METHODOLOGICAL REPORT

Pontevedra Citizens' Climate Committee

Citizen deliberation on food and climate change

Pontevedra · March to June 2026







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Action carried out within the Plataforma ODS project

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Committee final report	July 2026
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Summary

The Pontevedra Citizens' Climate Committee was a citizen deliberation process carried out between March and June 2026. Sixteen local residents of different ages, backgrounds and circumstances met in five four-hour sessions to draw up practical recommendations that help reduce Pontevedra's climate footprint through changes in food consumption and in food-related public policies.

The Committee was part of the Plataforma ODS project, led by the Post-Growth Innovation Lab of the Universidade de Vigo with financial support from the Ministry of Social Rights, Consumer Affairs and 2030 Agenda and in collaboration with Pontevedra City Council. The Hidria team designed and facilitated the sessions together with the laboratory. The experience took as its reference the Spanish Citizens' Assembly for the Climate (Asamblea Ciudadana para el Clima) and adapted it to the scale of a municipality.

16 Committee members	**5** four-hour sessions	**12** preliminary proposals	**30** actions defined
28 actions prioritised by questionnaire	**12** final action sheets	**4** thematic lines	**1** session shared with citizen science

The process moved forward step by step. The first session set up the Committee and built a shared vision of a more sustainable Pontevedra in 2035. The second analysed how the food consumed in the municipality is produced. The third was held alongside the First Local Development Forum, where students from IES Luís Seoane presented their citizen science research on food consumption and, together with the Committee, drew up 12 preliminary proposals. The fourth turned those proposals into 30 actions, assessed them against four criteria and discussed them with a councillor from the City Council. The fifth, prepared through two prior questionnaires, developed the highest-rated actions in detail through a paired conversation activity.

The result is 12 actions, each with a complete sheet that includes the actors involved, the resources needed, the first steps, the time frame and the monitoring indicators. The final report groups them into four thematic lines, which are short food supply chains, sustainable food in the school community, waste prevention, and spaces and infrastructure for a resilient local food system. The Committee's final report, dated July 2026, sets out these recommendations, which the project presented in public on 16 October 2026. Pontevedra City Council undertook to assess them from an administrative and political perspective.

The group kept up its commitment throughout the four months and rated the sessions positively. The process also left important lessons. There was no common prior training, and the differences in knowledge between participants weighed on the deliberation. The specific topic, food, was set

at the end of the first session, so the start was abstract. At several points the group was asked to do work that was too technical, and the facilitation did not always manage to balance out the voices that carried more weight. The agendas proved too dense for four hours.

The main lesson

A citizens' committee can arrive at concrete municipal actions in five sessions if each step prepares the next. For the deliberation to be balanced, it also needs common initial training, a clear topic from the first day, tasks suited to what citizens contribute best and facilitation able to balance the voices in the group.

1 What is the Citizens' Climate Committee?

A space for citizen deliberation

The Pontevedra Citizens' Climate Committee was a working group of volunteers who, over five sessions, analysed a public problem and drew up recommendations for the City Council. Its general aim was to offer a welcoming space for meeting and dialogue in which citizens could design proposals that could be passed on to Pontevedra City Council. It was a pioneering initiative in Galicia, intended to lay the foundations for active citizen participation in the face of the great challenges of the 21st century.

The Committee was deliberative, consultative, open and proposal-oriented. Deliberative, because its recommendations emerged from a process of information, dialogue and weighing of arguments. Consultative, because its conclusions guide the City Council without binding it. Open and proposal-oriented, because it sought solutions applicable to the local context. From the first session the team also made clear that the Committee was a space for deliberation, with no activist role.

The model of the Citizens' Assembly for the Climate

The Committee took the Citizens' Assembly for the Climate as its reference. This assembly arose from the Declaration of Climate and Environmental Emergency in Spain, approved by the Council of Ministers on 21 January 2020, which committed to strengthening participation mechanisms by convening a citizens' assembly. Its composition, organisation and functioning were regulated by a ministerial order.

The Pontevedra Committee transferred that experience to the municipal scale as a pilot process. It reduced the size of the group and the number of sessions and focused the work on a single area, food consumption, which connects citizens' everyday lives with the municipality's emissions and with specific municipal responsibilities, such as markets, school canteens or urban gardens.

Objectives

The aim of the Committee was to draw up practical recommendations that help reduce the climate footprint of the municipality of Pontevedra through changes in food consumption patterns and policies. This aim was broken down into several specific objectives.

- To form a diverse group of local residents committed to a deliberative process lasting several months.
- To build a shared understanding of the climate challenge and its relationship with the local food system, from production to waste.
- To identify barriers and opportunities for more sustainable food consumption in Pontevedra.
- To formulate proposals, turn them into actions and prioritise them according to their impact and feasibility.

- To develop the priority actions with the information needed to put them into practice and pass them on to the City Council.

The Committee within the Plataforma ODS project

The Plataforma ODS project, whose full name is Plataforma de ciencia abierta para el impulso local de los ODS (Open Science Platform for the Local Promotion of the SDGs), seeks to promote the Sustainable Development Goals at local level through the co-creation of evidence-based policies. To this end it is developing an open digital platform for monitoring the SDGs in Spanish municipalities and a pilot project in Pontevedra with two connected actions.

The first was Postgrowth S.A.: Alimentación, a citizen science action at IES Luís Seoane in which students and teachers researched household food consumption in the municipality. The second was this Committee. The two actions came together at the First Local Development Forum, where the results of the school research fed into the Committee's debate. This connection is one of the features that set the process apart.

Who organised the process

Organisation	Role in the process
Post-Growth Innovation Lab, Universidade de Vigo	Coordination of the Plataforma ODS project, validation of the design of each session, support at the tables, note-taking, photographic record and timekeeping, and organisation of the Local Development Forum
Hidria	Consultancy team. Recruitment and selection of Committee members, methodological design of the sessions, facilitation of the working tables and session reports
Pontevedra City Council	Partner institution and recipient of the recommendations. A representative took part in the forum and a councillor reviewed the actions in the fourth session
IES Luís Seoane	Venue of the First Local Development Forum, where its students and teachers presented the citizen science research and worked with the Committee

2 How was the process organised?

A path in four phases

The team organised the work in four phases that move from understanding the problem to defining concrete actions. Each session produced materials that served as the starting point for the next, so the Committee never started from scratch.

Phase	Sessions	What it sought
1. Formation and shared vision	Session 1	Present the project, agree on the mandate and the rules, get to know the group and build a common vision of the future
2. Learning and deliberation	Sessions 1 and 2	Take in information, clarify concepts and compare perspectives in order to deliberate with knowledge
3. Deliberation and generation of proposals	Sessions 3 and 4	Formulate proposals, turn them into actions and assess their feasibility
4. Synthesis and final definition	Session 5	Develop the priority actions, validate them together and prepare the recommendations document



Figure 1. Path of the five sessions of the Citizens' Climate Committee.

Calendar and venues

The sessions were held on weekday afternoons, in Universidade de Vigo premises in Pontevedra and at IES Luís Seoane. The dates of sessions 2, 4 and 5 were agreed with the group itself to make attendance easier.

Session	Date and time	Venue
1. Formation and shared vision	Tuesday 3 March 2026, 16:30 to 20:30	Cartographic Engineering Laboratory, School of Forestry Engineering, A Xunqueira Campus
2. Food production	Tuesday 24 March 2026, 16:30 to 20:30	Faculty of Public Management, room 9ADXP, A Xunqueira Campus
3. Local Development Forum	Tuesday 28 April 2026, 16:00 to 20:00	IES Luís Seoane, Monteporreiro
4. Actions and prioritisation	Thursday 21 May 2026, 16:00 to 20:00	Cartographic Engineering Laboratory, School of Forestry Engineering
5. Definition and validation	Tuesday 30 June 2026, 16:00 to 20:00	Cartographic Engineering Laboratory, School of Forestry Engineering

How the Committee was formed

The call for participants was publicised through several channels and those interested registered through a questionnaire. Members were selected at random from among the people who registered, so the composition of the group depended on who came forward.

