



CITIZEN PARTICIPATION REGULATIONS

CONTENTS

Preamble

CHAPTER 1: GENERAL PROVISIONS

Article 1: Purpose

Article 2: Subjective scope of application

Article 3: Right to participation

Article 4: Definitions

Article 5: Administrative organisation for citizen participation

CHAPTER 2: CITIZEN INITIATIVES

Article 6: Concept of citizen initiatives

Article 7: Technical and economic support from the City Council and maximum expenditure incurred by the Promoting Committee

Article 8: Entitlement to take part in a citizen initiative

Article 9: Subject matter of citizen initiatives

Article 10: Signatures required for processing a citizen initiative

Article 11: Citizen Initiative Promoting Committees

Article 12: Submitting of applications and draft signature sheets

Article 13: Special rules for submitting applications where citizen initiatives consist in proposing the approval of a general provision

Article 14: Special rules for submitting applications where citizen initiatives consist in proposing the holding of a citizen consultation

Article 15: Checking applications and permission to proceed

Article 16: Appointment of special attestors to authenticate signatures

Article 17: Collecting, authenticating and submitting signatures

Article 18: Effects of effective collections of signatures



CHAPTER 3: PARTICIPATORY PROCESSES

Article 19: Concept of participatory processes

Article 20: Promoting participatory processes

Article 21: Participatory process driving group

Article 22: Aims and limits of participatory processes

Article 23: Approving participatory processes

Article 24: Convening participatory processes

Article 25: People invited to take part in participatory processes

Article 26: The various stages of participatory processes

Article 27: Functioning and methodology of actions and debates

Article 28: Minutes, results reports and final reports of participatory processes

Article 29: Participatory process debates through digital platforms

Article 30: Returns and notifications of participatory processes

Article 31: Evaluating participatory processes

Article 32: Monitoring the performance of municipal actions that have involved a participatory process

Article 33: The participatory processes Advisory Committee. Creation and functions

Article 34: Composition and functioning of the participatory processes Advisory Committee

Article 35: The Monitoring Committee of participatory processes

Article 36: Composition of Monitoring Committee

Article 37: Mandatory participatory processes

CHAPTER 4: PARTICIPATORY BODIES

Section 1: GENERAL PROVISIONS

Article 38: Concept of participatory bodies

Article 39: Objective scope

Article 40: Composition of participatory bodies

Article 41: Setting up and regulating participatory bodies

Article 42: Functions of participatory bodies

Article 43: How participatory bodies work

Article 44: Open meetings

Article 45: Appearances of municipal decision-makers before participatory bodies

Article 46: Chair and Deputy Chair

Article 47: Standing Committee



Article 48: Secretary and meeting minutes

Article 49: Working groups

Article 50: Merger, joint sessions and integrated operation of participatory bodies

Article 51: Dissolution

Section 2: City Citizen Council

Article 52: City Citizen Council

Article 53: Composition of the City Citizen Council

Article 54: Term of office and renewal of City Citizen Council members

Article 55: Functioning of the City Citizen Council

Article 56: Standing Committee of the City Citizen Council

Article 57: Functions of the City Citizen Council

Article 58: Formulating draft agreements, calls for participatory processes and creating participatory bodies in the Municipal Council

Article 59: Annual meeting of the City Citizen Council on the state of the city

Section 3: Neighbourhood councils

Article 60: Neighbourhood Councils Definition

Article 61: Composition of the Neighbourhood Councils

Article 62: Convening the Neighbourhood Councils

Article 63: Neighbourhood Council session procedures

Article 64: Neighbourhood Council Monitoring Committee Composition and functions

Section 4: Dialogue and participation pacts and agreements

Article 65: Dialogue and participation pacts and agreements

CHAPTER 5: OTHER OCCASIONAL PARTICIPATION CHANNELS

Article 66: Public hearings

Article 67: Functioning of public hearings

Article 68: Oral intervention in the Municipal Council and district councils

CHAPTER 6: CITIZEN CONSULTATIONS

Article 69: Concept of citizen consultations

Article 70: Right to information

Article 71: Territorial scope of citizen consultations



Article 72: Subject matter of citizen consultations

Article 73: Promoting citizen consultations

Article 74: Agreement approving citizen consultations

Article 75: Entities interested in consultation processes

Article 76: Nominating members of the Monitoring Committee on the basis of citizen proposals

Article 77: Convening citizen consultations

Article 78: Specific consultation rules

Article 79: Periods for public debate

Article 80: Assigning public spaces and information spaces to the media

Article 81: Public documents

Article 82: Lists of voters

Article 83: Types of voting

Article 84: Consultation polling officials

Article 85: E-polling station officials

Article 86: Holding citizen consultations

Article 87: Using electronic media

Article 88: Counts at polling stations

Article 89: Consultation Monitoring Committee Functions

Article 90: Composition of the consultation Monitoring Committee

Article 91: Functioning of the consultation Monitoring Committee

Article 92: Effects of the consultation Monitoring Committee's reports and agreements

Article 93: General scrutiny, announcement and publication of consultation results

Article 94: Effects of citizen consultation results

Article 95: Maximum number of citizen consultations a year and periods in which the holding of citizen consultations may not be promoted

Article 96: Unifying citizen consultations

CHAPTER 7: CITIZEN PARTICIPATION IN THE FUNCTIONING AND MANAGEMENT OF MUNICIPAL SERVICES

Section 1: Improvement tools: complaints, claims and proposals

Article 97: Suggestions, incidents and complaints from citizens on the way public services are run

Article 98: System for managing incidents, claims, complaints and suggestions

Article 99: Principles

Article 100: Channels for receiving communications



Section 2: Participation of service and facility users

Article 101: Nature of participatory bodies

Article 102: Functions

Article 103: Link with other participatory bodies

Article 104: Regular review of how they work

CHAPTER 8: THE DIGITAL PLATFORM

Article 105: Features of digital participation platforms

Article 106: Freeware software and open content

Article 107: Minimum contents of digital platforms

Article 108: Access to digital platforms

CHAPTER 9: COMMUNITY STRENGTHENING

Article 109: Support for association projects

Article 110: Areas of support for associations

Article 111: Civic management of municipal services and facilities

Article 112: Facilitating public-utility declarations

Article 113: Technical support for participation

CHAPTER 10: SAFEGUARDS COMMITTEE

Article 114: Safeguards Committee Composition and functions

Article 115: Functioning of the Safeguards Committee

Article 116: Compatibility with the Ombudsman's Office and other supervisory bodies

ADDITIONAL PROVISIONS

First Additional Provision: More favourable interpretation to the right to participation

Second Additional Provision: Items excluded from the application of the regulation and additional application

Third Additional Provision: New participatory mechanisms or processes

Fourth Additional Provision: Practical guide to citizen rights

Fifth Additional Provision: Compilation of participation rules

Sixth Additional Provision: Support for association and community projects

Seventh Additional Provision: Appointment of representatives to District Municipal School Councils and the Barcelona Municipal School Council

TEMPORARY PROVISIONS



First Temporary Provision: Periods for adapting existing participatory bodies and their rules of procedure

Second Temporary Provision: Proof of entry in the corresponding personal data file must be attached to the citizen initiative application

Third Temporary Provision: Application of the Regulation to participatory instruments initiated before it came into force

Fourth Temporary Provision: Gradual provision of digital media

REPEALING PROVISIONS

First Repealing Provision

Second Repealing Provision

FINAL PROVISIONS

First Final Provision: Citizen register

Second Final Provision: General file of citizen entities

Third Final Provision: Regulation of the participatory processes Advisory Committee and the Safeguards Committee

Fourth Final Provision: Amendment to the Regulation on Honours and Distinctions

Fifth Final Provision: Amendment to the rules governing the functioning of the districts

Sixth Final Provision: Review of the regulations

Seventh Final Provision: Entry into force

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Preamble

I.

1. Barcelona has enjoyed a vitality, wealth and plurality since the 19th century, not just in its social, association, resident and feminist movements but also in its so-called civil society. So much so, that the city can treasure the legacy of a long and diverse historical tradition that is social, republican, Catalanist, bourgeois and revolutionary at the same time. In fact, the contemporary city and, more specifically, the democratic city, has largely been built on the back of social and urban struggles, residents' and working-class struggles, and the participatory yearnings and praxis of a citizenry organised into multiple entities and groups.

Not even the Civil War nor the subsequent dictatorship, with all their destructive and repressive power, could wipe out the participatory yearnings of Barcelona's citizens, the chief expression of a vitality uniquely shared by the whole of Catalan society. Indeed, the exponential growth of the association movement in the 1950s and 1960s led to an attempt by the Franco regime to regulate it through the 1964 Associations Act. Such legislation was seen as a sign of openness from the dictatorship even though it was obviously restrictive and controlling in nature. However, the Act's overwhelming by events, with Barcelona's Civil Government having warned in 1971 of the "danger of subversion" posed by the recognition of an annual average of between 60 and 100 associations, made it clear that no legislation could restrict citizen participation.

When it comes to democracies, the challenge lies precisely in how to foster and channel a citizen participation which necessarily goes well beyond electoral mechanisms and party-based political representation. During Spain's transition to democracy and under the first democratic local councils, this was one of the main issues for the residents' movement and it was not fully resolved. In 1979, amid much controversy, residents' associations unsuccessfully tried to amend Barcelona City Council's provisional decentralisation and citizen participation regulation. In short, they called for the election of district councils by universal suffrage; effective decentralisation; the right to speak at full city council meetings; the regulation of referendums at local level, and the possibility of recalling elected officials via the regulation and exercise of citizen consultation and proposal rights.

Some of these aspirations were subsequently incorporated into the rules regulating the organisation of districts and citizen participation approved in 1986. However, legal loopholes in some cases and legal arguments about adapting to higher laws meant that, in the end, these rules were their most innovative or democratically advanced aspects were not applied. The truth is that the longing for democratic participation as manifested historically in Barcelona's citizens and social fabric, and reflected in those first participation rules, was partially betrayed by the amendments required for approving the Municipal Charter and successive changes to the regulations on participation. The precise challenge today is to update these regulations and, without losing the thread of a long-standing demand and need, make them effective and relevant to these historic times.

2. We need to acknowledge the important mark that the citizen associations have left on Barcelona and their enormous capacity and energy which, without doubt, will give rise to new actions that will improve the quality of life in our city. An association network that has been capable of taking on board an economic activity linked to their social project which gives them more independence. That has been able to develop its own code of ethics and establish a range of values that sustain its activity.

3. Democracy is proclaimed in regulatory texts but proclaiming it is not enough. Suitable channels are needed to realise it (make it real). And its effectiveness depends on citizen participation, on their capacity to apply the constitutional affirmation that "all power emanates from the people". The democratic system is never complete, it needs working on every day through citizen interaction with the public authorities, thereby facilitating and ensuring the very values of freedom and equality that



sustain it. The more the citizen participation and the better it is, the stronger democracy will be, making it more possible to achieve the ideal of social justice and ensure a decent life for all.

4. The city, the polis of Ancient Greece where politics was born, is one of the most ideal places for strengthening democracy. In a big city such as Barcelona, people and the groups they belong to, have the capacity for influencing and deciding what the policies that affect them should be like. The more democratic a city is, the more it will be able to play a part in improving democracy in the rest of the country.

5. In our institutional system, citizen participation in joint affairs, an inherent feature of democracy, is exercised in three different ways: 1) through representatives, 2) directly, or by 3) influencing, intervening in the elaboration processes of political decisions, or co-producing them. The election of representatives is governed by electoral law. The representative function has to be transparent, it has to provide the information people need so they know what will be done with the power they delegate, and it has to ensure accountability for the actions taken. Access to information and transparency are governed by Act 19/2014, of 29 December, on Transparency, Access to Public Information and Good Government; however, the regulations here only refer to the need for accountability through the established participation channels.

