



**Policy Instruments for Chinese Sustainable Future:
Environmental Policy Integration and
Strategic Environmental Assessment
for the Energy and Transport Sectors**

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Guiding principles for participation, consultation and coordination in SEA

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Project outline

Policy Instruments for Chinese Sustainable Future focuses on the integration of the environment into transport and energy planning in China, both at the policy level and in terms of concrete measures for the two administrative levels of provinces and municipalities. The implementation of this project will help to build transportation and energy-use systems that are environmentally sound and capable of achieving sustainable development in China. As part of the Asia Pro Eco II Programme the project contributes to the programme's main themes for China: energy savings, improved air quality and reduced emissions of GHGs.

At the heart of this project are two closely related mechanisms that are central to the EU efforts to promote sustainability: Environmental Policy Integration (EPI) and Strategic Environmental Assessment (SEA).

The action targets the inadequate reflection on environmental policy objectives and the weakness of the environment as a cross-sectoral priority and the need for information and knowledge of technical/practical solutions that can lead to immediate improvements in the development of sectoral plans. The 30 months Action consists of four work packages and multiple activities.

For further information please look at:

http://www.epi-in-china.com/project_information/summary.html

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List of contents

FOREWORD	4
INTRODUCING THE CONCEPTS	5
DEFINITIONS	6
BENEFITS OF PCC	7
CHINA'S EIA LAW	8
PROCESS DIMENSION	9
METHODS	12
ANNEX – EXAMPLE OF A SUMMARY TABLE OF WINDOWS OF OPPORTUNITY AND PCC EVENTS	15
REFERENCES	20

Foreword

This guidance is intended to inspire further development of participation, consultation and coordination in Strategic Environmental Assessment (SEA). It illustrates opportunities for participation, consultation and coordination based on many years of lessons learnt and ongoing attempts to improve this important area of practice in many OECD countries. As such, these guiding principles are closely linked to certain conceptualizations of Western democracy. We are aware that some of those concepts, such as legitimacy and good governance, inevitably have different connotations in China and should be interpreted and designed on the basis of the cultural and institutional characteristics of China's government system.

Despite the differences in terminology, the fundamental aims of participation, consultation and coordination are very much in line with China's own objectives. Meaningful public participation can facilitate greater social acceptance of government decision-making and minimize social conflict. Practicing participation, consultation and coordination can further contribute to a harmonious development of society. And so, many of those central concepts are reflected in China's latest guidance on public participation for EIA and are actively promoted by SEPA.

Therefore, this report is an illustration of the opportunities and benefits arising from participation, consultation and coordination, which can contribute to achieve sustainable development. The ideas and suggestions presented here are intended to support the efforts of the Chinese Government to promote scientific development, and SEPA's emphasis on the importance of public participation. They should be adapted to fit the characteristics of China's government system and institutional setup.

Introducing the concepts

‘Environmental issues are best handled with the participation of all concerned citizens. Each individual should have... [information], and the opportunity to participate in decision-making processes’
(*Rio Declaration*, 1992, Principle 10)

It is not uncommon for SEA practitioners and public administrations to comment on the importance of creating the space for dialogue between actors and institutions that do not normally interact. Instances of consultation and coordination can improve mutual understanding across government administrations, enabling actors to discuss different worldviews, beliefs and priorities. Public participation is an equally fundamental part of SEA. Policies, plans and programmes (PPPs) are ultimately designed for the welfare of citizens and their country. The public should have the opportunity to inform both the conception and analysis of the PPPs.

This paper focuses on three dimensions of involvement of actors in planning and assessment: **participation, consultation and coordination** (PCC, see below for definitions). It emphasises the need to involve the public in a meaningful way, and the need to improve consultation and coordination between government institutions.

The **effectiveness** of SEA is thus closely linked to the promotion of opportunities for PCC of the public, stakeholders and institutions. The design of the process of SEA is therefore a crucial task, and is often part of the activities carried out under the heading of ‘scoping’, and related Scoping Report.

The successful inclusion of opportunities for PCC makes a contribution towards **good governance**, and is crucial to the pursuit of **sustainable development**: ‘The very soul of SD [sustainable development] is that it is participatory. It is not something that can be imposed by a small minority of technocrats or policy-makers from above’ (Bell and Morse 2003:4).

