The International Institute for Environment and Development (IIED), London

**'User Guide' to effective approaches (tools, tactics, methods, institutions)
for integrating environment and development**

BACKGROUND
The International Institute for Environment and Development (IIED) has identified the need for a Guide to effective approaches for integrating environmental considerations into all aspects of development decision-making (e.g. physical, economic and social planning). This is often called "environmental mainstreaming".

The need arises because there is now a wide variety of tools, tactics and methods but little independent guidance as to which are appropriate and under what circumstances. Too many tools are being 'pushed' by external interests and little is known about whether other more culturally relevant approaches have been successfully used.

In order to produce a Guide that is relevant to a wide range of potential and actual users, input is being sought from a variety of countries, sectors and user types, with the attached survey form providing the basis for inputs, discussion and the identification of relevant case studies. Current participating regions/countries are Caribbean (Barbados, Jamaica, Trinidad and Tobago); Chile; Ghana; India; Kenya; Philippines; Uganda; South Africa and selected countries in Central-Southern Europe.

Several implementing organisations are partnering with IIED to undertake a survey in their country or region to gather feedback from diverse users and stakeholders about the opportunities and challenges they face in identifying and applying approaches to environmental mainstreaming, which tools, methods and tactics they find useful or otherwise, and what gaps they feel exist.

The global initiative is being steered by an international panel of stakeholders comprising both potential users of the Guide and the donors and governmental and non-governmental agencies that support them, many of whom are involved in conducting these surveys.

The Guide will provide an overview of a small selection (approximately 30) of the approaches to environmental mainstreaming that users have found most effective and in which contexts. In addition to providing short profiles of the selected approaches, the Guide will use case studies to examine the factors that influence the selection and effectiveness of the most appropriate approach, e.g.:
- what are the environmental management challenges or tasks for which a particular approach has proven most effective?
- what is the broader context in which the environmental mainstreaming is taking place and how does this affect the selection of the approach?
- who is involved - users, stakeholders and institutions? And how does this affect the selection of the approach?
- how can tools, tactics and methods be most effectively applied?

SHARE YOUR VIEWS AND EXPERIENCES
By participating in this survey and the associated discussion processes, you will contribute to ensuring that the Guide is relevant to users in your organisation, sector and country and to other users all over the world.

There are NO WRONG ANSWERS to any questions. If anything is unclear, just skip over the question or contact [implementing organisation] for clarification.

SECTION A: Respondent's details

1. **Name of organisation**……………………………………………………………………………..

2. **Mailing address** …………………………………………………………………………………

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3. **Telephone/fax** …………………………………………………………

4. **Email** …………………………………………………………

5. **Website** (if any) …………………………………………………………

6. **Which of the following best describes your organisation?**

   Government ☐ Civil society organisation ☐   Private sector/business ☐

   Research ☐ Other ☐ *Please specify type* …………………………………………….

7. **Please provide a brief description of the main activities that your organisation undertakes**

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8. **Name of person completing survey** …………………………………………………………………

9. **Job title/position** ………………………………………………………………………………..

   Contact details if different from above:

10. **Telephone** …………………………………………………………

11. **Email** …………………………………………………………

12. Which of the following best describes your role in the organisation
(please tick more than one if appropriate)

a) Administrator ☐

b) Planner ☐

c) Environmental specialist ☐

d) Economist ☐

e) Social specialist ☐

f) Investment specialist ☐

g) Financial manager ☐

h) Researcher/academic ☐

i) Senior technical officer ☐

j) Lobbyist/advocate ☐

k) Head of organisation or department ☐..

l) Other (please specify) ☐

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SECTION B: ENVIRONMENTAL MAINSTREAMING

1. How would you define environmental mainstreaming?

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2. Describe any conscious efforts towards environmental mainstreaming that are being made in your organisation, sector or country

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3. Drivers: What requires or drives you to include environmental considerations in development planning or decision-making?
*Please tick all that apply and then rank the top three in your personal capacity and, if different, for your organisation by putting 1, 2 or 3 next to the appropriate boxes.***