6. The direct dimension of citizen participation consists of the possibility of deciding on a specific public action without intermediaries. The institution which articulates this dimension is the referendum, an instrument which our institutional system does not allow any direct binding power over public authorities, as their results, by law, are always consultative in nature. But the fact no legal binding power is possible does not, politically speaking, prevent city councillors or the government team from taking the results into account. A quality democratic system has to allow for this direct-intervention channel whereby all citizens can take part in defining public policies.

7. Finally, citizen participation is articulated by means of continuous and ongoing interaction with the various players and stakeholders that intervene in the political and social life of the city: the citizens and their organisations (social, economic, professional etc..) in addition to the city and district councillors of the government and opposition groups. The councillors have their channels for debating, monitoring and controlling government actions in the Barcelona Municipal Charter, the City Council Framework Regulations and the rules regulating the functioning of the districts. What citizens and their organisations need are other specific channels such as participatory processes, participatory bodies, consultations and citizen initiatives. These channels should make citizen participation possible and allow the public to put forward, discuss, debate and co-produce public policies.

8. The citizen participation channels defined in these regulations are suitable for both city and district policies, even though the way the district structures work is governed by the districts' own regulations. Note that a democratic city is a decentralised city which organises its districts with powers and resources that require a complement to the democratic legitimacy that is meant to come from the direct election of district councillors by the citizens

9. The aim of the Citizen Participation Regulations is to regulate the channels between the public and Barcelona City Council so as to facilitate citizen participation in the political decision-making processes and the functioning of municipal services. Citizens relate to the City Council in various ways: as users of municipal services (that are the result of specific policies), as members of social and community organisations and as active players and stakeholders in political activity.

10. Participation as municipal service user means reporting incidents, submitting complaints, claims and suggestions, as stated in Mayoral Decree S1/D/2017-2348, of 7 July 2017, approving the new regulation on the IT system for managing citizen communications of incidents, complaints, claims, suggestions, service requests, website queries and appreciation (IRIS). This "degree" of participation also includes involvement in public service user committees to monitor the services and make proposals on the way they work.



11. Another important aspect of citizen involvement in joint projects consists in setting up (and getting involved in) groups, projects and community-type organisations that allow people to organise collectively in order to promote these projects, and which go beyond each individual. The existence of a strong social fabric and this community energy is key for our city, and its creation and functioning is totally free and voluntary, because people who are interested do it independently. These regulations must not interfere in that process, though they do have to provide for the drawing-up of plans and programmes for socially, economically and democratically strengthening the association movement, while respecting its independence. Civic management, as covered by Article 34 of the Municipal Charter, must be capable of fully demonstrating its effectiveness as an ideal instrument for the co-production of municipal policies and services.

12. The last dimension of citizen participation is the one that links citizens with the polis, with politics; with the decisions that affect them as a whole. This participation has various levels, from the initial proposal to the decision, with times and spaces for debate and co-production in between. It therefore needs different channels which are governed in these regulations.

13. The real and regular use of these participation channels must allow citizen intervention in the political decision-making processes (which affect everyone), improve the way public services work under the watchful eye of the citizens that use them, and facilitate community organisation as an effective means of intervening in what is collective.

14. Giving effect to the right to citizen participation in all the spheres indicated requires a proactive attitude on the part of the City Council as regards the three actions set out in Article 9.2 of the Spanish Constitution for all political authorities: to promote, remove and facilitate. Suitable channels and instruments need to be promoted within the scope of these regulations for the most inclusive, broadest and maximum possible participation; obstacles have to be removed that hinder or prevent the creation of specific means to reach people who face more difficulties due to their personal or social circumstances, age or gender inequality; and citizen intervention has to be facilitated in political decision-making processes in such a way that the use of these channels does not depend mainly on institutional action but gives citizen initiative, with its autonomy and plurality, a lot of weight in those processes. The following rules must be taken into account:

a) The scope of Article 6 of Act 17/2015, of 21 July, on effective equality of men and women and incorporating the participation of feminist and women's groups in drawing up gender policies and promoting mainstreaming.

b) The Convention on the Rights of Persons with Disabilities approved in New York on 13 December 2016, Royal Legislative Decree 1/2013, of 29 November, on the consolidated text of the General Act on the Rights of Persons with Disabilities and their Social Inclusion in the Spanish State, and Catalan Act 13/2014, of 30 October, on Accessibility.

c) The UN Convention on the Rights of the Child approved by the General Assembly in 1989 to guarantee children's participation rights to suitable information, freedom of expression, to be listened to and to have their opinions duly taken into account in all the decisions that might affect them, depending on their maturity.

d) Catalan Act 11/2014, of 10 October, on guaranteeing the rights of lesbian, gay, bisexual, trans and/or intersex (LGBTI) individuals and to eliminate homophobia, biphobia and transphobia.

15. It must also be acknowledged that there are people with material inequalities in our city and with various realities, needs and interests that require specific actions to facilitate their participation and remove the barriers to it. For example, specific accessibility conditions are required for enabling the participation of people with a disability or functional diversity. Likewise, specific instruments and methodologies are necessary for people who belong to culturally diverse communities.

16. Participatory processes, and participatory bodies in particular, need to set up spaces, resources and develop specific tools to encourage participation by children and adolescents in accordance

with the rights recognised in the Convention on the Rights of Children; Act 14/2010, of 27 May, on the Rights and Opportunities of Children and Adolescents, and Decree 200/2013, of 23 July, on National and Territorial Participation Councils for Children and Adolescents in Catalonia.

17. Citizen initiatives are a key factor in enabling the political agenda and boosting the social energies that allow new political actions. So it is important to incorporate them as another political player, together with the councillors that make up the Municipal Council and the district councils.

18. These regulations only establish the regulatory aspects that affect citizen participation in Barcelona. They do not deal with other political rights such as the right of petition regulated by Framework Act 4/2001, the right of association under Framework Act 1/2002 or that of access to information and the need for transparency covered by Act 19/2013, of 9 December, on Transparency, Access to Public Information and Good Government, and Catalan Act 19/2014, of 29 December, on Transparency, Access to Public Information and Good Government. These municipal regulations add nothing to that legislation and other legal provisions have to be referred to for their implementation. In order to facilitate their use by citizens, the Fourth Additional Provision tasks the Municipal Government with drawing up a guide that might serve to compile all citizen rights and the means for exercising them.

19. We are not starting from zero because participatory processes have been carried out in Barcelona for many years, with participatory bodies created at neighbourhood, district and city level. A citizen consultation was even held in 2010. These experiences have left a well of knowledge which can be drawn on to create the channels defined in these regulations. A lot of work was done during the last term of office, leading to the initial approval of a set of draft regulations which ultimately proved unsuccessful. Much of that work has formed part of the process for drafting these new regulations, with a driving group involving the various municipal groups and some of the entities that collaborated in drawing up the previous regulation. Likewise, various kinds of debates have been encouraged in the districts and participatory bodies to gather more opinions that have enriched the content now given shape in this text.

20. The relations between the municipal government, city councillors and district councillors, and the citizens and their associations, are not confined to the channels established by this regulation. They are varied and dynamic and it is not a question of limiting or conditioning them. However, these regulations require certain minimums to be met before any of these relationships can be called participation channels.

21. Experience shows one of the most important factors lies in clearly defining the participation channels, what functions they have, and establishing the means to ensure their viability and operability in order to avoid bad practice that could affect the credibility of this citizen participation system.

22. The hybridisation of face-to-face channels with those offered by the digital platform is a key element in ensuring transparency, traceability and operability, in addition to increasing the scope of the means of participation regulated here. The citizen participation system designed in these regulations favours the shared use of both types of channels. It does not accept there is digital kind of participation, rather that citizen participation can take place in two ways: in person or by using the technological tools integrated in the most suitable platform for this purpose.

II.

23. The right to citizen participation recognised by Act 22/1998, of 30 December, on the Municipal Charter of Barcelona, and a principle underpinning the municipal administration, is a strategic and structural choice for Barcelona City Council that must accompany its actions, especially those directly related with the quality of life of its citizens and everything that affects daily life.



24. In 1986 Barcelona equipped itself with a set of rules for regulating citizen participation that were very innovative at the time and which governed and guided the development of participatory processes in the city until 2002, when a review was carried out to update them.

25. Ten years after the rules were first updated, a second revision was attempted, based on the results of applying the first update and taking into account the changes in the environment and information and communication means available to the City Council. Although initially approved in 2014, these new regulations never managed to get through the final approval stage.

26. These regulations develop aspects relating to citizen participation covered in the Municipal Charter, in addition to the pledges made by the municipal administration in other charters, notably the European Charter for Safeguarding Human Rights in the City, under whose terms Barcelona undertakes not only to guarantee participation but also to actively promote it. These pledges are also included in the Citizen Charter. Barcelona Charter of Rights and Duties, approved by the Full Municipal Council on 17 December 2010.

27. Under Article 129 of Act 39/2015, of 2 October, on Common Administrative Procedure for Public Administrations, the principles underpinning these regulations are outlined below:

a. Need and efficacy. The general interest pursued by these regulations is to facilitate citizen participation in municipal public affairs, in response to social demand and in line with Article 9.2 of the Spanish Constitution and Article 4.2 of the Statute of Autonomy of Catalonia. Likewise the aim is to ensure a gender perspective in public policies, as established by Article 41 of the Statute of Autonomy of Catalonia and Article 3 of Act 17/2015, of 21 July, on Effective Equality between Men and Women. The regulations currently in force are out of date and do not respond adequately to these demands.

b. Proportionality The content is the essential minimum for achieving the desired ends. Rights are not restricted, on the contrary, the channels for exercising them are improved and this does not generate any duties for the municipal administration that are not envisaged in the institutional framework.

c. Legal security. The regulations are consistent with the legal system in force and create a stable, predictable, integrated and sure regulatory framework. They also provide for the drafting of a guide to provide a better understanding and broader use of the participation channels they govern.

d. Transparency. A public participatory process was initiated to draw up the content which announced various events in the city's districts and neighbourhoods to gather contributions and ideas from the public and associations. A driving group was also launched with representatives of all the municipal groups and some citizen entities to monitor this process. Once approved, the Citizen Participation Regulations will be published on the municipal website and its channels available for their use online on the digital platform created for that purpose.

e. Efficiency. Expenditure that may arise as a result of the application the Citizen Participation Regulations is part of the ordinary activity carried out in this area and its regulations will facilitate the organisation of the administrative services involved.

III.

These regulations consist of 116 articles, divided into ten chapters, seven additional provisions, four temporary provisions, two repealing provisions and seven final provisions.

Chapter 1 includes the general provisions: the purpose of the regulations is defined along with the principles of the various participation channels and instruments, the subjective scope of application is specified, the right to citizen participation is proclaimed and definitions of concepts that appear in



the body of the regulations text are included so they can be interpreted and better understood. Finally, there is a reminder that the Mayor's Office, in exercising its powers with regard to administrative organisation, may create the administrative organisation it considers best suited to making the participation channels established in the Citizen Participation Regulations as effective as possible and to managing all the actions that flow from their use, while striving to achieve the maximum coordination with the various administrative unites that might intervene.

The purpose of Chapter 2 is to regulate citizen initiatives, which are citizen interventions aimed at promoting specific actions by the City Council that are of general interest and fall within municipal jurisdiction, and which may consist in including one or more points on the agenda of the Municipal Council or District Council; initiating a specific participatory process; launching a public hearing, face-to-face or on the digital platform; creating a participatory body; approving a general provision; holding a citizen consultation, or convening a Neighbourhood Council. It establishes the number of signatures required for promoting a consultation and regulates the submission of the application, the collection, authentication and presentation of the signatures and the effects of processing a citizen initiative.

