

Stakeholder Engagement Plan

28th May 2017

CEPF Grant 100805

Ghana Wildlife Society

Project Title:

Mainstreaming Site-Scale Ecosystem Values into Local Decision-Making in
Ghana

Project Location:

Cape Three Points, Tano Offin and Atiwa Range Forest Reserves

Grant Summary

1. Grantee organization: Ghana Wildlife Society
2. Grant title: Mainstreaming Site-Scale Ecosystem Values into Local Decision-Making in Ghana
3. Grant number: 100805
4. Grant amount (US dollars): 99,328.35
5. Proposed dates of grant: 1st August, 2017 – 31st January, 2019
6. Countries or territories where project will be undertaken: Ghana.
7. Date of preparation of this document: 28th May, 2017

8. Introduction:

Information on the physical changes to forest ecosystems and the socio-economic consequences that might result from alternative land uses i.e. the "costs and benefits" of those changes is not well developed among local government agencies, the Forestry Commission and private sector actors. Moreover, some decision-makers are more likely to support ecosystem conservation for socio-economic reasons, rather than for the intrinsic value of biodiversity and associated ethical reasons. Although some of the ecosystem services are well known to include food, fuel, fibre and provision of cultural services, that provide benefits to people through recreation and cultural appreciation of nature, other services provided by the three KBAs selected for the project are not so well known. These include the regulation of the climate, purification of air and water and flood protection, soil formation and nutrient cycling. Hence, the case for conservation can be made more compelling for the afore-mentioned audience if the relationship between biodiversity and ecosystem services and the value of ecosystem services provided by key biodiversity areas (sites) are better understood. Unfortunately, the few broad scale ecosystem valuation studies that have been completed for Ghanaian ecosystems have had limited impact on decision making at the local level regarding forest use, conversion and development because of a lack of attention to the site-specific context and crucially an understanding of how the local communities value the ecosystem. Forest biodiversity loss is having a negative impact on livelihoods of resource dependent communities.

In Ghana, the local District Assemblies are key players in the management of forests as they deliver the District Assembly medium-term development plans. Currently the plans do not adequately integrate biodiversity conservation because (as described above, site specific information is not available) the District Assemblies have no mechanism to ensure that appraisals of medium term development plans fully consider the costs and benefits to the natural environment and the implications for human wellbeing.

If these threats are not addressed, political and economic decisions taken by decision makers at the local and national levels will not be in favour of biodiversity conservation. Consequently, species, habitats and fragile ecosystems will be lost which will be costlier for Ghana in the long term. Long-term livelihoods of poor communities will not be sustained and businesses that hinges on ecosystem services cannot thrive. Without this project intervention, biodiversity conservation will remain a low public policy priority among policy makers at the local and national levels. Biodiversity provisions will not reflect in policies and legislation governing agriculture, mining, and forestry sectors.

The project will not have any adverse social and environmental impacts on stakeholders and communities. However, there is a potential risk of exposing staff to snake and insect bites/stings, and harmful plant exudates during the field survey.

General objective: To contribute to biodiversity conservation in Ghana through improved public policy.

Specific Objective: To assess ecosystem values of two priority Key Biodiversity Areas (KBAs) in Ghana using the TESSA to make a case for mainstreaming biodiversity into District Assembly planning and private sector business practices.

The key components of the project are outlined as follows:

- **Component 1 Information and capacity on ecosystem services is generated for 2 KBAs for mainstreaming into 3 local District Assembly Medium-Term Development planning and policy**

- **Deliverable 1.1** 500 copies of ecosystem services assessment report published
- **Activity 1.1.1** Carry out desk policy study and preliminary scoping appraisals for 2 KBAs (Tano-Offin and Cape Three Points Forest Reserves)
- **Activity 1.1.2** Conduct full-scale valuation of ecosystem services of 2 KBAs (Tano-Offin and Cape Three points Forest Reserves)
- **Deliverable 1.2** 500 copies of guidelines for mainstreaming biodiversity into the development of District Assembly Medium-Term Plans of 3 KBAs printed and circulated among at least 50 institutions.
- **Activity 1.2.1** Develop and publish guidelines for mainstreaming biodiversity into District Assembly Medium-Term Development Plans related to 3KBAs (Tano-Offin, Cape Three Points and Atiwa Range Forest Reserves)
- **Deliverable 1.3** District Assembly training workshop report and capacity assessment before and after the training
- **Activity 1.3.1** Train 3 District Assembly Planning Teams on the use of guidelines developed for mainstreaming biodiversity into the development of District Medium-Term Plans

