

December 2008

The Initial Site Assessment will involve meeting some potential members of the Stakeholder Group, as part of the initial tour of the site and assessment of its health impact. Once the site's health impact has been reviewed and assessed by the Technical Advisory Board, and a project has been initiated, those people should be re-engaged to form the Stakeholder Group. Other players who have not originally been approached should also be included.

### **Group Members**

The Stakeholder Groups should include representatives of the following agencies, at as senior level as possible:

- Local Environment Management Authority
- Local Mayor's office
- Local University, with technical capabilities relevant to the project
- Local NGOs, with a focus on those NGOs that work collaboratively
- Community leaders, such as teachers, doctors
- Representatives of business, with owners of local facilities relevant to the issue
- National level authorities, especially those that have specific jurisdiction over the project site
- Blacksmith Institute/Green Cross representatives.

One person should be chosen to be the Local Champion, most likely the Blacksmith representative and funded by the project to coordinate the work of the Stakeholder Group. For larger projects, that is likely to be a full time responsibility.

### **Responsibilities and Agenda**

The Initial Meeting of the Stakeholder Group establishes the agenda and ground rules for the Stakeholder Group.

The first task of the Stakeholder Group is to recognize and agree that there is a health risk associated with the pollution problem at hand. The group should be presented with enough evidence to establish with unanimous agreement that there is a health risk for local children.

Next, the group must agree that the Stakeholder Group's responsibilities are to design and implement the solution to the problem. It should also be agreed that the forum is not a place to cast accusations or blame against other members. The intent of the group is to act cooperatively to solve a problem common to all.

The group should then agree to work together to draw up a solution to the problem, the implementation of which can be coordinated by the group. Specific members of the Stakeholder Group would be allocated responsibility for implementation of various aspects of the solution.

### **Activities of the Stakeholder Group**

The Group should then meet regularly, as it undergoes the following course of action:

- Initiate studies and plans to determine the extent of the problem, sufficient to design solutions
- Draw up a plan of action for the remediation activities, with a realistic timetable
- Serve as a focal point for funding and resource management for the clean-up work
- Allocate responsibilities for implementation amongst its members
- Create a focal point for the reporting of remediation activities
- Coordinate remediation aspects amongst the various activities.

The Group would meet about once a month, as the project moves through the design phase to implementation. Members are expected to change and adapt as the work progresses.