Chapter 3 regulates the participatory processes, their goals, the way they are promoted, approved and announced, the people called on to take part in them, the stages and functioning of the events and debates, and so on, in addition to the bodies to ensure these processes function properly: the Advisory Committee and the Monitoring Committee.

Chapter 4 establishes the participatory bodies, both sectoral and territorial. Among the latter, it regulates the City Citizen Council and the neighbourhood councils, as the citizen participation regulations in force until now did. For their part, district citizen councils continue to be regulated by the Regulation on the Organisation and Functioning of the Districts. It also provides for the signing of compromises and agreements to foster spaces for debate and dialogue with persons and entities in various sectors of municipal action.

The purpose of Chapter 5 is to regulate other occasional participation channels, such as public hearings and how they function, and oral interventions at the District or Municipal Council.

Chapter 6 is devoted to citizen consultations, whereby the general public are asked to give their opinions on matters within municipal jurisdiction, through a direct, free, equal and secret vote in electronic or physical ballot boxes, under the terms of the legislation on this matter currently in force. It establishes the main aspects of the consultations, their territorial scope, the persons entitled to promote them, their effects, purpose, convening, period of public debate, in addition to basic procedural aspects and guarantees, such as the consultation polling stations and monitoring committees.

Chapter 7 is devoted to citizen participation in managing public services and the public's right to send the complaints, claims and proposals they deem fit to the municipal authorities, in addition to the City Council's duty to have an electronic system in place for managing incident reports and the participation of municipal service and facility users in the functioning of this system.

Chapter 8 regulates the digital participation platform, its features, content and software and the conditions for accessing it.

Chapter 9 is devoted to regulating community strengthening actions, both in relation to specific association support programmes and promoting civic management of facilities and services. This chapter also provides for the possibility of the City Council's proposing to the competent authorities that certain entities should be declared public-benefit or social-interest entities.

Chapter 10 governs the Safeguards Committee, a consultative body that is part of the City Citizen Council and whose goal is to oversee the effective realisation of the rights and duties that arise from the citizen participation regulations and to good practice in the use of the participation channels set out under these regulations. The Committee is made up by people of recognised standing who are



experts on citizen participation. It expressly establishes the compatibility of this body for safeguarding rights with the Barcelona Audit Office with others established by the current legislation in force.

Note the point made in the final part of the Citizen Participation Regulations to the effect that any doubts which may be raised over their application need to be interpreted in such a way that maximum participation in political or administrative actions takes precedence, in addition to supplementary applications with regard to any other participatory mechanisms or processes that the Municipal Council may approve. It also establishes the municipal government's duty to publish a practical guide on the rights citizens have over participation, access to participation and transparency, and the municipal pledges to draw up a support plan for association and community projects; to try to promote, within the framework and terms of the legislation on public sector contracts, a preference for entities that fulfil certain requirements when awarding contracts for the provision of social or care services, and to collaborate with other competent authorities in changing the regulatory framework that affects the economic activity of associations. Furthermore, it establishes a period for adapting existing participatory bodies and their operating rules to the provisions of these new regulations and authorises the Government Commission to issue a decree regulating the citizen register and general file on citizen entities.

The Citizen Participation Regulations are expected to come into force the day after their publication, so they may be immediately deployed.

Chapter 1

GENERAL PROVISIONS

Article 1

Purpose

1. The purpose of these regulations is to develop the Barcelona Municipal Charter's provisions on citizen participation and to regulate the relationship channels between the citizens and the City Council, so as to facilitate and promote this participation in political decision-making, service management and matters of municipal interest.
2. The various participation channels and instruments governed under these regulations are subject to the principles of transparency, publicity, clarity, access to information, institutional neutrality, primacy of the common interest, public debate, equality and non-discrimination, inclusion, efficiency, universal accessibility, personal data protection and accountability.
3. Without prejudice to the rules regulating the functioning of the districts, the provisions of this regulation are applicable to both the city and the districts.

Article 2

Subjective scope of application

1. The subjective scope of application of this regulation are all those people who, directly or through some kind of association, and in accordance with the regulation's provisions, are entitled to take part in any of the processes, bodies, consultations, channels or types of citizen participation.



2. The people entitled to promote a citizen initiative are those registered as city residents over the age of 18; people entitled to sign it are those registered as city residents over the age of 16 and, to be attestors, any person over the age of 18 registered as living in any Catalan municipality. People under the age of 18 may take part in participatory processes and bodies and, in some cases, they do not need to be registered as living in the city. Finally, only people over the age of 16 who are registered as city residents may vote in citizen consultations.

Article 3

Right to participation

1. The public have the right to receive information and intervene, directly or through citizen associations, in political decision-making processes and in the functioning of public services, using the tools and participation channels that fulfil the requirements and the form set out in these regulations, with regard to matters of interest that affect the city and its citizens.

2. It is the responsibility of the City Council to guarantee and encourage the exercise of that right. For that purpose it must promote sufficient, open and flexible channels and instruments that are adapted to time use and apt for achieving the maximum, most diverse and broadest possible participation; it must remove all the barriers that hinder or impede participation by creating specific means to reach people who may have more problems because of their personal or social circumstances; and it must facilitate citizen intervention in political decision-making processes.

3. Likewise, the City Council must provide the means of support to people with disabilities and make the necessary adjustments to ensure accessibility and give effect to the right to participation under conditions of equality, in the terms set out in Royal Legislative Decree 1/2013, of 29 November, approving the consolidated text of the General Act on the Rights of Persons with Disabilities and their Social Inclusion and Act 13/2014, of 30 October, on Accessibility.

4. The City Council must offer the necessary opportunities for the gradual incorporation of children and adolescents into the active citizenry, in accordance with their degree of personal development, by establishing procedures that are designed to gather their opinions on the policies, regulations, projects, programmes or decisions that affect them, and creating social spaces that boost the responsible participation of this sector of the population while fostering community harmony and social integration on a local and neighbourhood level.

Article 4

Definitions

For the purposes of these regulations, what is understood by:

(a) Players/player maps. Players are the people who may intervene in any of the participation channels defined in the Regulations. Player maps are studies that identify these types of people according to the various interests that may be found when a participatory process is announced, in order to set up the most appropriate inclusive channels for their effective and efficient participation.

(b) Public Hearing. A public hearing, as envisaged in Article 31 of the Municipal Charter, is a type of participation whereby members of the public propose that the municipal administration adopts certain agreements or receive information on its actions.

(c) Co-production. A way for the City Council and its social partners to work together on a specific action or policy within municipal jurisdiction for the public interest.



(d) Deliberation/debate. Exchange of opinions on a particular matter or subject. For this to be useful and efficient, this exchange needs to take place in an orderly fashion, respecting the opinions of those taking part, and with the resources required by the characteristics of those people.

(e) Return. Information regarding the results, consequences or impact that a specific action which had been previously announced has had.

This is a particular variant of accountability and is understood to mean the return of the concrete results of a specific action to the interested parties (especially those who took part in the process).

In a participatory process it is the time for explaining which of the aspects raised during the process, in the debate, in the presentation of initiatives or proposals, have or have not been taken into account and the reasons for their acceptance or rejection.

(f) Participatory Diagnosis. The analysis of a concrete reality at a particular time as a necessary requirement for addressing the proposals that are meant to be amended. It is participatory when the intention is to involve the maximum possible number of people and discourses present in a community or specific topic area. The importance of these approaches to the situation does not lie in the number of people or groups that intervene but in the diversity and plurality of the whole.

Carrying out these diagnoses requires the use of different research techniques (quantitative, qualitative and participative), bearing in mind the gender perspective and cultural diversity, including individuals and groups, and encouraging joint debates.

(g) Local facilities. Buildings or spaces with a range of uses which, as they are municipal, public property and, generally, have a limited sphere of influence within Barcelona's municipal boundaries, offer educational, cultural, social, public information, sports and citizen participation services with a degree of integration, regardless of their organisational model

(h) Participatory workshops/discussion groups. These are the main mechanisms used in public debating and participatory processes that seek to contrast arguments and gather the various opinions and alternatives on a specific issue.

They are based on techniques designed to facilitate debate and the proposal of a group in which everyone present can participate. They combine plenary sessions (for prior information and conclusions) and group discussions for considering a particular matter.

They incorporate efficiency criteria for meetings and group work: the use of group dynamics, a moderator to lead the discussion, work in operational and non-inhibiting groups of no more than 15 people, a relaxed working atmosphere on equal terms, recording and sharing conclusions.

Their efficiency is not only measured by the results obtained but also the actual participation of all the attendees, the possibility of expressing an opinion, the clarity of the aims, the interest in the subject addressed, the usefulness of the conclusions, and so on. Its size must therefore be right for this purpose.

(i) Working committees. These are groups of people who belong to a participatory body that meet to programme a work plan or specific measures that facilitate the body's work.

Article 5

Administrative organisation for citizen participation

1. In the exercise of the powers vested in them by the Barcelona Municipal Charter, the Mayor is responsible for establishing the necessary administrative organisation by allocating sufficient human and material resources to drive and ensure the proper functioning of citizen participation.

These bodies may have, where necessary, the following functions, among other things:



- (a) Taking the administrative steps necessary for the organisation and proper functioning of citizen participation.
- (b) Coordinating the actions of the municipal areas and districts involved in implementing and organising citizen participation.
- (c) Initiating and administratively monitoring the processing of any procurement required.
- (d) Being the administrative body responsible for the organisation and proper functioning of participatory processes and of other citizen participation channels and mechanisms where required.
- (e) Assuming other functions and actions the Mayor might task them with.

2. The City Council will ensure municipal staff in general and the people most directly associated with actions in this area in particular are given training on citizen participation, group dynamics and mediation.

Chapter 2

Citizen initiatives

Article 6

Concept of citizen initiatives

1. A citizen initiative is a citizen intervention aimed at promoting a specific action of general interest within municipal jurisdiction by the City Council.
2. The concurrence of general interest and a broad range of people is verified by collecting the number of signatures specified in Article 10.

Article 7

Technical and economic support from the City Council and maximum expenditure incurred by the Promoting Committee

1. The City Council must offer technical support and advice to any individuals and entities interested in promoting citizens' initiatives.
2. The Council must likewise provide financial aid to initiatives that have obtained the required minimum number of signatures for duly justified expenses.

This aid will consist of one euro per signature collected, with a maximum of the total produced from multiplying this euro by the number of signatures required, in accordance with the terms of Article 10 of these Regulations. This amount may be changed by agreement with the Municipal Council.

3. The Promoting Committee's total expenditure may not exceed the maximum amount mentioned in the previous section.

Article 8

Entitlement to take part in a citizen initiative

Anyone registered as living in Barcelona over the age of 16 may take part in citizen initiatives

Article 9

Subject matter of citizen initiatives

1. The subject matter of citizen initiatives must refer to matters within municipal jurisdiction and may not limit or restrict the rights or fundamental freedoms listed under Section 1 of Chapter 2 of Part I of the Spanish Constitution or the rights and duties listed in Chapters 1, 2 and 3 of Part I of the Statute of Autonomy of Catalonia. Nor may it refer to matters that come under the City Council Framework Regulations or to municipal public charges or taxes or budgets already approved.

2. Citizen initiatives may involve proposing:

- (a) The addition of one or more points to the agenda of Municipal Council or district council meetings.
- (b) The convening of a specific participatory process.
- (c) The holding of a public hearing, face-to-face or on the digital platform.
- (d) The creation of a new participatory body.
- (e) The approval of a general provision.
- (f) The holding of a citizen consultation.
- (g) The convening of a neighbourhood council.