The consultancy team phoned the selected people. In that conversation it explained the project, its scope, the deliberative nature of the Committee and the planned structure of the sessions, confirmed each person's real interest and availability and looked for the most suitable date for the first session. It also asked how each person had heard about the initiative, in order to evaluate the dissemination channels. Once the group was complete, each person received a message confirming their participation with the date, time and venue of the first session.

Who made up the Committee

The Committee was made up of 16 people, 9 women and 7 men. The group was intergenerational, with one person aged 18 to 30, five aged 31 to 45, six aged 46 to 65 and four over 65. Nine people were in work, three were retired, three were unemployed and one indicated another situation. Three people had secondary education, from vocational training or upper secondary school, eight had university degrees and five also had a master's degree or a doctorate.

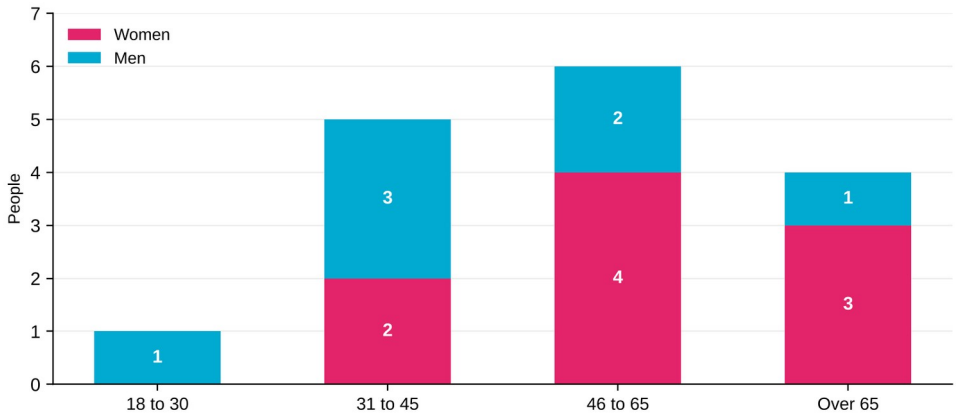


Figure 2. Composition of the Committee by age and sex.

The group was gender-balanced and intergenerational. At the same time, the call mainly attracted people with a university education, and young people were under-represented despite the outreach efforts. The chapter on lessons learned returns to this issue.

Team roles

Two teams with defined functions worked in each session. The Hidria team facilitated the activities, guided the work at the tables, answered questions and made sure that the objectives of each activity were met. The Post-Growth Innovation Lab team spread out across the tables to support the work of the groups, take notes, photograph the materials and keep time. The two teams led the closing of each session together.

Before each session, Hidria prepared a detailed programme with the objectives, the agenda, a description of each activity and the materials needed, and the laboratory reviewed and validated it. After each session, Hidria wrote a report with the methodology and the results.

Logistics, communication and care

In the first session the group agreed on a messaging channel for operational use only, devoted to meeting notices, date changes and sending materials. The sessions included a coffee break, and for the forum session the organisers provided a bus between Pontevedra's Mercado de Abastos (municipal food market) and IES Luís Seoane. Committee members received financial compensation according to the number of sessions they attended.

Feedback to participants was part of the process from the start. After the sessions, each person received a summary version of the session report, and before the last session they learned which action they would be working on. In this way the whole group had a shared view of the work done.

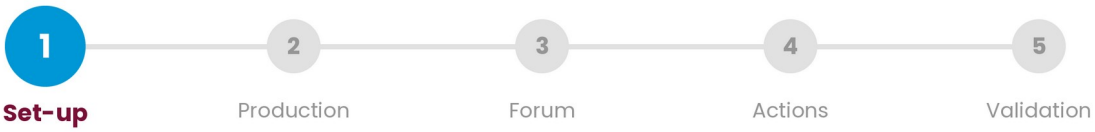
Ethics and data protection

The process met the requirements that the Universidade de Vigo sets for research involving people and personal data. These requirements are set out in the protocol of its Ethics Committee for Research with Human Beings and the Environment (CEISHMA), in the General Data Protection Regulation and in Spanish Organic Law 3/2018 on the protection of personal data.

- Participation was voluntary. Anyone could withdraw at any time, without giving reasons and without consequences.
- Committee members received an information sheet on the purpose of the process, how it would be carried out and how their data would be used.
- Each person signed an informed consent form that recorded separately their consent to take part, their consent to the processing of their data and their authorisation for the use of their image and voice.
- The photographs and the filming of the short documentary in session 3 were carried out only with authorisation.
- The students of IES Luís Seoane took part in the forum as part of their citizen science action, with consent forms signed by each student and their family or guardian.
- The data from the registration questionnaire and the contact details were used only to manage the process.
- The team members who handled the data signed a confidentiality agreement.
- The data and the signed documents were stored in the Universidade de Vigo institutional cloud, with access restricted to the team and protected by a password.
- Participants knew their rights of access, rectification and erasure of their data and how to exercise them before the Universidade de Vigo.
- The results are disseminated in aggregate form. Contributions are not attributed to specific people and images are published only with authorisation.

3 How was it done? The five sessions step by step

This chapter describes each session with its objectives, its programme, the activities used and what it produced. The programmes show the planned agenda, and the text points out the changes made as the sessions unfolded.



Session 1. Formation of the Committee and shared vision

Date	Tuesday 3 March 2026
Time	16:30 to 20:30
Venue	Cartographic Engineering Laboratory, School of Forestry Engineering, A Xunqueira Campus
Participants	Citizens' Climate Committee, the Hidria team and the Post-Growth Innovation Lab team
Aim	To set up the Committee and build a shared vision of consumption and climate change in Pontevedra

The purpose of the first session was to set up the Committee and build a common base of understanding about consumption and climate change in Pontevedra. Its objectives were to present the project, help participants get to know one another, present and validate the mandate and the functioning of the Committee, build commitment to the process and begin collective reflection on the municipality's problems.

Time	Activity
16:30 to 16:40	Arrival of participants
16:40 to 17:00	Welcome and presentation of the Plataforma ODS project, the team and the objectives
17:00 to 17:30	Introduction of participants, group-building activities and writing down expectations
17:30 to 18:15	Activity 1. A first snapshot of the climate challenge in Pontevedra
18:15 to 18:30	Coffee break
18:30 to 19:00	Frame of reference. The Citizens' Assembly for the Climate, the mandate and the rules of the Committee
19:00 to 20:00	Activity 2. Pontevedra 2035, building a scenario of responsible consumption
20:00 to 20:30	Closing, evaluation and organisation of the following sessions

Introductions and expectations

The session began with simple activities that used no digital tools. In a name circle, each person said their name and the names of those before them. In a second circle, with a ball, whoever caught it said their name and a word that described them. Each person then wrote their expectations of the Committee on a card. The cards were swapped and each participant read another person's card aloud.

The expectations converged on focusing on feasible local actions with real impact, integrating the social dimension and the participation of young people, raising awareness of finite resources and responsible consumption, proposing measures on food production and distribution and learning from the exchange of diverse opinions. The team kept the cards to return to them at the end of the process.



Figure 3. Introduction activity in a circle (left) and table work on Pontevedra 2035 (right). Session 1.

