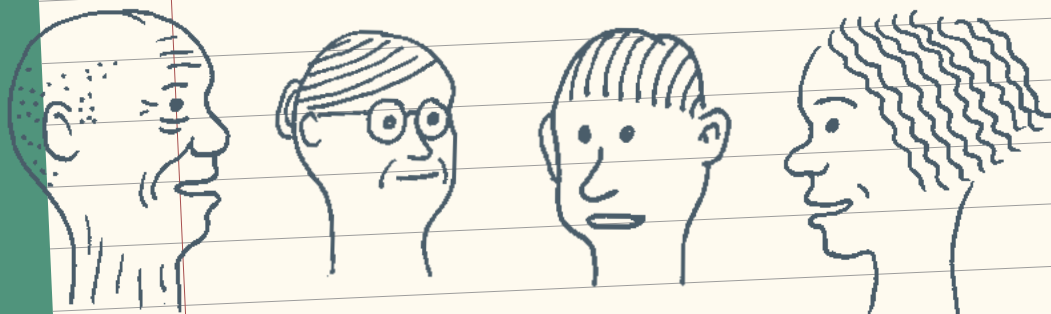




Climate Deliberation

A handbook on citizen dialogue
in the local climate policy context



Klimatriksdagen

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THANK YOU!

Without participants, there would be no climate deliberations. A BIG THANK YOU to everyone who participated in and helped conduct them.

Thank you to the Swedish Postcode Lottery Foundation for funding the development and implementation of the climate deliberations.

Heartfelt thanks to everyone at Klimatriksdagen who worked hard to develop the method and this handbook – and provided invaluable advice along the way.

Special thanks to our collaborating municipalities: Borås Stad, Malmö Stad, Sollefteå Kommun, and to Klimatomställning Borås.

Klimatriksdagen is a non-profit association, politically and religiously unaffiliated, whose purpose is to give the climate debate a central role in the Swedish electoral campaigns and debate.

Klimatriksdagen received funds from the Swedish Postcode Lottery Foundation for the project "Medborgarkraft i klimatpolitiken". The purpose of the project was to develop a method for local climate deliberations, conduct a pilot implementation in three municipalities and spread the method and encourage others to do the same. The two-year project ends in August 2025.

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Introduction

“If we can do this in a couple of days, then there are no limits to what we can do for the climate.”

This quote is from one of the participants after “Climate Deliberation” (“Klimatrådslag” in Swedish), in Malmö in October 2024. Many similar comments have been made by enthusiastic residents of Sollefteå, Malmö and Borås after intense discussions about local climate measures.

In 2024, Klimatriksdagen organized three local climate deliberations together with the local governments of Sollefteå, Malmö, and Borås. Around 40 residents were invited at each location to jointly develop policy proposals for the climate transition.

Sollefteå is a geographically extensive, rural municipality in northern Sweden. With just over 18,000 inhabitants, the average population density is around 3 inhabitants per km². About half of the inhabitants live in the central town by the same name. Cars are more or less indispensable to get around here. The region is dominated by widespread forests and significant hydropower production.

Malmö is Sweden’s third largest city, located in the very south of the country. With nearly 370,000 inhabitants, the population density is over 1000 inhabitants per km². A significant share of the population consists of refugees and immigrants with cultural roots outside Europe. The region has a varied industry, a vibrant cultural life and highly productive agriculture.

Borås is a mid-sized city in Sweden’s southwest. With almost 120,000 inhabitants, the population density is around 120 inhabitants per km². Borås used to be a European powerhouse in the textile industry, but more recently the city’s strategic location has transformed the city into a major logistics and distribution hub.

In this handbook, we have collected the lessons and experiences from the three climate deliberations. We would like to share this method with municipalities, regions, associations and organizations. We are convinced that more local climate deliberations will lead to greater engagement in the climate transition, stronger local ownership, and a richer dialogue around this critical issue for our shared future.

To quote one of the participants of the climate deliberations:

“Climate changes affect us all. We all have something to say – and we all have to be included.”

The climate transition is a question that often causes polarization and conflict, but facing the climate crisis should unite us. We all want to live on a planet that can sustain us for generations to come. We want our children and grandchildren to have the opportunity to live a fulfilling life. Therefore, it's important to provide the necessary conditions for a good conversation around the climate and develop methods that can help us find ways forward. We believe that local climate deliberations contribute to building momentum in local climate transition work and also strengthen local climate policy work. Precisely what we need for the climate transition.

Words like **citizen assembly** and **citizen dialogue** are used in this book because they are established concepts. We do wish to emphasize that these concepts, despite their names, are not limited to citizens, but include all residents in a municipality, region or other area.

WHAT IS A CLIMATE DELIBERATION?

There are many different words to describe citizen dialogue. Citizens' assemblies, mini publics and participatory budgeting are just some of the terms used. The Swedish non-government association Klimatriksdagen invented the term “Klimatrådslag” to describe the process outlined in this book, which we have translated as “Climate Deliberation” in this handbook.

Just like other kinds of citizen dialogues, a climate deliberation is a meeting place for dialogue and discussion. During the climate deliberations residents from different backgrounds and all parts of society come together. Together, they form locally tailored policy proposals for an effective and socially acceptable transition. The goal is that the proposals lead to political decisions.

WHO SHOULD READ THIS HANDBOOK?

Everyone who is interested in organizing a climate deliberation will find this handbook useful. This could be municipalities, regions, organizations or associations. The book provides practical tips on preparations, recruitment, setup, important roles, execution and budget.

Our aim is for this handbook to be the go-to resource for anyone carrying out a climate deliberation in practice.

GLOSSARY

Climate Deliberation: A meeting place for dialogue and discussion between residents with varying backgrounds. The goal is for the residents to collectively develop locally acceptable policy proposals.

Proposal: Concrete ideas for local climate policy, described in such a way that they can form the basis of local government decisions. For example, "Free public transport on buses in Malmö."

Recommendation: A broader description of the direction the climate deliberation advocates in specific policy areas, such as affordable energy.

Facilitator: A neutral discussion coach responsible for keeping the discussions fair and effective during the deliberations.

Process Leader: The person(s) leading the climate deliberations, responsible for the setup and guiding the participants through the process. Sometimes also referred to as project coordinator.

Deliberative: A process of finding common ground through in-depth discussions where all participants are heard.

Preparatory Meetings: The four meetings held with participants before the deliberation weekend at the core of this process. These meetings comprise climate education and topic preparations for the deliberations.

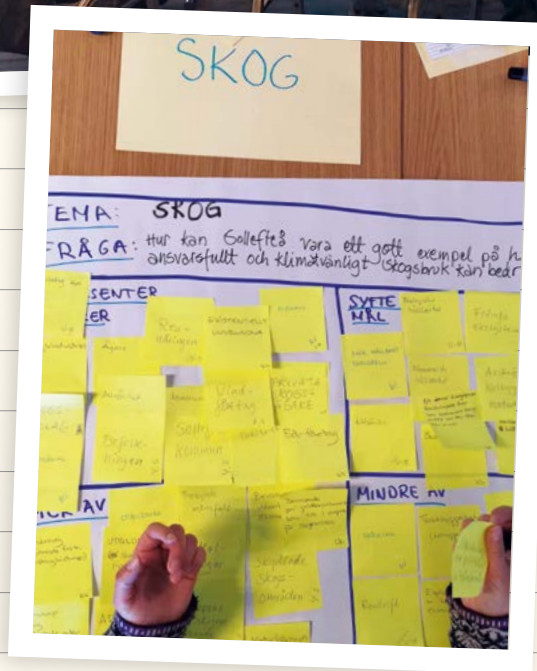
Deliberation Weekend: The weekend at the core of this process when the participants discuss and develop various policy proposals and recommendations.

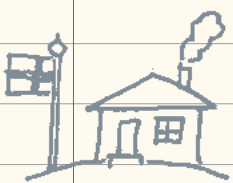
Feedback Meeting: The meeting held a few months after the deliberation weekend where the municipality reports back to the participants about what has happened with all their proposals and recommendations.

Theme: An area of discussion, such as "transportation and traffic" or "forestry".

Theme Group: A group of participants responsible for developing proposals and recommendations within the scope of a given theme.

Harvest: The documented results from the co-creation and discussions.





Favorable Conditions

Citizen dialogues can be performed in many different ways. The advantages of the method described in this handbook are that it's

- ◆ local
- ◆ conducted in collaboration with the municipality and local actors
- ◆ cost-effective and quick
- ◆ based on a co-creative and deliberative method

LOCAL

It's the context closest to ourselves and our everyday experiences that is easiest to influence. That's where we all can change our way of life and see which perspectives are central to our lives.

Many important decisions about the climate transition are taken on the municipal and regional level. Among other things, the municipality decides about energy, city planning, education, and transition plans. The region decides about public transport, healthcare and regional development.

In all these areas, the inhabitants' perspectives and thoughts need to be taken into account. This way, we can fast forward the climate transition, and also make it efficient and fair. Local climate deliberations are a way to include and engage residents in the climate transition, which directly affects their daily lives.

CONDUCTED IN COLLABORATION

Hosting a climate deliberation in collaboration with other actors is key to success. Collaboration with associations, private individuals, corporate networks and authorities are required

to reach out with information and find participants. Collaboration with experts is required for the educational meetings. Further work on the climate deliberation output in the municipal context requires collaboration with politicians and civil servants.

A foundational aspect of the climate deliberation process is that there is a **designated recipient** of the output – the policy proposals and recommendations. Our climate deliberations have been at the municipal level. Therefore we have early on established a close collaboration with the municipality, which has been an important part of implementing the process. Klimatriksdagen and the municipality signed a Letter of Intent (LOI) to clarify the commitments of both parties. Since the participants contribute their time and commitment,

TIP! Already before we started the concrete planning of the climate deliberation, we established a Letter of Intent with the municipality. In it, the municipality committed to participate in the implementation, provide a number of participants for the climate deliberation, and actively process the output from the climate deliberations. Furthermore, the municipality promised to provide feedback to the participants regarding the outcome of the proposals. This is important to ensure the effort does not just fizzle out.

Appendix 2 provides an example of what a Letter of Intent could look like.

they should have the right to follow what happens with the results of their work. If they don't get any feedback on what happens to the output, there is a risk that the inhabitants lose interest in engaging again. That would undermine the community engagement and the desire to further participation among inhabitants, despite the opposite intent.

Therefore it's important to establish contact with the climate responsible person at the municipality early on in the process. In case the initiative is coming from an association or an individual actor, it's important to find out the municipality's stance on citizen dialogue. Are they positively inclined

toward a climate deliberation? Do they agree to receive the output, process it and provide feedback? If so, the municipality is ready for a climate deliberation.

If the initiative of the climate deliberation comes directly from a region or municipality, then it's important to establish contact with civil society and other actors that need to be involved in the climate deliberation.

COST-EFFECTIVE AND QUICK

Citizen dialogues can use up a lot of time and money.

The aim of the climate deliberation method described here is to be as cost-effective as possible. At the same time, it's important to remember that a climate deliberation is an investment in democracy, our society and future. What is the cost of not involving the inhabitants in the climate transition?

We also believe that a relatively quick process is important. Our goal is to make climate deliberations and other dialogues a recurring part of our democracy. For that to happen, the planning phase cannot go on for too long. Furthermore, the climate transition is an urgent matter that requires political action and immediate citizen involvement.

From the decision to conduct a climate deliberation in Sollefteå municipality, it took about five months until the deliberation was completed. In that time, we had planned, coordinated, recruited and educated the participants, and conducted the deliberation weekend itself. After that, it took just over four more months for the municipality to process the output sufficiently to invite the participants back for a feedback meeting.

Making it possible to conduct climate deliberations on short notice requires a simple and clear structure. Now that the method is

SCHEDULE FOR THE SOLLEFTEÅ CLIMATE DELIBERATION

December: decision to conduct climate deliberation, signed Letter of Intent with the municipality.

