individuals, is only possible in close collaboration with citizens themselves. The following opportunities for carbon emissions reductions can be addressed through a deliberative process within Edinburgh:

- A. Within the EIT CKIC Deep Demonstration's thematic area around circular economy and shortening value chains, it would be interesting to address how the citizens of Edinburgh envision their **food production and consumption**. Can agricultural value chains be shortened, while ensuring sustainable, healthy and carbon neutral food production? How can the cultural barriers around consumption be addressed, especially around meat consumption? How do the citizens of Edinburgh envision living in a way that addresses the climate challenges we are facing? What are some of the trade-offs?
- B. Another relevant topic within Edinburgh that has much potential concerns the collective redevelopment of the **Granton Waterfront** into a carbon neutral community. The Granton development will have an impact on the city, but brings with it many opportunities to bring together the city and its residents to think about how to address issues of housing, mobility and others collectively. By introducing a deliberative process to the redevelopment of Granton, citizens can work with city partners to participate in shaping the future of their communities, making them more inclusive for all.
- C. **Business mobility and community mobility** are relevant sectors to reduce emission levels in a city. COVID-19 set out new challenges to communities on how to ensure safe movement within a city. It also provides new opportunities to reduce and avoid emissions due to mobility. Increasing community work spaces or working from home options are considered across cities in Europe to reduce emission levels. How does a climate friendly community and business mobility look like that ensures exchange between people? Where and how do we want to work? These or other questions can be answered through a deliberative process.

The next chapters provide an overview of potential methods that can be used to address these societal questions together with the citizens of Edinburgh. A specific method can be identified once the challenge to be addressed is agreed upon.

Participation method examples

While it is necessary to narrow down the question which will be addressed in order to make a decision on the participation method, the table below aims to provide an initial overview of the key aspects of a variety of participation methods. In the following chapters, some of these methods will be looked at in more depth.

	What is it?	Use it to...	Framing of question	Complexity of issue or question	Relationship with people	Depth of participation	Cost to run
Crowdsourcing	A way to gather many ideas from many people to address a given challenge	Generate new possibilities and harness wisdom of the crowd	Usually challenge-based (e.g. How might we...?)	Various; level will affect quality of ideas and effort to sensemaking	One-way, one-off Unlimited number of people can join	Low if stand-alone Can be integrated with other methods to increase depth	Requires digital platform and sensemaking of ideas collected Low time commitment by participants
Citizens Jury or Citizens Panel	A deliberative mini-public where a representative sample of the community learns about and deliberates on a given topic	Generate recommendations that are supported by different types of people Engage people to explore complexity and trade-offs	Broad and open-ended theme, allowing participants to engage with topic and shape direction of deliberations	High; suitable for highly complex policy areas or highly polarising issues	Two-way, multiple engagements over a number of days Smaller number (10-40 people) can join	Medium engagement on topic of the jury/panel Depth enhanced by accountability for implementing the recommendations	Requires support team and facilitation team Medium time commitment by participants (1-5 days)

Citizens Assembly	A deliberative mini-public where a representative sample of the community learns about and deliberates on a given topic	Generate recommendations that are supported by different types of people Engage people to explore complexity and trade-offs	Broad and open-ended theme, allowing participants to engage with topic and shape direction of deliberations	High; suitable for highly complex policy areas or highly polarising issues Often used for constitutional or institutional questions	Two-way, multiple engagements over a number of weeks/months Medium number (40-120 people) can join	Medium to high engagement on topic of the assembly Depth enhanced by accountability for implementing the recommendations	Requires extensive support team and facilitation team High time commitment by participants (10+ days)
Participatory Budgeting	A deliberative decision-making process to allocate public resources in a given place or space	Engage people to prioritise the allocation of public resources in line with community needs and values	Varied; usually a fixed envelope of funding and a purpose for the funding (e.g. district regeneration, funding for voluntary sector organisations)	Moderate; suitable for moderately complex policy areas and moderately polarising issues Situated within a place	Two-way, multiple engagements over a number of days Small to medium number (10-100 people) can join	Medium to high engagement Accountability for implementing the recommendations	Requires support team and facilitation team Medium time commitment by participants (1-5 days)
E-Panel	A way to regularly consult with a medium to large number of people using online tools	Gather views on a given question or proposal from a wide variety of people	Focused; usually designed as a questionnaire or survey	Low to moderate; most suited for topics requiring limited learning by participants	One-way, multiple engagements over months/years Medium to large number of people can join	Low; depth enhanced by ongoing use and accountability for implementing the results	Low to medium; higher set-up costs for platform and panel (including incentives); costs per engagement are lower Low time commitment by participants