Activity 1. A first snapshot of the climate challenge

The first activity used the digital tool Survey123, which displays answers in real time, to build a collective picture of how the group perceives climate change and its relationship with consumption. It had four phases.

1. **Activating concepts.** The group wrote down the first image or experience that came to mind for five concepts, which were climate change, responsible consumption, SDGs, climate crisis and local action. The concepts were presented without prior explanation in order to capture participants' own perceptions before introducing technical definitions.
2. **Consumption and climate change.** Each person chose up to two areas in which consumption has the greatest influence on climate change and wrote down what worries them most about climate change.
3. **Local reality.** The group assessed whether it is easy to consume sustainably in Pontevedra, identified the main barrier and suggested what would make it easier.
4. **Synthesis.** The facilitators read the results aloud, highlighted the areas and barriers mentioned most often and closed with a key idea. This first snapshot helps us understand where we are starting from so that we can imagine where we want to go.

The group associated climate change above all with visible impacts, such as droughts, floods or wildfires, and also with social impacts, such as poverty or climate migration. It placed the greatest influence of consumption in industry and commerce, followed by mobility and by fashion and shopping, and then food. Most considered that consuming sustainably in Pontevedra is only easy

sometimes, and identified insufficient infrastructure, the lack of alternatives and the lack of information as the main barriers.

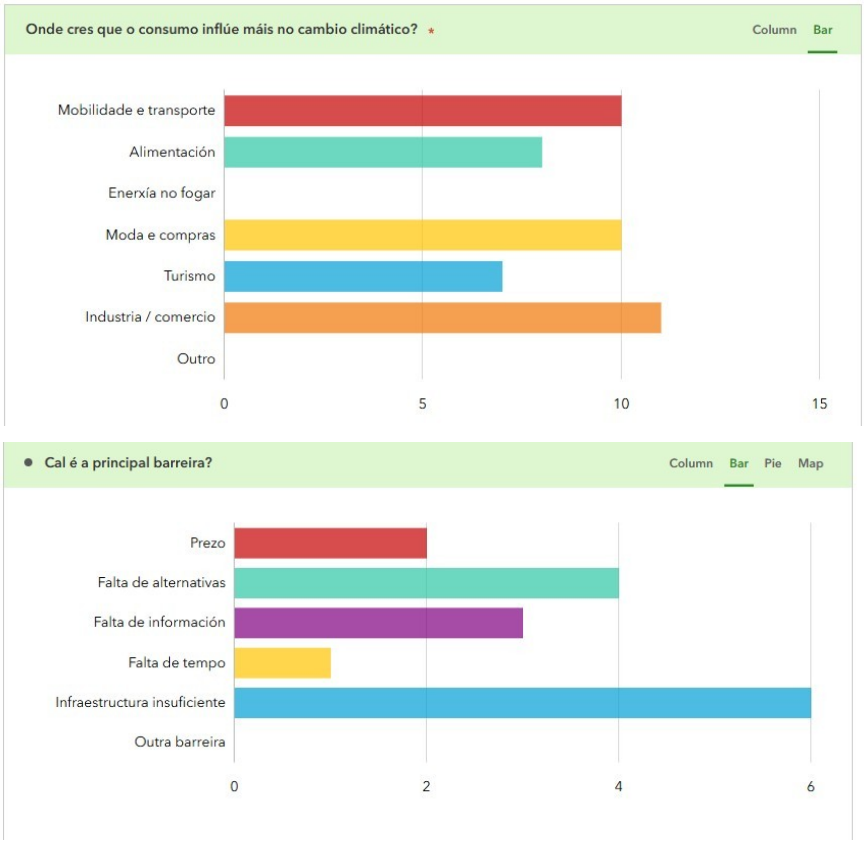
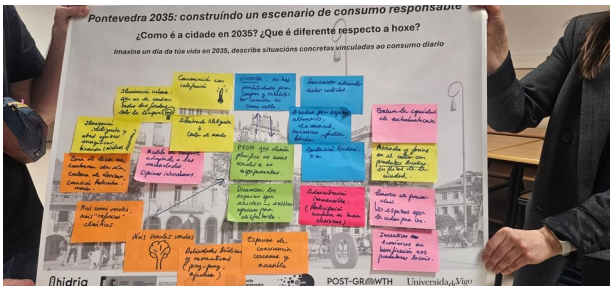


Figure 4. Real-time answers on the areas where consumption has most influence (top) and the main barrier to consuming sustainably (bottom). Original screens in Galician.

Activity 2. Pontevedra 2035

The second activity was a future visioning exercise at three tables, each with a facilitator. The prompt was as follows. It is 2035 and Pontevedra has made significant progress in responsible consumption and climate action. The group was asked to describe what that city is like and how people live in it, without yet going into measures, in an ambitious yet realistic scenario. The guiding questions invited participants to describe concrete situations, visible changes, everyday practices and things that no longer exist.

After 30 minutes of work, each table presented its scenario in plenary. The group looked at the three panels, marked the common ideas and grouped them into broad themes, with the facilitators making sure that the group itself agreed on the final wording.



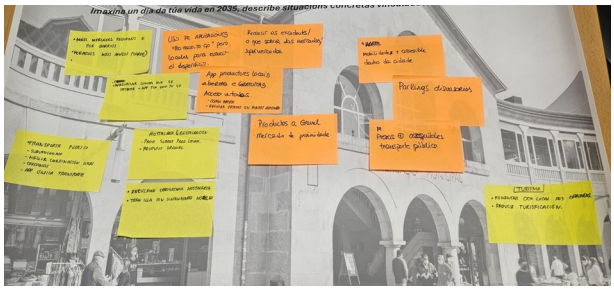


Figure 5. Panels of the Pontevedra 2035 scenario produced by the tables.

The contributions were grouped into seven blocks, which were sustainable urban planning and housing, adaptation to climate change and green infrastructure, sustainable mobility, the local food system and local shops, responsible consumption and waste, energy and urban services, and governance and participation. These blocks were in turn summarised in four priority axes. Based on this result, the team focused the following sessions on the axis of sustainable and local consumption, centred on the production and consumption of food throughout its whole life cycle.

Closing

The session ended with a short round on how the group had felt, the session evaluation on an evaluation target (dartboard), agreement on the communication channel and confirmation of the next date. A group photograph was taken.



Session 2. How is the food we eat produced?

Date	Tuesday 24 March 2026
Time	16:30 to 20:30
Venue	Faculty of Public Management, room 9ADXP, A Xunqueira Campus
Participants	Citizens' Climate Committee, at three working tables
Aim	To understand how the food consumed in Pontevedra is produced and identify barriers and opportunities for more sustainable production

The second session sought a critical understanding of how the food consumed in Pontevedra is produced and how these production models influence climate change. It aimed to make the group aware of the relationship between production and consumption, paying attention to the origin of food, its seasonality and the different production models, and to identify barriers and opportunities for more sustainable production, including the role of the City Council.

Time	Activity
16:30 to 16:40	Arrival of participants
16:40 to 17:00	Review of session 1, rules for participation and effective communication, objectives and introduction to the food life cycle
17:00 to 18:00	Activity 1. Where does the food we eat come from?
18:00 to 18:30	Coffee break
18:30 to 19:00	Keys to more sustainable food production. Production models, challenges, opportunities and examples
19:00 to 20:00	Activity 2. What makes more sustainable food production difficult?
20:00 to 20:30	Key ideas, presentation of the Local Development Forum, evaluation and closing

The session combined short presentations with individual and group work. The opening presentation introduced the food life cycle, which includes production, processing, distribution, consumption and waste, and illustrated it with the example of a sea bass. The second block explained the difference between local and global production and between organic and conventional production, the challenges of sustainable production in Galicia, such as productive capacity, generational renewal or the connection between rural areas and the city, and some inspiring experiences.

