



COMMITTEE ON SOCIAL INCLUSION AND PARTICIPATIVE DEMOCRACY

UNITED CITIES AND LOCAL GOVERNMENTS

MINUTES OF THE 1st BIENNIAL MEETING (Milan, 3 April 2008)

The 1st Biennial Meeting of the Committee on Social Inclusion and Participative Democracy (CSIPD) of United Cities and Local Governments (UCLG) was held at the Casa della Pace in Milan (Italy) on 3rd April 2008. The meeting was chaired by the City of Barcelona (Presidency), the province of Milan, Saint-Denis and Ecatepec de Morelos (Vice-Presidencies). A total of 26 people attended the meeting, representing the 16 members of the Committee¹. The 2½-hour meeting (12noon-2.30pm) covered the following points²:

1. Work and operation of the CSIPD

- ✓ Those attending the meeting, as well as the members of the Presidency and Vice-Presidencies, evaluated the work of the CSIPD throughout its first term (2005-2007) as positive. They also indicated the start of a new stage, which will be implemented between 2008 and 2010.
- ✓ The Working Plan 2008-2010 proposal, including the commitments to action of the CSIPD, its operation and structure, was evaluated as satisfactory. The proposed amendments have already been incorporated into the Working Plan 2008-2010³.
- ✓ After the presentation of the international calendar of activities, with emphasis on it comprising a large number of events, the idea arose for members to draft a report on those activities they attend. In this way, maximum dissemination of the information to the entire network is ensured as well as making the most of the events.
- ✓ Emphasis was given to the need to guarantee the continuity of CSIPD policies beyond the two biennial events and the informal meetings that take place. Thus, a proposal was put forward to reinforce the role of the Vice-Presidencies as representatives of CSIPD policies and CSIPD members, in general, were invited to also assume this responsibility within the framework of the activities in which they participate.

¹ See the list of attendees in Schedule 1.

² Schedule 2 contains the meeting agenda.

³ See Schedule 3: Working Plan 2008-2010. The amendments made following the meeting are in red.

2. Conclusions of the Seminar on Social Inclusion (Barcelona, September 2007)

- ✓ The policy position document was presented, which includes the conclusions of the “1st International Seminar on Innovative Local Policies for Social Inclusion”, held in Barcelona on 27-28 September 2007. CSIPD members were informed that the text is open to comments and contributions before its official presentation before the governing bodies of UCLG. The CSIPD will present the policy position document within the framework of the UCLG World Council (Istanbul, Turkey). With this, the intention is for the text to position UCLG regarding how it should define and approach social inclusion policies within the framework of the organisation, as well as serving for the dialogue between UCLG and other international agencies and/or organisations.

3. Important topics

- ✓ Emphasis was given to the need to include within the CSIPD framework the following topics relating to social inclusion, participative democracy and human rights:
 - public services as mechanisms of guaranteeing the rights of people in situations of social exclusion;
 - alternatives to unequal economic growth through dialogue with economic agents;
 - balancing work and family life;
 - accessible public transport.
- ✓ The objective was established of incorporating social inclusion as the key topic of the World Council in Istanbul (2008) and the World Council in Chile (2010).

4. Coordination of the CSIPD work with other networks

- ✓ On several occasions, emphasis was given to the importance of coordinating the work of the CSIPD with that of other international networks. On this matter, several proposals were made.
- ✓ Committee on Peripheral Cities (UCLG). The CSIPD will participate in the preparation of the "Interdependent Metropolises Charter" and will disseminate this process among its members; the CSIPD will also collaborate on the organisation of the next Peripheral Local Authorities Forum, to be held in Getafe (Spain) in May 2010.
- ✓ The International Observatory of Participatory Democracy (OIDP). The Working Group of Participatory Democracy, coordinated by Ecatepec de Morelos, will work together with the OIDP. Specifically, it will participate in the jury of the III Distinction "Best Practice in Citizen Participation" and will collaborate on the organisation of the VIII Annual OIDP Conference (La Paz, November 2008). For its part, it will invite the OIDP to contribute to creating the policy framework, envisaged in the Working Plan 2008-2010.
- ✓ FAL Network. IT is pointed out that coordination with the FAL Network is very important as it involves the coordination of the CSIPD with social movements, both international (World Social Forum) and local (network of partners of the cities). On the other hand, and regarding participative democracy, the invitation to the CSIPD from the FAL Network Participatory Budgeting Group to co-organise the "Conference on Participatory Democracy in the Dominican Republic" (October 2008) is highlighted.