Future Workshop	A way to collaborate with small groups of people to imagine and co-create preferred future/s	Empower people to develop solutions for their communities	Usually problem-based; starts with a critique and exploration of the current situation	Various; level will affect number and duration of workshops	Collaborative; two-way, multiple engagements Smaller number of people can join	Deep; co-creation, with participants empowered to be part of implementing solutions	Requires facilitation team to design and support collaboration process Low to medium time commitment by participants
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Methods in focus: dual approach to government as an enabler

A dual engagement approach for ongoing engagement with citizens in Edinburgh can be beneficial to collectively outline climate challenges that communities are facing and want to address. The second phase of the outlined methods in focus has the goal to co-produce system change, addressing the identified challenges. It allows citizens and the City to engage in a long-term discussion on how to create a resilient and just response to climate change. The City can enable climate action with targeted resources and citizens themselves can be empowered to take an active role in shaping their future in Edinburgh.

Phase 1: Community-led action research⁵

In this first phase, focusing on Community-led Action Research (CAR) will allow for communities to identify important issues, as well as possibilities to tackle said issues. CAR is a method which has been used increasingly in Scotland in recent years. It entails two key aspects. On the one hand, decisions about the research as a whole are made by the community. On the other, the focus is on action, implying that the research not only aims to identify the issues most prevalent in the community, but is carried out with the explicit goal of bringing about change on those issues. While communities should receive an important degree of autonomy, government can play an important enabling role.

⁵ This information is drawn from the following two resources: '[Knowledge is Power - equalising power relationships through community-led action research](#) (Scottish Community Development Center)' and '[Community action guide on Community-Led Research](#) (International Accountability Project)'

How it could work:

- It is important for CAR to build upon community-led work and citizen science which is already taking place. As such, an initial step would include mapping which initiatives are already taking place.
- Communities should be able to choose the topics to be investigated. As such, a call for research topics could be made. This could be followed by the assembly of a community-led research team around identified topics. The research team would maintain an important amount of autonomy to set the direction of the research within said topic.
- The City has an important role to play as enabler of the process, by providing training of community researchers and organizations on design of and subsequently carrying out a research plan.
- Furthermore, the City can support by facilitating the process and providing help with the analysis of results. It could also play a role in ensuring the validity of the results.
- Collecting results and determining which identified issues to address within Phase 2 and which issues to be addressed via a different approach. It is important to assure that all identified issues are addressed.

Resourcing:

- A variety of research topics might be included in this phase. As such, resources needed will depend on the number of topics to be researched.
- Resources needed for training and support of community researchers.
- Funding needed in order to enable community organizations and community researchers to carry out the research project.

Benefits:

- Research processes can help community members to better understand the issues present within their communities.
- Findings benefit from including the lived experiences of community members and as such may not have been found by other types of researchers.
- Research processes can help build capacity within the community, increase engagement in community life, strengthen solidarity and consequently, enable community-led action on identified issues.

Risks:

- Research is to be carried out by community members and community organizations, who are experts on the communities themselves. However, an important amount of support regarding the planning and carrying out of the research will be crucial if this knowledge is not yet present amongst community researchers. This will be needed in order to assure the validity of the research results.
- CAR is all too often still considered to produce anecdotal evidence. As such, attention needs to be paid that results are able to influence decision making.