January–February: planning

March: Recruitment of participants

April: Preparatory meetings

May 4–5: Deliberation weekend

October: Municipality hosts feedback meeting with participants

developed and described in this handbook, it shortens the time from planning to a completed deliberation. This approach allows for more deliberations and keeps the climate transition both relevant and topical.

COST

A frequently asked question is how much it costs to conduct a climate deliberation. This can of course vary greatly, but our goal has been to create a structure and method that makes it relatively inexpensive to host a climate deliberation. Here we list what we think is the bare minimum.

Hours of Work (Voluntary or Paid)

- ◆ 3–4 person-months of work for a process leader (one person full-time or two people half-time)
- ◆ 1 weekend for 6 facilitators (required for 40 participants)
- ◆ 2 expert lectures on the climate system and the local challenges and ongoing transition
- ◆ 1 coordinator for the physical or digital meeting environment (four evenings, one weekend, and one feedback meeting)

On top of this, several people need to help out with communications about the event, in order to get a good outreach in the recruitment. People with strong local roots and networks are often very helpful when it comes to communicating about the climate deliberation.

The local government needs to spend time to collaborate, spread information, participate in the deliberation, and not least, to later process the output of the deliberation.

External Costs

- ◆ Premises for preparatory meetings, deliberative weekend and feedback meeting.
- ◆ Food and coffee for participants for each meeting
- ◆ Travel allowance for participants for each meeting
- ◆ Advertisement costs in suitable communication channels during recruitment

Additionally, access to digital tools for communications is required, e.g. for creating registration forms, surveys and hosting digital meetings.

During the planning of a climate deliberation, it's always good to be a team working together. This allows for sharing tasks and workload.

One tip for reducing the cost for an association is to inquire if the municipality, region, a study association or academic institution could provide premises and possibly also food and coffee for the participants.

Salaries and remuneration for the process leaders and facilitators, as well as food and travel costs for the participants were the dominating costs for the climate deliberations that Klimatriksdagen organized.

A CO-CREATIVE AND DELIBERATIVE METHOD

The climate deliberation builds upon a co-creative and deliberative process. This means the participants are creating the content and discover common ground through deep discussions. The participants decide which topics are relevant for the climate deliberation, so the focus stays on their conversations. The host's task is to create an environment that lets participants discuss, exchange ideas, and co-create in the best possible way.

Co-creation works best when the participants feel safe with the setup and feel that everyone's voice is important. This triggers the collective intelligence and 1+1 becomes greater than 2.

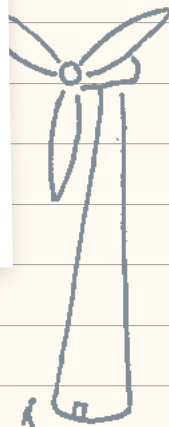
It's critical to have experienced and competent process leadership throughout the deliberation process – both to foster good conversations and to generate high-quality output from the deliberation.

Deliberative Conversation:

A conversation where participants find space to express their views and thoughts, actively listen to each other, reflect, and collaboratively reason their way toward common ground.

Deliberative Democracy:

A form of democracy that emphasizes conversation, argumentation, and reflection in decision-making. The idea is that policy decisions are to be based on extensive and thorough discussions where inhabitants and decision makers weigh various arguments against each other, rather than only depending on voting or majority decisions.



The Climate Deliberation Process

3

“It was a bit of apprehensive excitement. I really wanted this to happen, but I was also like... wow, what are we doing here? There were so many, very difficult questions. How can we address all of this? But it turned out SO well!”

– Sustainability officer at Sollefteå Municipality

SCOPE OF CLIMATE DELIBERATION:

We chose to have 40 participants in each climate deliberation. We saw that as a good-sized group that accommodates a broad range of backgrounds, ages, and professions while still fostering fruitful conversations. Candidates volunteered to join, and we selected 40 participants by weighted lottery to reflect the municipality’s demographics as closely as possible.

The participants did not get any remuneration for their time.

Our climate deliberations consisted of four evening meetings for education and preparation, followed by an entire weekend. On top of this, there was a follow up meeting a couple of months after the deliberation weekend.

During the climate deliberation, the participants were divided into 5–6 groups, each responsible for developing policy proposals and recommendations within their assigned theme, e.g. transportation.

WHAT ROLES ARE REQUIRED?

During the climate deliberation weekend, in order to generate a good result, we recommend that the event is staffed with the following roles:

- ◆ **Project coordinator / responsible process leader**
manages the entire process and guides the participants through the weekend.
- ◆ **Facilitator**
support the group conversations, guides the discussions and is typically responsible for capturing the recommendations and policy proposals that the groups agree on. One facilitator for each group during the deliberation weekend.
- ◆ **Event host**
ensures that all practical details at the venue run smoothly, e.g. food, coffee, room access. This way, everyone else can focus on their tasks.
- ◆ **Voting station staff**
responsible for ensuring all recommendations and policy proposals are presented clearly and collects voting ballots, counts the votes, and presents the voting results at the end of the deliberation weekend.

During the preparatory meetings, we recommend:

- ◆ **Project coordinator / responsible process leaders**
- ◆ **Event host**
- ◆ **Experts**
provide insights that enable the participants to better navigate the topic. For example, a climate expert that provides basic climate understanding and terminology to the participants and a responsible officer from the local government that can explain the local climate transition challenges and ongoing work.

STRUCTURE OF THE CLIMATE DELIBERATION WEEKEND

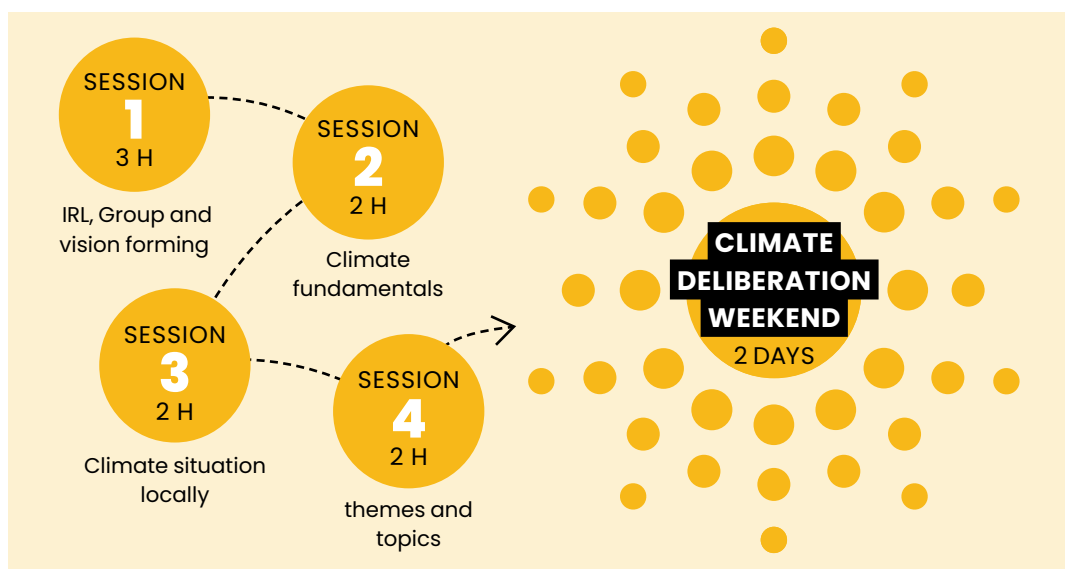
Before the climate deliberation starts, we provide an overarching question that guides all preparatory meetings and the deliberation weekend. It's important to let the question permeate the process and serve as the guiding thread for the deliberation work, vision, recommendations, and policy proposals.

EXAMPLE OF OVERARCHING QUESTION

"How can we create a good and sustainable life for all, and a flourishing Borås, within the boundaries of the only planet we have?"

Below is a description of how we proceeded, why we chose that approach, and the key points we believe are worth remembering. It's certainly possible to organize a climate deliberation differently, but this is the method that we have developed and tested. We think it works well.

THE CLIMATE DELIBERATION IN BORÅS



A climate deliberation consists of four preparatory educational sessions followed by a deliberation weekend to conduct the actual deliberations. Each session needs to be meaningful, focused, and goal-oriented – showing respect for the time invested by the participants.

The preparatory sessions serve several purposes:

- ◆ To provide participants with a basic climate understanding and common vocabulary

- ◆ To provide insight into the local climate conditions and ongoing transition work
- ◆ To build the team
- ◆ To ensure the group defines its own scope and rules of interaction
- ◆ To help the group develop a vision of the future in 2050
- ◆ To let the group select the themes and topics to work with

The participants of the climate deliberation are not required to have any particular knowledge about the climate system to participate. Therefore, two of the four preparatory sessions supply fundamental concepts and vocabulary. The educational part of the climate deliberation is quite short. The main reason is to keep the time commitment for participants manageable. The more time required, the fewer participants will be able to take part fully. In addition, the main value each participant brings is their own perspectives and experiences. That is more important than any specific knowledge about the chosen topics.

COLLECTING OUTPUT AND CO-CREATION

Throughout the entire process, we collect the output from the participants, answering questions such as:

- ◆ What topics are important to you?
- ◆ What rules of interaction do you think we should set for ourselves?
- ◆ What does your vision of the future look like, where you live?

The project coordinators consciously and systematically ensure that participant input is continuously collected. The participants themselves may not be aware that they are part of a co-creative process.

It's the participants who decide the themes and topics of the climate deliberation weekend — that is, if they would like to discuss transportation, food, or energy issues. The project coordinators gather participants' thoughts about what to

EXAMPLE OF CO-CREATION

Each participant writes on a post-it note what they consider important for the group to work well together. Several participants might, for example, write about respect. When the results are compiled, everyone can see a stack of notes emphasizing respect. It then becomes clear that the participants themselves have agreed to treat each other respectfully.

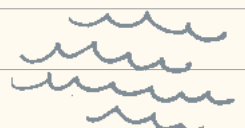
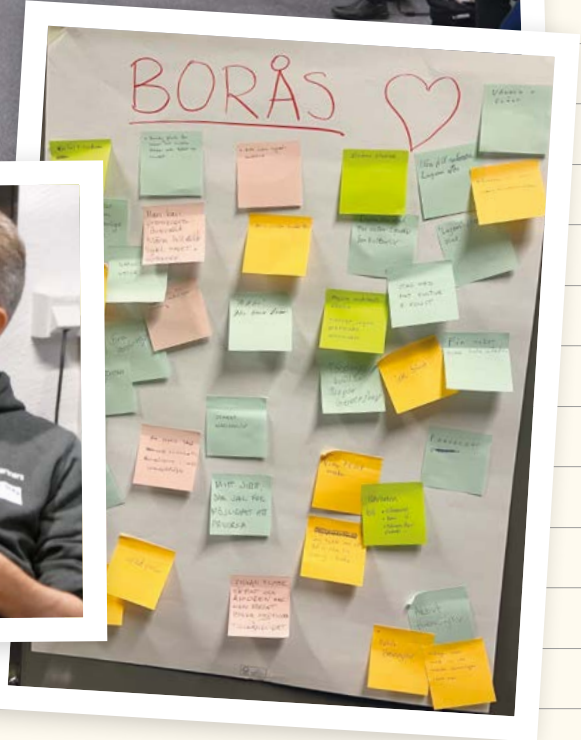
This is part of a co-creative method, where awareness of one's individual contribution may be low, but makes the collective work agile, quick and very powerful.

discuss at multiple points during the preparatory meetings. We decided to do this in three ways:

- ◆ In the first email to the selected participants, before the first session, we asked: *“What themes do you find important to work with at the climate deliberation?”*
- ◆ We asked the same question at the end of the second preparatory session, after the participants had received the fundamental climate education, and had had a few minutes to ponder.
- ◆ At the end of the third session, we asked the participants once more. We then presented the themes they collectively had proposed so far, and asked: *“Which of these themes and topics do you find important? Is there anything missing that would be important to cover during the deliberation weekend?”*

The project coordinators collect the responses, and that becomes the work material for session four, where the participants themselves vote for the themes that the group should spend time on during the deliberation weekend.