3. Each initiative must refer solely to one of the possibilities mentioned in the previous section. As an exception, initiatives that involve approving a general provision may also include a petition for a citizen consultation to be held on the same subject in the event of the Municipal Council rejecting approval of the provision proposed. In that case, the signature collection sheets must clearly state that the purpose of the signatures is to support the approval of the general provision, as when, in the event of the Municipal Council rejecting it, a citizen consultation is held. They must also include the specific and invariable question that will have to be answered in the citizen consultation, should it have to be held.

Article 10

Signatures required for processing a citizen initiative

1. For a citizen initiative to go ahead it will need to obtain the minimum number of valid signatures from registered residents of Barcelona over the age of 16, as stated in the following sections.

2. City citizen initiatives have to collect the following minimum number of valid signatures:

- (a) Where the initiative involves a proposal to convene a citizen consultation or approve a general provision, 15,000 valid signatures must be collected.
- (b) Where the initiative involves a proposal to initiate a participatory process or create a participatory body, 9,000 valid signatures must be collected.
- (c) Where the initiative involves a proposal to hold a public hearing, 7,000 valid signatures must be collected.
- (d) Where the initiative involves a proposal to add one or various points to the Municipal Council agenda, 3,750 valid signatures must be collected.

3. District-level citizen initiatives have to collect the following minimum number of valid signatures from people officially registered as residing in the district:

	Consultations and regulations	Processes and bodies	Hearings	Points added to agenda
Ciutat Vella	2,500	1,500	1,000	500
Eixample	6,500	3,900	2,600	1,300
Sants-Montjuïc	4,500	2,700	1,800	900
Les Corts	2,000	1,200	800	400
Sarrià - Sant Gervasi	3,500	2,200	1,500	700
Gràcia	3,000	1,800	1,200	600
Horta-Guinardó	4,000	2,500	1,700	800
Nou Barris	4,000	2,400	1,700	800
Sant Andreu	3,500	2,200	1,500	700
Sant Martí	5,700	3,400	2,300	1,100

4. Where the initiatives refer to more than one district, the number of signatures required is the sum of each district stated in the previous section, reduced by the following percentage.

Number of districts	Percentage reduction
2	10%
3	15%
4	20%
5	30%
6	40%
7	45%
8	50%
9	55%



10	60%
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5. Initiatives for convening a Neighbourhood Council meeting must collect 1% of the valid signatures of the total population of the neighbourhood concerned, with a minimum of 25 and a maximum of 450.

6. In the case of citizen initiatives to promote a consultation below district level, the number of signatures that must be collected is 10% of the affected population, provided that at least 250 are collected.

7. In the case of citizen initiatives to promote a participatory process or create a participatory body on a neighbourhood level or in areas below district level, the number of signatures that must be collected is 2% of the valid signatures of the total population of the area affected, with a minimum of 50 and a maximum of 900.

Article 11

Citizen Initiative Promoting Committees

1. Citizen initiatives must have at least three adult promoters resident in Barcelona who are not elected office holders in the city, the Catalan Parliament, the Spanish Parliament or the European Parliament.

Also excluded from the Promoting Committee, if the initiative is to promote a citizen consultation, are persons affected by one of the grounds for ineligibility or incompatibility, as established under current legislation, for elected posts or senior officials in Catalan institutions, in addition to members of the Catalan and Spanish governments.

2. Citizen initiatives may also be promoted by any citizen entity, non-profit associations, business organisations, trade unions and professional associations whose sphere of activity is in Barcelona, and with the prior agreement of their management body, provided they have not been subject to any non-appealable disciplinary action or found guilty for having exercised or tolerated discriminatory practices on the grounds of sex or gender or human rights.

3. Individual promoters make up the Promoting Committee of the citizen initiative, which undertakes to collect the minimum signatures demanded in the previous article.

4. The City Council, through the administrative bodies referred to in Article 5, will facilitate the promotion of initiatives and collaborate in implementing them within the framework established in these regulations.

Article 12

Submitting of applications and draft signature sheets

1. Applications to proceed with citizen initiatives must be submitted to the City Council General Registry, together with the draft signature collection lists and/or the form for their collection through the digital platform and the documents mentioned in this article and, where necessary, in Articles 13 and 14.

2. Proposed in-person signature collection sheets must contain:

(a) An explanation of the reasons for approving the initiative, in the opinion of the promoters.



(b) The full text of the initiative proposed, in such a way that the signatures cannot be separated from the text.

(c) Enough space for the person signing to be able to write not just their signature but also their name and surname(s), national ID document number or, in the case of foreign citizens, their passport or foreign national ID card number, date of birth and postcode. This provision is not necessary in digital forms

(d) An easy-to-understand statement with information on the reason for collecting the personal data requested and all the other requirements demanded by data protection legislation currently in force. This statement must appear on each printed data collection sheet and digital form.

3. In addition the following documents must be attached to the application:

(a) The list of initiative Promoting Committee members, with their personal details and specifying who they represent.

(b) Where the initiative comes from the entities mentioned in Article 11.2, a certificate, signed by the secretary or secretary general or the Chair of the entity, of the minutes of its executive body meeting recording the agreement to promote the citizen initiative for which the application is being made.

(c) The initial list of people who will act as attestors, if there already is one.

(d) The licence application for using the public space, where such use is envisaged.

Article 13

Special rules for submitting applications where citizen initiatives consist in proposing the approval of a general provision

Should the initiative involve a proposal for the approval of a general provision, it must include the necessary background for enabling a decision on it and, besides the documents set out in the previous article, the draft sheets and form on the digital platform where signatures will be collected must contain:

(a) The full text of the provision and the basic lines which clearly set out its subject matter and the principles and criteria which the full text has to be inspired by

(b) An explanation of the reasons, in the opinion of the promoters, for approving the initiative.

Article 14

Special rules for submitting applications where citizen initiatives consist in proposing the holding of a citizen consultation

1. Where citizen initiatives involve a proposal for holding a citizen consultation, in addition to the provisions set out in Article 12, the initiative application must be accompanied by the text of the question(s) or proposal(s) intended for submission to citizen consultation, the persons called on to take part in it, the city or district area and a report explaining the reasons for holding the initiative, according to the promoters.

2. The subject matter of the consultation and the way the questions or proposals are put to the public must fulfil the requirements established in Article 72 of these Regulations.



Article 15

Checking applications and permission to proceed

1. Once the application has been received, and prior to the collection of signatures, the City Council will check that the citizen initiative being proposed meets the requirements established in these Regulations and that the application is accompanied by the necessary documents. Before making any formal requirement, the City Council may call on the Promoting Committee to clarify the terms of its proposal and report on the circumstances and constraints it may involve.

2. Where it is an initiative for holding a citizen consultation, a check will also have to be made to ensure there are no grounds for excluding the consultations provided for in Article 95. Likewise, prior to accepting the application, the competent administrative body may ask for a financial report to measure the impact that the result of the consultation could have on the municipal budget and municipal planning.

If the expenditure exceeds 3% for the annual budget, the City Council may choose between dismissing the application and notifying the Promoting Commission of the constraints that carrying out the result of the consultation could have, should a majority of affirmative votes be obtained. In the case of consultations on a district or lower level, the budget limit of 3% is calculated as explained below:

- (a) First, Barcelona's total population (TP) must be determined when the consultation is announced.
- (b) Then 3% of the municipal budget (MB) for the year in which the consultation is announced must be calculated.
- (c) Following that, the population affected (PA), which is all the people registered as living within the territorial scope of the consultation must be indicated.
- d) The budget limit is the result obtained from multiplying the population affected (PA) by 3% of the municipal budget (MB) divided by the city's total population (TP): $(PA \times MB)/TP$.

Should the documentation submitted be incomplete, it will have to be returned to the Promoting Committee so that it can attach the mandatory documents within a maximum of 10 days, and the latter will be given notice stating that if it fails to do so, its application will be deemed to have been withdrawn.

3. If the application meets all the requirements, the signature sheets will be numbered and stamped when the collection is made in person. If the collection is digital, the form and collection system must be validated beforehand.

4. In a maximum period of one month from the submission of the application, the Promoting Committee or the persons who signed the initiative application will be notified of its acceptance and the validation of the draft in-person signature collection sheets and the digital form, where applicable, or of its non-acceptance, the reasons for which must always be given. This period will be suspended during the time the Promoting Committee may be convened under the terms stated in Section 1 of this Article and the count will continue once the meetings have finished.

Should the citizen initiative application not be accepted, the Promoting Committee may lodge a complaint, besides administrative and legal appeals against the corresponding administrative decision, to the Safeguards Committee governed in Chapter 10 of these Regulations.

5. When the application has been accepted, it will be published on the digital platform.

Article 16

Appointment of special attestors to authenticate signatures



1. Persons over the age of 18 registered as living in any Catalan municipality and who swear or promise to authenticate the signatures attached to the initiative may become special attestors for authenticating the in-person signatures.
2. The special attestors' undertaking to correctly authenticate signatures is made by the City Council's General Secretariat although it is expressed through a personal declaration signed by the attestors before the Promoting Committee. They will be held liable, even criminally, for any falsehood, as established by law.
3. The Promoting Committee must submit the list of people appointed as attestors to the City Council at least 15 days before the period for collecting signatures ends.
4. The City Council must notify the Promoting Committee, within a maximum of 15 days following the submission of the above list, of the authorisation it has given for special attestors or, where it has denied such authorisation, the reasons for that denial.

Article 17

Collecting, authenticating and submitting signatures

1. Signatures may be collected in the following ways:
 - (a) In person.
 - (b) By means of the digital platform.
 - (c) Mixed, combining the previous two.
2. The sheets for collecting in person the signatures of the people who support the citizen initiative must state their name, surname(s), date of birth, postcode and number of their national ID document or, in the case of non-EU citizens, the number of their passport or foreign national ID card.
3. In-person signatures must be authenticated by a notary, a clerk of the court, the City Council's Secretary Secretary or persons delegated by them, or special attestors designated by the Promoting Committee in accordance with the previous article. The system for collecting signatures through the digital platform must be validated by the Secretary or persons delegated by them.
4. In order to give support by means of a digital signature on the form referred to in Article 13, Section 2, interested persons must have previously been registered on the digital platform with the documentation mentioned in Article 108. Entry in the platform register is proof of the signatory's identity.
5. The Promoting Committee must collect signatures within a period of two months, including the day on which the municipal services return the first groups of validated signature sheets. The Mayor's Office or body it delegates may extend this period for up to a further two months with justified reasons.
6. Signatures collected in person, together with their authentication, must be submitted to the City Council General Registry within the maximum period established.
7. The City Council will check the signatures within a maximum of one month following their submission, preferably through electronic media. Where the digital platform and in-person system are used to collect signatures, the in-person ones are verified first and then cross-checked with the digital ones so any duplicated can be deleted, as only one can be counted.



Article 18

Effects of effective collections of signatures

1. Once the City Council's General Secretariat has certified that the citizen initiative has collected the required number of valid signatures, the following will occur:

(a) Where the citizen initiative involves a proposal for the inclusion of a point on the Municipal Council or District Council agenda, that inclusion must be agreed at the following session, without prejudice to the provisions established in the City Council Framework Regulations and the regulatory rules governing the functioning of the districts.

(b) Where the citizen initiative involves a proposal for the start of a participatory process, the City Council will convene it within a maximum of three months.

(c) Where the citizen initiative involves a proposal for a public hearing, the City Council will convene it within a maximum period of 30 days.

(d) Where the citizen initiative involves a proposal for the creation of a participatory body, it will be referred to the competent body to propose its creation to the Municipal Council. This body must publicly announce its decision and, where that decision goes against creating the participatory body proposed, must publicly give justified reasons for its rejection within a maximum of 30 days, without prejudice, where applicable, to what is established in the City Council Framework Regulations and the rules governing the functioning of the districts.