	Personal	Organisational *(if different)*
a) International commitments (e.g. UN agreements/conventions)	☐ …...	☐ …..
b) Legislation, regulations and requirements (national/local)	☐ ……	☐ …..
c) Company/business plans/objectives	☐ …...	☐ …..

d) Company/business regulations/requirements ☐ …... ☐ …..
e) Stakeholder/public demands ☐ …... ☐ …..
f) Conditions imposed by donor/lender ☐ …... ☐ …..
g) Risk management ☐ …... ☐ …..
h) Personal values ☐ …... ☐ …..
i) Organisation's values ☐ …... ☐ …..
j) Traditional/cultural reasons ☐ …... ☐ …..
k) Actual or potential environmental events and issues ☐ …... ☐ …..
   (*Specify*) (e.g. climate change, flooding, disasters, environmental degradation)

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l) Other (specify) …………...……………………………………………………………….

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m) Do you have any other comments about what is driving environmental mainstreaming in your sector, country or region?

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4. **Constraints: What do you consider to be the main challenges or obstacles to integrating environmental considerations in development planning or decision-making?**
Please tick all that apply and then rrank the top three by putting 1, 2 or 3 next to the appropriate boxes.

   a) Lack of or insufficient data/information ☐ …...

   b) Insufficient human resources (generally) ☐ …...

   c) Insufficient human resources with relevant skills ☐ …...

   d) Lack of awareness of the range of tools available ☐ …...

   e) Not enough tools that work in our particular context ☐ …..

   f) Lack of or insufficient funding ☐ …...

   g) Lack of political will ☐ …...

   h) Lack of understanding and awareness of relevance of ☐ …...
      environmental issues in development planning

   i) Corruption ☐ …...

   j) Other *(specify)* ☐ …...

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   k) Are there any approaches to environmental mainstreaming that you are dissatisfied with? *If so, please list the approach(es) and state why they have not been useful.*

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l) Any other comments about what limits the integration of environmental
    considerations in different development decisions (e.g. social, physical, economic)?

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SECTION C: MATCHING THE APPROACH TO THE TASK AT HAND

1. **Please provide up to three examples of occasions where you have used environmental mainstreaming (successfully or unsuccessfully) and identify up to three of the main approaches (tools, tactics and methods) that were used.**

<u>**Example 1**</u>
a) **Briefly describe the context in which the environmental mainstreaming took place (***e.g Planning for a ferry port in a fishing village, displacing the fishing activities to another area)*

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b) List the three main environmental mainstreaming approaches that were used
Appendix 1 contains examples o the kinds of available tools, tactics and methods but do not feel constrained by these – we are looking for those that <u>you</u> apply and each sector and context is likely to be different.

<u>Name of approach</u>

    a. …………………………………………………………………………………………….

    b. …………………………………………………………………………………………

    c. …………………………………………………………………………………………

d. **Were these approaches developed in the country or outside? Did any of them draw on local or indigenous practices?**

Approach i Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐ No ☐
Approach ii Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐ No ☐
Approach iii Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐ No ☐

c) **What led to the selection of these particular tools? (***e.g. statutory requirement, easy to use, not costly, skills to apply exist within the organisation)*
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d) **Was the environmental mainstreaming process successful?** Yes ☐ No ☐

e) **Was it one or more of the approaches that led to the success - of lack of it - or some other factor? And if so, what factor(s)?**

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f) **Would you use the same tools again in a similar situation** Yes ☐ No ☐

If no, what would you use instead? ……………………………………………………………

Example 2

a) **Briefly describe the context in which the environmental mainstreaming took place (***e.g Planning for a ferry port in a fishing village, displacing the fishing activities to another area)*

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b) List the three main environmental mainstreaming approaches that were used
Appendix 1 contains an illustrative list of tools, tactics and methods but do not feel constrained by these – we are looking for those that you apply and each sector and context is likely to be different.

Name of approach

    e. ………………………………………………………………………………….

    f. …………………………………………………………………………………

    g. …………………………………………………………………………………

h. Were these approaches developed in the country or outside? Did any of them draw on local or indigenous practices?