International support for greater participation in the process of SEA is a further confirmation of its importance: in addition to *The Rio Declaration on Environment and Development* (UNCED 1992) mentioned above, the *UNECE Protocol on Strategic Environmental Assessment* supports a strong role for the public (2003), and the *Aarhus Convention* advocates access to information and access to justice in environmental matters (UNECE 1998; see also: UNECE and REC 2006). Although China is not party to UNECE initiatives, the themes raised therein have also been central to **SEPA’s** concerns in recent years (Pan 2006).

Definitions

Consultation – can refer to intra-governmental communication (between sectors and levels of administration), or to the sharing of information and communication between planning authorities and the public. Consultation is about asking experts and the general public (individuals or representatives) about their opinion on a specific topic. Emphasis is on gathering information rather than interactive dialogue.

Coordination - refers essentially to intra-governmental and cross-sectoral communication, consultation and collaborative work in planning, assessment and decision-making.

Participation – refers to the involvement of the public. It is meant to be interactive and to include the public and other non-governmental stakeholder in the PPP preparation process as partners.

Public authority

- government or other public administration, including public advisory bodies, at national, regional or local level;
- any natural or legal person performing public administrative functions under national law, including specific duties, activities or services in relation to the environment; and
- any natural or legal person having public responsibilities or functions, or providing public services, relating to the environment under the control of a body or person falling within (a) or (b).

The public - one or more natural or legal persons, and, in accordance with national legislation or practice, their associations, organizations or groups (EC 2001).

Benefits of PCC

Strengthen effectiveness and legitimacy

Ultimately, the effectiveness of SEA processes will be judged on the capacity to improve the environmental and sustainable quality of the decision on a strategic initiative (policy, plan or programme).

Public participation will provide a strong knowledge input and legitimacy to requests for changes and improvements to the initial development proposal, so as to strengthen its compatibility with environmental priorities. When it is organised in a meaningful way, participation can give decision-makers additional legitimacy and accountability for their choices, help build trust in institutions and resolve conflicts among competing interests.

Manage complexity and minimize uncertainty

SEA processes tend to apply to strategic and complex initiatives (policies, plans or programmes), involving varying degrees of uncertainty. The nature of strategic planning, policy-making and decision-making implies that SEA must deal with:

- a) multiple development sectors and themes, and thus multiple perspectives, interests and priorities; and
- b) factors and impacts that are difficult, sometimes impossible, to predict with any degree of certainty.

For both these reasons, PCC can help to manage the complexity, multiplicity of interests and the often high levels of uncertainty:

- Consultation and participation of the public can provide new information and facts, as well as an overview of the values and expectations of interested citizens in the proposals being developed; active participation would provide the forum for feedback and direct input into the proposal (for example, during the critical stage of scoping, when authorities discuss the overall objectives of a proposed plan).
- Consultation can also involve other government agencies, experts and key stakeholders, and can improve the flow of information between sectors of government (for example, land use and transport) and levels of government (for example, national, provincial and municipal).
- Coordination is mainly aimed at improving good governance (below).

Contributing towards good governance

Coordination and open lines of consultation are at the heart of good governance. Good governance is all the more important when dealing with environmental and sustainability dimensions of development, as it can improve the coherence and synergies between the work done by different sectors of government and levels of government. Better coordination can be of great benefit in terms of efficient use of limited resources, and can avoid conflict between strategic initiatives operating on the same spatial context.

China's EIA Law

The following articles from the Chinese EIA Law (NPC 2002) are directly and indirectly relevant to the activities of participation, consultation and coordination:

- 'This Law is formulated for the purpose of realizing sustainable development strategy, preventing adverse impacts on the environment from implementation of plans and construction projects, and promoting coordinative development of the economy, society and environment' (Article 1).
- 'Assessment is an 'analysis, projection and evaluation [of] the potential environmental impacts' resulting from the plan or project, and the proposal of 'countermeasures and measures to prevent or alleviate adverse impacts' (Article 2).
- Assessment is intended to provide 'objective, open and impartial' information, and 'thus provide scientific basis for the decision-making' (Article 4).
- 'The institutions responsible for preparing the specific plan shall hold expert meetings and public hearings or in other forms to solicit comments and suggestions on the draft EIS of relevant units, experts and the public', and shall give the resulting comments 'serious' consideration, and provide an explanation of how these were adopted or rejected (Article 11).
- The Law calls for the organisation of 'a review group [of] representatives of relevant departments and experts... to examine the EIS' (Article 13).
- The Law requests an explanation of how the EIS was taken into consideration (Article 14).