Phase 2: Co-producing system change

Having identified opportunities for community-led intervention through Phase 1 - Community-led action research, the City will take on the role of an enabler of these opportunities in Phase 2. Recognising that the City itself does not control the entirety of the system, and that creating the necessary and sufficient conditions for change requires changes in behaviour by businesses, civil society and residents themselves, the City will support the formation of groups of community actors to move from identifying opportunities to co-creating possible interventions in their respective thematic/challenge areas and locations.

These groups could be formed from the CAR group participants from Phase 1, but should also be opened up to other participants, based on interest and need for their involvement (e.g. specific actors or stakeholders).

How it could work:

- Groups convene around particular opportunity areas where there is a clear opportunity for collective intervention by actors in the system, and a willingness on the part of these actors to lead the process
- The City supports the co-creation process by providing them with guidance on methods and tools, and resources such as technical expertise, meeting spaces, regulatory relief (where required) and potentially seed funding.
- As participants in the process, rather than owners of the process, the City makes available to the community-led working groups the breadth of its resources. Power is shared, as the processes are owned, governed and run by the community groups.
- The City may wish to support through measurement and evaluation, or by providing guidance on how to set up prototypes and pilots and understand their impact.
- The process could culminate in a pitch or investment event, where the City and other financing partners invest in the interventions to scale them.

This approach is best suited for topic areas where the Edinburgh City Council or the Scottish Government are not the primary actors in the system. For instance, this approach could be well suited to topics such as recycling, food systems and the future of work, where the role of government actors is less significant than in a topic such as mobility.

Examples of topic areas: Food systems for the hospitality and catering industry in an area, green logistics for local businesses and residents, improving energy efficiency in a neighbourhood, circular economy and recycling. Could be led by schools and universities, local business associations, neighbourhood groups.

Resourcing:

- This approach is scalable, depending on whether the City wants to design a targeted approach that engages on a specific theme to one that is more open and explores a range of different themes
- Headcount required to manage the process and provide support to the group
- Resources required to provide technical expertise to the group from within the City's portfolio
- Resources such as meeting rooms to host conversations
- Seed funding or commitment from partners to provide small amounts to test and eventually scale ideas
- Support with expertise on business/operating models and sustainability/scaling of ideas

Benefits:

- The approach builds community ownership of climate action, rather than relying on the City to be the primary agent of change.
- If done well, participants in the process may choose to remain involved in the ongoing implementation, including potential co-delivery and governance
- Scalable and repeatable process to set up climate action infrastructure within the City
- Networked model, driving climate transition through collective action
- Opportunity to focus on groups/actors who are less comfortable/able to engage through City-owned/driven channels
- Opportunity to connect into deliberative processes, such as a citizens jury

Risks:

- While the City is less involved in the delivery of the work at the citizen level, this approach still requires investment from the City to set the appropriate conditions of success for the process e.g. convening of process, supporting with guidance, coordination of requests, buy-in from other City actors to make resources available to the groups.
- The City as an equal actor in the process, rather than the decision-maker or implementer, is a cultural change to traditional ways of working.
- Will need to support and actively enable a wide range of voices and actors to participate in the process to avoid being captured by interest groups

Examples of co-producing system change

Pier-71 is accelerating maritime innovation in Singapore. It brings together a vibrant ecosystem of innovative thinkers, maritime veterans and experts, technology, entrepreneurial know-how and investment opportunities: <https://www.pier71.sg>

Methods in focus: citizens' assemblies

Citizen's Assemblies have been used as one method to explore the complexity of climate change and action in cities and countries across Europe including Assemblies for Oxford, Camden, France and the Climate Assembly UK. We have recently produced a handbook for local authorities on *how to run a citizens' assembly* as part of the Innovation in Democracy programme, which is available for download:

<https://www.demsoc.org/2020/06/30/how-to-run-a-citizens-assembly-handbook-from-the-innovation-in-democracy-programme/>

Key questions to ask before creating a citizen assembly

1. What is the decision that needs to be made?
2. Who has (and should have) the authority to make it?
3. What evidence is being relied on to make it?
4. How does the decision maker remain accountable for the outcomes?
5. How do we increasingly create and formalise roles for citizens here?
6. How to equip citizens and administrations to work together differently?