Activity 1. What food do we eat?

Each person wrote three foods they eat regularly on sticky notes and placed them on a panel organised by categories, such as plant products, animal products and processed products. In plenary, the group analysed how, where and when these foods are produced and rated them with green, yellow and red coloured dots according to how much they knew about their origin and how well they met local and seasonal criteria. The facilitators introduced the key concepts on the basis of participants' own contributions, avoiding a lecture-style approach.

Fresh plant products received more positive ratings, animal products were in an intermediate position and processed products gathered more negative ratings because of their lower traceability. The overarching conclusion was a widespread lack of information about the origin of food.



Figure 6. Plenary discussion (left) and panel from the activity on the food we eat (right). Session 2.

Activity 2. Barriers, opportunities and the role of the City Council

The group worked at three tables, one more than the two planned in the programme, with a panel divided into three blocks that answered three questions. What makes it difficult to produce food more sustainably in Pontevedra? What could make it easier? What role can the City Council play? To ensure balanced participation, everyone first wrote their contributions on sticky notes and then explained them to the group.

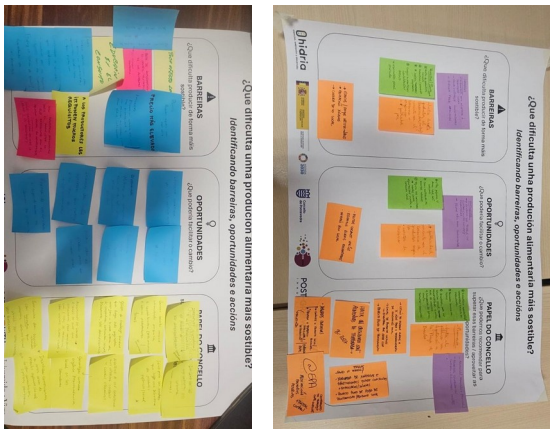


Figure 7. Panels on barriers, opportunities and the role of the City Council from two of the tables. Session 2.

The barriers mentioned most often were the price of sustainable products, the lack of information about and visibility of local produce, the fragmentation of producers, the administrative burden and the difficulty of accessing land. The opportunities included growing interest in local produce, unused land and gardens, community-owned woodland associations, school gardens and support from universities and European funds. The team brought the results together in seven lines for production, which were strengthening the producer base, access to land, administrative simplification, short supply chains, visibility of local produce, food education and revitalising the local ecosystem. These lines were one of the inputs for the following session.

1 Set-up — 2 Production — **3 Forum** — 4 Actions — 5 Validation

Session 3. Local Development Forum with citizen science

Date	Tuesday 28 April 2026
Time	16:00 to 20:00
Venue	IES Luís Seoane, Monteporreiro
Participants	Citizens' Climate Committee, students and teachers of IES Luís Seoane and a representative of the City Council
Aim	To draw up concrete proposals to reduce the carbon footprint of food consumption, with their actors, needs and barriers

The third session was held alongside the First Local Development Forum, an annual meeting of the Plataforma ODS project to present research that supports the SDGs in Pontevedra. This first edition brought together the Committee and the students and teachers of IES Luís Seoane who had researched food consumption in the municipality. The objective was to obtain a list of concrete proposals to reduce the carbon footprint of food consumption patterns, with the actors involved, the needs and the barriers of each one.

Time	Activity
16:00 to 16:15	Presentation of the Feira da Sostibilidade (sustainability fair), the Plataforma ODS project and Pontevedra City Council
16:15 to 16:45	The students present their citizen science research
16:45 to 17:00	Formation of mixed groups and explanation of the activities
17:00 to 17:55	Activity 1. From data to action
17:55 to 18:20	Break with snacks
18:25 to 19:45	Activity 2. From idea to reality
19:45 to 20:00	Closing of the activity and of the forum

The organisers formed groups that mixed Committee members, students and teachers. There were also exchange students who did not speak Spanish, so the team arranged interpretation and translated the sticky notes so that everyone could vote. The session was filmed, with authorisation, for a short documentary about the initiative.

Activity 1. From data to action

The team prepared four stations, each with a challenge related to food consumption patterns. The challenges came from the students' research and from the lines of session 2.

1. How can we increase the consumption of fruit and vegetables in our everyday diet?
2. How can we make local food more accessible?
3. How can we reduce the consumption of processed and ultra-processed food?
4. What can we do through education to achieve a low-carbon diet?

Each station had an A2 sheet for writing proposals and three sources of information, which were the results of the school research, the recommendations of session 2 and the food life cycle. Each group spent ten minutes on individual reflection and twenty on group discussion, with a maximum of ten proposals per challenge. Participants then rotated around the stations and, with four votes each, voted for the proposals they considered priorities. The vote produced the 12 proposals with the most support.

Activity 2. From idea to reality

During the break, the team prepared an A3 sheet for each selected proposal. In the same groups, for 40 minutes, participants completed the sheets with five elements.

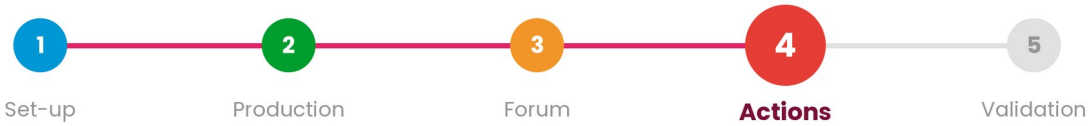
- **Justification.** Why the proposal contributes to mitigating climate change.
- **Actors involved.** Coloured cards for five groups of actors, which were the general public in orange, civil society organisations in yellow, public administration in blue, science and research in purple and the private sector in green.
- **Life cycle stages.** The phases of the food cycle on which the proposal has an impact.
- **Needs.** Up to four conditions needed to put the proposal into practice.
- **Barriers.** Up to three obstacles that prevent each need from being met.

In the following 30 minutes, the groups rotated every ten minutes around the sheets of other tables. Each person voted for one key need and one key barrier for each proposal and could leave comments on small notes. Nobody voted on their own group's sheets.

The result was 12 preliminary proposals with their justification, actors, stages, needs and barriers, and with the score of each element. Annex B lists them with the most-voted need and barrier for each one.

A working document for the City Council

After the forum, the team compiled the proposals in a document of preliminary citizen proposals and prepared a version for the City Council. That version added three questions for each proposal. Two were common to all and asked about existing municipal initiatives and about the real possibilities of making progress in the short or medium term. The third was specific to each proposal. The aim was to obtain a first response from the City Council before defining the actions.



Session 4. From proposals to actions

Date	Thursday 21 May 2026
Time	16:00 to 20:00
Venue	Cartographic Engineering Laboratory, School of Forestry Engineering
Participants	Citizens' Climate Committee, in three groups of four or five people, and a councillor from the City Council
Aim	To turn the proposals into actions, prioritise them and test their institutional feasibility

The fourth session sought to move from general proposals to concrete and specific actions applicable to Pontevedra, to prioritise them through a multi-criteria analysis and to take a first step in analysing their feasibility. A councillor from Pontevedra City Council attended, listened to the actions and assessed their institutional feasibility.