The legal provisions could be more detailed, however, it can be argued that strong requirements for PCC are already in the legislation. The main obstacle has been implementation: the timing of public involvement and the quality of such involvement which has often been short of satisfactory and meaningful. A new *Regulation of the People's Republic of China on Plan Environmental Impact Assessment* (forthcoming) on how to carry out SEA will provide clearer direction. [awaiting final text from ACEE]

Process dimension

Maximising the opportunities for PCC

The European Commission has recently produced *A sourcebook on Strategic Environmental Assessment of Transport Infrastructure Plans and Programmes* (EC 2005), which defines SEA as ‘a **systematic, pro-active and participative process** that aims at ensuring that environmental aspects are given due consideration in planning and decision making above the project level, frequently referred to as “strategic action” or “policies, plans and programmes”’ (emphasis added).

In this paper we focus on the ‘participative process’ and make suggestions on how to **maximise the opportunities for PCC** actions from the very early stages of the SEA process and throughout its development.

The following stages are critical:

- Agree on the purpose, meaning and implications of the SEA for the planning and decision-making processes,
- Clarify the scope and limitations of the SEA,
- Identify significant strategic issues for environmental protection and sustainable development,
- Identify the type and range of information required - and sufficient - to establish the baseline for the subsequent assessment,
- Identify key actors: Government agencies, stakeholders and representatives of the public,
- Identify main stages in planning (windows of opportunity) that should be informed and influenced by the SEA. These may include:
 - o Contributing to the problem definition (the basis on which a PPP is developed),
 - o Contributing to the setting of development objectives and ensuring that environmental objectives are suitably included,
 - o Contributing to the selection and discussion of alternatives,
 - o Contributing to the final decision on the plan by providing clear recommendations in the SEA report and in the conclusions of the public participation event(s),
- Outline the logistics of the assessment process (including setting up steering committees, defining the main outputs and a timeframe).

Consultation and coordination should take place throughout the SEA process and should be practiced during all the stages listed above. The stage of scoping in an SEA provides the best opportunity to define as many opportunities for such consultation and coordination. In particular, it is essential to have a clear idea of the main stages of the planning process, as these will provide the backbone on which to design the SEA process and the opportunities for interaction with other government agencies and key stakeholders.

In the guidance on Scoping we have defined this activity as defining ‘**windows of opportunity**’ (after: Caratti *et al.* 2004), defined as: ‘moments in the decision-making process where critical choices are made, which have an environmental implication’ (Bina *et al.* 2004:88). This entails identifying the main stages in planning (windows of opportunity) that should be informed and influenced by the SEA, and specifying the

approximate timeline for each stage so as to ensure that the SEA can contribute to it in a timely and effective way. Here we propose to use such windows of opportunity as a basis for maximising consultation and coordination. An example is provided in the Annex.

Public participation should also be planned based on the list of windows of opportunity identified. The next section provides key recommendations for the involvement of the public.

Basic rules of public participation

Involvement of the public is **too often limited** to the commenting (or even simply receiving notice of publication) on the SEA Report. At this stage, most decisions have already been taken. The best that can be achieved is to minimise impacts, mitigate and compensate – often with an eye to one’s own backyard. This approach will not deliver the benefits outlined above.

Communication with the public should take place **early** on. It should be based on the creation of a **contact space** that is **permanently opened** to provide information to (and receive information from) the public and interest groups, and to receive notice of concerns and suggestions (Blanco 2007).

Information about how to provide and receive information relating to the project and its SEA should be **widely publicised**, and as far as possible facilitated (for example by making briefing material freely available) by government.