5. The role of the committees within the general framework of the UCLG

- ✓ Several members of the CSIPD mentioned the need to reinforce the role of the committees in UCLG. These are more open spaces where the cities can contribute their work and proposals more easily.
- ✓ Information is given about the meeting of the Technical Secretariats of the Committees and Working Groups of UCLG, which will take place in Barcelona on 17 and 18 April. That a meeting should be periodically organised for the purpose of greater coordination of the work of the committees, is considered a very positive initiative.

Executive Technical Secretariat CSIPD
Barcelona, 15 April 2008
cisdp@cities-localgovernments.org



Schedule 1

**List of those attending
1^a Biannual Meeting of the CSIPD**

ATTENDEES: 26 people

Region	Country	Municipality or organisation
Latin America	Brazil	Guarulhos / FAL (Southern Section)
	Chile	El Bosque / Chilean Association of Municipalities
	Mexico	Ecatepec de Morelos / Association of Municipalities of Mexico (AMMAC)
Europe	Spain	Barcelona
		Córdoba
		Diputación de Málaga
		FAMSI / FAL (Northern Section)
		Seville
	France	Nanterre / UCLG Committee on Peripheral Cities / FALP Network
		Nantes / Pays de la Loire
		Saint Denis
		Val de Marne
	Italy	Local Governments Cooperation Agency (ACEL)
Province of Milan		



Schedule 2

Agenda

1^a Biannual Meeting of the CSIPD

Date: 3 April 2008
Time: 11am - 1pm
Place: Casa della Pace
Via Ulisse Dini 7, Milan (Italy)

1. Welcome and presentation of the CSIPD by the Presidency
2. Presentation of the CSIPD members
3. Presentation and discussion of the Report on Activities 2007 and the Working Plan 2008-2010 (agenda and planned actions)
4. Presentation and discussion of the proposal of the network methodology of operation and work of the CSIPD
5. Presentation and discussion of the policy position document resulting from the "1st International Seminar on Innovative Local Policies for Social Inclusion"
6. Definition of a joint CSIPD policy strategy in light of the next UCLG Executive Bureau (Quito, 30 June - 1 July)
7. Any other business

Schedule 3

WORKING PLAN 2008 – 2010

COMMITTEE ON SOCIAL INCLUSION AND PARTICIPATIVE DEMOCRACY

UNITED CITIES AND LOCAL GOVERNMENTS

1. Mission and background

The mission of the Committee on Social Inclusion and Participative Democracy (CSIPD) of the worldwide organisation "United Cities and Local Governments" (UCLG) is to study the following emerging urban issues in depth: (i) the institutional response by local authorities to urban poverty and exclusion through the design of local social inclusion policies; (ii) the strengthening of democratic quality by means of policies promoting citizen participation; and (iii) the role of local authorities as guarantors of human rights in the city.

The origin of the CSIPD is to be found in the Forum of Local Authorities (FLA), a space for reflection and political discussion among local authorities the world over which has been held simultaneously with the World Social Forum since 2001. Among the objectives of the FLA Network is to build and develop, alongside civil society, public management alternatives that foster social inclusion and participatory democracy⁴. The FLA promoted the creation of the CSIPD in 2005 within the framework of the UCLG Executive Bureau meeting, held in Beijing.