The format of a citizens' assembly

Citizens' assemblies generally address significant strategic questions. The format lasts over several weekends to allow deep reflection and learning on the issues. They are well suited for strategy setting and answering some of the most difficult questions. Examples of questions for which citizen assemblies have been used include health service funding and nuclear waste disposal (Australia); the future of Scotland (UK); constitutional reform (Ireland) and a town centre redevelopment (UK). Citizen assemblies are not well-suited to smaller questions, or issues where there is already significant consensus, where the investment of time and resources that they require is excessive for the benefit they bring.

The design will develop across several phases–

- An initiation phase, in which we will secure the right remit and put in place good base relationships, starting with an inception meeting with internal stakeholders
- A co-design phase, where intensive design and planning work takes place
- A running phase, where the design is implemented but flexes and develops over the course of the meetings
- A review phase where the outputs and learning are assessed.

The design, development and delivery of the assembly will be a collaborative process involving city staff and partners. In general, an Assembly goes through three stages with its participants–

- **learning** – members learn from each other and external informants and advocates. In addition, written and visual materials could be shared with participants during the process to support and embed this learning;
- **deliberation** – members carefully consider what they have learnt, recognising the perspectives of others, and begin to consider the hard choices and trade-offs that must be made; and
- **decision making** – members develop recommendations and/or make decisions on what they think should be done.

This process will take place across the course of the Assembly – with the earlier sessions being dedicated more to learning, and the latter sessions more to decision-making – but also within each Assembly meeting.

Assembly size and duration

Given the subject matter and the recruitment from a borough population, we are recommending an assembly of about 40-50 participants held over 32 hours. This would provide a sufficient number of participants to work on the subject but will help to make recruitment manageable.

In terms of the days, this could be done either as two weekends, or it may be better for recruitment and participants to hold these on only one day of the weekend over a longer duration. This will be discussed with the client as the question and design is refined.

Timeline

This is the implementation plan for your four-day citizens’ assembly. However, the exact time required for the assembly will be linked to the question, the sampling framework and any formal decision-making timelines.

Activity	Month 1-2	Month 3	Month 4	Month 5	Month 6
Inception meeting and background research (initiation)	█				
Development of communication strategy (initiation)	█	█			
Stakeholder engagement (initiation)	█	█			
Process design workshops (initiation)	█	█			
Advisory group (initiation)	█	█	█	█	
Process designs finalized with the council (design)		█			
Development of materials for citizens’ assemblies (design)		█	█	█	
Participant recruitment and liaison (delivery)		█	█		
Development of citizens’ assembly facilitation plans (delivery)		█	█		
Delivery of citizens’ assemblies (delivery)			█	█	
Final report (review)					█
Progress and monitoring (review)	█	█	█	█	█

Considerations

- Approach participation design as tailored and targeted to the need of specific climate challenges in Edinburgh, within the realm of the COVID-19 response. Align efforts with the EIT CKIC Healthy, Clean Cities Deep Demonstrations ‘test of change’ areas.
- Develop place-based approaches and be willing to innovate and adjust methods to your settings.
- Ensure that the engagement has integrity and participants know the purpose of it– it will ideally shape decision-making – and influence behaviour change and policy.
- City-wide deliberative processes should be held on issues that are cross-cutting, policy decisions with trade-offs. Participants can participate in informed deliberation and be asked to create practical recommendations.
- It is best done where there is scope for the assembly, panel or jury to meaningfully shape decisions. For example, this may take the form of recommendations directly to Counsellors with a high chance of implementation where possible to do so.
- Ensure that deliberation processes are inclusive to different communities within the city. Efforts to include especially under-represented and marginalised communities will ensure inclusive outcomes and wider buy-in.