Communication should be as far as possible linked to an individual that can be clearly identified, and contacted (directly or indirectly through the ‘contact space’). She or he should use **simple and clear language** when raising questions and providing answers, reports and technical summaries should make use of **graphic means** such as simple maps and diagrams rather than lengthy text (Blanco 2007).

Dos and Donts of public participation

Remember that public participation is not a marketing or public relations activity and cannot be a panacea for obtaining the support for complex, unpopular initiatives.

DOs	DONTs
✓ indicate the boundaries of plan development	✓ create any un-fulfillable expectations
✓ only start the planning/assessment process if the outcome is genuinely open	✓ apply interactive planning to achieve a hidden agenda
✓ involve all relevant parties in the process	✓ allow interference in the agreed process
✓ include explicit evaluation steps in the process	✓ allow governments to represent affected groups
✓ keep to the agreed time schedule	✓ start the process without careful preparation
✓ keep all input to the process authentic	✓ mix different steps in the process
✓ show involved parties their input on paper	✓ limit communication to a presentation of the evaluation results
✓ detach people from their fixed patterns of thinking	✓ always use well-known solutions
✓ communicate in understandable terms in a way that appeals to individuals	✓ gather large anonymous groups

Source: EC 2005

For more information

www.iap2.org
www.iifac.org
www.iied.org
www.iaia.org
www.connor.bc.ca/connor
www.unece.org

Methods

Consultation and coordination methods

Provision of information is a necessary element of PCC for all stakeholders at the outset on the policy, plan or programme making process. Consultation is sufficient for stakeholders that are less influential or initiatives that have less impact on people's lives. Consultations consist not only of provision of information, but also of the expression of opinion and taking the expressed opinion into account when preparing the PPP and the environmental report.

Method	Description, clarification
Invitation letters	Useful in early stages of consultation to provide information regarding the process and disseminate instructions on how to get involved.
Exhibitions	Useful way of presenting basic information and options to the public, especially local communities. Allows face-to-face feedback of information.
Media	Engages large numbers of people, through TV, radio and newspapers. Useful at targeting those who are difficult to involve due to location – local farmers etc. Internet, websites and chat rooms have become increasingly popular ways of providing information and seeking feedback.
Printed matter	Leaflets, brochures and consultation reports prepared by officers responsible for the new initiative.
Dedicated (established) communication channels	Web-pages, dedicated phone lines, dedicated e-mail addresses
Formal and informal written consultations (request for expert opinion)	Requesting formal opinion on a report or a part of a report (for example a scoping report or SEA report) or requesting an informal opinion through established and informal communication channels.
Formal and informal interviews	This tool is often used during coordination and consultation but is often un-documented. During such interviews a lot of useful information is being transferred, which is used in elaboration of the PPP or the SEA report.
Establishing focal points	Appointing people to ensure communication and coordination among stakeholders and information flow and exchange.
Coordination committees (councils, working groups)	Such coordination committees are often established to coordinate the process of consultations on a PPP with the institution or organization which is charged with elaboration of the SEA report. They can be established based on the order of the SEA responsible authority or a planning authority.
Establishing coordination procedure	Establishing procedure for coordination for a particular process.
Giving a coordination mandate to a public authority	This tool enables one public authority to give a coordination mandate to another public authority or organization to act as coordinator during a consultation phase.

Source: Ausra Jurkeviciute (personal comment) and <http://www.yedp.org/>

Note that difficulties for coordination can arise due to the lack of human and financial resources within the institutions involved.

Participation methods

Participation is useful for important and influential stakeholders and for initiatives which may have a large impact on peoples lives.