- **Component 2 Collaborative strategies are implemented to disseminate results and capitalize lessons from best practices that facilitates integration of ecosystem services into sustainable production and consumption in public and private sectors.**

- **Deliverable 2.1** Concluded and signed partnership agreements with 1 private institution towards promotion of best practices in plantation forestry
- **Activity 2.1.1** Conclude and sign formal partnership with at least 1 private sector institution to facilitate adoption of results and lessons to promote best practices in forestry
- **Deliverable 2.2** Partnership agreements/MOUs with at least 4 NGOs and 3 District Assemblies
- **Activity 2.2.1** Conclude and sign partnership agreements (MOUs) with 4 NGOs and at least 3 District Assemblies
- **Deliverable 2.3** Report of 1 information exchange session reflecting increased awareness, knowledge and different experiences of stakeholders through dissemination of lessons among at least 15 institutions.

- **Activity 2.3.1** Organise 1 information exchange session among stakeholders of 3 KBAs and relevant national stakeholders in consultation with the BirdLife RIT
- **Deliverable 2.4** Final Ecosystem services assessment validation workshop report that takes on board stakeholder inputs and concerns
- **Activity 2.4.1** Organise one (1) national stakeholders validation meeting on the ecosystem services assessment report
- **Deliverable 2.5** 500 copies of report on values on ecosystems services printed and circulated to raise awareness among at least 30 public institutions to integrate biodiversity conservation into decision making/planning.
- **Activity 2.5.1** Publish and disseminate ecosystem services assessment report including lessons learnt and experiences to present a case for mainstreaming biodiversity conservation into broader development policy.
- **Deliverable 2.6** 200 copies of policy briefs on key policy issues and recommendations identified based on desk policy study are printed and circulated among at least 50 key institutions (Parliament, Ministries, private sector and NGOs)
- **Activity 2.6.1** Prepare, publish and circulate policy briefs among Parliamentary Select Committees on forestry, finance, agriculture and other ministries
- **Component 3 CEPF Project Management and Monitoring for Compliance**
- **Deliverable 3.1** Institutional capacity of Working Group on Forest Certification and Resource Trust evaluated through the Civil Society Tracking Tool (CSTT) and Gender Tracking Tool (GTT) have increased
- **Activity 3.1.1** Conduct baseline assessment of Working Group on Forest Certification and Resource Trust using CSTT and GTT
- **Activity 3.1.2** Carry out final assessment of the capacities of Working Group on Forest Certification, Resource Trust using CSTT and GTT
- **Deliverable 3.2** Institutional capacity of GWS evaluated through Civil Society Tracking Tool and Gender Tracking Tool have increased
- **Activity 3.2.1** Carry out baseline assessment of the capacities of GWS using CSTT and GTT
- **Activity 3.2.2** Carry out final assessment of the capacities of GWS using CSTT and GTT
- **Deliverable 3.3** Safety risk of the staff conducting field surveys is minimized as proven by safety equipment and training report and stakeholders are effectively engaged as stated in reports prepared and submitted to CEPF every six months
- **Activity 3.3.1** Purchase and distribute PPEs and first aid kits for project staff
- **Activity 3.3.2** Conduct prior to field work a safety induction with project staff
- **Activity 3.3.3** Report to CEPF on compliance with safeguards and policies every six month
- **Deliverable 3.4** CEPF financial and programmatic reports are submitted online on time and accurately
- **Activity 3.4.1** Submit CEPF financial reports by October 30 2017, January 30 2018, April 30 2018, July 30 2018, October 30 2018 and January 30 2019
- **Activity 3.4.2** Submit CEPF programmatic reports by 31 January 2018 and 31st July 2018
- **Activity 3.4.3** Submit a final completion report no later than 60 days after the project ends
- **Deliverable 3.5** Report focusing on the project impacts is completed online at the end of project
- **Activity 3.5.1** Prepare a baseline by September 30 2017 and monitoring of indicators at the portfolio level and at the global level of CEPF until the end of project
- **Activity 3.5.2** Monitor indicators during project implementation

- **Activity 3.5.3** Integrate relevant impacts and indicators monitoring data within the final completion report to be submitted no later than 60 days after the end of project

9. Policies and Requirements:

The project will require project staff to carry out site surveys in the forest. They might be exposed to risks of snake and insect bites/stings, and harmful plant exudates. To mitigate the risk, a full risk assessment will be conducted prior to field work with safety induction organized for all staff. Personal Protective Equipment (PPEs) will be procured and provided to all the field research staff involved in field surveys. Anti-snake venom and insect repellants will be provided as part of the first aid kit that will accompany the field staff during their site work.