Time	Activity
16:00 to 16:10	Arrival of participants
16:10 to 16:30	Review of the proposals from session 3 and objectives of the session
16:30 to 18:00	Activity 1. Definition of actions and multi-criteria prioritisation
18:00 to 18:30	Coffee break
18:30 to 19:45	Activity 2. Needs and barriers of the prioritised actions (not carried out)
19:45 to 20:00	Synthesis, evaluation and closing

Activity 1. Definition of actions and prioritisation

The Committee worked in three groups of four or five people, each with four proposals. The facilitators gave three guidelines. Proposals express what we want to achieve, actions are the concrete things that could be done to achieve it, and each action must answer what will be done, how, where and when. Each group put forward up to three actions per proposal. The proposal to expand the Mercado de Abastos with new branches was dropped for lack of interest, and the rest gave rise to 30 actions.

Each group then assessed its actions against four criteria on a scale of 1 to 3 and added up the scores to obtain an overall rating.

Criterion	What it assesses	Low (1)	High (3)
Environmental	Capacity to reduce the climate footprint of the local food system	Limited or indirect impact	Clear and significant impact
Institutional	Whether the City Council can promote it within its responsibilities or whether it fits with ongoing initiatives	Outside municipal responsibilities	Manageable and can be integrated into existing policies
Economic	Availability of resources and funding capacity	Requires large investments without clear sources	Affordable costs or accessible funding
Social	Degree of support from citizens and from the sectors involved	May generate resistance	High acceptance and involvement

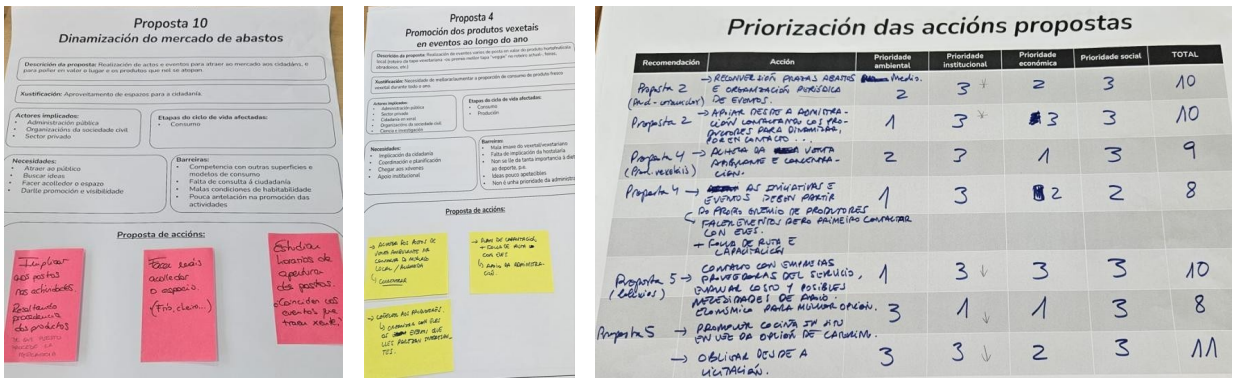


Figure 8. Proposal sheets with the actions on sticky notes and multi-criteria prioritisation matrix. Session 4.

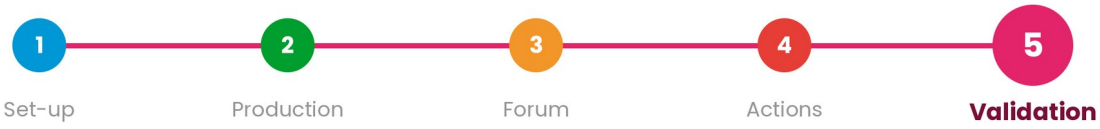
Dialogue with the City Council

The spokespeople of each group presented the 30 actions to the rest of the Committee and to the councillor. She explained in which of them the City Council is able to intervene and to what extent, which continue municipal work already under way and which fall outside its responsibilities. Following her input, the group reviewed the institutional dimension of the assessment and marked the actions that the City Council could lead. The group also understood that actions outside municipal responsibilities can be proposed for another actor to lead with the support of the City Council. The councillor raised five considerations.

- The legal limits of public procurement, such as award criteria, free competition or procurement thresholds.

- The impossibility of imposing conditions on events that the City Council does not organise, since few events are municipally owned.
- The technical and health restrictions of the Mercado de Abastos, such as slopes, lighting, humidity or the skylight.
- The shortage of staff for new inspections or departments.
- The advisability of prioritising training and information measures and actions with few regulatory requirements.

The facilitation team considered this dialogue a priority and allowed it to run longer than planned. As a result there was no time for the second activity, devoted to the needs and barriers of each action. That analysis was moved to the fifth session. At the close, the group agreed to work on a more limited number of actions, according to their rating and their institutional feasibility, and the consultancy team undertook to synthesise them and send them out in advance.



Session 5. Definition and validation of the actions

Date	Tuesday 30 June 2026
Time	16:00 to 20:00
Venue	Cartographic Engineering Laboratory, School of Forestry Engineering
Participants	12 members of the Citizens' Climate Committee
Aim	To develop the priority actions in detail and validate them together

The fifth session sought to turn the priority actions into detailed, realistic and workable proposals and to validate them together. To make the most of the time in the room, the work began weeks earlier with two questionnaires and the preparation of sheets.

Work before the session

The consultancy team synthesised the 30 actions from session 4, which were reduced to 28. A first questionnaire asked each Committee member to rate each action from 1 to 10 according to its priority. Using the sum of the scores, the team selected the 15 highest-rated actions, one for each person who had confirmed attendance. A second questionnaire asked each person to choose the five actions they would prefer to work on, and with those preferences the team assigned one action to each participant.

The technical team then prepared a sheet for each action with its name, description, actors involved and their role, resources or conditions needed, first step, time frame, monitoring indicator and relationship with other actions. Each person learned in advance which action had been assigned to them and was able to think about it before the session.