Don't forget to allow time for individual reflection during the deliberation weekend. Participants will need occasional pauses to reflect on what is important to focus on. On the morning of the first day of the deliberation weekend, participants may reflect on what is important for them to cover during the weekend. Towards the end of the day, they can go back and evaluate. How did it go? What is now clear to me? What thoughts will I bring to the next day?



Preparatory Sessions

First Session

We recommend hosting the first session in person. Collaborating with strangers in the following preparatory sessions is considerably easier and more congenial if you've actually met once first.

BEFORE SESSION 1

Before the first session, the project coordinator sends out a couple of questions to the participants:

- What themes do you find important to work with at the climate deliberation?
- Any dietary requirements
- Any other special needs
- Photo consent, and declaration of how any pictures taken would be used (such as for documentation purposes)

An important part of the first session is to introduce the project with its purpose, sessions, and the structure of the day. The participants should have a clear picture of what will happen, and what is expected of them. They should feel motivated to participate, and understand that each and every one is important in the continued work.

During the first session, the participants develop and agree on the rules of interaction for the

The rules of interaction are saved and presented again at the start of the deliberation weekend. They are also affixed to the wall in the deliberation premises as a friendly reminder throughout the deliberation weekend.

entire deliberation process. The group autonomously sets the interaction boundaries by answering questions like:

- ◆ How should we treat each other?
- ◆ What can I contribute?

The answers are clustered and summarized. The process leaders ask all the participants together if the result can serve as the rules of conduct for the group. Now they have made the first co-created harvest.

The third phase of the first session consists of the participants listing what they find attractive and less desirable about their home town. The purpose is to let the participants land in their home region and reflect on what they want to keep in the future, and what might need changing.

The final part of the first session is the co-creation of a joint vision. Through a story, the participants are placed in a time machine and go forward to year 2050. With guided questions, the participants visualize what their world looks like in 2050 — once we have managed all the challenges and overcome the obstacles that limit us in the 2020s. The participants may describe the salient features they see and create a word cloud that can be presented live. More complete descriptions are collected and combined into a first vision for 2050. The vision is presented in session 4.

The purpose of this kind of visualization exercise is to flex the mind and engage the visionary brain circuits. The goal is

to take big, brave steps forward when the climate deliberation works out recommendations and proposals. A vision of what society 2050 looks like raises the ambitions and the participants strengthen their ability to create strong contributions during the climate deliberation.



Post-it notes sorted under headings "I contribute with..." and "This is how we are great together..."

SESSION 1

Length	3 hours, including food break
Purpose	• Meet • Teambuilding • Build trust • Learn about climate deliberation • Develop and agree on rules of interaction • Create the vision
Goal	• Participants feel safe and trust the process, project coordinators and each other • Participants feel the co-creation has been fruitful, and feel motivated to continue
Contents	• Introduce the project coordinators, the host organization, the project and the overarching deliberation topic • Check-in, get to know one another • Why climate deliberation, what is climate deliberation? • What can I contribute with? • How should we treat one another? • What do I take responsibility for? • What's good and not so good about my home town? • Building a vision • Homework: discuss the climate deliberation project with friends and family
Interactivity	High
Responsible	Process leaders
Output	• Agreed rules of interaction • Vision, both as word cloud and a story

Second Session

The purpose of the second session is to give the participants basic climate system knowledge. This way, the group has a common base of understanding and common vocabulary.

Here, existing climate training material and sources may be used, or contacting an external party to handle it. Maybe working together with a study association or school? It's essential that any material is based on credible sources, such as IPCC reports.

With the climate changes we observe today, any climate change training can be a daunting experience. The training material we have has focused on current, observed facts and not many dystopian or dark future projections. It's a balance between describing the acute situation we are in and still avoiding feelings of hopelessness.

A complement to a lecture about climate science may be to arrange a Climate Fresk. It's a kind of game where participants discuss and jointly arrange around 40 cards showing causes and consequences in a set pattern. All the cards are based en-

tirely on IPCC reports. It's an explorative, playful and interactive way of getting into this difficult theme. Read more on climatefresk.org.

TIP! Ask the Klimatriksdagen association to host the climate knowledge lecture. We have experts and material for basic climate knowledge training. We have summarized the most important topics in Appendix 3.

SESSION 2

Length	2 hours, including short break
Purpose	Improved climate system understanding and common vocabulary
Goal	Participants have a basic understanding of the climate systems and have a common language to discuss important concepts
Contents	See appendix 3 “Climate Education, Session 2” — proposals
Interactivity	Low-medium
Responsible	Climate expert organization. Process leaders host the meeting.
Output	What worries you most about climate change and the threats to our ecosystems?

AFTER SESSION 2

Send out email after session 2: “What themes do you find important to work with at the climate deliberation?”

Third Session

The third session is led by the municipality and focuses on the local climate work. The municipality presents the local conditions, how they are working, and what challenges, obstacles, and opportunities exist. This session is also fact-based, presenting data that is typically available from the local government. Keep in mind that the issues brought up by the municipality may be of particular interest to discuss during the climate deliberation weekend.

Towards the end of the third session, the process leaders present a summary of the themes and topics that have been mentioned by the participants during the previous sessions. The process leaders encourage the participants to provide additional input on topic and theme selection.



SESSION 3

Length	2 hours, including short break
Purpose	Improved understanding about climate challenges and ongoing work locally in the municipality
Goal	Participants have a basic understanding of the local climate challenges and context
Contents	Delivered by the municipality or expert on local conditions
Interactivity	Low-medium
Responsible	Local municipality. Process leaders host the meeting.
Output	Presentation of the themes the participants mentioned, and asking once more: • Are there any themes you are missing? • What is particularly important to you to bring up at the climate deliberation weekend?

Fourth Session

The focus this time is to jointly decide what the themes and topics will be for the upcoming climate deliberation weekend.

The process leaders have now summarized all theme proposals and present them to the group. The participants discuss the proposed themes in groups and vote individually on the themes they find most important, such as “Transportation and traffic”, “Energy supply”, and “Knowledge and engagement”.

It’s a good idea to select the same number of themes as there will be groups during the deliberation weekend, but it’s also possible to assign or split some of the most popular themes into multiple groups.

Based on the themes selected by the participants, they are then asked to jointly refine the top level questions for each theme. We recommend phrasing the questions like “How can we...” E.g. “How can we increase the awareness and engagement for the climate and sustainability issues among the residents of Borås?”

The final part of the session is devoted to informing participants about the deliberation weekend. Both the work structure and practical details such as time, place and food options. This may be a good point to let the participants know they will be divided into theme groups, and that they will be randomly assigned to a given group. And point out that all participants will be able to contribute to all themes throughout the deliberation weekend, regardless of group assignment.

The process leaders will reveal the group assignments on the morning of the first day of the deliberation weekend. That way, everyone will show up rested and without feeling that they have to prepare or read up on their assigned theme.

SESSION 4

Length	2 hours, including short break
Purpose	• Voting about themes to discuss during the deliberation weekend • To agree on the wording of the theme deliberation questions
Goal	Create a strong feeling of participation and co-creation
Contents	Presentation of participants' theme proposals
Interactivity	Low-medium
Responsible	Process leaders
Output	Selection of themes and draft wording for each theme

THEMES

- TRANSPORTATION & TRAFFIC**
 - Public transport
 - Private carpooling
 - Carpooling associations
 - Fossil free vehicles
 - Charging infrastructure
 - Biking
- ENERGY & ELECTRICITY SUPPLY**
 - Biogas
 - Gravity batteries
 - Solar, wind and other electricity in the local grid
 - Climate smart electricity use
- PRODUCTION, CONSUMPTION & CIRCULARITY**
 - Second hand & remake
 - Textile city 2.0
 - Consumption reduction
- THE GREEN TOWN**
 - Greenery in the center
 - Active neighborhoods
 - Urban cultivation, local food production
 - Transform Visken Park into a forest garden
 - Clean water, good water management
 - Rainwater
- KNOWLEDGE & ENGAGEMENT**
 - Increased awareness
 - Increased knowledge
 - Increased engagement for transformation
 - Depolarization of the climate conversation
 - Sustainability education
 - Engaging sustainability work
 - Co-creation for sustainable transformation
 - Positive influence and political governance
- LIFESTYLE & SOCIAL SUSTAINABILITY**
 - A town for all generations
 - Inclusion and human rights
 - How to influence fossil consumption
 - Climate footprint and emissions?
 - Behavioral changes - making the right choice the easy one
- FOOD**
 - Plant-based and vegan
 - The climate impact of food
 - Local food production
 - Food waste
 - Food served by the municipality
- ECONOMY, FINANCE & INVESTMENT**
 - Municipal climate policy
 - Emissions and purchasing
 - Procurement
 - The town's financing of the transition
 - Positive influence and political governance
- OUTDOOR & NATURE**
 - Physical exercise and well-being
 - Transformation for health (e.g. air quality)
 - Sense of connectedness for climate understanding
- SMART LIVING**
 - Sharing economy
 - Cooperation for sustainable transformation
 - Housing
 - Active neighborhoods
- FORESTS & BIODIVERSITY**
 - More trees
 - Good forest management
 - Ecosystem services
 - Biodiversity

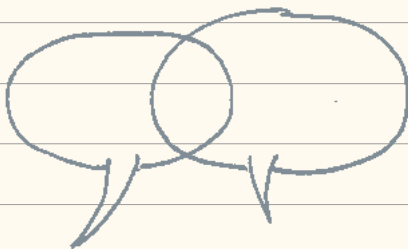
THEMES

- **TRANSPORTATION & TRAFFIC**
- **ENERGY & ELECTRICITY SUPPLY**
- **PRODUCTION, CONSUMPTION & CIRCULARITY**
- **THE GREEN TOWN**
- **KNOWLEDGE & ENGAGEMENT**
- **LIFESTYLE & SOCIAL SUSTAINABILITY**
- **FOOD**
- **ECONOMY, FINANCE & INVESTMENT**
- **OUTDOOR & NATURE**
- **SMART LIVING**
- **FORESTS & BIODIVERSITY**

THEMES

- TRANSPORTATION & TRAFFIC**
 - Public transport
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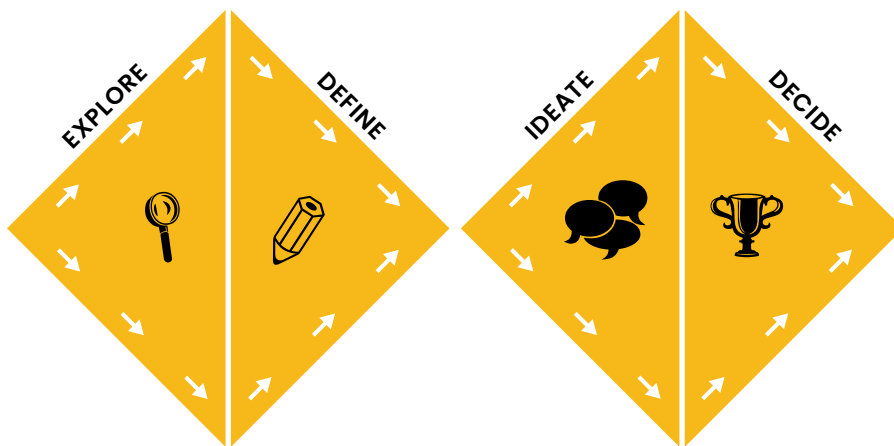
YES! ✌️



Deliberation Weekend

Finally, it's time for the deliberation weekend. Much has already been done, but the participants will make their main contribution during the weekend.

The deliberation weekend is organized according to a classic process design, with sessions beginning with stock-taking and ideation, then exploration and prioritization for a while, until the final phase of distillation and narrowing. Then the next session starts. Each day is divided into sections based on the diamond model.



During exploration, the participants first collect as many viewpoints as possible on their theme, and then narrow down and define the most important aspects. Similarly, the participants first come up with as many ideas as possible, and then prioritize and decide what the group should focus on.

At the beginning of the weekend, the process leaders show participants a diagram of the weekend's structure. The participants do not need to track where they are in the process

themselves. It's up to the process leaders to follow up on the plan and guide the participants throughout the weekend. This way, the participants feel they can rely on the process, stay calm, focus on the task, and contribute effectively.