Method	Description, clarification
Questionnaires surveys	Good way of obtaining basic information which can be easily analysed. Able to reach a large number of people, they are convenient and economic. Must have a clear purpose and ensure that questions are not 'leading'
Public meetings, hearings	Present basic information to the public. Allows large numbers of people to be involved in some limited discussions. Need to be carefully managed to ensure all views are heard
Media structured interviews	Useful for obtaining specific information and attitudes from wider stakeholders in early stages of a Plan
Semi-structured interviews	Useful in exploring more complex issues from key stakeholders later in the process. The more open questions together with some structure allow a compromise between a thorough explanation of the issues and ease of analysis of responses
Forums	Vary in representation, size, timing and outcome
Focus Groups	Small groups (6-12 people) which are asked questions by a skilled facilitator. Allows facilitator to explore emerging issues and gets people to form opinions in discussion. It can be resource-intensive and is more useful later in the process of making a Plan
Advisory committees	Representative group of stakeholders which meet regularly throughout the Plan process to provide advice
Workshops	Structured group discussions designed to solve problems and identify ways forward. Useful in bringing different groups of experts together and require experienced facilitators
Scenario workshops	A particular form of workshop is one where participating members of the public, government and the public together develop scenarios for the sector/region/issue concerned in the SEA. Using back-casting methodology, the scenarios can help identifying the most important issues and alternative development paths to be addressed today and can also help actors communicate with each other and find agreement.
Round table discussions	Facilitated debates between groups with different views with the aim of reaching consensus. Useful for engaging specialist interest and single-issue groups.
Printed material inviting comments	They aim to provide easily read information in words and drawings, to inform a wide range of stakeholders about the plan- or programme-making and assessment processes or documents.
Displays and Exhibits	Displays can be interactive or can be used as part of a

Method	Description, clarification
	forum, workshop, exhibition, conference or other event. Displays and exhibits can include feedback opportunities such as blank sheets with on-line questions, and can include drawings, models, maps, posters, or other visual and audio representations illustrating an event, proposal or issue.
Information hotline/ Staffed telephone lines	An Information Hotline offers pre-recorded information on the planning document or an issue via the telephone and/or access to SEA and planning team members who can answer questions or provide additional information and assistance. Staffed telephone lines can serve as a link between the public and the developer during the elaboration of the PPP, making the public feel involved.
Internet/Web-based consultations	The tool typically comprises a website on the Internet. It is used to provide information or invite feedback. Care should be taken to keep the information up to date. More interactive forms of participation on the Internet may also be developed, e.g. on-line forums and discussion groups.

Source:<http://www.yedp.org/> and www.unece.org

Annex – Example of a Summary Table of Windows of Opportunity and PCC events

Source: Bina, O. (2007) 'Proposal for the integration of the planning and assessment processes', Report part of the Asia ProEco II project *Policy Instruments for Chinese Sustainable Future*, 23 November 2007, available at: <http://www.epi-in-china.com/>. [please upload to the website]

Legend for the table headings:

a = Many of these tasks, as well as the specific actions (inputs, analysis and outputs) could represent a 'window of opportunity' for SEA to influence and guide planning. You should highlight these with a colour.

b = Collecting either qualitative or quantitative data and information (INPUTS);

c = Analyse the data using formal or informal tools, techniques and assumptions (ANALYSIS/DISCUSSION);

d = The outcomes of the analysis are expressed as outputs: they can be a report, a tool, a seminar etc. They are then discussed either implicitly or explicitly in order to inform the decision (DISCUSSION/OUTPUTS).

Participation, consultation and coordination can be planned and promoted in terms of input required, analysis, drafting of outputs and of course as part of the SEA itself. Specific examples of when to involve the public as part of the SEA process are highlighted in column 6 'SEA integration opportunity'

Dates (should be specific)	Planning task (a)	Lead organization	Input required (b)	Analysis proposed (c)	SEA integration opportunity	Outputs expected (d) from planning
Autumn 200x	1) Set up an energy expert group responsible for drafting the energy plan	City DRB	Overview of the main issues to be discussed during planning (based on previous energy plans, annual progress reports, assessments etc).	Could include a stakeholder analysis	Ensure that the environmental perspective is represented within the group. For example, by including the EPB as a member.	A formal decision (approved by the City Government) which lays out the list of organisations and actors member so the Group, with details of their role.
Autumn 200x	2) Identification of the main issues surrounding energy planning: priorities, concerns, problems, expectations etc.	City DRB - Expert Group	Same as above, with additional level of detail. Major policy documents relating to energy (international, national, provincial and municipal sources). Selected stakeholders and	Analysis of background data (status quo) on: Energy production (sources, quantity) Energy demand (sources, quantity) Efficiency levels Impacts (economic, social, environmental) Supply forecasts Demand forecasts Etc...	Include a summary of the main policies and laws relevant to energy planning (input (b)). Include information to highlight the environmental and sustainability dimension of the issues being discussed (analysis (c)).	A list of main issues to be addressed in the new energy plan. A list of additional data and analyses that need to be gathered and produced for subsequent detailed planning stages.