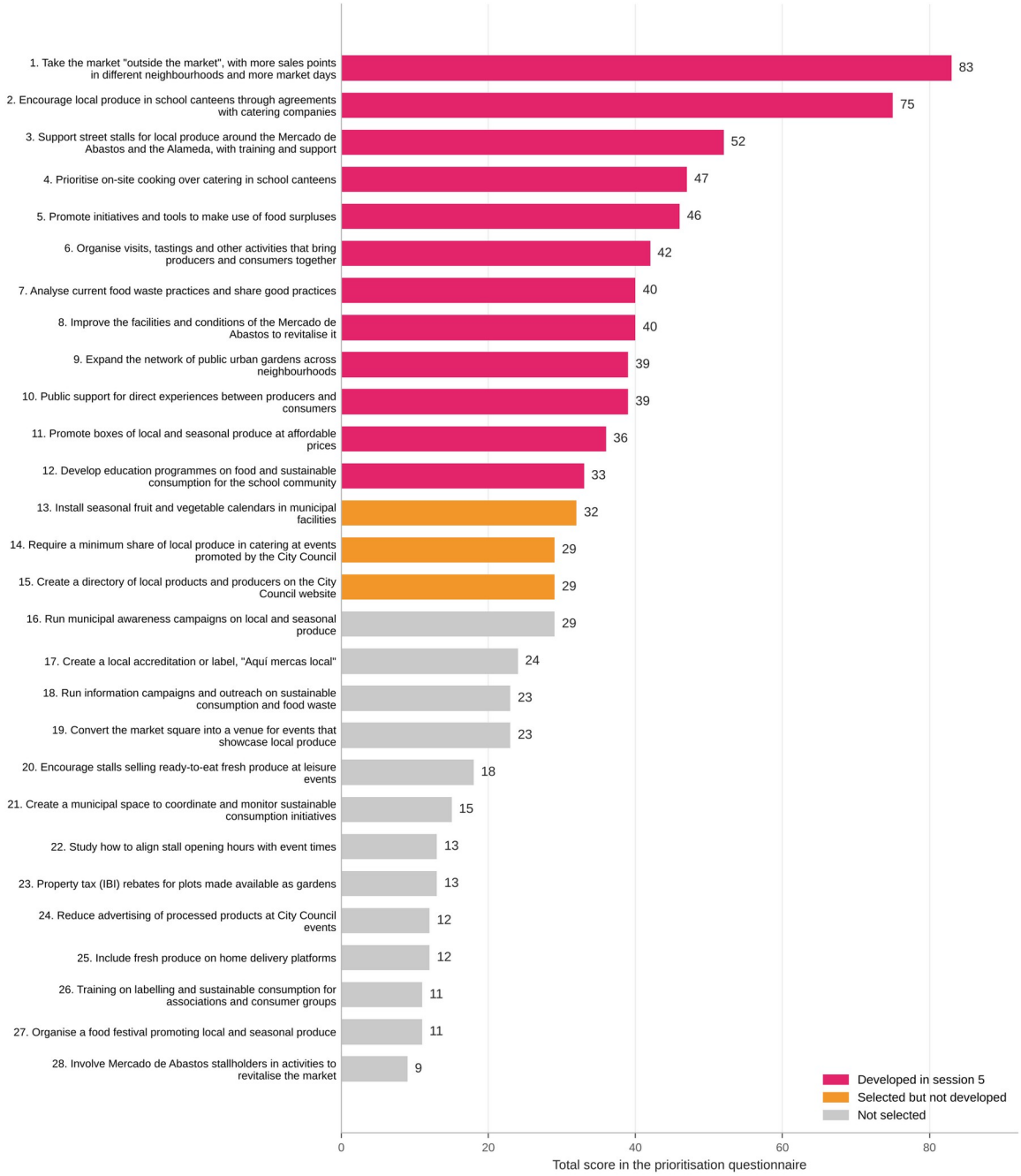


Figure 9. Result of the prioritisation questionnaire for the 28 actions.

Time	Activity
16:00 to 16:10	Arrival of participants
16:10 to 16:30	Recap of the process, results of the prioritisation and explanation of the activity
16:30 to 19:00	Activity. Development and validation of the priority actions
19:00 to 20:00	Informal time, evaluation of the process and closing of the Committee

Activity. Development in pairs and collective validation

The activity was organised in four phases and combined individual work with a structured conversation in pairs, in a speed dating format.

1. **Individual work (15 minutes).** Each person reviewed the A3 sheet for their action and made a first proposal for its contents.
2. **Speed dating (80 minutes plus 10 for review).** The group formed two concentric circles. In five-minute encounters, the person in the inner circle questioned their partner to complete their sheet, and at the end of each encounter the inner circle moved one place. In the second round the roles were reversed. Each person kept their own sheet throughout the exercise and had ten minutes at the end to incorporate the contributions received. The aim was to complete, refine and strengthen each sheet, without yet seeking consensus.
3. **Presentation (30 minutes).** Each person presented their action in about two minutes and the group discussed them.
4. **Validation with coloured stickers (15 minutes).** The sheets were put on display and each person could mark their degree of agreement with green, yellow or red coloured stickers and leave comments.



Figure 10. Conversation in pairs during the speed dating activity. Session 5.

Three of the people who had been assigned an action were unable to attend, so 12 of the 15 planned actions were developed, the 12 highest rated in the questionnaire. The presentation of and discussion on the 12 actions took longer than planned, and the validation with coloured stickers was moved to the final informal time. Not everyone managed to take part in it, so this validation is partial and gives only an approximation of the degree of consensus.

The session ended with informal time for exchange, which also hosted the validation with coloured stickers. With the resulting sheets, the team drew up the final recommendations document addressed to the City Council.

4 What did the process produce?

From concerns to actions

The process worked like a funnel. It started from broad perceptions of climate change and ended with 12 municipal actions, each with a complete sheet. The table summarises what each step received and what it produced.

Step	Starting point	Result
Session 1	The group's perceptions of climate and consumption	Seven thematic blocks and four axes. Choice of the food axis
Session 2	The food life cycle	Barriers, opportunities and seven lines for production
Session 3	School research and the lines of session 2	12 preliminary proposals with needs and barriers
Session 4	12 proposals	30 actions assessed against four criteria and discussed with the City Council
Between sessions	30 actions	28 synthesised actions prioritised by questionnaire, with 15 selected
Session 5	15 actions with a prepared sheet	12 action sheets developed and presented
Final report	12 sheets	12 recommendations in four thematic lines, addressed to the City Council

The Committee's recommendations

The Committee's final report, dated July 2026, orders the 12 actions according to the priority the group gave them and groups them into four thematic lines to make them easier to understand, plan and monitor. Each action has a sheet that details the actors involved and their role, the resources needed, the first steps, the time frame, the monitoring indicators and its relationship with other actions.

Thematic line	Actions
Short food supply chains and connection between production and consumption	1. Take the market "outside the market", expanding the points of sale in different neighbourhoods and the days on which it is held 3. Make street stalls selling local produce available around the Mercado de Abastos, with training and support 6. Organise visits, tastings and other activities that bring producers and consumers together 10. Support direct experiences between producers and consumers from the administration 11. Promote the sale of boxes of local and seasonal produce at affordable prices
Sustainable food and education in the school community	2. Encourage the use of local produce in school canteens through agreements with supplier companies 4. Prioritise on-site cooking over catering in school canteens 12. Develop education programmes on food and sustainable consumption in the school community
Waste prevention and use of surpluses	5. Promote initiatives and tools for making use of food surpluses 7. Analyse current food waste practices and disseminate good practices
Spaces and infrastructure for a resilient local food system	8. Improve the infrastructure and conditions of the Mercado de Abastos to revitalise it 9. Redesign and expand the network of public urban gardens in different neighbourhoods

This report focuses on the method. The complete sheets for each action are in the Committee's final report, available on the TIAS lab website.

Other outputs of the process

In addition to the recommendations, the process left a set of reusable materials. It includes the detailed programmes of each session, five session reports with summary versions for participants, the document of preliminary proposals with its version for the City Council, the action sheets, the prioritisation questionnaires and the final report. Annex D lists them.

5 Process evaluation

How the group rated each session

At the end of each session, participants rated the session on a target with four aspects, which were the interest of the content, the opportunities to take part, the atmosphere of collaboration and the usefulness of the workshop. The closer to the centre, the better the rating.

Session	Result of the target
Session 1	Well received. Participants highlighted the participatory atmosphere, their interest in the topic and their motivation to continue
Session 2	Positive rating, with answers concentrated in the centre. Participants highlighted the atmosphere of collaboration and the exchange of ideas
Session 4	Very good rating for the opportunity to express oneself and the usefulness of the workshop. Somewhat lower, though still positive, scores for the atmosphere of collaboration and the interest of the content

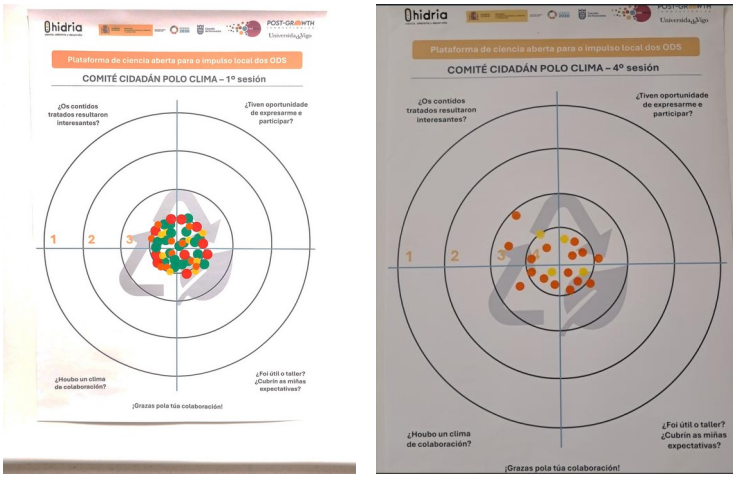


Figure 11. Evaluation targets from sessions 1 (left) and 4 (right).