Online or offline

Generally, citizen assemblies are undertaken in person. We recognise that COVID-19 presents a significant challenge for holding this citizens’ assembly, with uncertainties around what lockdown and social distancing measures will be in place during its course. An online option or mixed methods between in person and online meetings might have to be considered ensuring the safety and health of participants. Lessons learned from online deliberation processes are beneficial to inform the design of an online assembly.

Costing estimates

To run a successful citizens’ assembly, you will need to invest sufficient time and money. Citizens’ assemblies can be more expensive and time consuming than many other methods, but they compensate for this in their depth and rigour. There are a number of variables that make an assembly more or less resource intensive (the size, length, geographical scope and venue choices to name a few factors), so it’s hard to state a precise cost.

Assembly processes can be held online, offline, or blended. It should not be assumed that any approach will cost significantly less. With online, for example, you will need to increase the amount of time dedicated to participant liaison and support (e.g. more direct communication, a series of technical inductions, provision of equipment and software).

The estimate presented below is based on an indicative budget for a local citizens' assembly involving an independent design and facilitation team, consisting of approximately 50 participants for 32 hours of learning, deliberation and decision-making.⁶ A typical ballpark is £75-85k. If you are able to commit significantly less time or money than we recommend, you could consider running a smaller similar process (citizens' juries generally involve between 12 and 25 participants) or focusing on another form of public engagement.

Recruitment costs	£10,000 - £15,000	<ul style="list-style-type: none"> ● Development of the invitation, mail out to randomly selected households and stratification of respondents
Participant costs	£15,000 – £17,000	<ul style="list-style-type: none"> ● A gift (approx. £60-75 per day) for participants ● Reasonable travel expenses and childcare
Witness / expert costs	£500 – £1,500	<ul style="list-style-type: none"> ● Reasonable expenses for those invited to speak ● Reasonable expenses for advisory group members
Preparation and design	£15,000 – £25,000	<ul style="list-style-type: none"> ● Internal kick-off meetings ● Designing the process (including the final question) ● Liaison with an advisory group ● Stakeholder engagement ● Background research ● Developing materials and liaison with participants <p>Note: This does NOT include costs for preliminary research (including community led) and more intensive engagement processes that lead to decisions about the topic</p>
Assembly meetings	£20,000 – £30,000	<ul style="list-style-type: none"> ● Lead facilitation ● Small-group facilitation ● Support staff ● Travel, accommodation, subsistence ● Live Streaming
Reporting	£3,000 - £5,000	<ul style="list-style-type: none"> ● Writing up of report of recommendations ● A presentation of key findings

⁶ This information is drawn from the IIDP citizens' assembly handbook, Demsoc resources and FAQs developed by Involve (available online <https://www.demsoc.org/2020/06/30/how-to-run-a-citizens-assembly-handbook-from-the-innovation-in-democracy-programme;> <https://www.involve.org.uk/resources/knowledge-base/how-do-i-setup-citizens-assembly/frequently-asked-questions>)

Participant liaison	£1,000 - £3,000	<ul style="list-style-type: none"> Ongoing communication with members throughout the process (higher for online processes)
TOTAL	£64,500 - £71,500	

NB - Venue and catering costs are excluded as our expectation is that these will be covered by the City. This also includes costs to ensure accessibility and equitable access. For example; venue adaptations, translators, child care or other caring expenses.

Examples of Climate Assemblies

What	Format	Conclusions and recommendations
Climate Assembly UK Jan 2020 What the UK should do to achieve net-zero greenhouse gas emissions by 2050 and how it should do it.	110 citizens drawn from all four nations of the United Kingdom, selected to be a representative cross-section of who we are as a country: in age, ethnicity, education, gender, living in cities, towns or the country, and reflecting the full range of opinions about the climate emergency from indifferent to very concerned. Scope: Reducing energy emissions: how we travel, in the home, what we buy, and land use, food and farming.	TBC