Guiding principles for consultation, coordination and participation in SEA

Dates (should be specific)	Planning task (a)	Lead organization	Input required (b)	Analysis proposed (c)	SEA integration opportunity	Outputs expected (d) from planning
			NGOs are invited to submit data, analyses and other inputs for consideration by the Group.	Group discussions.		
Spring 200x	3) Identification of a <i>preliminary</i> list of objectives and indicators for the draft plan	City DRB - Expert Group	Outputs from task 2. Main trends in: Energy consumption Emission levels per sector Air quality Other...	Discussion of significance of current trends.	Ensure that the environmental and sustainability dimension of the preliminary objectives (and indicators) is included (inputs (b) and analysis (c)).	<i>Preliminary</i> list of objectives and indicators for the draft plan (agreed by the group and approved by the City Government)
Spring 200x	4) Establish and interpret the current energy balance for Xichang	Expert Group	Input/analysis/output from task 2. Additional level of detail.	Analysis of trends.	Include information to highlight the environmental and sustainability dimension of the current energy balance (inputs (b) and analysis (c)).	Report outlining the current energy balance.
Spring 200x	5) Establish and describe the 'reference/do nothing' scenario	Expert Group	Input/analysis/output from tasks 2 and 4. Overview of: Use in city/townships Use in rural areas Use by Industry Other	Projected estimates of variables/indicators measuring the performance of such scenario against the preliminary objectives (task 3)	Include information to highlight the environmental and sustainability dimension of the reference scenario (inputs (b) and analysis (c)). This step of planning is closely linked to the baseline task under 'scoping' in SEA.	Report describing the reference scenario and highlighting the major performance gaps – that is, what will happen (in terms of the preliminary objectives – task 3) if no measures are planned and implemented.
Winter 200x	6) Consultation to finalise the definition of the problem and objectives	City DRB	Outputs from tasks 1-5	Stakeholder analysis. Discussion. May involve written comments, interviews, seminars etc.	Ensure that representatives of the environment and sustainability interests are present / participate.	Report summarising the results of the consultation process. List of stakeholders consulted.
Winter 200x	7) Final definition of the problem and final list of objectives and indicators	City DRB - Expert Group	Outputs from tasks 1-6	Discussion within the Expert Group	Ensure that the definition of the problem and list of objectives take into account the environmental perspective.	Report outlining the problem definition and the agreed objectives for the Draft Plan.
Winter 200x	8) Identification of specific sectoral targets for the achievement of the objectives (task 7)	Expert Group	National and provincial sectoral targets (from policies and legislation).	Discussion within the Expert Group	Include information to highlight the environmental and sustainability dimension of the objectives and targets (inputs	Identification of specific sectoral targets for the achievement of the objectives (task 3)