Participation and continuity

The group maintained its commitment over four months. In the fourth session three groups of four or five people worked together, and 12 of the 16 Committee members attended the fifth. One person gave advance notice that they could not attend and three others did not attend in the end. These absences had a direct effect, because the actions assigned to those three people were left undeveloped.

Achievement of the objectives

Objective	Assessment
Form a diverse and committed group	Partly achieved. Gender-balanced and intergenerational group, committed for four months. The call mainly attracted people with a university education
Build a shared understanding of the challenge	Partly achieved. There was a common vision and an analysis of the food life cycle, but without prior training the starting point was uneven and the start was abstract
Identify barriers and opportunities	Achieved. Maps of barriers and opportunities in session 2 and needs and barriers for each proposal in session 3
Formulate, define and prioritise actions	Achieved, with high technical demands at the definition and prioritisation stages
Develop the actions and pass them on to the City Council	Largely achieved. 12 complete sheets, final report and public presentation. Partial collective validation

6 Lessons learned and recommendations for future editions

The Committee fulfilled its main purpose. In five sessions a group of local residents drew up concrete municipal actions, the City Council undertook to assess them and the process was presented in public. The quality of the deliberation, however, had clear limits. Differences in knowledge between participants, an abstract start, overly technical tasks and facilitation that did not always balance the voices meant that some people carried more weight than others in the outcome. This chapter sets out what worked and what should be improved, with a recommendation for each aspect.

What worked

The City Council's commitment

Pontevedra City Council undertook to read the Committee's recommendations and to assess them from an administrative and political perspective. That commitment gave meaning to the group's work from the start and connected it with municipal management.

The presence of a councillor at the fourth session

The councillor listened to the 30 actions and explained which fit within municipal responsibilities, which continue work already under way and which depend on other actors. The group was able to adjust its actions to institutional reality before developing them.

A progressive sequence

Each session left an output that the next one used as its starting point, from the shared vision to the action sheets. That sequence avoided generic recommendations and made it possible to arrive at actions with actors, resources, first steps, time frames and indicators.

The connection with citizen science

The session shared with the students of IES Luís Seoane brought in data on food consumption in the municipality and the perspective of young people. The proposals emerged from challenges built on that research, which connected two actions of the project.

A variety of activities

The process combined individual writing, real-time answers with Survey123, panels at small tables, voting with dots and conversations in pairs. That variety offered different ways of taking part and suited different communication styles.

Questionnaires before the last session

The two questionnaires made it possible to prioritise the actions transparently, share out the work according to each person's preferences and devote the session in the room to improving the actions.

Feedback during the process and at the end

Participants received summaries of the sessions and, at the end, the Committee's report. On 16 October 2026 the project presented the recommendations in public, with a round table on the relationship between citizens' assemblies and public decision-making.

The group's commitment

The group sustained its participation over four months of voluntary work in the afternoons, and 12 of the 16 members attended the last session.

Positive ratings of the sessions

The evaluation targets showed that the sessions were well received, with particular recognition of the participatory atmosphere, the opportunity to express oneself and the usefulness of the work.

What should be improved

Common initial training

The process did not include prior training for participants. Some arrived with technical knowledge or experience of the topic and others did not, and that difference created imbalances in the weight of each voice during the deliberation. The short presentations in the first two sessions were not enough to level the starting point.

For future editions. Devote a first session or a preliminary module to common training on the climate challenge, the food system and municipal responsibilities, with simple materials sent out in advance.

A clear topic and aim from the start

The focus on food was set at the end of the first session. Until then the group worked on climate and consumption in general, with topics such as housing, mobility or energy, and the start was abstract. Part of that initial work did not lead towards the aim of the process.

For future editions. Present the specific topic, the working question and the type of result expected in the call for participants and from the very start of the first session.

Tasks suited to what citizens contribute

At several points the group was asked to do work that was too technical, such as assessing municipal responsibilities, scoring actions against feasibility criteria or completing sheets with resources, time frames and indicators. These tasks are better suited to technical staff, and in them people with expert knowledge carried more weight.

For future editions. Ask citizens for what they contribute best, which is their experience, their priorities and their criteria, and let the technical team translate the proposals into sheets that the group reviews and validates.

Facilitation that balances the voices

Facilitation at the tables did not always manage to balance the voices that carried more weight. Writing individually first helped, but in the discussions some people took up more space than others.

For future editions. Strengthen the facilitation team's preparation in managing turns to speak and imbalances in the group, and make more use of structured rounds and work in pairs.

Agendas with spare time

Two planned activities could not be completed. In session 4 the dialogue with the councillor displaced the analysis of needs and barriers, and in session 5 the presentation of the actions pushed the validation with coloured stickers to the end, without the participation of the whole group. The decisions were reasonable, but they show that the agendas were too dense for four hours.

For future editions. Keep some spare time in each session and decide in advance which activity will be postponed if time runs short.

A call that reaches more profiles

Members were selected at random from among those who registered, and the call was publicised through several channels. Even so, most of those who registered had a university education, and the final group had 13 people with university degrees and only one person aged 18 to 30.

For future editions. Allow more time for the call and use channels and contacts aimed at young people and people with less formal education, such as residents' associations, schools or social organisations.

A design that can withstand absences

Assigning one action to each person in the last session gave everyone responsibility and made good use of the time, but it made the process vulnerable. Three absences left three of the actions selected by the group undeveloped.

For future editions. Work on the sheets in pairs or have a substitute for each action.

An explicit final consensus

The process had no clear moment of agreement on the 12 recommendations as a whole. The validation with coloured stickers remained partial, and the final order of the recommendations comes from the questionnaire scores.

For future editions. Keep time at the end to review and approve the recommendations document together.

Syntheses returned to the group

Between sessions, the consultancy team made important syntheses, such as reducing the 30 actions to 28 or grouping the recommendations into thematic lines. These syntheses speed up the process, but they run the risk that the final wording reflects the team more than the group.

For future editions. Return each synthesis to the group for review before using it.

Municipal information from the start

The institutional input came in the fourth session, through a councillor. The document of preliminary proposals included questions for the City Council, and there is no record of a written answer to them before the actions were defined.

For future editions. Involve municipal technical staff from the start as a source of information on responsibilities and ongoing initiatives, without letting this condition the group's autonomy.

A simpler shared session

The forum session brought together in a single afternoon adult Committee members, secondary school teenagers and exchange students who needed interpretation. The meeting was valuable, but the mix of profiles, languages and paces made it harder to go into the proposals in depth.

For future editions. Separate the presentation of the school research from the work on proposals, or prepare activities designed for mixed groups.

A final evaluation of the process

Evaluation was limited to evaluation targets at the end of the sessions. There is no record of a final evaluation of the process with participants.

For future editions. Design an evaluation of the process from the start, with a final questionnaire and a conversation about what was learned.

Recommendations for future editions

1. Start with common training so that everyone begins from a similar base.
2. Define the topic, the working question and the expected result in the call for participants.
3. Ask citizens for experience, priorities and criteria, and leave the technical translation to the team, with validation by the group.
4. Prepare the facilitators to balance the voices, with structured rounds and work in pairs.
5. Design agendas with spare time and decide in advance what will be postponed if time runs short.
6. Broaden the call with channels aimed at young people and people with less formal education.
7. Work on the final sheets in pairs so that absences do not leave actions undeveloped.
8. Return the team's syntheses to the group and approve the final document together.
9. Draw on information from municipal technical staff from the start.
10. Evaluate the process at the end with participants.