What	Format	Conclusions and recommendations
Oxford Citizens Assembly on Climate Change Sept – Oct 2019 Question: “The UK Government has legislation to reach ‘net zero’ carbon by 2050. Should Oxford be more proactive and seek to achieve ‘net zero’ sooner than 2050 and what trade-offs are we prepared to make?”	Two full weekends 50 Assembly participants were recruited through a stratified random process, creating a ‘mini-public’ broadly representative of the demographics of the city’s population. Feedback and recommendations compiled into a full report to the City Council. It was presented to Cabinet in and Full Council for response to inform the City Council’s future sustainability strategy. Scope: How do we use less energy? Buildings and transport. How do we make more energy? Energy systems and renewables. How do we improve environmental quality on the journey to net zero? Waste and emissions offsetting Biodiversity was considered within each of these subject areas.	Report The majority of Assembly Members (47:7) felt that Oxford should aim to achieve net zero sooner than 2050. There was little consensus on when Oxford should aim to reach ‘net zero’ instead. There was not a clear consensus on what Oxford should focus on first. Suggestions included ‘quick wins’ like transport improvements. Others felt the immediate priority should be green space and conserving biodiversity, for example, banning the cutting down of trees. Overall, it was felt that the council should ensure that policy making is holistic and comprehensive and work with central government to drive change. Engaging with the wider public and relevant stakeholders would be integral to this.

What	Format	Conclusions and recommendations
<p>Camden Citizen's Assembly on Climate Change</p> <p>July 2019</p> <p>To create a proposed action plan for how Camden should address the climate crisis at the level of the Home, Neighbourhood and Council.</p>	<p>50 randomly selected residents from Camden. Two evening sessions and one Saturday to hear evidence, deliberate and make recommendations to the council and the wider community.</p> <p>Recommended actions were presented to a full council meeting and set the direction of a new Climate Action Plan for Camden in 2020.</p> <p>Scope: Recommendations spanned energy generation and use, green space, transport, housing and mobilization.</p>	<p>Home</p> <ol style="list-style-type: none"> 1. Encourage low carbon dietary choices 2. Make all new homes carbon zero 3. Create more green space on residential streets 4. Fit solar panels on as many homes as possible 5. Campaign to make CO2 reduction fun <p>Neighbourhood</p> <ol style="list-style-type: none"> 6. Plant more trees and create more allotments 7. Pilot a community energy heating scheme 8. Install more segregated cycle lanes 9. Promote and trial car free zones and days 10. Enable electric transport with infrastructure and incentives 11. Developers to fund energy efficient retrofits of old buildings <p>Council</p> <ol style="list-style-type: none"> 12. Establish a Climate Emergency scrutiny panel made up of experts and residents 13. Make all council properties fossil fuel free 14. Improve council communications and engagement on the climate crisis 15. Mobilise existing community groups to work on tackling the climate crisis 16. Green the council's operations 17. Plant trees and retain public spaces

Methods in focus: citizens' jury

About the process

As part of the EIT CKIC HCC process, this document provides an initial understanding to a citizens' jury approach that the city of Edinburgh could engage its citizens in. The citizens' jury will give residents, with no assumed prior experience or exposure to policy making, the responsibility to consider trade-offs and balance competing demands. This process - and the opportunity to learn about an issue to a depth everyday life would rarely afford - has a number of benefits:

- Citizens get to see for themselves that decision making is more complex and nuanced than the image it often has
- By working together, the jury develops an understanding of where consensus lies on a particular issue.
- This gives individuals involved in the process a much better sense of how individuals are able to balance and compromise their own views or aspirations for an issue when working with others
- Indeed, jury members' views of the issue often change as a result of being part of a jury.
- This, in turn, helps to inform decision makers about how residents can receive policy making choices - as they see residents are capable of making difficult trade-offs and reaching consensus.

By working with citizen participants, councillors and officers throughout the delivery phase in particular, we will capture this learning and help you to find ways to transmit it both publicly and within your organisation.

A group of citizens' jury members who may wish to be involved afterwards

Jury members often report a greater willingness to become involved in other participatory exercises after taking part in the jury. As part of our work with the members of the citizens' jury we will deliver a list of members who wish to be contacted and take part in other participatory exercises after the process is complete.