(e) Where the citizen initiative involves a proposal for the approval of a general provision, it must be processed within the following three months, without prejudice to what is established in the City Council Framework Regulations and the rules governing the functioning of the districts.

(f) Where the citizen initiative involves a proposal for the convening of a citizen consultation, the proposal must be submitted for the approval of the Municipal Council, which will restrict itself to checking that the initiative is in line with the legal regulations, in accordance with Article 74.3.

(g) Where the citizen initiative involves a proposal for the convening of a Neighbourhood Council, this must be announced, providing the maximum of four convocations a year set by Article 62.2 has not already been exceeded, within a maximum of 30 days if more than two months since it was last announced have passed.

2. In any event, in order to process the initiative, the necessary reports must be obtained and the required procedures carried out for taking the corresponding decision.

3. Where citizen initiatives involve actions that require Municipal Council agreement, a member of the Promoting Commission may attend the corresponding session to outline the proposal, in accordance with the system for arranging debates established in the City Council Framework Regulations.

4. Where citizen initiatives involve a proposal for the approval of a general provision, the Promoting Committee may withdraw their proposal before the vote to give it final approval if it considers the final content of the proposed provision has been substantially modified compared to the initial content during the processing stages.

Chapter 3

Participatory processes

Article 19

Concept of participatory processes



Participatory processes are a sequence of events, delimited in time and designed to stimulate debate and compare arguments among citizens or between citizens and municipal decision-makers, so as to gather their opinions and proposals on a specific aspect of municipal action.

Article 20

Promoting participatory processes

1. Participatory processes can be promoted on the initiative of citizens, the City Citizen Council, any District Citizen Council or the City Council.
2. Participatory processes promoted by the City Council may be promoted directly by the Mayor or the person delegated by them, or by the municipal groups of the Municipal Council or any district councils.

Each municipal group may propose a maximum of two participatory processes a year at the Municipal Council and at district councils, respectively.

The forecasts of the plans promoted by the areas and districts will supply the agenda of each year's participatory processes, which must be published and regularly updated.

3. The participatory processes promoted by citizen initiative are, as regards entitlement to take part in them, governed by the numbers of signatures required for their processing, the submission of the application and the collection, authentication and presentation of signatures, as set out in Chapter 2 of these Regulations.
4. The participatory processes promoted by the City Citizen Council are formalised by the terms set out in Article 58 of these Regulations.
5. The City Council will encourage the use of electronic media in participatory processes.

Article 21

Participatory process driving group

1. When a participatory process is promoted by the City Council, the functions of the driving group correspond solely to the administrative unit responsible for managing it.
2. In the case of citizen-initiated participatory processes, it is the persons nominated by the initiative Promoting Committee that make up the participatory process driving group.
3. The driving group has the following functions:
 - (a) To identify and propose the profiles of people called on to participate.
 - (b) To collaborate in defining the most suitable methodologies for these people to participate effectively.
 - (c) To be part of the Monitoring Committee governed in Articles 35 and 36 for finding a solution to the complaints or disagreements that may arise in the course of the participatory process.
 - (d) To collaborate in defining the indicators for evaluating the participatory process.

Article 22

Aims and limits of participatory processes

1. The process's aims may be one or more of the following:



- (a) To analyse a specific situation as the basis for coordinating the pertinent public action.
 - (b) To look for creative and innovative ideas in relation to a specific municipal action.
 - (c) To suggest or evaluate specific proposals for intervening in a specific situation.
2. The result of a participatory process does not affect the decision-making powers of the City Council's governing bodies. However, the convocation agreement must explain how the results will be applied in the final decision.
3. The effective materialisation of participatory processes may not have the effect of preventing administrative procedures from being expressly resolved within their legally established period of duration.
4. Participatory process may not be announced that limit or restrict the rights and fundamental freedoms listed in Section 1 of Chapter 2 of Part I of the Spanish Constitution or the rights and duties listed in Chapters 1, 2 and 3 of Part I of the Statute of Autonomy of Catalonia.

Article 23

Approving participatory processes

1. Approval for participatory processes falls to the Mayor's Office, which may delegate this power to the Government Commission, city councillors and bodies or senior members of the Executive Administration, under the terms of Article 13.2 of the Barcelona Municipal Charter.
2. Decisions from the Mayor's Office must state:
- (a) The aim of the process, specifying which public action is being submitted to public consideration and the technical, economic, legal and political framework that delimits and conditions the contributions that may be made.
 - (b) The various alternatives, if any, that the citizen initiative Promoting Committee or the City Council contemplate.
 - (c) The territorial scope of the participatory process
 - (d) The profile of the persons who, at the very least, must convene the debate, in the terms established in Article 25.
 - (e) The administrative body responsible for the functioning of the participatory process.
 - (f) The name, details of the members and the functions of the participatory process Monitoring Committee, in accordance with that which is established by Article 36. Where the limited duration or features of the process so advise, the Committee's creation may be proposed while delegating the decision on its composition to the managing body. In that case, the Advisory Committee must issue a report.
3. Once the holding of the participatory process has been approved, the driving group must draw up the specific content of the process, with whatever support it needs from the Advisory Committee for referring it to the competent body to convene it.

Article 24

Convening participatory processes

1. Participatory processes have to be announced by Mayoral Decree, which may delegate that power to the Government Commission, city councillors and bodies or senior members of the Executive Administration, under the terms of Article 13.2 of the Barcelona Municipal Charter.



2. The convening decree, drawn up on the basis of the driving group's proposal, must clearly state:
 - (a) The period of time in which the actions and debates must be organised, which may not exceed 120 days except when, for special reasons that must be justified, the Mayor or person they delegate agrees to it. A report from the Advisory Committee will be required on this point.
 - (b) The general plan for the actions and debates that will take place.
 - (c) The documentation and information required so the people called on to participate may form an opinion.
 - d) The information and communication system of the participatory process.
 - (e) The ways for returning the participatory process results to the participants in particular and the public in general.
 - (f) The guidance indicators for evaluating the participatory process, in accordance with that which is established in Article 31.
 - (g) The way the specific groups tasked with monitoring and evaluation will be set up, if there are any.
3. The convocation and information referred to in Section 2 must be released publicly in such a way that they are clear and easy to understand, in addition to being in an accessible manner on the City Council website. They may also be published on the digital platform.

Article 25

People invited to take part in participatory processes

1. The approval of the participatory process must state the personal, technical, political, professional, association or any other kind of profile of the people who, at the very least, have to convene the process.
2. Should it not be possible to specify the profiles of people who must be invited to take part when the process is approved, the necessary studies must be carried out to produce the stakeholders' map that will enable them to be identified before the debates start.
3. The profiles of the people called on to participate must necessarily take the maximum plurality and diversity into account, in line with the features of the subjects to be debated, in addition to effective gender equality.

The necessary means of support must likewise be deployed to enable the inclusion of people with special problems due to their individual or social conditions, such as age, disability, origins or sex, taking into account the social and demographic composition of the territorial area concerned. The conduct of the process must consider the appropriate for helping to ensure an effective presence, especially in the case of children and adolescents, and accessibility for people with disabilities and people with caring duties.

The participatory processes Advisory Committee and the Monitoring Committee must oversee, in particular, the deployment of instruments that enable maximum inclusion and diversity of participants.

In the case of participatory processes that target specific groups, special attention must be paid to applying the principles of equality and non-discrimination, both in choosing the groups called depending on the subject matter of the process and the groups themselves.

4. Those who may be called on to participate in the processes include legal persons, such as citizen associations, professional associations, trade unions, political parties and trading companies, in addition to well-known groups and platforms, that intervene through representatives



nominated by their governing bodies. Individuals may also take part if, because of their specific technical knowledge, they can facilitate a better understanding of the subject matter of the process.

5. Participants in the participatory process give their opinions freely and do not act with any representative or imperative mandate.

Article 26

The various stages of participatory processes

1. The following stages must feature in all participatory processes:

(a) The information stage, when the matter or project on which participation is sought is communicated to all interested citizens, using suitable means.

(b) The debate stage, by means of which, and using appropriate methodologies, debate and contrasting arguments are encouraged, and participants contributions are gathered.

(c) The return stage, when the results of the process are communicated to the participants and the citizens as a whole.

(d) The monitoring stage, which facilitates monitoring the development of the results of the process.

2. All debating sessions must also include such times for information, debate and return.

3. Where the process's features so allow it, another stage may be incorporated for validating the results of the process on the digital platform.

4. The most appropriate, non-sexist language must be used during all the stages of the process, incorporating the communication codes of people with disabilities and, wherever possible, those of diverse cultures.

Article 27

Functioning and methodology of actions and debates

1. The acts and debates are organised according to the specific circumstances of the participatory process in question and the details of the persons called on to take part. The physical spaces where they take place must be easily accessible and ensure mobility.

2. The sessions must always ensure respect, freedom of expression, equal treatment of the participants and the effectiveness of the debates.

3. The debating spaces may be announced without specifying the number of persons who will attend and without specifically inviting particular people, to ensure the proportionality criteria indicated. However, a participatory process can never be held merely with sessions announced in this way.

4. In order to achieve maximum effectiveness, all the debates must be planned in advance and have at least one process facilitator to collaborate in developing the session. Summary minutes of the session may also be drawn up, with the contributions made, if there is no other person responsible.

5. The specific methodology used to hold the debate may be subject to monitoring or a report by the process Monitoring Committee. Differences in criteria that may arise over the methodology that has to be used must be conveyed to the participatory processes Advisory Committee, whose report will be taken into account by the City Council when making a final decision.



6. Besides the debating sessions, events may also be organised in open or closed spaces, with diverse formats and several techniques, including audiovisuals, theatre and music, to encourage the collecting of opinions on the specific proposal submitted to the participatory process. These events must always be accessory and complimentary to the debating sessions.

7. The content of the debates must also respect plurality, diversity and gender equality.

8. Citizens may organise any kind of debate that respects the general framework of the subject matter the process refers to and the principles established in this article. The results of these debates must be conveyed to the City Council so that they are part of the overall gathered contributions and the final report referred to in Article 28. The digital platform must set up a specific space that encourages these types of debates, where the minutes and summaries of the session have to be published.

Article 28

Minutes, results, reports and final reports of participatory processes

1. The opinions expressed during the debates and their conclusions must be collected in summary minutes, which must be published on the digital platform and sent to all the participatory process participants in the 15 days following the debates, preferably by email, so in a period of not less than five days appropriate amendments may be submitted.

2. The person who draws up the minutes must incorporate into them the proposed amendments they consider appropriate. The rest of the amendments must be referred to the Monitoring Committee so it can report on whatever it considers relevant concerning their inclusion.

3. The report on the results of the process must be based on all the summary minutes of the debates and their conclusions, with the amendments that may have been incorporated in accordance with the previous sections, and be given to the Monitoring Committee by the administrative body responsible for the functioning of the participatory process.

4. The Monitoring Committee may issue its opinion on the report, in the terms of Article 35.2(d), in which case it will be included in the final document, which is sent to the administrative body responsible for the participatory process.

5. If the Monitoring Committee has nothing to add, the results report is sent directly to the administrative body responsible for the participatory process, which will be responsible for releasing it to the corresponding executive or government body.

6. For the purposes envisaged in the sectoral legislation, the final report is regarded as a record.

Article 29

Participatory process debates through digital platforms

1. The debating part of participatory processes may also take place in digital spaces through digital platforms, which are regulated in Chapter 8. In such cases, however, there must also be in-person debating spaces.

2. It is on digital platforms that the minutes of in-person sessions are published, discussions on the content of these sessions are facilitated and proposals, contributions and comments are enabled. Platforms likewise, ensure transparency, traceability and the dissemination of information.