Approach i   Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐   No ☐
Approach ii Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐   No ☐
Approach iii Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐   No ☐

c) What led to the selection of these particular tools? (*e.g. statutory requirement, easy to use, not costly, skills to apply exist within the organisation)*

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d) Was the environmental mainstreaming process successful?   Yes ☐   No ☐

e) Was it one or more of the approaches that led to the success - of lack of it - or some other factor? And if so, what factor(s)?

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f) Would you use the same tools again in a similar situation Yes ☐   No ☐

If no, what would you use instead? ………………………………………………………….

Example 3

a) **Briefly describe the context in which the environmental mainstreaming took place (***e.g Planning for a ferry port in a fishing village, displacing the fishing activities to another area)*

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b) List the three main environmental mainstreaming approaches that were used
Appendix 1 contains an illustrative list of tools, tactics and methods but do not feel constrained by these – we are looking for those that you apply and each sector and context is likely to be different.

Name of approach

    i.   ………………………………………………………………………………………….

    j.   ………………………………………………………………………………………….…

    k. ………………………………………………………………………………………….…

l. **Were these approaches developed in the country or outside? Did any of them draw on local or indigenous practices?**

Approach i Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐   No ☐
Approach ii Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐   No ☐
Approach iii Developed in country? Yes ☐ No ☐ Local/indigenous? Yes ☐   No ☐

c) **What led to the selection of these particular tools? (***e.g. statutory requirement, easy to use, not costly, skills to apply exist within the organisation)*
……………………………………………………………………………….........................

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d) **Was the environmental mainstreaming process successful?**   Yes ☐   No ☐

e) **Was it one or more of the approaches that led to the success - of lack of it - or some other factor? And if so, what factor(s)?**

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f) **Would you use the same tools again in a similar situation** Yes ☐   No ☐

If no, what would you use instead? ………………………………………………………….

SECTION D: CONTENTS OF THE USER GUIDE

1. **Based on your experiences, including those listed in Section 3 above, please list the five approaches to environmental mainstreaming that you find most useful in your work and that would like to see included in a User Guide**

    a. ....

    b. ....

    c. ....

    d. ....

    e. ....

2. **Are there other tools, which you have not used (e.g. through lack of human or financial resources) that you would like to see included in a User Guide?**

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3. **Are there environmental mainstreaming tasks or contexts in which environmental mainstreaming would be desirable and no useful tools exist or existing tools need to be refined?** *Please give details*

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4. Would it be helpful for the User Guide to rank each of the profiled tools using a common set of criteria?   Yes ☐   No ☐

If so, which of the following criteria would you find helpful? *Please tick all that apply, and suggest additional criteria*

a) Ease of use   ☐
b) The extent of the skills, training, qualifications required to use the tool   ☐
c) The cost   ☐
d) The time required   ☐.
e) How understandable the outputs are to the primary stakeholders   ☐
f) The extent to which the approach requires data, fieldwork, etc   ☐
g) Robustness (does the approach deliver credible and sufficient information   ☐
      for effective decision-making?)
h) Level of impact n helping make progress towards sustainable development ☐
i) Other criteria (specify)

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SECTION E: FOLLOW UP

1. **May we follow up with you by phone or email to obtain clarification or more details in relation to any of your answers?**
    Yes   ☐   No ☐

2. **Your contribution will be fully acknowledged in the [country] study report unless you tick the box below.**

I do not wish my contribution acknowledged in the [country] study report   ☐

APPENDIX 1 *an illustrative list of tools, tactics and methods*

(A) information and assessment tools

Economic and financial assessment (eg cost benefit analysis)
Impact assessment (eg environmental/social impact assessment)
Spatial assessment (eg land use planning)

(B) Deliberative tools and tools for engaging

Participation and citizen action (eg forums and dialogues)
Political analysis and action (eg Commissions and hearings)
Conflict management (eg arbitration)

(C) Planning and organising tools

Legal tools (eg public interest litigation)
Environmental management planning and control tools (eg quality management systems, ISO)

(D) Management and monitoring tools

Certification and audits (Forest Stewardship Council system, eco-labelling)
Monitoring & evaluation (eg indicators, surveys)