FEEDBACK

Each weekend session has time for feedback. This allows the participants to walk around among the tables and give input on each of the other theme groups' work. The facilitator and one group member stay at their home table to present the group's work and record the feedback from members of other groups.

After the feedback break, the process leaders remind the groups that it's important to discuss and consider the feedback received, and look for ways to incorporate the new ideas and viewpoints into their material. This is an essential part of the deliberative process.

First Deliberation Day

The weekend begins with a short check-in about:

- ◆ Schedule of the weekend
- ◆ Reminder of the agreed code of conduct Themes and general questions
- ◆ Group member assignments
- ◆ Presentation of the facilitators and their role
- ◆ Reading of the 2050 vision (may be read by one of the participants)

The presentation of the vision, code of conduct, themes and the related questions makes it clear to the participants that they themselves jointly have produced the framing of the weekend. They themselves have decided about the themes, drive the work forward and create what becomes the output of the climate deliberation.

The process leaders are preparing the group member assignments before the deliberation weekend. Assignments should primarily be done randomly, but some manual adjustments may be necessary. Also, the participants appointed by the local government should be spread evenly across the groups. Groups of

about 5–7 participants, plus the facilitator, are recommended.

This means the participants cannot choose which group they should belong to. It's important to explain that there is no pre-requisite knowledge required to participate in any of the groups. Everybody participates based on their own experiences, knowledge and perspectives. Sometimes, it may even be an advantage to not be assigned to the group where a participant might be most engaged or knowledgeable. All participants will have the opportunity to submit ideas and feedback on the work in all theme groups.

TIP! During the work sessions, display a visual agenda that shows the day's times and activities. This helps participants relax and stay focused on the task at hand.

“At first, I was quite sad that I wasn't allowed to join the group with my favorite theme, but in hindsight, I realize this was really good. I had a lot of input to the group I was assigned to, and also gave constructive feedback to the group working with my favorite theme.”

- Sollefteå Participant

FIRST SESSION: DISCOVERY

The initial session is about discovering the group theme. What's included, what are the challenges, and what do we want to achieve?

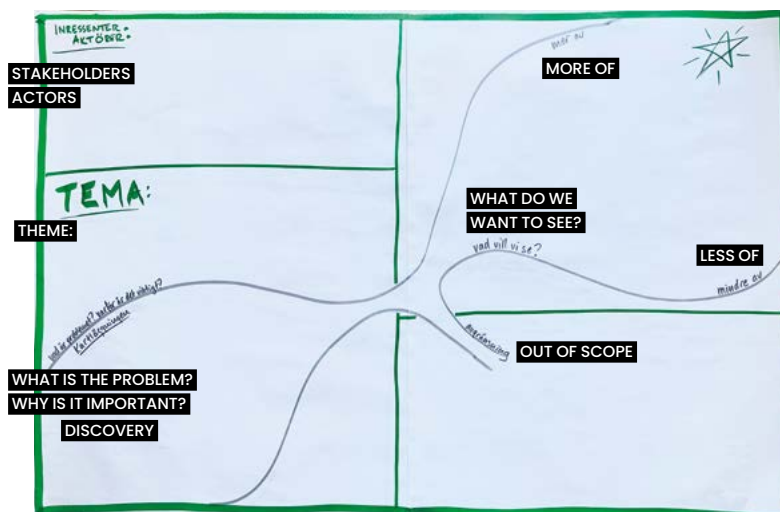
The participants take their places at the table for their theme group. The facilitator:

- 1** Welcomes all and asks a simple check-in question.
- 2** Hands out responsibility cards to randomly assigned participants with special roles as
 - a) Time-keeper
 - b) Understandability watchdog
 - c) Group energy watchdog
- 3** Explains the facilitator role (i.e., neutral, guiding, summarizing), and that it's the participants that will do all of the real work.
- 4** Initiates the discovery task and reminds the participants that this work item needs to be completed by lunchtime.

During the discovery, the group has a large sheet of paper with boxes to fill in and guiding questions to answer (see figure below). Besides the large sheet, there is also a smaller sheet for anyone to write down ideas about solutions that may pop up. Once on paper, set these ideas aside for later stages.

Questions to address during the discovery:

- ◆ What is our challenge? Why is it a problem?
- ◆ How can we meet the challenge? What do we want to achieve?
- ◆ What do we want more of? Less of?
- ◆ What is out of scope?
- ◆ What is our goal or ambition with this work?
- ◆ What stakeholders are there?



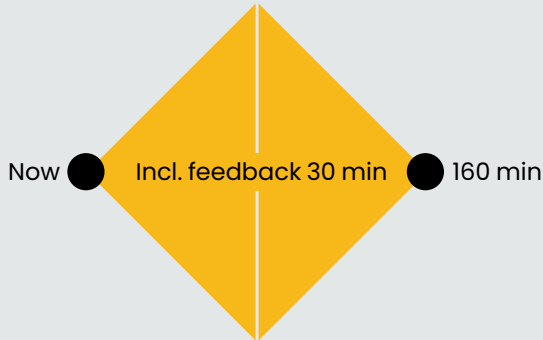
BREAKS ARE IMPORTANT!

The participants will often get deeply engaged in discussions, and may feel that a break isn't necessary or desirable. Some discussions may even get stuck in unproductive loops. But in order to gain new perspectives on the subject and make it easier to "kill your darlings", breaks, location changes and physical movement are important. A coffee and a bite of something also adds energy, which supports new ideas and thought patterns.

DAY 1: AM

**WELCOME AND
DISCOVERY**
Process leaders
and facilitators

Allocated time
160 min, incl. break and feedback



	Contents / Execution	Feeling
What	Welcome! (all groups) • Structure of the weekend, work conditions, expectations, task. • Jointly established rules of conduct. • Check-in (discuss in bee hives) • Reading the vision Present themes and group assignments Present the facilitators and explain their role Discovery and formulation of recommendations (group assignments)	Motivation for work Courage Inclusion and co-creation Responsibility for one's work contributions High engagement
Result	Discovery map and recommendations	

The facilitator ensures the group discussions move forward and stay within their theme. The facilitator also takes note of the most important statements from the group in digital documents, based on provided templates. The facilitator occasionally interjects in the discussion to validate the statements noted with the group. “I understand that you have said ... Did I get that right?”, or “This is how I have summarized the discussion ... , would anyone like to adjust this?”

The digitally documented results from the discovery should consist of a few points that are central to the theme. They will form the core of the recommendation(s) that the theme group develops later.

LUNCH

Make sure the participants can eat lunch in a different room. Changing location helps unblock discussions, adding perspective and gives a little opportunity for moving the body. Another tip is to end the first session with a *walk & talk*, where the discussions may continue while the participants walk and get some fresh air.

The facilitators should ideally have lunch together in order to share and learn how the other groups are doing. If there are challenges, fellow facilitators can provide support and suggestions.

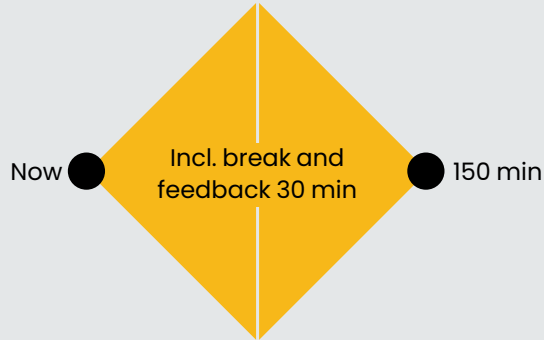
SECOND SESSION: BRAINSTORMING AND PROPOSAL WORKSHOP

The goal of the second session is to come up with ideas and proposals for the local climate transition. Initially, the ideas don't need to be fully thought-through. Instead the most important aspect is that many ideas come up and that all participants are allowed to think freely.

DAY 1: PM

BRAIN STORMING AND PROPOSAL WORKSHOP

Allocated time
150 min, incl. break and feedback



	Contents / Execution	Feeling
What	To spur ideas and proposals • Stretch thoughts • Brainstorming, crazy eight (see below) Create proposals Sorting and selection Develop 3-5 proposals Validate against discovery map and recommendations	Innovation, ideation Open up possibilities Focus Immersion High engagement
Result	Proposals and polished recommendations	

BRAINSTORMING

To make everybody think outside the box and boost their innovation capacity, this session starts with a brainstorming exercise, such as “crazy eight”. Here, the participants think crazily, innovatively and without limits. The purpose of the exercise is to warm up the imagination that leads to proposals that might not otherwise have emerged.

The theme groups reassemble and jointly sort through the ideas that have been submitted to the group. The ideas are clustered, similar ideas merged and adjusted so that all proposals are clear.

Among all the ideas, the group selects 3-5 favorite proposals that will eventually become part of the climate deliberation harvest.

Towards the end of the day, each theme group summarizes their selected proposals and finalizes their recommendations. They should also verify that all the proposals and recommendations are aligned with the discovery from the first session.

After sleeping on the material, the work continues to refine, sharpen and polish. Each group will then present their results to the other groups for feedback.

BEFORE THE HOSTS LEAVE THE ROOM FOR THE DAY

- ◆ Clean up each theme table so that it looks welcoming and tidy when the participants return the next morning.
- ◆ Print each facilitator summary so they're on hand when participants return in the morning.
- ◆ Assemble the facilitators for an end-of-day check-out to learn how the discussions have worked in each of the groups.

CRAZY EIGHT

Hand out a letter-size sheet of paper to everyone. Ask everybody to fold their sheet tightly in the middle three times, then unfold it again. The sheet should now have eight boxes of roughly equal size. Give the participants the instructions below, one at a time, spaced a minute or so apart. Let the participants write down one answer per box. All answers should be in their OWN WORKING GROUP'S THEME, and match the instruction.

Proposed instructions, one per box:

1. Come up with a really bad idea
2. Come up with a proposal as if you had infinite funds
3. As if you were Pippi Longstocking (a literary character of Astrid Lindgren's; eternally at age 10, Pippi prefers simple and direct solutions, and pays no mind to what others think of her ideas)
4. Propose something that would land on the major news front pages
5. Propose something that costs little or no money
6. Propose something as if you always succeeded with your plans
7. Propose something close to your heart and values
8. Propose anything that comes to mind

Let the participants pick their two favorites and encircle them. Then give them a couple of minutes to develop and copy the idea onto a post-it note.

Crazy Eight Extension

Let the participants freely add other ideas to their theme. One idea per post-it note.

Let the participants add ideas for any theme in the room. At most 5 ideas per person.

Have the participants present their ideas at the appropriate theme table. The facilitators and one participant from each table remain at their home table to receive feedback. At the end, the theme groups reconvene and the participants have the opportunity to present the ideas that fall within their home theme. Don't forget to include any ideas that were parked during the discovery phase.

Second Deliberation Day

Start the second day with a calm check-in, preferably with an inspiring story that strengthens the participants in their work and connects them to the location. A morning briefing.

On the morning of the second day, each theme group starts with fine-tuning the material they created the day before, and prepare an oral presentation of their work. Each item should have a short and clear title. This makes it easy for the others to understand what the proposal is about.

Each theme group presentation needs to be short and to the point (max 5 minutes) and give participants a clear understanding of the recommendations and proposals, to facilitate yet another round of feedback.

While the participants listen to the other groups' presentation, they should consider:

- ◆ What is good/ What could be improved?
- ◆ Was there anything that was unclear and/or could be explained in more concrete terms?
- ◆ Was there anything important that was overlooked?

After the presentations, the participants walk freely among the tables to provide feedback to the other groups. Each group is tasked with strengthening the wording to make them bolder, clearer and more concrete.