7 After the Committee

The Committee's final report, dated July 2026, sets out the 12 recommendations with their sheets. On 16 October 2026 the Plataforma ODS project presented its results in public at the Casa das Campás in Pontevedra, at an open event that was also streamed live. The presentation included the Committee's recommendations and a round table on how citizens' assemblies connect with the decisions of the administration.

From here on, each party has a different role. Pontevedra City Council is committed to assessing the measures from an administrative and political perspective and to seeing which ones it can put into practice. The Universidade de Vigo, through the Post-Growth Innovation Lab, will monitor the recommendations and keep up communication with citizens and with the people who made up the Committee.

Recording of the public presentation · youtube.com/live/SV5xqrHgq_8
Action page on TIAS lab · tiaslab.uvigo.gal/case.html?id=climate-committee

8 Conclusion

The Citizens' Climate Committee showed that a diverse group of local residents can, in five sessions, analyse the food system of their municipality and draw up concrete actions for their City Council. The progressive sequence, the variety of activities, the connection with citizen science and the City Council's commitment to assess the recommendations were its main strengths.

The experience also showed that arriving at concrete actions does not guarantee balanced deliberation. Without common training, with an abstract start, with overly technical tasks and with facilitation that did not always balance the voices, the outcome reflected some people more than others. These lessons have simple answers, set out in this report, that can greatly improve a future edition.

The value of the Committee will also depend on what happens to its recommendations. The City Council will assess them in line with its administrative and political responsibility, and the Universidade de Vigo will accompany that process with monitoring and communication with citizens and with participants.

A Materials and tools

The materials used in the process were simple and easy to replicate.

Material or tool	Use	Session
Registration questionnaire and phone calls	Recruitment, shortlisting and confirmation of Committee members	Before
Ball, cards and sticky notes	Introduction activities and writing down expectations	1
Survey123	Real-time answers on concepts, areas, barriers and proposals	1
Paper working panels	Pontevedra 2035 scenario, food consumed, and barriers and opportunities	1 and 2
Coloured dots	Rating the origin of food	2
A2 challenge sheets and A3 proposal sheets	Formulating proposals, needs and barriers	3
Coloured actor cards	Identifying the five groups of actors for each proposal	3
Prioritisation matrix and criteria sheet	Multi-criteria assessment of the actions	4
Online prioritisation and preference questionnaires	Selection of 15 actions and assignment of one action per person	Between 4 and 5
A3 action sheets	Development of each action in the speed dating activity	5
Green, yellow and red coloured stickers	Collective validation of the actions	5
Evaluation target	Evaluation of each session	All
Operational messaging channel	Meeting notices, changes and sending materials	All

B The 12 preliminary proposals

Proposals drawn up in session 3, with the need and the barrier that received the most votes in the round of assessment between groups. The number of votes is shown in brackets.

Proposal	Most-voted need	Most-voted barrier
1. Expansion of the Mercado de Abastos	More points of sale in the city (18)	Permits and regulations for opening new points of sale (12)
2. Direct experiences between consumers and producers	Advertising and marketing strategies (9)	Lack of interest and awareness (12)
3. Regulate the advertising of processed products	Municipal rules on advertising and legislative proposals (11)	Budget constraints and lack of knowledge about how to do it (5 each)
4. Promotion of plant products at events throughout the year	Reaching young people (14)	Diet is given less importance than sport (9)
5. Sustainable and local school canteens	Greater consumption of local and seasonal products (13)	Few schools with their own kitchen (7)
6. Campaigns on the benefits of seasonal products	Planning and ideas (11)	Lack of planning (9)
7. Making use of fresh products left unsold at the end of the day	Support for small shops (11)	Guaranteeing food safety (14)
8. Promotion of urban gardens	Availability of cultivable land (10)	Difficult access to water for irrigation (5)
9. Training activities on labelling	Simplifying information (8)	Too much unclear information (9)
10. Revitalisation of the Mercado de Abastos	Promotion and visibility (9)	Competition with other retail outlets and consumption models (10)
11. Easier access to fresh products	Financial incentives (13)	Funding (11)
12. Greater visibility of where products come from	Visible spaces at points of sale (10)	Competing with large companies (10)

C The 30 actions from session 4

Actions defined by the groups in session 4 on the basis of 11 of the 12 proposals, with the multi-criteria score they assigned to them, out of a maximum of 12 points. The last column shows the actions that the councillor identified as priorities for the City Council. Some scores were not recorded.

Proposal	Action	Points	City Council priority
2. Direct experiences between producers and consumers	1. Convert the square for events that showcase products	10	Yes
	2. Support contact with producers from the administration	10	
	3. Visits to farms and producers, tastings and workshops		
3. Regulate the advertising of processed products	4. Require a percentage of local produce in event catering	12	
	5. Reduce the advertising of processed products at City Council events		
4. Promotion of plant products at events	6. Bring street stalls closer to the area around the market and the Alameda	9	Yes
	7. Organise events with producers, with a training plan and a roadmap	8	
5. Sustainable and local school canteens	8. Contact supplier companies and study how to make it profitable	10	
	9. Prioritise on-site cooking over catering	8	
	10. Include conditions in concessions or tenders	11	
6. Campaigns on seasonal products	11. Calendars of seasonal fruit and vegetables in municipal premises	9	Yes
	12. Attractive municipal advertising campaign on seasonal products	9	Yes
	13. Food festival of local products or products with a Galician protected designation of origin	8	Yes, at the market
7. Making use of unsold products	14. Study of waste in hospitality and retail, training and dissemination of solutions	10	Yes

Proposal	Action	Points	City Council priority
	15. Information event with an app for selling surplus food	11	Uncertain
8. Public urban gardens	16. Property tax (IBI) reductions for plots made available for gardens	10	Yes
	17. More urban gardens in more neighbourhoods, with a small contribution from users	10	
9. Training on labelling	18. Training activities for the school community	11	
	19. Information campaigns on the life cycle of products	12	
	20. Training sessions for associations	10.5	
10. Revitalisation of the Mercado de Abastos	21. Involve the stalls in activities and make their participation visible	10	
	22. Improve the conditions of the space	7.5	
	23. Adjust the opening hours of the stalls and of events so that they coincide	8	
11. Access to fresh products	24. Sale of fresh products on home delivery platforms	9	Yes
	25. Fresh produce stalls in different places and on different days	10	
	26. Seasonal boxes at affordable prices	12	
	27. Stalls selling ready-to-eat fresh produce at leisure events	11	
12. Visibility of origin	28. "Aquí mercas local" accreditation or label for shops and products	11.5	Yes
	29. Directory of local products and producers on the City Council website	11	
General	30. Create a local body to manage the proposals		Yes

D Process documents

The process generated the following documents, which form the basis of this report and can be reused in future editions.

- Methodological programmes for the five sessions, with objectives, agenda, description of activities and materials.
- Reports on sessions 1, 2, 4 and 5, with their methodology and results, and the organisational document for session 3.
- Summary versions of the reports for participants.
- Document of preliminary citizen proposals from session 3 and its version for the City Council, with questions for municipal review.
- Spreadsheet of proposals, needs, barriers and votes from session 3.
- Prioritisation and preference questionnaires prior to session 5.
- Sheets for the 12 actions developed in session 5.
- Informe final del Comité Cidadán polo Clima da Cidade de Pontevedra, July 2026, available at tiaslab.uvigo.gal.

Pontevedra Citizens' Climate Committee

tiaslab.uvigo.gal

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