10. Summary of Previous Stakeholder Engagement Activities:

Arocha Ghana

Consultation was held with the National Director of Arocha Ghana on the 11 February 2017 at Arocha Officer in Accra. Key issues discussed were work left to be done to build on Arocha Ghana's TEEB and advocacy work on conversion of the Atiwa Range Forest Reserve to a National Park. Arocha Ghana Requested for details of the proposal that had been sent by the Ghana Wildlife Society to CEPF. Summary of the proposal was sent by GWS to Arocha within a week of the request by Arocha. It was agreed at the partnership meeting that TEEB had recently been conducted at the site and conducting another assessment may not be needed considering scarcity of financial resources to conduct such studies. However, TEEB mostly relied on secondary information. Based on this background information, it was concluded that there would not be the need to conduct ecosystem services assessment at Atiwa Range Forest Reserve as indicated in the letter of Expression of Interest. Assessment activities will be focused on Tano-Offin and Cape Three Points, whilst policy and advocacy work with District Assemblies, communities and the private sector will be intensified using information that has already been generated by Arocha Ghana at Atiwa Range.

Ghana Rubber Estates Limited:

The Ghana Rubber Estates Limited (GREL) has been working with Resource Trust, an NGO that work with private sector institutions to ensure sustainability in commodity supply chains. The meeting with GREL was held on the 21st February 2017 in Accra at the GWS premises to discuss the modalities for partnership in this project. GREL agreed to work together with GWS to find ways of ensuring sustainability in rubber plantation establishment.

Friends of the Earth-Ghana:

During the meeting with Friends of the Earth-Ghana, at East Adamafo Close at East Legon on December 12 2016, a brief overview of the project was given to key management staff by the

Executive Director of GWS. Friends of the Earth-Ghana is a frontline environmental advocacy NGO in Ghana. The Director has formally expressed their readiness to collaborate with GWS in all the policy advocacy work related to the project.

Resource Trust

Consultation meeting was held with the Director of Resource Trust during the training workshop for NGOs by the RIT in Accra, where the role of Resource Trust was clarified to include contribution to establishment of partnerships with the Ghana Rubber Plantations Ltd, which has expressed interested to integrate biodiversity into their day to day operations to reduce their ecological footprints. Discussions were held to explore Resource Trust's experience of working with companies engaged in forest plantation and oil palm development and industrial rubber plantation near Cape Three Points Forest Reserve.

The Working Group on Forest Certification

In a meeting through skype with the Director, Dr. Emmanuel Boakye, He expressed keen interest in this project. The Working Group on Forest Certification work with five (5) of the Communities in the Tano-Offin Forest Reserve. They have expressed interest to share data they have already collected from the communities fringing the Forest Reserve and will join GWS in their community consultations. (Support letter from NWG is attached).

The Forestry Commission

During a consultation meeting with the Operations Manager of the Forestry Commission (Dr. Kwakye Ameyaw), he asked about the role of FSD in the project and how the project will be rolled out to other equally important Forest Reserves aside from the 3 Reserves selected. In addressing the concern, the GWS Executive Director indicated that because of funding limitation, the project will start with these reserves. The outcome of the project will make a case for expansion to other reserves. The Forestry Commission contributed to the proposal preparation by releasing forest management plans of Cape Three Points and Tano-Offin Forest Reserves.

National Biosafety Committee/UNEP-WMCC

GWS has been consulted by the National Biosafety Authority through the UNEP-World Conservation Centre "mainstreaming biodiversity into government decision making project". The meeting sought GWS views on the kind of information that could be made available to government to inform policy and how the information could be packaged to make much more meaning to policy makers to understand and act. GWS took the opportunity to introduce this project to the UNEP-WCC project team. The Government team has given assurance of their support to this project because, the information generated by the project will undoubtedly complement their project and count to government decisions.

The University of Ghana

The University of Ghana has not only been consulted but has made inputs to the preparation of the proposal (Support letter attached).

District Assemblies in the 3 KBAs and National Development Planning Commission

All the District Assemblies in the 3 KBAs have been informed about the project and have promised to collaborate closely with GWS when the project is finally endorsed by CEPF. They indicated their readiness to commit themselves through signing of partnership agreements after the project has been finally endorsed for funding. The National Development Planning Commission has national oversight responsibility over District Assembly medium-term planning. They will be consulted throughout the formulation of guidelines for mainstreaming biodiversity into District Assembly Planning.