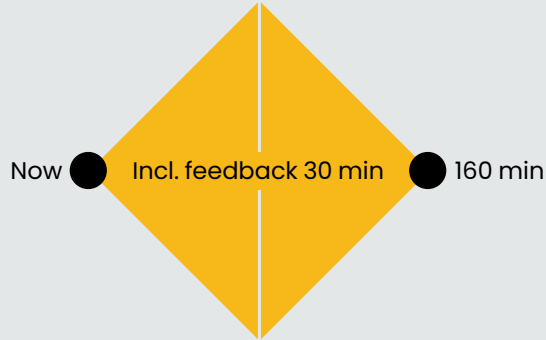
REMEMBER!

A printer needs to be available near the premises. The facilitators will need to email the group's documents to someone who can have them printed.

DAY 2: AM

PROCESSING, PRESENTATION

Allocated time
160 min, incl. break and feedback



	Contents / Execution	Feeling
What	Review the work of the previous day and prepare for presentation. In depth work with the harvest of the theme group Present the theme with recommendations and proposals Feedback In depth work with recommendations and proposals. Constructive	Actionable Aligned Courage High engagement
Result	Theme group's recommendations and proposals	

Before lunch, the group together with the group's facilitator, finishes their recommendations and proposals. They are printed and hanged on the walls around the room.

VOTING

After lunch, the participants walk around the room to read all the numbered proposals and recommendations posted on the walls. While walking, they have their ballot cards handy, on which they may cast their individual votes on each of the proposals and recommendations:

Agree - I agree with this proposal

Abstain - I'm not quite for this proposal, but I can live with it

Reject - I am against this proposal

Once finished voting on each proposal, the participants place their filled ballot cards in the ballot box. The ballots are anonymous. Once all participants have handed in their ballots, the vote counters start the counting while the participants gather for a final session.

The proposals and recommendations that reach at least 50% approval rate count as an official result of the deliberation process. They, and only they, are handed over to the municipality for processing in the agreed manner.

LEVERAGE THE ENGAGEMENT

While the vote counting is going on, the participants gather to discuss how they would like to engage around the climate issue going forward.

One of the purposes of climate deliberations is to increase local engagement in the transition. The participants have put in a lot of time and energy to work out good and constructive proposals for the future. They have also grown their personal networks with others that may be interested in working for a sustainable society.

Many of the participants will likely feel a strong urge to continue their engagement in these issues. It's a good idea to leverage this energy and show channels for continued engagement.

DAY 2: PM

PRESENTATION, VOTING, CONTINUED ENGAGEMENT, CLOSURE	Allocated time 150 min, incl. break	
	Contents / Execution	Feeling
What	Present the harvest of each theme group Vote How to maintain the engagement? Voting results How to progress the work of the climate deliberation? Closure and thanks!	Constructive Contributing Participating Gratitude Satisfaction
Result	Final harvest; the official climate deliberation recommendations and proposals	

It's typically a good idea to let the participants themselves find the ways forward. Assemble the participants to discuss around questions like:

- ◆ Are there opportunities to meet again?
- ◆ How can we leverage the local engagement?
- ◆ How could we continue this work as a group?
- ◆ What would we like to gather around? What would we want to do?
- ◆ What is my next step?

"I thought there wasn't much one could do. But now, when I was here with people that thought together, and who wanted to reach the same goal. Then it felt like one actually had the power to do something."

- Participant, Sollefteå climate deliberation

If any local actor or association has been particularly engaged in the work around the climate deliberation, they could tell the group about the work they are doing, and invite the participants to join. That way, the climate deliberation might strengthen the local climate network.

TYING IT ALL UP

When the vote count is done, the vote counters present the result. All results and recommendations that attained 50% approval become an official part of the climate deliberation output.

Now is the time to celebrate and thank all the participants for their time, knowledge, engagement and hard work. Celebrate the results of the joint efforts! This gives the participants, and facilitators, a chance to feel gratitude and pride in their investment in the climate deliberation. This makes it easier to carry the work forward after the climate deliberation weekend.

It's also important to inform the participants about the agreed handling of the proposals and recommendations by the municipality. What has the municipality agreed to do with them? Remind the participants that there will be a follow-up meeting in a few months where the municipality explains what they have done in relation to the output of the climate deliberation.



What Happens Next?

The climate deliberation is not finished just because the deliberation weekend is over and the proposals are ready. Now begins the work of taking the proposals and recommendations to the next phase.

THE CLIMATE DELIBERATION OUTPUT

There are many ways to design the output from a climate deliberation. In the deliberations in Malmö and Borås, we chose to ask the participants to provide one recommendation and three to five more concrete proposals for each theme, as well as a joint vision for 2050.

A recommendation is a broad description of the direction in which the climate deliberation would like to see a theme develop, for example in energy policy. Opinions and insights such as “In our opinion ...”, “We realize that ...” In other words, statements that cannot simply be dismissed by others.

A proposal is a statement designed to be used in a policy decision, for example “More micro parks in Malmö.”

An alternative is not to place statements in distinct categories, and simply let participants decide for themselves if they would like to formulate concrete proposals or broader directions. We believe it's important to have a mix of both in the final result. Goals and directions, i.e. policy recommendations, can live longer and aim higher than concrete proposals. On the other hand, it may be easier to achieve visible results from concrete proposals in the short term.

HANDING OVER THE OUTPUT

It's a good idea to have a handover ceremony of the climate deliberation output. Ask one or more key people at the municipality to receive the output. This could be a municipal commissioner or the mayor. Then let the participants themselves

hand over all the proposals and recommendations in physical form. Also hand over the vision for 2050, perhaps framed under glass.

By arranging a ceremonial hand over, the participants and recipients have an opportunity to see each other, and it becomes a clear demarcation and start of the processing of the output. Preferably invite media for the occasion, or take pictures for social media so that outside stakeholders also know the hand over to the policy makers has taken place.

It's important that there is an agreed process for handling the output, including a timeline. Which administrations, boards and offices will be involved? Who is responsible for driving the process and ensuring the right officials receive the material? The receiving municipality should plan the process and get an agreement with the climate deliberation process leaders, before the deliberation process begins.

WHEN FACTS ARE MISSING

A dilemma that often occurs in any citizen dialogue is that facts are missing. This could be about anything from the state of the physical world to the municipal processes. There will likely be a certain number of erroneous facts and misinterpretations in the climate deliberation output. This is hard to completely avoid. It's the nature of a citizen assembly that the participants cannot be knowledgeable about everything. They contribute with their perspectives and thoughts based on the knowledge and life situation they have.

The education provided to the participants gives a basic understanding of climate change and the municipal climate policies, but cannot be expected to give deep insights into complex matters or municipal management processes.

Some participants asked for access to experts in order to clarify certain matters. It's of course a good thing if such expert knowledge could be provided. If so, the selection of experts is crucial, as is the manner of communication. Also, there would need to be enough time to communicate and interpret the answers.

It's important that any experts are not too influential in the

discussions. The main point with the climate deliberation is to hear the views of the citizens.

WHEN THE MANDATE IS ELSEWHERE

Some of the climate deliberation proposals and recommendations will likely fall outside the mandate of the recipient. The overarching question for the climate deliberation is vast. We are asking participants to be bold and think big. This means many proposals may require decisions on the national or regional levels — or by corporations or other players.

This is perfectly alright. The climate deliberation may provide output that is broader than the mandate of the recipient, such as the municipality.

So what to do with such proposals? Just like any other proposal, the recipient needs to evaluate and discuss them. Sollefteå municipality, for example, received a proposal to resume public train operation from the existing but defunct local train station. Such decisions cannot be made directly by Sollefteå; they are matters for the wider region and the national Swedish Transport Administration. What Sollefteå can do, however, is to bring this up in the negotiations with the region. Now the municipality has a clear mandate from the climate deliberation to do so.

Other proposals may be for individuals, for example suggestions that people should change their consumer habits and lifestyle. The municipality could do its part to make such lifestyle changes easier. This could happen through communication, shared goals, and structural changes.

FEEDBACK TO PARTICIPANTS

There should be a clear plan for feedback to the participants. They engage and offer their time, so have a reasonable right to know what happens with their proposals, and how the recipient is processing them. To encourage continued citizen engagement, dialogue processes and similar democracy building work, feedback is important. Otherwise, engaged citizens risk losing interest in participating in similar activities going forward.

Early in the climate deliberation process, we let the

participants know that they will be re-invited to a follow-up meeting a few months after the deliberation weekend, in order to hear what has been done with their output. We recommend holding the follow-up meeting no later than six months after the deliberation weekend. If the feedback meeting is delayed longer than that, there is a risk that the participants lose faith in the process and start to wonder if it really meant anything after all.

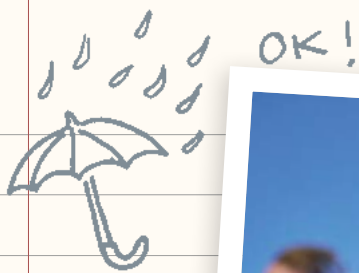
The feedback meeting should also not be held too early, as the municipality needs time to act on the proposals and recommendations.

Even before and after the feedback meeting, feedback to the participants is welcome. If they are kept up to date, they know what is going on and can demand accountability. In Malmö, the municipality kept participants up to date directly through a series of emails.

MORE CLIMATE DELIBERATION AND CITIZEN DIALOGUE

A climate deliberation should not be a one-time event. It should be a recurring habit.

Dialogue with residents needs to run continuously in order to create an effective, inclusive and fair climate transition. Climate deliberations therefore need to be repeated and implemented in different ways. It's a good idea to consider how additional dialogues or climate deliberations can be carried out in the area.



OK!



Solving the Puzzle

FACILITATORS

“Are facilitators really necessary during the climate deliberations?”, we asked ourselves as we set out. “YES!” is the clear answer. We found that the quality and results of the climate deliberations depend to a high degree on professional facilitation.

What is the Difference between a Process Leader and a Facilitator?

The process leaders have the overall responsibility for the entire process. During the deliberation weekend, the process leaders are the main guides who ensure the weekend progresses according to plan. They keep track of schedules and tasks. They provide clear direction before and during each session. They ensure the participants maintain their focus and that there is a good atmosphere in the room. We might liken the process leaders to the conductors who lead the orchestra. They know when to increase or decrease the tempo, or when something needs to be added or adjusted.

The facilitators are responsible for their theme groups. They ensure the tasks are carried out, that the deliberations in the group are moving on towards conclusions, and that the participants are engaged and co-creating. The facilitator will also need to summarize, feedback and record everything that will become the group’s recommendations and proposals. The demands on the facilitators are high. When recruiting facilitators, the position may be described as “rather hard and challenging, and also one of the most fun or rewarding assignments one

could have.” If there are candidates that have taken on similar assignments in the past, such experience is valuable. Ideally, facilitators should be offered payment for their services.

The Facilitation Assignment and Role

A facilitator ensures that the conversations around the tables flow according to the deliberative method. Everyone should have an opportunity to speak; everyone should listen actively; what is said should be intentional; and conversations should take place in an inclusive manner. We seek understanding, not to win a debate.

The facilitators may choose to hand out responsibility cards to the participants. One participant might receive a “time keeper” responsibility card. That participant should pay extra attention to the time and schedule, and let the group know when it’s time to wrap up discussions. An “energy” responsibility card could be given to a participant who pays extra attention to ensuring that everyone in the group stays energized and suggests breaks when needed. An “understanding” responsibility card could be handed out to a participant who ensures everybody understands and asks the talking participants to explain words or thoughts when things become unclear. Additional responsibility cards can also be considered.

It’s not necessary for the facilitators to participate in the preparatory meetings before the deliberation weekend, and they do not need any prerequisite knowledge about the themes being discussed. The process leaders should ensure all facilitators get a proper explanation of their role and should have met the other facilitators ahead of time.

The facilitators should remain neutral and impartial to the topic. It’s the participants who are the main actors and should develop the content.

Each facilitator should have a computer where templates for recommendations and proposals are available. This way, recommendations and proposals are drafted as the deliberation weekend progresses and are finalized in time. Make sure that document sharing and opening of the template documents work well before the deliberation weekend starts.

Integrating this kind of documentation work continuously from the beginning of the weekend yields an efficient process and reduces the need for post-processing—rewriting and editing—which often introduces errors and misconceptions. More tips around the facilitator role are found in appendix 1.