Throughout the first working period (2005–2007), the CSIPD promoted participation of the UCLG in the World Social Forums held in Caracas (Venezuela, 2006) and Nairobi (Kenya, 2007); it contributed to the organisation of the last two editions of the FLA (Caracas and Nairobi); has created and promoted three working groups (Social Inclusion, Participatory Democracy, and Global Citizenship – human rights and immigration) which generated debate and the conceptual definition of these central themes; and, finally, the CSIPD organised the "1st International Seminar on Innovative Local Policies for Social Inclusion" (Barcelona, 2007), as a result of which a policy position document was drawn up on the subject of social inclusion which will be discussed at UCLG Executive Bureau meetings throughout 2008.

The CSIPD currently comprises more than sixty cities in Africa, Asia, Europe, Latin America and the Middle East.

2. Working Plan 2008 – 2010

During the 2nd UCLG World Congress held in Jeju (South Korea) from 28 to 31 October 2007, the CSIPD proudly presented the results of work carried out from 2005 to 2007. For the present mandate (2008 – 2010), the CSIPD has defined the following Working Plan, made up of 6 strategic objectives and 27 action undertakings.

⁴ For further information about the FLA Network, visit the website www.redfal.org

a) Promote the creation and exchange of innovative policies of social inclusion and strengthen the definition of concepts, policies and practices in the area of social inclusion

- ✓ Enlarge the database of social inclusion policies by means of collecting and systemising inclusion policies that seek to broaden citizen participation, drawing up agreed policies with organised civil society and fostering multisectoral policies. This database currently contains a total of 54 documented policies.
- ✓ Carry out an assessment of the collected policies with the aim of extracting lines to promote social inclusion policies in the local area. Draw up indicators of social exclusion and inclusion. Design and organise a social inclusion observatory in cities.
- ✓ Disseminate the results of the “1st International Seminar on Innovative Local Policies for Social Inclusion” (Barcelona, 27-28 September, 2007) through, (i) publication of a cross-policy analysis of the 15 policies presented and discussed in the Seminar; and (ii) presentation and discussion within the framework of the UCLG of the policy position text in the area of social inclusion that resulted from the Seminar debates. The document is intended to position the UCLG regarding how to define and approach inclusion policies in the framework of the organisation, and should serve as the basis of exchanges between the UCLG and other international organisations and/or agencies.
- ✓ Contribute to the organisation of the 6th International Conference of the AERYC (American-European Association of Regions and Cities) on “Social Cohesion and Democratic Governance: Towards More Inclusive Cities and Regions” (Barcelona, 28-29 November, 2008).
- ✓ Organise the “1st International Congress on Innovative Policies for Social Inclusion” (Barcelona, 2010).

b) Encourage the creation and exchange of innovative policies relating to participatory democracy and strengthen the definition of concepts, policies and practices in the area of participatory democracy

- ✓ Define a policy position document on participatory democracy.
- ✓ Define a policy proposal on participative democracy and put it on the agendas of local governments and associations, State legislation frameworks and multilateral bodies. Analyse the state of incorporation of the proposal in local policy agendas.
- ✓ Coordinate the CSIPD’s work with that of the International Observatory of Participatory Democracy (IOPD). Actively participate in the organisation of the 8th Annual Conference of the IOPD “Interculturalism and Citizen Participation” (La Paz, 19-21 November, 2008).
- ✓ Disseminate the results of work, especially within organised civil society.

c) Encourage the engagement of local governments towards Human Rights and draft a “Worldwide Charter-Agenda of Human Rights in the City”

- ✓ Draw up a text with a worldwide, multicultural perspective that includes a list of 8 - 10 fundamental human rights that all cities should recognise, protect and implement.
- ✓ Draw up an “agenda” or municipal action programme for each human right recognised in the Charter-Agenda, defining the municipal undertakings necessary to implement the Charter of Human Rights. Define a working calendar for the “agenda” or municipal action



programme and design indicators that will enable evaluation of the degree of success achieved in the implementation of the Charter-Agenda.