Guiding principles for consultation, coordination and participation in SEA

Dates (should be specific)	Planning task (a)	Lead organization	Input required (b)	Analysis proposed (c)	SEA integration opportunity	Outputs expected (d) from planning
			Outputs from tasks 1-7		(b) and analysis (c).	
Winter 200x	9) Preliminary outline of energy scenarios for Xichang	City DRB - Expert Group	Outputs from tasks 1-8 Scenarios: Scenario X focused on SUPPLY SIDE Scenario Y focused on DEMAND SIDE Scenario Z COMBINING supply and demand.	Consider extreme events such as: -prolonged scarcity of water in rivers -climate change -major increase in population pressure -radical changes in lifestyles and related energy consumption patterns -other Cause and effect chains	Contribute to the definition of scenarios. Influence the range and type of extreme events considered. Include information to highlight the environmental and sustainability dimension of the scenarios (inputs (b) and analysis (c)).	Report outlining three alternative scenarios for Xichang
Winter 200x	10) Preliminary impact assessment of the energy scenarios for Xichang	Expert Group	Outputs from tasks 1-9	Identification of likely impacts: Economic Social Environmental and sustainability	Include information to highlight the environmental and sustainability impacts (inputs (b) and analysis (c) – both positive and negative impacts!	Report outlining the range of likely impacts of the scenarios for Xichang
Winter 200x	11) Public participation invited to discuss alternative scenarios and impacts	City DRB	Reports from Task 9-10	Discussion. May involve written comments, interviews, seminars, events, conferences etc.	Ensure that representatives of the environment and sustainability interests are present / participate. Ensure that the material is presented in a way that communicates adequately with the audience (i.e. non technical where needed).	Report summarising the results of the public participation process.
Winter 200x	12) Revision of proposed scenarios based on the response of the public	Expert Group	Report from Task 11	Revision of the scenarios with a view to propose the most desirable scenario as a base for detailed proposition of measures (next tasks)	Review the final report (d) to ensure due account was given to the public's comments.	Revised report on energy scenarios.
Winter 200x	13) Preliminary outline of measures for the supply and demand sides	City DRB - Expert Group	Outputs from tasks 1-8 SUPPLY SIDE – explore: -actions increasing energy efficiency of individual energy processes and sources -actions that will modify the structure of supply.	Cause and effect chains Cost-benefits analysis Identification of likely environmental and sustainability impacts	Contribute to the definition of measures. Include information to highlight the environmental and sustainability dimension of the measures and their likely impacts (inputs (b) and analysis	Report outlining possible measures for the supply and demand sides

Guiding principles for consultation, coordination and participation in SEA

Dates (should be specific)	Planning task (a)	Lead organization	Input required (b)	Analysis proposed (c)	SEA integration opportunity	Outputs expected (d) from planning
			DEMAND SIDE – explore: -actions increasing efficiency of the energy end uses -actions reducing energy demand.		(c) – both positive and negative impacts!	
Winter 200x	14) Consultation on the range of possible measures	City DRB	Report from Task 13	Stakeholder analysis (see task 6) Discussion. May involve written comments, interviews, seminars etc.	Ensure that representatives of the environment and sustainability interests are present / participate.	Report summarising the results of the consultation process.
Early 200x	15) Detailed development of the energy plan measures	Expert Group	Outputs from tasks 1-10 SUPPLY side... DEMAND side (based on draft plan contents list – email 16/11/07): Priority Projects in the city and township area... Priority Projects in the rural areas... Priority Energy Efficiency... Projects in industry...	Cost-benefits analysis	Contribute to the definition of measures. Include information to highlight the environmental and sustainability dimension of the measures (inputs (b) and analysis (c)).	Report outlining detailed measures for the supply and demand sides
Early 200x	16) Technical review and Plan EIA (SEA)	Expert Group	Report from Task 15 (and all other supporting documents Tasks 1-14)	Identification of likely impacts: Economic Social Environmental and sustainability Proposal of mitigation.	Include information to highlight the environmental and sustainability impacts (inputs (b) and analysis (c) – both positive and negative impacts! Try to adopt mitigation as a last resort. The aim should be to ensure that the plan is environmentally consistent.	Report outlining the range of likely impacts of the measures for Xichang's Energy Plan. A separate Plan EIA report should be prepared, including a non technical summary.
	17) Revision of the draft plan	City DRB	Report from Task 16	Discussion and redrafting	Ensure that the key findings from the Plan EIA report are taken into consideration	Revised Draft Energy Plan.
X	18) Public participation invited to discuss the	City DRB	Reports from Task 16 and 17	Discussion. May involve written comments,	Ensure that representatives of the environment and	Report summarising the results of the public

Guiding principles for consultation, coordination and participation in SEA

Dates (should be specific)	Planning task (a)	Lead organization	Input required (b)	Analysis proposed (c)	SEA integration opportunity	Outputs expected (d) from planning
	detailed measures and their impacts			interviews, seminars, events, conferences etc.	sustainability interests are present / participate. Ensure that the material is presented in a way that communicates adequately with the audience (i.e. non technical where needed).	participation process.
X	19) Revision of the draft Energy Plan based on the response of the public	Expert Group	Reports from Tasks 16-18	Discussion and redrafting	Review the final report (d) to ensure due account was given to the public's comments.	Final Energy Plan

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