3. Digital platforms must enable the paths of the various contributions to be followed in addition to the impact they have had on the final decision.



Article 30

The return of the participatory process and its notification

1. It is not possible to predetermine the impact that the participatory process must have in the final decision on the action submitted for debate, although it must be an informed decision, taking the results of the process into account.

2. Once the events and debates of the participatory process are concluded, the Mayor's Office or body delegated by it must notify the municipal government's response to the process's impact on the action submitted for debate within a maximum of 60 days from the release of the results report. All the people who have participated in the process and provided contact details must be notified individually in language that can be understood by and is accessible to all the participants. Such notifications must also be published on the municipal and district websites and the relevant participatory bodies in the sectoral or territorial scope of the participatory process must be informed of them for general information.

Article 31

Evaluating participatory processes

1. The evaluation indicators must be defined when the participatory process is announced and according to the features of the participatory process that is meant to be carried out. These indicators are for guidance and may be improved by the driving group and the Monitoring Committee. One of the evaluation criteria must be the fulfilment of the participation forecasts regarding the profiles of people invited to take part in the process. They must always include a gender perspective and ensure the generation of data broken down by sex.

2. Self-evaluation measures may be incorporated by participants and external evaluations may be commissioned when required by the special features of the participatory process.

3. The evaluation report is published together with the participatory process results report for general information.

Article 32

Monitoring the performance of municipal actions that have involved a participatory process

All the municipal actions that have involved a participatory process must provide a system to monitor its performance, preferably through the digital platform and periodically updated, in addition to access to the open data, traceability and transparency of the actions carried out.

Article 33

The participatory processes Advisory Committee. Creation and functions

1. An Advisory Committee is to be set up for participatory processes whose composition and functions in exercising the powers legally vested in it by the Municipal Charter shall be determined by mayoral decree, in accordance with the provisions set out in this article and the rest of the Citizen Participation Regulations.

2. The functions of the participatory processes Advisory Committee are consultative, concerning the best way of conducting the participatory processes described in this chapter and must involve, at the very least:



- (a) Issuing reports and making recommendations and suggestions on the most appropriate methodologies so each participatory process achieves the aims set and ensures accessibility and gender equality.
- (b) Issuing reports and making recommendations and suggestions on the tools and resources required to achieve maximum plurality and diversity in the participatory processes.
- (c) Issuing reports at the request of the participatory process Monitoring Committee, regulated by Article 35 and the following articles, when it has to make a decision over a disagreement that arises in the participatory process prior to the submission of a complaint to the Safeguards Committee.
- (d) Others functions that derive from these Regulations.

Article 34

Composition and functioning of the participatory processes Advisory Committee

1. The participatory processes Advisory Committee consists of six members, people of recognised standing who are experts in these processes and knowledgeable about inclusion, diversity and gender issues, with a minimum of three women, nominated by the Mayor in the following manner:

- (a) one third proposed by the City Citizen Council,
- (b) one third proposed by the public choosing, through the digital platform, from among the people who meet the required conditions, in accordance with the procedure regulated in the following section, and
- (c) one third proposed by the Government Commission.

2. Nomination for the election of the third of the Advisory Committee proposed by the public shall be by the following procedure:

- (a) The Mayor will convene the selection process by a decree published on the digital platform, stating an initial period for the candidates' presentation, where must the presented candidates' professional CVs have to be included.
- (b) Following that, once it has been verified that the professional profile of each of the persons presented meets the requirements of the regulations, the Mayor will then proclaim them candidates by a decree on the digital platform and open a second period of voting, during which the persons registered on the that platform may vote for a maximum of two candidates in a maximum of three weeks.
- (c) Once the voting period is over, the two persons who have received the most support will be nominated by the Mayor as citizen-proposed members of the participatory processes Advisory Committee.

3. At its first session, the Advisory Committee must elect its chair by majority vote from among its members.

4. The appointment period for the Advisory Committee's members is six years, after which the appointments may be renewed.

5. Advisory Committee members may leave their post for the following reasons:

- (a) Their term of office has expired.
- (b) They tender their resignation in writing.
- (c) Their appointment is revoked by the Government Commission, the City Citizen Council or citizen proposal, depending on which third their membership derives from. In the case of a citizen proposal, this requires the same number of votes as their appointment. In that case, a recall

proposal must be submitted to the digital platform and a number of supporting votes received that is equal to or more than the votes obtained in the selection.

- (d) They are legally incapacitated or banned from exercising political rights by a final court ruling.
- (e) They have been found guilty, in a final judgment, of having committed an intentional crime.
- (f) They are held guilty of blatant negligence in carrying out the duties inherent in their office, where so agreed by a three-fifths majority of the Advisory Committee members.
- (g) A serious illness that makes it impossible for them to carry out their duties.

6. Members of the participatory processes Advisory Committee may not be elected members of the City Council, the Parliament of Catalonia, the Spanish Parliament or the European Parliament; nor may they be acting civil servants, hold municipal management positions or meet any other condition that may create any conflict of interest in relation to their status as members of the Advisory Committee. They are subject to the applicable standards of conduct, principles and values laid down in Barcelona City Council's Code of Ethical Conduct.

7. The decree creating the participatory processes Advisory Committee must also establish its operational procedures, the expenses and reimbursements that must be paid, and the reports, oral and written, that must be submitted to the municipal bodies to give account of its actions.

8. The Advisory Committee chair must appear before the City Citizen Council once a year to present its evaluation report on the participatory processes that have been carried out.

9. The valid constitution of Advisory Committee meetings requires the attendance of at least the chair and the secretary, in addition to half its members. In the event of a tie, the chair has the casting vote.

10. The committee minutes and reports must be published on the digital platform.

Article 35

The Monitoring Committee on Participatory Processes

1. Without prejudice to the functions of the participatory processes Advisory Committee and of the Safeguards Committee regulated in Chapter 10 of these Regulations, the questions which may arise in the course of each participatory process are reported by its specific monitoring committee which has to be set up for each of these processes.

2. Besides the ones set out under these Regulations or in the decree approving the process, the Monitoring Committee's other functions are to:

- (a) Give an opinion on the instruments and specific debating methodology proposed suggest the changes it deems fit and issue a report. For these purposes it may ask for the opinion of the participatory processes Advisory Committee.
- (b) Monitor the working and effectiveness of the debating instruments and recommend improvements.
- (c) Issue a report on the amendments submitted by participants in the debating instruments in relation to the summaries formalised in the minutes of the sessions.
- (d) Be familiar with and discuss the report on the results of the process and add suggestions or improvements.
- (e) Carry out the other functions that derive from these Regulations and which are entrusted to it by the decree approving the process or subsequently.

3. The minimum number of Monitoring Committee meetings is decided in the approval agreement.



4. In the event of disagreements between the administrative body responsible for the functioning of the participatory process and the Monitoring Committee, the latter may raise the question with the Advisory Committee so it can issue a report on it.

Article 36

Composition of Monitoring Committee

1. The Monitoring Committee for each participatory process shall be formed by a minimum of 5 persons and a maximum of 25, appointed by the Mayor. The number shall be determined by the scope, sphere and interest of the subject matter of the process.

2. The initial number and profile of persons that are to make up the Monitoring Committee must be decided in the decree convening the participatory process, and attempt, in every case, to achieve maximum plurality and diversity with regard to gender, age and origins, although the number of members from the City Council and other public authorities may not be more than half the total. If there is a participatory body already constituted in the sphere of the subject matter of the participatory process, it must be invited to nominate someone who does not belong to any public administration to be part of the Monitoring Committee.

3. When the participatory process is promoted on the initiative of citizens, a maximum of three persons nominated by the Promoting Committee must form part of the Monitoring Committee

4. During the period the participatory process is being carried out, the number of members may be increased at the proposal of at least one third of the Committee members.

If the Committee accepts the proposal by an absolute majority, it must agree to an expansion which, in this case, could go over the limit set in Section 1, while respecting the proportionality established in Section 2 of this article. If the proposal is not accepted, the proposers may submit a complaint to the Safeguards Committee for it to issue the corresponding report.

5. At its first session the Monitoring Committee must appoint its chair from among the members that do not come from any public administration.

6. Monitoring Committee members may not be elected members of the City Council, the Parliament of Catalonia, the Spanish Parliament or the European Parliament; nor may they be acting civil servants, hold municipal management positions or meet any other condition that could create any conflict of interest in relation to their status as members of the Monitoring Committee. They are subject to the applicable standards of conduct, principles and values laid down in Barcelona City Council's Code of Ethics.

Article 37

Mandatory participatory processes

1. Mandatory participatory processes must be launched for approving:

(a) Municipal action plans and investment plans.

(b) Sectoral or territorial plans that have a special effect because they affect at least one district or involve an investment of over 100 million euros.

(c) General planning instruments, unless their territorial sphere is a single plot or less than 10,000 m², in addition to district and city use plans or special plans the object of which is the planning of infrastructures that do not derive from a provision of the general plan.



(d) Municipal byelaws and regulations of special relevance to the general public. In the case of a specific amendment or an amendment of limited scope to byelaws and regulations, no mandatory participatory processes need to be launched.

2. Such processes must be included in the final process reports formalised in accordance with Article 28, and those reports must be included in the corresponding administrative files. The participatory processes referred to in letter (c) of the previous section will not be mandatory where a participatory process has previously been held on the general plan or the document which gives it cover.

Chapter 4

Participatory bodies

Section 1:

GENERAL PROVISIONS

Article 38

Concept of participatory bodies

1. Participatory bodies are the means for regularly bringing the City Council and citizens together to discuss and gather, on an ongoing basis, their opinions and proposals on municipal actions. To carry out these functions they need to receive sufficient information on municipal actions, provided directly by the City Council on its own initiative or at the request of the body itself.
2. The work of the participatory bodies is underpinned by the principles of proximity, frequency, commitment and political will.
3. They may be permanent bodies or of limited duration, decided by the agreement to set them up.
4. The City Council will ensure the smooth operation of the participatory bodies and provide the ideal resources for them to achieve their goals. It will also update the new information that constantly appears and which may be of interest to the general public.

Article 39

Objective scope

1. Participatory bodies are territorial, if their functions relate to the city as a whole or a specific part, delimited as a neighbourhood, zone or district; or sectoral, if their functions relate to a specific functional area of municipal action or with a municipal public facility or service.
2. The territorial participatory bodies are:
 - (a) The City Citizen Council, governed by Article 36 of the Municipal Charter, by Section 2 of this chapter and by its own regulations.
 - (b) The District Citizen Councils and the District Public Hearings, which are governed by the regulatory rules on the functioning of the districts, which in turn establish a set number of Public Hearings.
 - (c) Neighbourhood Councils, which are regulated by Section 3 of this chapter.



3. The sectoral participatory bodies must have a name that identifies the section of municipal action they are meant to carry out their functions in.

Article 40

Composition of participatory bodies

1. The composition of participatory bodies and the selection of their members are governed by their rules of procedure. They must include people who are and people who are not linked to the City Council or any other public authority. Persons linked to the City Council must be city or district councillors and municipal staff. Links to other public authorities, the ones that they themselves determine. Persons not linked to the City Council or other public authorities are those who have no employment, political or civil-service relationship with the City Council or any other public authority. Each body's rules of procedure must determine their specific composition, which must seek gender parity and include:

- (a) A city councillor, or person delegated by them, from each City Council municipal group.
- (b) Individual citizens chosen directly or from the among the entities within the objective scope of the body in question. The number is established by the rules of procedure, which may reserve up to one third of the total number of members for certain important entities.
- (c) Recognised experts in the body's specific field may also be part of the body and comprise up to a third of its members. These experts must be agreed to between the people on the committee with and without links to the City Council. After three attempts have been made at reaching a consensus without success, the agreement on their admission will require a three-fifths majority of the above-mentioned people with and without links to the City Council.
- (d) District sectoral participatory bodies may nominate representatives to the respective city participatory bodies.