Private Sector

GWS has met with the management of Ghana Rubber Estates Ltd (GREL) in the Western Regions. The Plantations Manager on behalf of GREL, expressed willingness to further engage on biodiversity partnership with GWS in this project. It was explained to them that their mandate will be to outline voluntary commitments and internal policies on biodiversity and implement those commitments with the support of GWS.

11. Project Stakeholders:

Project stakeholders are listed as follows:

NGOs:

- Working Group on Forest Certification
- Arocha Ghana
- Friends of the Earth-Ghana
- Resource Trust

Private Sector:

- Ghana Rubber Estates Limited

Government:

- Forestry Commission
- Parliamentary Select Committee
- National Development Planning Commission
- Ministry of Local Government
- District Assemblies
- UNEP-WMCC

Academia:

- University of Ghana

Individuals:

- Mr. Eric Okoree - National Biosafety Authority

- Professor Yaa Ntiamao - Baidu-University of Ghana
- Professor Oteng Yeboah- Ministry of Environment

Communities
Media

12. Stakeholder Engagement Program:

Stakeholder	Information	Formats	Communication methods
Working Group on Forest Certification	Project outcomes and lessons, Ecosystem services information	Electronic	Reports
Arocha Ghana	Project outcomes and lessons, Ecosystem services information	Electronic Print	Reports
Friends of the Earth-Ghana	Project outcomes and lessons, Ecosystem services information	Electronic	Reports
Resource Trust	Project outcomes and lessons, Ecosystem services information	Print/Electronic	Reports
Ghana Rubber Estates Limited	Project outcomes and lessons, Ecosystem services information	Print/Electronic	Non-Technical documents
Forestry Commission	Ecosystem services information	Print/Electronic	Reports
Parliamentary Select Committee	Ecosystem services information, Information on policy analysis		Non-Technical Summary
Nat. Devt. Planning Commission	Ecosystem services information, Information on policy analysis	Print/Electronic	Non-Technical Summary
Ministry of Local Government	Ecosystem services information, Information on policy analysis	Print/Electronic	Non-technical summary
District Assemblies	Guidelines for District Assembly Planning	Print	Reports
University of Ghana	Ecosystem Services Information		Reports
GFWA/RIT	Project outcomes	Electronic	Reports
Forest Communities	Ecosystem services		Posters Radio
Media			

13. Consultation methods:

This section will describe the methods that will be used to consult with each of the stakeholder groups identified in previous sections. Methods used may vary according to target audience, for example:

- Interviews with stakeholder representatives and key informants;
- Surveys, polls, and questionnaires;
- Public meetings, workshops, and/or focus groups with a specific group;
- Participatory methods; and
- Other traditional mechanisms for consultation and decision-making.

Stakeholder	Consultation method
Working Group on Forest Certification	Questionnaires and participatory methods
Arocha Ghana	Questionnaires and participatory methods
Friends of the Earth-Ghana	Questionnaires and participatory methods
Resource Trust	Questionnaires and participatory methods
Ghana Rubber Estates Limited	Interviews with representatives through physical and virtual means
Forestry Commission	Public meetings and workshops
Parliamentary Select Committee	Public meetings
Nat. Devt. Planning Commission	Focus group meeting
Ministry of Local Government	Focus group meeting

District Assemblies	Focus group meeting,
University of Ghana	Interviews with representatives
GFWA/RIT	Focus group meeting
Forest Communities	Participatory workshops
Media	Television/radio

14. **Other Engagement Activities:**

This section will describe any other engagement activities that will be undertaken, including participatory processes, joint decision-making, and/or partnerships undertaken with local communities, NGOs, or other project stakeholders. Examples include benefit-sharing programs, community development initiatives, resettlement and development programs, and/or training and microfinance programs.

15. **Timetable:**

This section will provide a schedule outlining dates and locations when various stakeholder engagement activities, including consultation, disclosure, and partnerships will take place and the date by which such activities will be incorporated into project design.