CONVERSATIONS, RULES AND CONFLICTS

“I felt great companionship with everyone in the climate deliberation. It was clear that we were all trying and contributing from each of our perspectives.”

- Participant in the Malmö climate deliberation

Despite the very diverse backgrounds and viewpoints of the participants, our experience is that most conversations turn out respectful and constructive. The participants generally showed great willingness to listen to each other’s thoughts and views. They were also able to cooperate in order to form joint proposals and recommendations. The jointly formulated and agreed rules of interaction were helpful in setting boundaries for the discussions.

The climate transformation is a topic that builds up strong emotions, however. The societal debate is polarized and unfortunately contains hate and threats, not least in social media. Conflicts were expected to arise during the climate deliberations.

The Importance of Trust and Clear Rules

In order to have fruitful discussions, it’s essential that participants trust one another, and the deliberation process. Put great emphasis on this during the first meeting. That is where the foundation is built for the following open and inclusive talks. Be clear about the purpose of the climate deliberation and that everyone’s voice is important.

During the first meeting, the participants agree on their own rules of interaction for the following meetings. They themselves will very likely contribute thoughts about listening to

each other, use a respectful tone of voice, let everybody have an equal opportunity to talk, etc. This co-creative method to develop the interaction rules makes everyone think about how they want to act and be treated. At the same time they are part of setting up the principles for the talks.

The rules of interaction are then repeated at the start of the deliberation weekend, to set the tone for the talks during the weekend. It's an important way to make all participants feel responsible for listening and maintaining a respectful tone. If someone clearly breaks the agreed upon interaction rules, it may be necessary to remind them of their commitment. If that doesn't help, you may have to ask the participant to leave the premises. So far, that never happened to us, but it could be required if someone persists in ruining the conversations for others.

More tips about what to do in case conversations get stuck or filled with conflict can be found in appendix 1 regarding the facilitator's role.

External Hate and Threats

Climate policy often creates indignation in the societal debate and on social media. Some groups and trolls specifically target climate initiatives to spread hate and threats. There is a risk that the climate deliberation is targeted by hateful comments.

To avoid and defuse this, the hosts should consider the security for participants and organizers:

- ◆ Evaluate the threat level. Are there prior threats to climate initiatives or organizations in the area? Are there actors who might become threatening?
- ◆ Make an action plan. What could be done to prevent or defuse hate and threats? What can be done on social media? What should be done if someone arrives at the venue and acts threateningly? How could a safe environment be created for participants and organizers?
- ◆ Report hate and threats to the police. If there are concrete threats, report them to the police. Even if the police cannot act immediately, having reports on record is useful if further or more serious incidents occur.

- ◆ Discuss with the municipality and police. Discuss the setup with the municipality and local police to see if they would recommend any particular safety measures.

PRACTICAL PLANNING

Physical or Digital Meetings?

Since the years of the pandemic, our experience is that for most citizens, it's quite possible to participate in digital meetings. Still, there are plenty of reasons to host physical meetings in a deliberative process.

The climate deliberation weekend has to be a physical meeting to be practicable. Even the first meeting is important to host in person. The purpose of that first meeting is to establish trust, confidence and openness. The first meeting motivates the participants to stay engaged throughout the entire climate deliberation. They should feel chosen and know that they personally are important to keep the representativity of the group. They should also trust the process and have their imagination tickled. It's a lot easier to create trust and motivation in a physical meeting. It's also easier to ensure that all participants are engaged.

We decided to host the next three meetings digitally. The main reason was that we as hosts were living far away from the municipalities. To host physical meetings would take too much time and money. The content of these meetings is largely delivered in a lecture format, and our experience shows that this works well digitally, even when we include group discussions. If it's easy to arrange a physical meeting, that may still be preferable. Especially if the participants live close by and have few other obligations. If you decide to reimburse travel costs and meet physically, the cost might increase slightly, but the physical presence increases the motivation and dialogue.

Important Considerations about the Venue

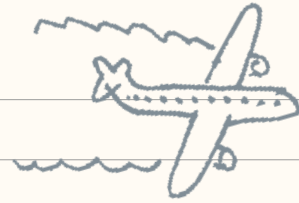
For the physical meetings, an inviting and nice venue is required that comfortably seats all the participants on chairs in a circle or

U-shape. The room should be easy to get to for the participants and there needs to be some possibility to serve a light meal in or near the room. The room acoustics need to be good so that everyone can hear each other well. A speaker system may be necessary if there are participants who are hard of hearing.

Venue Choice Checklist

- ◆ *Space.* It's most convenient if all group discussions can be held in the same room, but that requires a spacious room. It needs to be large enough to house multiple groups with some distance in between. Otherwise, conversations will be difficult, especially for participants with hearing loss.
- ◆ *Sound and acoustics.* In order for everybody to hear well, the room needs to be equipped with sound dampening. This is particularly important if the room isn't large enough for a lot of space in between groups.
- ◆ *Accessibility.* The venue should be easy to get to for all participants. It should be easy to get in and out of the room, have seating arrangements that are suitable for all, etc.
- ◆ *Chairs and tables.* At presentations and discussions in the full group it's advisable to arrange seats in a circle or U-shape with only chairs, no tables. Then everybody can see everyone else, and focus is on the group. At the theme group discussions during the deliberation weekend, there will be a need for tables in order to write, take notes and post ideas. Seat each theme group around a large table so everyone can see and hear one another. A bigger table also provides space for large worksheets that the group is working on.
- ◆ *Seclusion.* Outsiders should not be able to stray into the climate deliberation to disturb or listen in. A separate, closed room is best for the climate deliberation.
- ◆ *Neutral environment.* In order for the participants to feel full freedom of expression, the climate deliberation needs to be hosted in a neutral environment. If the proposals are to be handed over to the local municipality, it's best that the deliberation is not held in a municipality facility. There should not be any signage or other opinion material that relates to the topics being discussed.

- ◆ *Facilities for serving food and snacks.* The participants need to refill their energy through both snacks and lunch during the climate deliberations. This implies facilities for serving food in the close vicinity. If provided outside the room itself, that provides an opportunity for walking a few steps every now and then, and briefly shift perspectives.
- ◆ *Printer nearby.* During the climate deliberations, there will be a need to print proposals and recommendations a few times. Access to a printer within a few minutes is a clear advantage.



Recruitment and Participants

Recruiting a representative group of participants is key to a successful climate deliberation. It creates trustworthiness in the process and ensures that as many perspectives as possible are included. How people view the climate transition may vary depending on whether you are old or young, woman or man, if you live in the countryside or the city, if you work for a corporation or are out of work, etc.

FINDING AND SELECTING PARTICIPANTS

The first step to setting up a representative selection is to decide on the criteria (e.g. age and sex) that you deem important for the climate deliberation to reflect the properties of the residents as well as possible. Obviously there are infinite possibilities, but in order for recruitment and selection to be feasible, setting a scope will be necessary.

First ask yourself:

- ◆ What kinds of participants are required to create a group as broad as possible?
- ◆ What data on the residents in the relevant area are possible to find?

In order to make a representative selection, you need to have (or develop) knowledge about the population in the municipality or selected region. It's also important that the number of criteria is kept at a reasonable level, or the selection process may become unmanageable.

We propose selection based on:

- ◆ Age
- ◆ Sex

- ◆ Area of living (e.g. in a rich neighborhood, or rural area)
- ◆ Level of education
- ◆ Occupation (e.g. in a corporation, in a school, unemployed)
- ◆ Level of worry about climate change

The first five criteria are about demographic spread in the population. The last criterion about climate worry is good to ensure we will have both some people who worry a lot and some that don't worry much at all. There is clearly a major risk that many people who worry strongly will be the ones to sign up and want to engage in this process. The final criterion seeks a participant distribution that mirrors the community's climate-concern.

Different Ways of Recruiting Participants

There are many ways to recruit participants to a climate deliberation. The classic method that is often used with citizen assemblies is to contact people randomly selected from the official population register of the municipality or region by SMS, paper mail, email and/or phone.

This is a time consuming and expensive recruitment method. This approach also has its weaknesses. Most people that are randomly selected this way are not interested in participating. A response rate where “only” 90% decline (or more often do not answer) is considered sensationally good in this context. A more typical number is 97% “no, thank you” (or no response). The fact that so many decline skews the random selection such that mainly people with a particular interest in the topic and above-average availability of free time tend to respond positively.

To simplify the recruitment, we chose to use voluntary sign-up. The advantage is that we only need to deal with people that are already interested to participate. The number of dropouts is considerably lower and the entire process faster and less expensive. The downside is that it may be hard to reach all parts of the population and entice them to sign up. It becomes really important to work thoroughly, creatively and broadly on communications. The number of candidates signed

up as interested needs to be much larger than the number of participants selected, in order to form a representative group.

More information about recruitment methods and the results of our recruitments is available on the Klimatriksdagen homepage (see <https://klimatriksdagen.se/klimatradslag/handbook-climate-deliberation/>). Regardless of recruitment method, it's important to achieve an as representative group of participants as possible. Both in order to achieve high quality discussions, but also win trust in the process in the eyes of outside observers.

Motivating and Tailored Communication

To make the climate deliberation a success with good representation, it's key that a large part of the residents in the area learn about the upcoming event, and become interested to participate. Too few candidate sign-ups makes it hard or impossible to make a participant selection that is reasonably representative of the population.

Aim for at least three times as many candidates as the number of participants you are looking for. If you have decided to enroll 40 participants, the candidate pool should have at least 120 people. Bear in mind that the candidates need to be a varied crowd too for good results.

To achieve good variation, it's important to work with a variety of communication approaches. Local media, web, social media are great for reaching broad groups. Local networks, local key persons, associations, putting up posters may also be required to reach and motivate others. Good local knowledge is imperative for good outreach. Communication, outreach and recruitment is an important task that should have a designated person responsible.

So what could motivate citizens to participate in the climate deliberation? Personal motivation obviously varies. To some it may be the opportunity to influence, for some it's contact with new people and points of view. For some it may be a certificate of participation to include in their CV.

Some citizen assemblies choose to compensate the participants for the time they put in. That may of course motivate

some to participate, but also requires a larger budget. Our climate deliberations were entirely based on voluntary and unpaid participation.

Here are some examples of what a climate deliberation can offer participants:

- ◆ Venue for influencing the climate policy
- ◆ Climate system education
- ◆ New acquaintances
- ◆ Participation in democracy development
- ◆ Co-creation of an interesting deliberation process
- ◆ Certificate of participation

Also, don't forget to communicate what participation requires. In order for the climate deliberation to work well, all participants need to understand they are signing up for participation in every meeting, from the beginning until the end. This needs to be clear at the outset.

How to Ensure Diversity?

To recruit participants from every corner of society may be hard. People have different circumstances and abilities, both for taking the time to participate, and for noticing and trusting your invitation. Language skills, education level and meeting affinity may also make it less desirable for some.

Think about what possibilities there may be to adapt the climate deliberations so that as many as possible feel welcome to participate. What language abilities are required? What times and places do you choose for the meetings? Should they be physical or digital? How should the climate knowledge be presented to include as many as possible? What kind of support can be provided, like interpreters, hearing loop (AFILS), etc.? How can an inclusive environment for discussion be created?

Certain groups are harder to reach than others. This means directed outreach specifically to reach such groups may be required.

Plan ahead and think about:

- Which groups do we think might sign up to a lesser degree?

For example young people, corporate employees, and people living in socially vulnerable areas.

- **How can we reach and motivate them?** There might be key people at schools or neighborhood associations that could endorse and push candidates to sign up. A certificate of participation may be valuable to younger people.

Once the sign-ups start to flow in, evaluate the result:

- ◆ Are we getting sign-ups from the groups we have specifically targeted? If not, what else can we do to increase interest?
- ◆ Are there more groups we need to consider for targeted outreach in order to get sufficient representation?

It's difficult to select a group that perfectly reflects the population in the area, but it gives credibility to the climate deliberation if good effort has been spent on the recruitment process, and the selection of a group made as representative as possible.