- ✓ Involve a large number and variety of actors in the process of consideration and preparation of the Charter-Agenda (local authorities, social movements, international organisations, civil society and experts the world over) via an online web exchange platform that legitimises the result of the project.
- ✓ Obtain a real and effective political commitment from the local authorities involved. Disseminate the Charter-Agenda on a global scale and implement it on a local scale by means of the adoption of city by-laws and the design of inclusive local policies.
- ✓ Participate in the organisation of the 6th European Conference on Human Rights in the City (Geneva, 8 – 9 December 2008) and stimulate the dissemination and implementation of the “European Charter for the Safeguarding of Human Rights in the City”.

d) Define a communication strategy for the CSIPD

- ✓ Create and implement a website for the CSIPD. Manage and update its contents. Actively promote the online debate forum.
- ✓ Draw up monthly news bulletins that foster dissemination of the work of the CSIPD.
- ✓ Create dissemination material (leaflets, dossiers, etc.).
- ✓ Coordinate the publications resulting from the CSIPD’s work.

e) Coordinate the work of the CSIPD with UCLG policies

- ✓ Contribute towards implementation of the UCLG Working Plan, especially those objectives related with the CSIPD’s central themes. *Work for social inclusion to be the main topic at the UCLG World Council (Istanbul, 2008) and at the 2nd UCLG World Council (Chile, 2010).*
- ✓ Disseminate the CSIPD’s work throughout the UCLG.
- ✓ Coordinate the CSIPD’s work with the regional sections of the UCLG and other committees and/or working groups, especially the Peripheral Cities Committee, the Decentralised Cooperation Committee and the Millennium Development Goals Committee.

f) Structure the CSIPD’s work within that of other international networks and organisations

- ✓ FLA Network: Contribute to the organisation of subject-specific seminars and provide technical assistance for the organisation of the Forums of Local Authorities.
- ✓ IOPD: Form part of the Jury of the 3rd Distinction for “Best Practices in Citizen Participation”. Participate actively in the organisation of the 8th Annual Conference of the IOPD (La Paz, 19-21 November, 2008). Promote the exchange of information and notify CSIPD members of IOPD activities. Draw up other collaboration agreements.
- ✓ UN-Habitat and UNESCO: Establish lines of collaboration with these agencies within the framework of an agreement entered into with the UCLG. Participate actively in the 4th World Urban Forum (Nanjing, 3-7 November, 2008).
- ✓ *URB-AL: Collaborate with the implementation of URB-AL projects that contribute to promoting social inclusion, participative democracy and/or human rights in the city*

- ✓ Foster coordination of the CSIPD with other international networks and organisations with similar aims to those of the Committee. Promote CSIPD contacts with universities specialising in the Committee's central themes.

3. Organisation and operation

3.1. Composition

The CSIPD is made up of:

- Local authorities (elected on an individual basis or associations of local authorities)
- Collaborators (institutions, organisations and experts)

Committee members have access to CSIPD data, information and documentation. Membership in the CSIPD is free and should be formalised via the UCLG World Secretariat.

The government structure of the CSIPD will ensure the proper geographical representation of Committee members and will promote membership of the UCLG by those members who only form part of the CSIPD.

As at the date of March 2008, the CSIPD comprises more than sixty local authorities from Africa, Asia, Europe, Latin America and the Middle East⁵.

3.2. Government structure

Presidency

- Barcelona (Spain)
- Guarulhos (Brazil)

Vice-Presidencies

- Saint Denis (France)
- Provincia de Milano (Italy)
- Ecatepec de Morelos (Mexico)

Working Groups

- Social Inclusion (Barcelona)
- Participatory Democracy (Ecatepec de Morelos)
- Human Rights and Local Governments (Nantes – Pays de la Loire)

Technical-Executive Secretary

- Barcelona (Spain)

Plenary of the Committee

The Coordination Committee comprises the cities that hold the Presidency, the Vice-Presidencies and those chairing the Working Groups.

