

Annex C. Resources for representative deliberative processes

Throughout this report, there are references to various useful resources for practitioners in government and civil society. A version of this list will be maintained up-to-date on the following Trello board: <https://trello.com/b/FypHueG9/resources-for-representative-deliberative-processes>.

General handbooks

Table A C.1. General handbooks

| Author(s) | Title | Description | Link |
|---|--|--|---|
| UN Democracy Fund and newDemocracy Foundation | Handbook on Democracy Beyond Elections (2019) | Comprehensive handbook with different sections aimed at politicians, department heads, project leaders, facilitators. | https://www.newdemocracy.com.au/wp-content/uploads/2018/10/newDemocracy-UNDEF-Handbook.pdf |
| MASS LBP | Reference Panel Playbook (2019) | Eight steps for designing a reference panel | https://www.masslbp.com/the-reference-panel-playbook |
| David M. Farrell, Nicole Curato, John S. Dryzek, Brigitte Geißel, Kimmo Grönlund, Sofie Marien, Simon Niemeyer, Jean-Benoit Pilet, Alan Renwick, Jonathan Rose, Maija Setälä, and Jane Suiter | Deliberative Mini-Publics: Core design features (2019) | Academic analysis of key design features of deliberative mini-publics. Part of the Centre for Deliberative Democracy & Global Governance working paper series. | https://www.governanceinstitute.edu.au/magma/media/upload/ckeditor/files/Deliberative%20Mini-Publics%20Core%20Design%20Features.pdf |
| Marcin Gerwin | Citizens' Assemblies: A guide to democracy that works (2018) | A step-by-step how-to guide aimed at practitioners in government and civil society in plain language. Available in six languages. | https://citizensassemblies.org/download/ |
| Healthy Democracy | Key Quality Elements of the Citizens' Initiative Review (2018) | An explanation of the key elements needed to run a high-quality Citizens' Initiative Review. | https://healthydemocracy.org/cir/kqe/ |

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| newDemocracy Foundation | Research and development notes (ongoing publications) | A series of short notes in plain language, underpinned by academic research, about various aspects of representative deliberative processes. | https://www.newdemocracy.com.au/research-and-development-notes/ |
| Jefferson Center | Citizens' Jury Handbook (2004) | A comprehensive guide for organizing a citizens' jury according to the Jefferson Center model, which involves consecutive-day meetings. | http://www.rachel.org/files/document/Citizens_Jury_Handbook.pdf |

Commissioning a representative deliberative process

Table A C.2. Commissioning a representative deliberative process

| Author(s) | Title | Description | Link |
|-----------|--|--|---|
| MASS LBP | How to Commission a Reference Panel (2019) | A useful document for preparing the tender or advertisement for an independent co-ordinator. | https://static1.squarespace.com/static/55af0533e4b04fd6bca65bc8/t/5caf519c1905f447b2b701a1/1554993566709/MASSLBPProcurementGuide.pdf |

Civic lotteries

Table A C.3. How to run a random selection and stratification process (e.g. a civic lottery)

| Author(s) | Title | Description | Link |
|---------------|--|--|---|
| MASS LBP | How to Run a Civic Lottery (2017) | It breaks down the process of random selection and demographic stratification. Starting on page 38 there is also an example of the invitation letter and FAQ page that goes along with it. | https://static1.squarespace.com/static/55af0533e4b04fd6bca65bc8/t/5aafb4b66d2a7312c182b69d/1521464506233/Lotto_Paper_v1.1.2.pdf |
| Marcin Gerwin | Citizens' Assemblies: A guide to democracy that works (2018) – Chapters 7-12 (pp. 32-50) | A step-by-step how-to guide, which includes a chapter about the random selection and stratification process. Available in six languages. | https://citizensassemblies.org/download/ |
| Lyn Carson | Sample Size for Mini-Publics | A short paper explaining the rationale for | https://www.newdemocracy.com.au/wp-content/uploads/2019/02/RD-Note-Sample-Size-Updated.pdf |

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| | (2018) | choosing an appropriate sample size. | |
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Choosing experts and stakeholders for a representative deliberative process

Table A C.4. Choosing experts and stakeholders for a representative deliberative process

| Author(s) | Title | Description | Link |
|--------------------------------|--|---|---|
| Lyn Carson and David Schechter | Choosing Expert Speakers (2017) | Short paper about who should select the experts and how they should do it | https://newdemocracy.com.au/wp-content/uploads/2017/05/docs_researchnotes_2017_May_nDF_RN_20170515_ChoosingExpertSpeakers.pdf |
| Lyn Carson and Tyrone Reitman | Constructively Incorporating Stakeholders in Public Decision-Making (2018) | An approach for incorporating stakeholders into a representative deliberative process | https://newdemocracy.com.au/wp-content/uploads/2018/05/docs_researchnotes_2018_May_RampD-Note-Incorporating-Stakeholders.pdf |
| Marcin Gerwin | Citizens Assemblies: A guide to democracy that works (2018) Chapter 15 (pp. 54-60) | A guide to selecting experts and stakeholders to support the learning phase of a representative deliberative process. Available in six languages. | https://citizensassemblies.org/download/ |

Institutionalising citizen deliberation

Table A C.5. Institutionalising citizen deliberation

| Author(s) | Title | Description | Link |
|---------------------|--|---|---|
| Min Reuchamps | Explainer of Brussels Parliament's Mixed Citizen-MP Deliberative Committees (2020) | Article aimed at a wider public about these new committees and how they were established | http://constitutionnet.org/news/belgiums-experiment-permanent-forms-deliberative-democracy |
| Brussels Parliament | Overview of legislative changes that enable mixed committees (2019) | An overview of the changes covered in the legislation setting up the mixed citizen-MP deliberative committees | http://www.parlement.brussels/dynamisme-participation-citoyenne-coeur-de-reforme-reglement/ |
| G1000 Organisation | Ostbelgien Model Press Release (2019) | An overview of how the Ostbelgien Model was established and how it works | https://www.foundationfuturegenerations.org/files/documents/news/20190226_dgpermanentcitizensassembly_pressrelease.pdf |
| ParticipaLab | Future Democracies, "The City Observatory" Chapter (p. 87) | An overview about how the City Observatory of Madrid was operating | https://archive.org/details/FutureDemocraciesL_CPD/page/n85/mode/2up |

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|------------------------------|--|--|---|
| Lyn Carson and Marcin Gerwin | (2019) Embedding Deliberative Democracy in Poland (2018) | A short paper about how the rule allowing citizens to demand a representative deliberative process was established in Poland | https://newdemocracy.com.au/wp-content/uploads/2018/05/docs_researchnotes_2018_May_nDF_RN_20180508_EmbeddingDeliberativeDemocracyInPoland.pdf |
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