There's no problem if many candidates with a particular, similar background have signed up. The weighted lottery process will select the most representative group regardless. There will be a representativity problem, however, if there are too few or no candidates of a particular background.

EXAMPLES OF COMMUNICATION CHANNELS FOR RECRUITMENT

- ◆ Local media
- ◆ Posters and digital notice boards
- ◆ Social media (which channels do you have access to, and who do you reach this way?)
- ◆ Influencers, local celebrities
- ◆ Physical meetings and events
- ◆ Associations, e.g. sports clubs, local community associations, special interest groups
- ◆ Workplaces, corporations
- ◆ Newsletters
- ◆ Personal networks
- ◆ Key individuals that may motivate specific groups
- ◆ Knocking on doors in underrepresented areas

Data Collection

In order to make a representative participant selection, we need data on the participants. We collected this background

information by asking the participants directly in the sign-up form. The questions need to be understandable, inclusive and designed to match the chosen selection criteria and the available statistics for the municipality or area.

Making the Selection

Once the enrollment period is over and you have received a sufficient number of sign-ups, it's time to make the actual selection of participants from the pool of candidates. We used a computer program that randomly selects the desired number of participants from the pool of candidates, and compares the group composition with the reference data for the municipality or region.

The computer program might make one million random group selections, and then reports the group that was most representative, i.e. most similar to the demographic data for the municipality or region, among all the draws. The program we use is open source. This means anyone can use it and also develop or modify it as needed at no cost. Additional guidance is available on the Klimatriksdagen home page (<https://klimatriksdagen.se/klimatradslag/handbook-climate-deliberation/>).

It may be wise to select a few more participants than you think ideal for the process. Some will always drop out for various reasons. Things like illness, work scheduling and life in general may interfere with plans. In case there are many dropouts, you could make additional draws to replace dropouts in the most representative way possible.

Reserved Seats for the Municipality

We chose to reserve five of the seats in the climate deliberation for the municipality. This was done in order to make the municipality more involved in the process, and therefore make it easier for the municipality to take the results seriously. When they have been involved in the process, it's easier for them to understand how the results of the climate deliberation were reached, and they know what a well-founded and conscientious process the participants have taken part in to

arrive at the result. The municipality participants also contributed with a lot of relevant knowledge and perspectives in the discussions.

Every municipality was asked to name 1-2 politicians from the majority, 1-2 politicians from the opposition and 1-2 civil servants. They participated on the same terms as any other participant, in the preparatory meetings as well as during the climate deliberation weekend. Equal participation for all was an important cornerstone of an inclusive and co-creative process.

COMMUNICATION WITH THE SELECTED PARTICIPANTS

Once the participants have been selected, it's imperative to take good care of them with good and clear communications. The participants should feel that they have been individually selected (they have) for an important and exciting mission. They need to be given clear information about dates, times and expectations. During the process, they should receive continuous information and be given ample opportunity to ask questions and provide feedback, even between meetings.

Before and between meetings, we communicated primarily using email, but also occasionally with sms and phone. Keep in mind that different groups may have varying communication habits. Younger people might be less used to emails than older, and there may be issues with spam filters getting in the way. Therefore it's important to be clear about how and where communications will happen, so that the participants' expectations are set.

Don't forget to also communicate with the candidates that signed up but were not selected. They should receive updates about the progress of the process, and be able to follow the process as external stakeholders.

RETAINING THE PARTICIPANTS

No participants, no climate deliberation. If too many participants drop out during the process, there will also be fewer perspectives and lower group representativity. Therefore, maintaining good care of the participants is very important.

There are a few things to keep in mind in order to retain the participants:

Clear expectations. Already in the sign-up form, it should be clear that the participants are expected to participate in every meeting and the entire climate deliberation weekend. This can be confirmed when delivering the notice to the participant that they have been accepted, and again during the first meeting. Explain that everyone has an important role to play, and everybody's perspective is important. Regardless of prior knowledge, they have been chosen to supply their particular viewpoints on the local climate transition. Everyone is important and has been selected in order to be and stay a representative group. If they drop out, not only have they taken a spot from someone else that wanted to come, but the group loses the perspective only they can provide.

Continuously and clearly. Ensure that all have the information they need about the meetings, expectations, goals, material, etc. Let people know how they will be contacted, and communicate continuously with all participants throughout the process. The participants should feel cared for and acknowledged, without being overwhelmed by information. Try to collect the information into one or two messages per week.

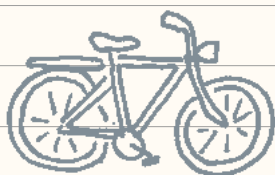
Pleasant and useful. The best way to retain the interest of the participants is of course that they like the content. The arrangement of the meetings is important. Ensure the first meeting is motivating and creates trust, and the following meetings are relevant and interesting. It should be something you don't want to miss! Keep in mind to have interactive parts in every meeting. This allows every participant to be heard, hear other views, and feel part of the process.

Everybody's voice. Carefully make sure everyone's voice is heard, and that a few talkative individuals do not dominate during the various meetings. Encourage and confirm that you have heard everyone, regardless of thoughts and opinions.

Nobody should feel that their perspective cannot be voiced, while nobody may be allowed to take over, be uncivil or lack in respect of others. Make sure all feel seen.

Food and snacks. Serving food and snacks is important in order to have the energy needed, but it also generates a feeling of being cared for.

Reimbursement. Costs for travel to the meetings should not be a barrier to participation. Lack of reimbursement for travel costs has turned out to be a potential deal breaker for some. Think of a simple way of reimbursing travel costs for all that would want.



What is the Result?

“The feeling of being included and heard increases my engagement in the town. It gives me hope that I can, and am allowed to, voice my thoughts and ideas – my contribution to making the town even better.”

— participant in the Borås climate deliberation

“The distance to the municipality and the decision-makers grew shorter, and we all got closer to each other. This was a very positive experience of the climate deliberation.”

— participant in the Malmö climate deliberation

Evaluating the entire process is of course important to be able to repeat and improve the climate deliberation – and also to give the process legitimacy. Did it lead to anything lasting? Did it result in any difference in the direction towards a more sustainable society? The results range from increased engagement and a sense of inclusion to concrete climate decisions or a new policy direction.

THE PARTICIPANT EXPERIENCE

The experience of the participants may be the most important measure of whether the climate deliberation was a success. If they felt their voices were heard, gained new insights, and increased their engagement in the climate transition – then the climate deliberation has already contributed a great deal.

Apart from the development of the participants themselves, they are also acting as local ambassadors for the climate deliberation.

Several participants have pointed out the value of having become part of a network or group of people that are engaged in the climate transition. The feeling of a meaningful connection is an important part of the transition. That participants also gained a deeper understanding of climate change improves their ability to act.

Directly after the climate deliberation, we sent out a feedback form that asked participants about the preparatory meetings and the deliberation itself. It covered the content of the meetings as well as participants' feelings of engagement and being heard. The feedback gave us valuable insights into what to improve for the next climate deliberation.

LOCAL POLICY RESULTS

Another result is how well the proposals and recommendations produced during the climate deliberation are received by local politicians and the municipality. Are they taken seriously? Does the municipality gain any new insights from this material? Are the proposals and recommendations realized? And will the citizen dialogue continue afterwards?

These matters take a bit more time to sort out, but must not be forgotten. Several follow-up discussions may be required months apart.

Time to Get Started!

“It was awesome to be with wise fellow humans of varying backgrounds, ages, and occupations, all looking for transition and major changes in society.”

— participant in the Malmö climate deliberation

Now is the time to roll up your sleeves and create your own local climate deliberations. We are convinced that many more climate deliberations are needed across Sweden and elsewhere. The climate transition is such a huge, life-changing societal challenge that citizens need to take part — both in decision-making and in practical action. Climate deliberation is an important component of creating a positive and inclusive local transition.

Several opinion polls show that a broad majority of Swedish citizens are worried about climate change and eager to do something about it. Most also want politicians to do more than they do today. Climate deliberation can help politicians, municipalities, and regions to take braver decisions for the climate.

It may appear complicated, expensive, and time-consuming to arrange climate deliberations when climate action is needed so urgently. But perhaps it's even more costly and time-consuming not to. Citizens need to be part of climate policy, engagement needs to increase, and the climate transition must become inclusive, citizen-led, and fair. Strengthening democratic expression beyond voting every four years is likely part of the solution.

As one participant in the Malmö climate deliberation said: “It's we, together, who form the force for change.”

Being Facilitator

A facilitator in a climate deliberation needs the ability to guide conversations. Ideally the facilitator has prior experience from similar roles, but does not need specific knowledge of climate science.

The facilitator's role involves:

- ◆ Being neutral
- ◆ Ensuring the conversation progresses and stays on topic
- ◆ Building a positive discussion climate in the group — a listening, co-creative forum
- ◆ Leading the group through any conflicts or disagreements
- ◆ Taking notes and summarize the group's conclusions on the computer

SETTING THE BOUNDARIES

To set the tone for the conversation, the process leaders remind the participants of the rules of engagement they have developed and agreed upon. This sets the boundaries and places the responsibility on the participants.

Other conversation rules the facilitators may want to remind the participants of:

- ◆ If you are used to talking, you may take the opportunity to practice listening; if you are more of a listener, you may take the opportunity to practice expressing your thoughts
- ◆ Everybody's voice is important
- ◆ We include everybody when talking and listening
- ◆ We do not interrupt
- ◆ We speak with intention — what we say should serve a purpose in the conversation
- ◆ We stick to the topic
- ◆ We respect each other and keep a good tone of voice
- ◆ We share perspectives, knowledge, and experiences
- ◆ We are present in the moment and in the room
- ◆ We avoid judgment or condemnation
- ◆ There is no single right or wrong answer, we're exploring together

STARTING A CONVERSATION

To start or move a conversation forward, open questions are useful.

- ◆ How can we ...?
- ◆ What are your thoughts about ...?
- ◆ In what way is ... important to you?
- ◆ How would you like to ...?
- ◆ What could be the next step?
- ◆ How should we proceed?

GUIDING A CONVERSATION

It's the process leaders that are responsible for presenting the instructions before the group conversations. They tell the full group what to do next before each session.

Once the conversations are in swing, it's the facilitator who ensures they progress well. The facilitator may use various questions and instructions to move the conversation forward.

If the conversation comes to a pause:

- ◆ How about going around the table so that everyone can say something about this?
- ◆ Is there anyone else that has a perspective on this?
- ◆ Take a moment to think and take notes on your thoughts about this, and then let's share.

If someone sits silently:

- ◆ I see that you are thinking, what are your thoughts?
- ◆ You have been silent for a while, would you like to share your thoughts?
- ◆ Do you have any reflections?
- ◆ What do you think?

If it's unclear what the group's conclusion is:

- ◆ How can we take this further?
- ◆ Maybe we could clarify / refine this?
- ◆ Tell us more ... what else ...
- ◆ This feels unclear, could we clarify?

If the conversation gets stuck in conflict:

- ◆ What unites us?
- ◆ What do we agree on?
- ◆ What are we all longing for?

To check that we are in agreement:

- ◆ Is this how you think? ...
- ◆ I hear this ... Did I get that right?
- ◆ Do we all agree that I'll write this?
- ◆ What has not been said? What did we miss?

If someone is very determined and stuck on a point, bring it up:

- ◆ Why is this so important to you?
- ◆ In what way is this important to you? Tell us more.

It's good to vary between sitting and standing occasionally. To swap places around the table may change conversations and perspectives, break deadlocks and change conversation patterns.

TAKE NOTES

The participants take notes continuously on large worksheets on the tables, and on post-it notes available on the tables. Write legibly and succinctly, so that everybody understands. Ideally the participants help each other to cluster similar or related notes near each other, and move around for priority. The facilitator assists with sorting and keeps their own notes on the computer.

SUMMARIZE

The group summarizes collectively what they have agreed upon and the facilitator takes notes on the computer.

Questions to ask:

- ◆ Can we summarize like this?
- ◆ Are there items that we could group or combine into one?