2. A list must be drawn up of all the associations in the participatory body's sphere of action that are included in the general file of citizen entities, from which those that must nominate someone to be part of the body will be chosen. When it is not possible for all of them to be present, an election process must be held in two parts, with two thirds of the entities that have to nominate members being chosen via an electoral process on the digital platform and one third by a random draw from among the entities not chosen in the first part. This election process may be carried out by types of entities included in the file to ensure maximum plurality.

3. Natural persons may be members of the participatory bodies by virtue of a random search of the citizen register and the municipal register of residents. In the latter case, for each place that needs to be covered 20 people with the relevant age, gender and background features for the sample will have to be selected and invited in writing to join the body. This operation must be repeated three times until the number envisaged is obtained. If it is repeated three times without achieving the minimum number of persons envisaged, the members of the body may propose lists of three candidates who must be decided by absolute majority of its members.

4. In general, the composition of participatory bodies must be based on plurality and diversity criteria, so as to provide the broadest variety of options and opinions as well as gender equality and people of different backgrounds, with a view to achieving the same proportionality they have on a competence level, tending towards gender equality. However, should this be inconsistent with the nature of the participatory body, its rules of procedure may allow for a special composition that does not does respond to these plurality criteria.

5. Participatory bodies may include children and adolescents, or may be comprised mainly of minors, in which case the tools for enabling them to intervene and carry out of their duties will have to be established in their internal rules of procedure.



6. The grounds for removing a member must be included in the agreement for setting up the participatory body or its rules of procedure and meet the criteria for inappropriate conduct in the exercise of their duties. Another ground for removal is unjustified failure to attend two consecutive or four alternate sessions in a period of three years.

Removal of members must be agreed to at a plenary meeting of the body and, following a hearing with the person concerned, the procedure must go ahead, if applicable, for replacing in accordance with the body's rules of procedure. The interested party may turn to the Safeguards Committee, in addition to lodging the administrative and/or judicial appeals they deem fit in defence of their rights and interests.

Article 41

Setting up and regulating participatory bodies

1. The constitution of participatory bodies may be agreed to on the initiative of citizens or the City Council. In any event, a report will be required from the competent administrative body or unit and the Standing Committee of the City Citizen Council on the appropriateness of setting it up.

2. The Municipal Council is responsible for the agreement to create participatory bodies and approving their rules of procedure.

3. The participatory bodies' rules of operation must decide, at the very least, the following:

(a) Name of the participating body.

(b) Its sphere and object of action.

(c) Its composition: type of physical and legal persons that may be on it.

(d) Basic rules of procedure: convening sessions, holding sessions, method of adopting agreements and issuing reports and opinions on the queries put to it.

(e) Rights and duties of members.

(f) Duration of the participating body.

(g) Reasons for and method of dissolving it.

(h) Resources available for its activities.

4. Likewise, by means of a decree, the Government Commission may specify the basic rules of procedure established by the Municipal Council.

5. On the other hand, the participatory bodies may approve their own internal conduct criteria which are supplementary to the rules of procedure approved by the Municipal Council and, if applicable, by the Government Commission.

Article 42

Functions of participatory bodies

Participatory bodies make their contributions to public actions through debate among their members and they take the form of:

(a) Proposals when a specific public action is called for.

(b) Amendments or objections when a public action is already planned.

(c) Reports and opinions on action plans or actions already carried out.

(d) Collaborating in carrying out a particular action (co-production).

Article 43

How participatory bodies work

1. Participatory bodies must meet at least once a year or the number of times established by their rules of procedure. Their sessions are public and, depending on the resources available, they must be broadcast by streaming.
2. They may be scheduled at the request of one third of the members, in which case the chair or, in their absence the deputy chair must convene them with at least 15 days notice in writing, preferably by email, or in the absence of an email address, to the postal address. The attendance of at least one fifth of the members is required for the meeting to be validly constituted.
3. The subject matter to be discussed at each session of the participatory body shall be decided by municipal proposal or that of the members. In the latter case, proposals to include points on the agenda must be submitted to the body's secretary, at the very latest two days before the meeting. In the event of a request for inclusion being ignored, the proposer may ask the plenary of the participatory body to decide on it and, where the latter does not deem that appropriate either, they may submit a complaint to the Safeguards Committee governed by Chapter 10 of this regulation, which will issue the corresponding report.
4. Attempts must be made for participatory body agreements to be adopted by consensus. When that is not possible, the agreements may be approved by a majority of those present. In that case, the minutes must record the way the members voted.
5. The City Council must directly or indirectly give the participatory bodies the ordinary administrative support for ensuring they function properly and with the maximum autonomy.
6. Likewise, the competent City Council bodies must respond to proposals or petitions submitted by participatory bodies within a maximum of 30 days, extendable for up to 30 days more for justified reasons.

Article 44

Open meetings

1. When agreed by a majority of their members, participatory bodies may convene meetings open to non-members.
2. Open meetings must be organised so as to ensure all those attending can intervene, taking into account cultural and gender differences and forming discussion groups if the numbers require it.
3. However, if the participatory body has to take a decision, it can only be taken by the members, regardless of the people who have taken part in the open discussion.

Article 45

Appearances of municipal decision-makers before participatory bodies

Municipal political decision-makers must appear before the respective participatory bodies when invited to do so by a simple-majority vote of the body's members, in order to explain a specific action related with that body's purpose or sector. When an explanation of a more technical character is required, they may appear with the person responsible for the technical part. This appearance must take place within a maximum of 30 days following receipt of the petition.



Article 46

Chair and Deputy Chair

1. Participatory bodies shall be chaired by the Mayor.
2. Should there be more than one deputy chair, the position of the first must be filled by members of the body who are not members of the municipal corporation or the personnel at the service of the City Council or any other public administration. This restriction does not apply to the following deputy chairs. In any event, their election must be by absolute majority of the body's members on the day of its constitution.
3. The chair, who is assisted by the deputy chair, leads, represents and convenes the participatory body, chairs the sessions, sends the proposals to municipal government and management bodies and assumes the other functions in relation to the functioning of a collegiate body that correspond to them.
4. The duration of the post of chair or deputy chair is decided in the agreement setting up the body but may not be more than four years, although the person occupying it may repeat a maximum of one more time.

Article 47

Standing Committee

All participatory bodies must elect a Standing Committee with the functions and composition decided by their respective rules of procedure.

Article 48

Secretary and meeting minutes

Participatory bodies must have a secretary, who draws up the minutes of the debates held by the body. The minutes must be produced in a maximum of 30 days, sent to all the body's members and published on the digital platform for general information. In addition to collating contributions and comments from anyone who might be interested, if applicable.

Article 49

Working groups

1. Participatory bodies may create working groups in addition to temporary work spaces to deal with an incidental matter.
2. People who are not members of the participatory body but are interested in collaborating in their work may take part in the working groups. In such cases a participatory body member must always be responsible for coordinating these groups and conveying their results to that body.

Article 50

Merger, joint sessions and integrated operation of participatory bodies



1. When two or more participatory bodies deal with similar subject matter or propose similar goals, any of their members may, after prior consultation with the body concerned and a report from the City Citizen Council, initiate a process for merging these bodies.
2. Likewise, if it serves to achieve better and broader citizen participation, joint sessions may be held and joint work promoted involving several existing participatory bodies.

Article 51

Dissolution

If a participatory body has not met at least once in a year, the Municipal Council, at the suggestion of the Government Commission and with a prior report from the City Citizen Council, may dissolve it, with justification.

Section 2:

City Citizen Council

Article 52

City Citizen Council

1. The City Citizen Council, created by Article 36 of the Municipal Charter, is the highest body for public consultation and participation, where representatives of the City Council and the public discuss the main affairs of the city.
2. The City Citizen Council includes the Safeguards Committee, with the functions and composition envisaged in Chapter 10 of these Regulations.
3. The City Citizen Council has its own rules of procedure, approved by the Municipal Council

Article 53

Composition of the City Citizen Council

1. The City Citizen Council is made up of the following members:
 - (a) The Mayor, who hold the position of chair and may delegate it to another member of the municipal corporation.
 - (b) A councillor representing each of the municipal groups represented on the City Council.
 - (c) A person who is not a member of the municipal corporation, nor its staff, from the association representatives of each of the district citizen councils, chosen for this purpose by each one.
 - (d) A civic representative of each of the citywide or similar participatory bodies chosen for this purpose.
 - (e) A maximum of 25 representatives of the city's most important institutions, nominated by the Municipal Council at the proposal of the Mayor. Each institution nominated must designate the natural person who will represent it.
 - (f) A maximum of 15 representatives of associations that are listed in the general file of citizen entities, two thirds by a vote on the digital platform and a third by a draw among those not chosen, which the association themselves have to elect.



(g) A maximum of 15 well-known individuals (eight women and seven men), nominated by the Municipal Council at the proposal of the Mayor and chosen by the municipal groups and the City Citizen Council.

(h) A maximum of 25 citizens, nominated by the Mayor, with 15 (eight women and seven men) chosen at random from the citizen register and 10 others (six women and four men) by a random draw from the municipal register, seeking proportionality in age, gender and background. The choice must try to achieve territorial and demographic balance between the districts.

(i) The commissioner for citizen participation, if there is one.

(j) The Barcelona Ombudsman, who has speaking rights but not voting rights.

2. The City Citizen Council has two deputy chairs, first and second, who are nominated by the Mayor from among the members who are not linked to the City Council or any other institutional public administration and the associations that have previously declared their willingness to take up these posts.

3. The City Citizen Council is assisted by the City Council Secretary or the person delegated by them.

4. City councillors may attend the Council sessions as observers, with speaking rights but not voting rights. Other persons in positions of responsibility or professionals of well-known standing may also attend with the same rights, after being invited to do so by the chair if they consider it appropriate.

Article 54

Term of office and renewal of City Citizen Council members

1. In order to ensure a suitable rotation of City Citizen Council members, their term of office is four years.

2. During the first year following municipal elections, all the members of the City Citizen Council are renewed, except for the representatives of the municipal groups, who have to be renewed when members of the City Council start their term of office.

Article 55

Functioning of the City Citizen Council

1. The City Citizen Council must meet in ordinary plenary session every six months and in extraordinary session whenever it is scheduled by the chair, on their own initiative, or when petitioned by the Standing Committee or at least one third of its members, in which case it must be scheduled in a maximum of 15 days.

2. By agreement of the City Citizen Council, standing or temporary working groups or committees subordinate to it may be set up and chaired by any member of the Standing Committee. None of these standing working groups or committees may coincide with the sector or thematic area of the sectoral participatory bodies at the City Council at that moment.

3. The City Citizen Council has a standing technical secretariat, coordinated by the chair or deputy chair. It also has a budget allocation for the expenses incurred as a result of its work, which must be decided in the municipal budget every year.

Article 56

Standing Committee of the City Citizen Council



1. The Standing Committee is the body tasked with overseeing the proper functioning and dynamics of the City Citizen Council, in addition to assisting the chair with his or her functions.

2. The Standing Committee is made up by:

(a) The chair, a post held by the City Citizen Council chair but who may delegate it to a city councillor or commissioner with competences in the area of participation.

(b) The persons who occupy the two City Citizen Council deputy chair posts.

(c) Two City Citizen Council members, chosen for this purpose, from among the people from each group referred to in Article 53.1(c), (d), (e), (f), (g) and (h).

(d) A city councillor representing each municipal group, and who is a City Citizen Council member.