What is needed

Any deliberative process method must be tailored to local need and context, including the critical question, the decision-making process and other factors such as available budget. We therefore would need to work with you to adapt, shape and tailor this model to the specific needs

- A project team will function as a **co-ordinating group**, responsible for overseeing the process of random selection and engaging with experts, wider stakeholders and any additional facilitators.
- An **advisory panel**. The advisory panel advises and supports the selection of the expert/stakeholder panel, providing challenge and additional knowledge to this critical element. It also ensures that the background material and evidence presented to the citizens is balanced. This panel would need to include academics and practitioners relating to the topic of discussion.
- Working with **experts**, participants will hear evidence, both technical and lived experience. Experts providing evidence during the citizens' jury will be selected by the advisory panel. During the process of the jury, participants can request further evidence or a particular expert as they feel they require.
- The citizen's jury will be led by our expert **facilitator team**, who will be responsible for ensuring effective and equitable processes. This facilitation team will ensure that the deliberation is not dominated by a vocal few and that everyone has a chance to speak.
- They will be supported by a broader team of deliberation experts, such as Demsoc, and, where appropriate, officials from the council.
- Through stakeholder mapping we suggest to hold an engagement session with a **stakeholder group**. This would be formed to provide a space for concerned citizens who are actively engaged around this topic - also acting as a forum for use as promotion, and awareness of the citizens' jury happening locally, building community awareness and trust.

Participant recruitment

Robust recruitment is essential to the legitimacy of a citizens' jury. The method of random stratified-sampling is advised to ensure participants are demographically representative of the local population. Edinburgh demographic profile data will be a key source for the sampling framework. Additionally, based on the question that the jury will focus on, it may be that additional categories for stakeholders are required, for example business. There are a variety of ways in which the voices and views of young people can be included, such as carrying out wider engagement and young people presenting the findings as experts. We would use the design and scoping phase to define your specific sample.

Usually, it takes several weeks to carry out the sortition process (including stratification) and create a body of representative, randomly selected citizens ready to make decisions in a way that is legitimate, fair and inclusive. We would recommend that this is conducted by a specialised organisation. We can support this process and would be able to liaise directly with the organisation of your choice if this was your preference.

We would hold a design workshop with key stakeholders from both the Council and local communities to scope out design elements and ensure widespread understanding and ownership. It is key to facilitate this design stage and ensure the essential principles are upheld, ethics and stages of a citizens' jury are achieved. The key stages of a deliberative process are:

1. Learning
2. Deliberation
3. Decision making/production of recommendations

The proposed approach

A Citizen's Jury or similar small-scale deliberative process, with e.g. 10-15 participants, would be suitable based on:

- Being innovative
- Being appropriate for discussions on complex issues of which the general public has low awareness
- Being relatively small scale and suitable for a test run

The topic needs to be agreed. It should be sufficiently wide and open to change so that the citizens can have a meaningful deliberation. Key decision-makers also need to be on board.

Draft timeline for a citizens' jury

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7
Steering group							
Process agreement							
Participant recruitment							
Learning							
Deliberation							
Recommendations							
Report							
Evaluation							

Key milestones

- Inception meeting and background research (initiation)
- Development of communication strategy (initiation)
- Stakeholder engagement (initiation)
- Process design workshops (initiation)
- Advisory group (initiation)
- Process designs finalized with the council (design)
- Development of materials for citizens' jury (design)
- Participant recruitment and liaison (delivery)
- Development of citizens' jury facilitation plans (delivery)
- Delivery of citizens' jury (delivery)
- Final report (review)
- Progress and monitoring (review)

Cost estimates

Depending on the size and length of a citizens' jury, as well as resources provided to the participants the costs would vary. Based on other projects, we roughly estimate that a citizens' jury with 20 participants over the course of four days could entail financial resource needs of roughly GBP 60,000.