⁵ See the list of members at the end of this document.



3.3. Functions

Plenary of the Committee:

- ✓ Define the policies of the CSIPD.
- ✓ Promote and disseminate the mission of the CSIPD.
- ✓ Propose and implement the Working Plan.
- ✓ Participate in activities organised by the CSIPD.
- ✓ Support the Executive Technical Secretariat in the general performance of its tasks.

Presidency and Vice-Presidencies:

Perform the general tasks of the members and the following specific tasks:

- ✓ Represent the policies of the CSIPD.
- ✓ Coordinate the policies of the CSIPD with UCLG and other international organisations and networks.

Coordination Committee:

Perform the general tasks of the members and the following specific tasks:

- ✓ Accompany the Executive Technical Secretariat in the performance of its executive functions.
- ✓ Guarantee the continuity of the CSIPD between the two biannual meetings.

Executive Technical Secretary:

- ✓ Promote and coordinate implementation of the Working Plan. Encourage the Working Groups and provide technical assistance to their members.
- ✓ Promote a campaign defining concepts, policies and practices in the field of social inclusion, participatory democracy and human rights in the city. Organise an annual seminar addressing these subjects.
- ✓ Oversee coordination of the CSIPD within the framework of the UCLG Working Plan.
- ✓ Foster relationships and joint work with other international networks and organisations.
- ✓ Call biannual meetings of the CSIPD and monitor the subjects addressed in the two CSIPD biannual meetings.
- ✓ Define and implement the CSIPD communications strategy.



3. 4. Operation

The CSIPD meets twice a year to coordinate and monitor development of the Working Plan. As far as possible, one CSIPD meeting will be held alongside those of the Executive Bureau and the UCLG World Council, while the other will coincide with a subject-specific activity organised by an international network or organisation with which the CSIPD coordinates its work. CSIPD policy and strategic orientation will be established during these two meetings. Decisions will be taken by consensus or, failing this, by absolute majority. The Executive Technical Secretary will duly inform CSIPD members who are unable to attend the biannual meetings of the business transacted.

Likewise, the CSIPD may meet around those activities in which several of its members coincide. The Executive Technical Secretary will inform remaining members of the CSIPD of any proposals arising from such meetings in order that they may evaluate same.

The official languages of the CSIPD are Spanish, English and French. Financing of the CSIPD must be ensured through its Presidency.

4. Budget

Barcelona City Council has assumed the financing of CSIPD during the 2008 – 2010 mandate. **The economic provision for 2008 amounts to 100,000 €.**



5. International activities calendar

2008	
January	
24-25	FLA on the Defense and Promotion of Public Services, Cordoba (Spain)
26	Global Day of Mobilisation and Action
February	
13-16	World Conference on the Development of Cities, Porto Alegre (Brazil)
March	
26-28	6th Forum of the World Alliance of Cities Against Poverty, Athens (Greece)
April	
4 - 5	1st International Seminar on Experiences of Participatory Budgets, Bergamo (Italy)
May	
8	Seminar – Meeting of International Networks, Antequera (Spain)
8 - 9	Constituent Assembly of the Spanish network of Participatory Democracy, Antequera (Spain)
June	
17 - 18	Conference “The Building of Political Will for a Participatory Government”, CIVICUS / World Alliance for Citizen Participation, Glasgow (Scotland)
30 June - 1 July	UCLG Executive Bureau, Quito (Ecuador)
30 June - 3 July	3rd World Forum on Human Rights, Nantes (France)
July	
August	
27 - 30	FLACMA Congress, Mexico D. F. (Mexico)
September	
11 - 12	3rd World Social Forum on Migrations, Rivas Vaciamadrid (Spain) and FLA on Multiculturalism (Educational Cities Network)
17 - 21	European Social Forum, Malmö (Sweden)
end September	World Council of the UCLG and 2nd Biannual CSIPD Meeting (Istanbul)
October	
7-12	3rd Americas Social Forum, Guatemala
<i>to be determined</i>	Symposiums on Participatory Budgets, Dominican Republic
November	
3 - 7	4th World Urban Forum, Nanjing (China)
19 - 21	8th Annual IOPD Conference, La Paz (Bolivia)
28 - 29	6th Annual Conference of the AERYC “Social Cohesion and Democratic Governance: Towards More Inclusive Regions and Cities, Barcelona (Spain)
December	
8 - 9	6th European Conference on Human Rights in the City, Geneva (Switzerland)
2009	
January	
<i>to be determined</i>	8th World Social Forum and 8th Local Authorities Forum, Belém do Pará (Brazil)
2010	
may	
<i>to be determined</i>	Forum of Peripheral Cities, Getafe (Spain)