Stakeholder	Stakeholder engagement activity	Schedule	Location
Working Group on Forest Certification	Project inception	01/08/2017 - 01/09/2017	Accra
	Sign partnership agreement	15/09/2017 - 30/09/2017	Kumasi
	Share project outcomes and lessons	15/01/2018 - 31/01/2019	Kumasi
	Share ecosystem services information	01/11/2018- 17/01/2019	Accra
Arocha Ghana	Project inception	01/08/2017 - 01/09/2017	Accra
	Sign partnership agreement	15/09/2017 - 30/09/2017	Accra
	Share project outcomes and lessons	15/01/2018 - 31/01/2019	Accra
	Share ecosystem services information	01/11/2018- 17/01/2019	Accra
Friends of the Earth-Ghana	Project inception	01/08/2017 - 01/09/2017	Accra
	Sign partnership agreement	15/09/2017 - 30/09/2017	Accra
	Share project outcomes and lessons	15/01/2018 - 31/01/2019	Accra
	Share ecosystem services information	01/11/2018- 17/01/2019	Accra
Resource Trust	Project inception	01/08/2017 - 01/09/2017	Accra
	Sign partnership agreement	15/09/2017 - 30/09/2017	Accra
	Share project outcomes and lessons	11/11/2018 - 31/01/2019	Accra
	Share ecosystem services information	01/11/2018- 17/01/2019	Accra
Ghana Rubber Estates Limited	Project inception	01/08/2017 - 01/09/2017	Accra
	Share project outcomes and lessons	11/10/2018 - 31/01/2019	Takoradi
	Share ecosystem services information	01/11/2018- 17/01/2019	Accra
	Engage to conclude partnership agreement	07/05/2018- 28/09/2018	Takoradi
Forestry Commission	Project inception	01/08/2017 - 01/09/2017	Accra, Takoradi, Nkwawie, Begro, Koforidua
	Share project outcomes and lessons	11/10/2018 - 31/01/2019	Accra
	Valuation of ecosystem services	05/11/2017-31/05/2018	Accra
Parliamentary Select Committee	Share ecosystem services information	03/10/2018 – 23/12/2018	Accra
Nat. Devt. Planning Commission	Project inception	05/08/2018-28/09/2018	Accra
	Formulation of District Assembly guidelines	01/05/2018- 31/09/2018	Accra
	Share project outcomes	11/10/2018 - 31/01/2019	Accra
Ministry of Local Government	Project inception	05/08/2018-28/09/2018	Accra
	Share project outcomes	11/10/2018 - 31/01/2019	Accra
District Assemblies	Project inception	05/08/2018-28/09/2018	Nzema East, Atiwa, Nkwawie
	Share project outcomes	11/10/2018 - 31/01/2019	Nzema East, Atiwa, Nkwawie
University of Ghana	Project inception	05/08/2018-28/09/2018	Accra
	Share project outcomes	05/08/2018-28/09/2018	Accra
	Valuation of ecosystem services	05/11/2017-31/05/2018	Accra
GFWA/RIT	Project inception	05/08/2018-28/09/2018	Accra
	Share project outcomes	05/08/2018-28/09/2018	..do..
	Valuation of ecosystem services	05/11/2017-31/05/2018	--do..
Forest Communities	Inception	05/08/2018-28/10/2018	Wioso, Nyinahin, Oforkrom, Domeabra,
	Share project outcomes	05/08/2018-28/09/2018	Mpasaso No. 1 & 2, Adembra, Nyamebekyere
	Valuation of ecosystem services	05/11/2017-31/05/2018	No. 1 & 2, Dotiem, Apenimadi, and Saakrom

			<p>Akwidaa, Asoboe, Cape Three Points, Katekor, Ntaakrom, Selemenu, Tumentu, Akatakyi, Animakrom, Adelasor, Boikrom, Ebease and Kamanfokrom</p> <p>Bomaa, Kwabeng, Awenare, Dwenase, Kabreso, Tete, Akyem Apapam</p>
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16. Resources and Responsibilities:

The project Team Leader will have ultimate responsibility of implementing the stakeholder engagement plan. The budget for stakeholder consultations have been built into the project activity budgets.

17. Grievance mechanism:

GWS will provide local communities around the 3 KBAs and other listed stakeholders with means by which they may raise a grievance with the GWS. Any grievances raised about GWS will be communicated to the Regional Implementation Team and the CEPF Grant Director within 15 days, together with a proposed response. If the claimant is still not satisfied following the response, the grievance may be submitted directly to the CEPF Executive Director via the dedicated email account (cepfexecutive@conservation.org) or by mail. If the claimant is not satisfied with the response from the CEPF Secretariat, the grievance may be submitted to the World Bank at the local World Bank office in Ghana.

The contact numbers and emails of the RIT and CEPF Director will be made available to the public and all stakeholders on GWS’s website and all the communication materials that will be designed by the project.

18. Monitoring and Reporting:

The results of the stakeholder engagement activities in Section 15 will be reported back to all stakeholders every 6 months of the project implementation. Information will be shared through GWS website, meetings and workshops.