Recruitment costs	£5,000	<ul style="list-style-type: none"> ● Invitation design and package, random selection and stratification, registration as well as initial and detailed onboarding
Participant costs	£6,400	<ul style="list-style-type: none"> ● A gift (approx. £60-75 per day) for participants ● Reasonable travel expenses and childcare
Witness / expert costs	£700	<ul style="list-style-type: none"> ● Reasonable expenses for those invited to speak ● Reasonable expenses for advisory group members
Weekend staff costs	£17,150	<ul style="list-style-type: none"> ● Facilitation of jury (officer) ● Facilitation of jury (lead) ● Logistics (support) ● Event management (officer) ● Travel ● Accommodation and food
Design and delivery staff costs	£26,950	<ul style="list-style-type: none"> ● Lead ● Officer ● Comms Consultant ● Project Support
TOTAL	£56,700	

NB - Venue and catering costs are excluded as our expectation is that these will be covered by the City. This also includes costs to ensure accessibility and equitable access. For example; venue adaptations, translators, child care or other caring expenses.

Example of Citizens' Jury

What	Format	Conclusions and recommendations
<p>Leeds Climate Change Citizens' Jury</p> <p>Conclusions January 2019</p> <p>Question: 'What should Leeds do about the emergency of climate change?'</p>	<p>30 hours over eight evenings with a broadly representative group of some 25 members of the public who are randomly chosen. Recommendations written by the jurors presented formally to Leeds City Council's Climate Emergency Advisory Committee in January 2019, which can make formal recommendations to Leeds City Council's executive board.</p> <p>Scope: Transport, Housing, mobilization and education, recycling, power and policy, finance and investment.</p>	<p>Report</p> <p>Combined statement from participants:</p> <p>"We have concluded that we are at a crisis point. We believe our recommendations can make Leeds a better place to live as well as addressing climate change.</p> <p>We don't have all the answers but we hope that our recommendations will go some way towards tackling the problem.</p> <p>Leeds led the world in the industrial revolution - we believe the city can now lead an environmental revolution'</p> <p>There were 12 recommendations ranked by the level of support in the jury. The top four were:</p> <p>A: We recommend that extensive positive action is taken to make the use of private cars a last resort for transportation. As a priority, bus provision (starting with First Bus) should be taken back within public control.</p> <p>B: All existing housing must be made energy efficient – housing must be retrofitted. We recommend that Leeds City Council enables communities to come together and insulate their homes and transition to greener energy sources via locally organised social enterprises. This would encourage sharing skills and teaching people to be more green.</p> <p>C: Leeds act together: there needs to be a large-scale communication drive in Leeds.. Education in schools is central to this. We believe this needs clear, positive and practical messages which emphasise the necessity for individuals, community and organisational action at all levels.</p> <p>D: Funding/finance. We recommend exploring a variety of funding sources so that we are not over reliant on any single one, we can access finance readily and cheaply, and each source has a positive effect on people's behaviour.</p>

Recommendations

In this document, Democratic Society (Demsoc) has outlined interesting challenges that transpired out of the *Edinburgh Talks Climate* survey responses and the ongoing work within the EIT CKIC HCC Deep Demonstration. While it provides a good overview of possible avenues for engagement opportunities, further research and narrowing down of concrete challenges that the city and citizens of Edinburgh want to address collectively is needed. It is a crucial first step that will allow us to choose appropriate tools and methods addressing these challenges or questions.

The document includes specific methods in focus that could be applied to the context of Edinburgh, if they fit the specific challenges and context of Edinburgh. That section provides a general overview of three specific methods that could be applied to the city of Edinburgh. Further criteria, such as resource implications, the timeline or political opportunity to feed the results of the citizen engagement into ongoing policy making might determine the choice for a specific tool to use.

Democratic Society is committed to collaborate with the Council of Edinburgh to identify and concretise the challenge to be addressed with the citizens within the available resources of the EIT CKIC project. Furthermore, we are committed to continue the engagement after 2020 to carry out the chosen engagement option itself as well.