The group may also decide that they do not agree about certain things and then decide to keep two opposing options in the summary.

NON-VERBAL COMMUNICATION

Much of what we communicate happens through non-verbal communication. As facilitator, it's important to be aware of how you sit, place your hands, and facial expressions. All of this contributes to the interaction. Encourage positive, inclusive communication through eye contact, staying focused, nodding, and inviting others with hand gestures.

WHEN IT GETS NEGATIVE OR HOPELESS

Note that there won't be much time to get into conversations where we drill down deep into what's hard, heavy or hopeless. If the conversation draws in this direction, then try early on to steer the conversation toward the concrete, what comes next, or the more visionary and positive.

If it feels hopeless, dare to change perspectives, look for resources and good examples.

- ◆ How do we know that we/you have succeeded?
- ◆ Why are we here, and what drove us to meet at this climate deliberation? Find that feeling again.
- ◆ Here we can do something concrete, hand over proposals directly onto the politicians' desks. We are here to accomplish something — we are here together.

On the website klimatprata.se there are method guides, practical advice and tips in English for hosting conversations about the climate, organizing, and taking climate action.

Letter of Intent

This letter of intent is entered into and confirmed on the XX XXX, 20XX between YYY and ZZZ.

Background

- ◆ Climate change is one of the most urgent and complex challenges to society, and joint action is required from policy, civil society, corporations and citizens to meet these challenges.
- ◆ YYY and ZZZ share a common vision about fostering sustainable development, reducing climate impact and engaging citizens in the climate transition.
- ◆ YYY and ZZZ wish to jointly host a local climate deliberation to strengthen citizen participation in climate-policy development, both generally and specifically with regard to YYY.

Purpose

- ◆ The purpose of this letter of intent is to establish cooperation between YYY and ZZZ in order to arrange a citizen deliberation event, with the goal to increase dialogue, citizen participation, and produce a list of concrete policy proposals for climate transition at the local level.

Timeframe

- ◆ Preparatory work for the climate deliberation in YYY starts on the signing date of this letter of intent.
- ◆ The climate deliberation is planned to take place during XXX, 20XX. Before then, recruitment and preparatory and educational meetings with the selected participants will be held.
- ◆ After the climate deliberation, the cooperation continues between YYY and ZZZ in order to follow the handling of the generated policy proposals, and in order to share experiences from this process until XX XXX, 20XX.

Cooperation and Commitment

- ◆ YYY and ZZZ commit to cooperate on planning, organizing and hosting a climate deliberation in YYY. The cooperation is kicked off with a planning meeting where representatives from the local civil society and possibly other invited actors will also join.
- ◆ YYY commits to provide the necessary statistical basis for the relevant demographics and information about the local context.
- ◆ YYY commits to participate in announcing the climate deliberation, in spreading the invitation and in the selection of participants.

- ◆ YYY shall provide a suitable venue for the first meeting and the deliberation weekend.
- ◆ YYY commits to assign 5 participants in the climate deliberation, of which 1-2 are politicians from the majority, 1-2 politicians from the opposition and 1-2 civil servants. YYY is responsible for assigning these seats and ensuring their participation in the process.
- ◆ YYY commits to receive the results from the climate deliberation and process them in relevant political forums within YYY, explore the possibility of implementing the proposals and during a follow-up meeting provide feedback about how the proposals will be further handled.
- ◆ ZZZ commits to provide project management, process leadership and planning of the climate deliberation, and to develop and host the educational meeting on climate science that the participants will participate in.
- ◆ YYY commits to host the educational meeting on the ongoing climate work and challenges in YYY, and to develop the educational content for that meeting.
- ◆ ZZZ commits to coordinate the

announcement of the climate deliberation as well as recruitment and selection of participants.

- ◆ The parties will regularly exchange information and experiences to ascertain the efficient execution of the climate deliberation.
- ◆ Both parties agree to actively work to engage local actors, such as civil society, corporations, academia and others to create a high engagement in the climate deliberation and local transition.

Finances

- ◆ ZZZ is responsible for project management, process leadership, a local coordinator, participant education, and spreading the method and results from the climate deliberation.
- ◆ YYY commits to supply the venue as well as participate in planning, execution and follow up activities of the climate deliberation, as described in this document.

Communication

- ◆ Both parties agree to cooperate on informing citizens and stakeholders about the climate deliberation and spread the results and experiences.

Signatures:

YYY, name

Signature and date

ZZZ, name

Signature and date

Climate Science, Meeting 2 — Proposed Syllabus

CLIMATE CHANGE

What is it about?

The Planetary Boundaries

The atmosphere, ozone layer

What is the greenhouse effect? Greenhouse gases

CO₂-levels in the atmosphere over time, before and after 1950, the

Keeling-curve

Accumulation of CO₂, the bathtub, nothing magically disappears

Current situation

The global average temperature

The current temperature, +1.5 degrees C

Overshoot, footprint

Climate and weather

Effects of climate change

Melting glaciers, sea-level rise, oceanic changes

Heat waves, forest fires, floods, rain bombs

Biological diversity, food, insect-borne diseases

Local effects, local examples

SWEDISH EMISSIONS — WHAT ARE THE SOURCES?

Carbon sinks and forestry

Emissions year-by-year and accumulated

Carbon budget

WHAT DOES IT LOOK LIKE LOCALLY?

Emissions around here — what are the main sources?

Local facts and statistics

The global emission budget

The local emission budget until 2030?

What can we do? Reduce emissions, increase carbon sinks

GLOBAL CLIMATE POLICY

Climate unfairness

IPCC

Paris agreement

COP

EU CLIMATE POLICY

Fit For 55 — Saving energy, renewable energy, restoring nature

SWEDISH CLIMATE POLICY

Infrastructure planning, energy policy, the Swedish environmental goals, the climate policy framework

LOCAL CLIMATE POLICY

Influence, cooperation, lobbying and authority

SUMMARY OF LOCAL CHALLENGES

What can we do? Reduce emissions, increase energy efficiency, increase carbon sinks, strengthen biological diversity, transition to climate smart production and consumption.

Template — Climate Deliberation **DISCOVERY**

THEME	E.g. TRANSPORTATION & TRAFFIC
QUESTION	E.g. How can we reduce the emissions from private and commercial traffic?
WHAT IS THE CHALLENGE? Why is this a problem? Proposed questions to use: Why is it important? Why is it a problem? What needs fixing?	
PURPOSE / GOAL What do we want to achieve? Why is it important?	
More of What do we want to promote?	
Less of What do we want to reduce / stop?	
STAKEHOLDERS / ACTORS ... who is impacted, target audience?	Briefly
OTHER... E.g. what else do we need to take into account, scope boundaries we choose to set, important perspectives	E.g. only public transport

Template — Climate Deliberation RECOMMENDATIONS

THEME:

WHAT IS THE CHALLENGE?

Short summary

OVERARCHING RECOMMENDATION:

Partly derived from Purpose / Goal. The Recommendation is overarching, broad and may be more visionary than the proposals. A few sentences, ideally in bullets, around: What do we want to achieve within this theme? What is the direction we want to take? Ambition level?

E.g. the climate deliberation would like to see ...

Template — Climate Deliberation PROPOSAL *(One per page)*

THEME:

PROPOSAL TITLE:

Suggest to fill this in last

PROPOSAL:

Policy proposal, briefly. One proposal per page.

Visualization Exercise

— 2050 Vision

This exercise is inspired by and further developed from the book “Att drömma stort” (To Dream Big), Karolina Lundahl and Julia Fries, 2023.

Let the participants find a seat in the room where they can sit comfortably. Ask them to find a restful body posture, relax, and close their eyes, if they feel comfortable doing so. Adjust the body to a comfortable position. Take a few deep breaths together to land in the here and now. Let the breaths invite them to a relaxed, calm place. Then read aloud, slowly and clearly. Use the breathing to start the journey.

Together, we are going on a journey to the future.

We enter a time machine, and with every breath we move several years ahead. 2024, 2028. We realize we are now coming to a future where all the big challenges have been resolved.

We take a deep breath to go from 2028 to 2030. While you're traveling, the worries that have been weighing on your mind—climate change, resource scarcity, inequality—gradually fade away. We go on to 2035, 2040. You pass points in time where important decisions were made, cooperations formed, and people's engagement for a sustainable world grew. 2045. We continue all the way to 2050.

Here we step out and look around. When we look, we notice that things have developed in the most fantastic ways. Everything we ever hoped for has become reality. Society is founded on fairness and long-term sustainability. Already during the mid 2020s, things started moving all over the world, and after a turbulent time, humanity really managed to find better ways to coexist. New structures have been built since then. Economies that once were built on overconsumption have transformed into systems that give back. Everything we use is recycled, and nothing is lost.

Here, strong cooperation governs the use of resources. Everyone lives in safety and knows that their basic needs will be met without living in ways that are unfair to future generations or other life on the planet. The materials used are sustainably produced so that less pollution and poisons are emitted. People take gentle care of nature and encourage each other's creativity. Social change is also happening. People learn to

cooperate across borders and fairness and equity have become mainstream norms. Basic resources like education and healthcare are now available to all.

Most people can find work they believe is important and meaningful. Goods are shared more equitably. Therefore, there is now much less conflict about resources. It's a time of peace. Nature has started to heal, Ecosystems have regained their balance. The climate is stable.

What does your life look like in this future? How is your housing situation? What are you doing in your free time? What are these fair and sustainable social structures? What did the journey here look like, what happened along the way? What was your role in the transition, and what did you contribute? Let whatever answers arise come to you.

Slowly start moving your body, and eventually open your eyes.

Interview with the Future

Now ask the participants to sit opposite one another in pairs to conduct an interview. One in each pair plays themselves, but as they live in the year 2050. The other one is a curious journalist from today that got the opportunity to briefly meet the person from the future.

The journalist's task is to find out as much as possible about the future society by curiously interviewing the person from the future. Feel free to be inspired by the questions below, but above all be curious. Ask the questions that come up spontaneously, that is the most important directive.

What does your life look like in this future? How do you live? What are you spending your time on? What do these fair and sustainable social structures look like? What was the journey here like, and what happened on the way? What was your role in the transition, and what did you contribute?

The future person answers the questions with the spontaneous answers that come up. The story will most likely not be coherent, but that is fine, it isn't important. Switch roles after 10 minutes.

Word Cloud and Vision

- ◆ To create a harvestable result from the vision exercise, you can collect words from the participants and form a word cloud. You might use a word cloud app/service like Mentimeter. If you show the word cloud on a projector, everyone will be able to see the word cloud form in real time, and which words best describe the ideal future.
- ◆ As a next step, the participants submit a couple of sentences about their future town 2050, as seen in their vision. Ask everybody to write at least two sentences.

What did life in Malmö look like?

In Malmö 2050 ...

... I lived ...

... I saw ...

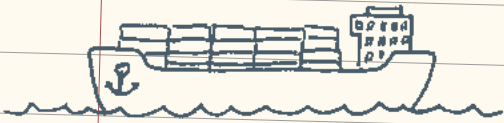
... it was important to ...

... we strived for ...

... we were happy when ...

We used Mentimeter for this as well. In this case the results are not shown to the participants at this time, but instead the process leaders took the sentences to merge and recombine into a joint vision. We used an AI service such as ChatGPT to assist with this.

The result becomes the official 2050 vision produced by the climate deliberation.



Around the world, our societies need to make a transition. How will we live, eat, travel, consume, and thrive in a sustainable local society?

We need to feel involved and empowered in order to shape the climate policies that enable a quick, fair, and sustainable transition.

During 2024, the Swedish civil society association Klimatriksdagen conducted local climate deliberations in three Swedish municipalities. Around 40 residents each in Sollefteå, Malmö and Borås developed climate policy proposals and recommendations for their local governments. The goal was to increase residents' involvement, strengthen democracy, and give power and courage to local climate transition work.

This handbook gives practical guidance in organizing climate deliberations. It covers everything from recruitment of participants, to education and conducting the climate deliberation. With this handbook in hand, municipalities as well as civil society associations can get started – and strengthen citizen power in climate policy.

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