Schedule. List of members

AFRICA

Burkina Faso	Mairie de Ouagadougou
Burundi	Ville de Bujumbura
Mali	Mairie de Bamako
Morocco	Ville de Tetuan

LATIN AMERICA

Argentina	Municipalidad de Rosario
Argentina	Municipalidad de Mendoza
Brazil	Frente Nacional de Prefeitos (FNP)
Brazil	Prefeitura Municipal de Belo Horizonte
Brazil	Prefeitura Municipal de Guarulhos
Brazil	Prefeitura Municipal de Rio de Janeiro
Brazil	Prefeitura Municipal de Santa Maria
Brazil	Prefeitura Municipal de Porto Alegre
Chile	Municipalidad de El Bosque
Chile	Municipalidad de la Pintana
Chile	Municipalidad de Puerto Montt
Colombia	Municipalidad de Bogotá
Colombia	Municipalidad de Medellín
Costa Rica	Municipalidad de Escazú
Ecuador	Municipio de Cuenca
Ecuador	Municipio de Quito
Mexico	Asociación de Municipios de México (AMMAC)
Mexico	Federación Nacional de Municipios de México (FENAMM)
Mexico	Municipio de Ecatepec de Morelos
Nicaragua	Alcaldía de Managua
Peru	Municipalidad de Villa El Salvador
Uruguay	Intendencia Municipal de Montevideo
Venezuela	Alcaldía del Distrito Metropolitano de Caracas

ASIA

India	Kolkata Municipal Corporation
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MIDDLE EAST-WEST ASIA

Palestina	Khan Younis
Turkey	Metropolitan Diyarbakir



EUROPE

Belgium	Municipalité de Fontaine Lévêque
Belgium	Ville d' Anthisnes
Belgium	Ville de Huy
France	Cités Unies France
France	Conseil Général Val de Marne
France	Conseil Général Seine Saint Denis
France	Conseil Régional Rhône-Alpes
France	Mairie de Nanterre
France	Mairie de Villeurbanne
France	Association SPIDH, Nantes – Pays de La Loire
France	Ville d'Arcueil
France	Ville de Saint Denis
France	Ville de Taverny
Italy	Citta Unite (CICU)
Italy	Comune di Roma
Italy	Comune di Venezia
Italy	Provincia di Milano
Poland	Municipality of Lublin
Portugal	Camara Municipal de Palmela
Portugal	Camara Municipal de Gaviao
Slovakia	Cités Unies Slovaquie
Spain	Ajuntament de Badalona
Spain	Ajuntament de Barcelona
Spain	Ajuntament de Terrassa
Spain	Ajuntament de Sta Coloma de Gramanet
Spain	Ajuntament de Sta Margarida de Montbui
Spain	Ajuntament de Viladecans
Spain	Ayuntamiento de Cordoba
Spain	Fondo Andaluz de Municipios para la Solidaridad International
Spain	Fons Català de Cooperació al Desenvolupament
Spain	Diputació de Barcelona
United Kingdom	Greater London Authority
United Kingdom	Local Government International Bureau (LGIB)

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