Article 57

Functions of the City Citizen Council

In general terms, the City Citizen Council carries out the functions provided for in Article 36 of the Municipal Charter, and specifically the following:

(a) Issuing opinions, on its own initiative or at the petition of the Mayor, the Municipal Council or the district councils. The subject matter of the opinion must be a city issue and include a gender perspective.

(b) Promoting initiatives for the approval of general provisions, in accordance with Article 27 of the Municipal Charter.

(c) Advising the City Council on the main lines of municipal policy and management, and facilitating public debate on these matters.

(d) Getting to know and discussing, in accordance with the City Council Framework Regulations, the Municipal Action Programme and municipal regulations and byelaws, and, if applicable issuing a report on them.

(e) Getting to know and discussing the municipal budgets and the results of municipal management indicators, and, if applicable, issuing a report on them.

(f) Getting to know and discussing the main City Council projects and, if applicable, issuing a report on them.

(g) Formulating draft agreements, calls for participatory processes and creating Municipal Council participatory bodies in accordance with Article 58.

(h) Giving support to participatory bodies and citizen councils in the districts and finding out their conclusions, initiatives and deliberations.

(i) Being consulted by the Mayor's Office and members of the Municipal Council.

(j) Appearing before the Municipal Council in the first six months of every year to present its annual activity report for their evaluation and consideration.

(k) The City Citizen Council also has the powers vested in it by its own rules of procedure.

(l) Submitting to the Full Municipal Council Commission its proposals for honouring a person and an entity each year with the Barcelona Medal of Honour.



Article 58

Formulating draft agreements, calls for participatory processes and creating participatory bodies in the Municipal Council

1. Under Article 36.3 of the Municipal Charter, the City Citizen Council may formulate proposals in agreement with the Municipal Council, under an agreement adopted by majority at a plenary session, provided these proposals are of a consultative nature and fall within their powers when they affect a matter of general public interest and municipal jurisdiction.

2. Likewise, under an agreement adopted by absolute majority, it may call for a participatory process to be scheduled or for a participatory body to be set up.

3. If the City Citizen Council agreement meets the requirements laid down in the previous sections, the points must be included on the Municipal Council agenda, the participatory process must be scheduled, or the participatory body set up, depending on its content.

The City Citizen Council's request may only be turned down on the justified grounds that it coincides with other processes that could have a negative influence on it. In any event, the Safeguards Committee regulated in Chapter 10 of these Regulations must issue a report on the existence of the reasons for its rejection.

4. A maximum of two proposals in agreement with the Municipal Council may be formulated per City Citizen Council session, which must be communicated by its deputy chair.

5. The procedure for formulating proposals in agreement with the Municipal Council by the City Citizen Council is as follows:

(a) When a member of the City Citizen Council Plenary wishes to propose formulating a proposal in agreement with the Municipal Council, they must ask the Standing Committee, sending the relevant documentation in the right time and form.

(b) If the Standing Committee considers it appropriate, it will agree by simple majority vote to include the proposal as a point on the agenda of the City Citizen Council Plenary, and the documentation will be sent out with the rest of the documents for the plenary.

(e) The City Citizen Council chair, with the plenary's prior agreement, will forward the proposal to the Municipal Council.

(f) As regards drawing up the Municipal Council agenda, if the Mayor believes the proposal does not require a prior procedure to be formulated by the executive management, it will be forwarded as an institutional statement, in accordance with Articles 65 and 73.5 of the City Council Framework Regulations.

(g) If the Mayor considers that the proposed agreement requires a prior administrative proposal to be drawn up, it will be sent to the competent municipal body to examine and process it, if applicable, for the purposes set out in Article 51 of the City Council Framework Regulations.

Article 59

Annual meeting of the City Citizen Council on the state of the city

An annual meeting of the City Citizen Council must be held on the state of the city, where the municipal government will give an account of the year ended and submit the actions envisaged for the following year.



Section 3:

Neighbourhood councils

Article 60

Neighbourhood Councils Definition

The Neighbourhood Council is a community-strengthening and political participatory body for local residents regarding neighbourhood matters. The sphere and name of each Neighbourhood Council is established by agreement with the Municipal Council.

They are channels for citizen participation in the development of local community public policies, which foster social cohesion and improve the quality of neighbourhood life.

Article 61

Composition of the Neighbourhood Councils

1. The Neighbourhood Council is made up of the following members:

(a) The chair of the Neighbourhood Council, a role exercised by the municipal councillor for the district. Alternatively, it may be exercised by the district councillor they delegate or, failing that, by the district chair.

(b) Deputy chair. A person nominated by the municipal councillor for the district with a well-known career who is linked with the social and association life of the neighbourhood and has received the support of two thirds of the Council members. If the Neighbourhood Council members agree, another deputy chair may be appointed in accordance with Article 46.2.

(c) A district councillor from every municipal group.

(d) Neighbourhood organisations and associations, existing groups and platforms, in addition to any citizens and local residents who wish to attend.

2. The management and staff of neighbourhood facilities and services decided by the district, on the basis that it considers their collaboration useful, may also attend with speaking but not voting rights.

3. The member of the district technical staff assigned to that neighbourhood acts as secretary.

Article 62

Scheduling Neighbourhood Council meetings

1. Neighbourhood Council meetings must be scheduled by their chair at least twice a year, once every six months.

2. They may also be scheduled whenever the chair proposes it, on his or her own initiative or at the proposal of the deputy chairs, one third of the district councillors or a citizen initiative in accordance with Chapter 2 of these Regulations, with a maximum of four a year. The regular periodical meetings must be planned on a half-yearly basis to make it easy for the public to follow them.

3. At the proposal of the Neighbourhood Council chairs or two or more Monitoring Committees, two or more Neighbourhood Councils may meet together occasionally or on an ongoing basis.

4. The agenda is agreed at the Monitoring Committee, published at least 15 days before the Neighbourhood Council session, on the basis of the proposals put forward by its members. Any



member of the Neighbourhood Council may propose points for the agenda at least three days before the Monitoring Committee, which will decide on them.

5. When the session is announced a form must be made available so people interested in intervening can announce the content of their intervention beforehand. This form may then be sent to the Monitoring Committee up to two days before the session.
6. The documents relating to the topics that will be dealt with and the intervention form must be available for all interested persons, on the website, at least five days before the session.
7. Wide dissemination of their meetings in schools, health centres and local facilities in general ensures publicity for Neighbourhood Councils and educates people on promoting participation.

Article 63

Neighbourhood Council session procedures

1. The sessions are divided into four parts:

(a) First, the municipal representatives return, if applicable, the proposals and follow-up of the main agreements adopted at previous sessions. The points agreed at the Monitoring Committee are then mentioned and presented as the agenda.

(b) Second, the actions in the neighbourhood that are the subject matter of the session and defined in the agenda are introduced and debated.

(c) Third, if applicable, information is given on the current status of participatory processes, public consultations and citizen initiatives that are of interest to that neighbourhood.

(d) Finally, there is a period for questions where the public can freely express themselves. The chair has to give priority to the interventions previously sent to the Monitoring Committee in writing and ensure the first part does not go over a quarter of the total time, taking into account that, ideally, the time for a Neighbourhood Council meeting should not exceed two and a half hours.

2. In the last part, representatives of organisations and members of the public may put questions and make suggestions on whatever neighbourhood issue they like. Those people who have previously submitted the content of their intervention intervene first, followed by any other people interested in speaking. The time each gets depends on the number of requests to speak, so that the session does not last more than two and a half hours.

3. All the petitions and proposals these people make must be answered in a maximum of 30 days and notified to the person who submitted them, who must provide their personal contact details.

4. The Neighbourhood Council's opinions and proposals are sent to the relevant district or City Council bodies, who will reply in writing on the action they are taking with regard to these matters within a maximum of two months.

5. If the Neighbourhood Council agrees by a two-thirds majority of the people attending that a point should be included on the Full District Council agenda, the Monitoring Committee will petition the Board of Spokespersons and, if the Board rejects the petition, it must provide grounds in writing.

The monitoring and traceability of all the proposals that come out of the Neighbourhood Councils must be ensured.

Article 64

Neighbourhood Council Monitoring Committee Composition and functions

1. Each Neighbourhood Council must set up a Monitoring Committee with the following functions:



- (a) Drawing up the agenda for Neighbourhood Council sessions.
 - (b) Ensuring the minutes are drafted and ready within a maximum of 15 days.
 - (c) Sending the minutes to the people who attended the Neighbourhood Council session for them to check.
 - (d) Publishing the session minutes on the digital platform.
 - (e) Following up the issues raised at previous sessions.
2. The Monitoring Committee consists of the following people:
- (a) Representatives from the district's political and technical leadership.
 - (b) A district councillor from every municipal group.
 - (c) Representatives from neighbourhood organisations chosen by them at the first Neighbourhood Council session.
 - (d) City residents who do not belong to any association who were chosen at the Neighbourhood Council session that formally constituted the Monitoring Committee.
3. The Monitoring Committee must meet prior to the council meetings being scheduled and whenever necessary at the proposal of the chair, any deputy chair or one third of their members.
4. The Monitoring Committee sessions are public, although only its members have the right to vote.
5. The secretarial functions will be carried out by a member of the district council technical staff.
6. The Neighbourhood Council Monitoring Committee may convene sessions and working committees in order to study, work on and debate certain matters that have to be submitted for approval by the Neighbourhood Council.

Section 4:

Dialogue and participation pacts and agreements

Article 65

Dialogue and participation pacts and agreements

1. The City Council may promote spaces for debate, dialogue, collaboration, action, co-production and consensus with interested persons, organisations and institutions in the various sectors of municipal action by signing or adhering to compromises and agreements that share the principles of municipal public policies. These compromises and agreements are based on the participation and active involvement of the people involved in them.
2. These compromises and agreements must specify the goals, aims and principles shared by the signatories, in addition to the organisation and internal procedures.
3. The compromises or agreement must comprise:
 - (a) An assembly, comprising all the signatory or associated organisations, individuals and institutions, the municipal representatives of the area or sector concerned given the subject matter and the municipal groups that might wish to belong to it.
 - (b) A chair
 - (c) An executive and administrative body may be created, run by the chair.
 - (d) Working committees may also be set up to discuss specific issues.



4. An effort should be made to adopt the assembly's decisions by consensus or, if that is not possible, by majority.
5. Apart from the ordinary sessions, held when decided in the compromise or agreement, the assembly must hold an annual session where the annual report on the results of the compromise or agreement will be presented.
6. The Government Commission may establish supplementary regulations for these compromises and agreements.

Chapter 5

Other occasional participation channels

Article 66

Public hearings

1. Public hearings, envisaged in Article 31 of the Municipal Charter on city and district levels, are meetings of municipal decision-makers with members of the public, on a specific date, to give the latter information so they can discuss and put forward proposals in relation to a particular public action, activity or programme. If organised, and whenever possible, they may be held through the digital platform. In the case of the districts, these hearings are governed by the general district rules of procedure and each district's regulations.
2. The Mayor or, if delegated by them, the city councillor or commissioner with powers in this area, may convene public hearings on their own initiative or that of the Municipal Council or City Citizen Council, or as the result of a citizen initiative in accordance with Article 14.2(c) of these Regulations. In the case of hearings targeted at minors under the age of 16, it may also be at the request of three city schools.
3. The information relating to the subject to be debated must be published on the digital platform within a period of no fewer than 15 days before the session.

Article 67

Functioning of public hearings

1. Public hearings are organised in the following way:
 - (a) Municipal presentation and stance, lasting no more than 30 minutes.
 - (b) Time for contributions with a maximum of five minutes per intervention, which may be shortened depending on the number of people who want to make use of it, so that the session does not last longer than two and a half hours.
 - (c) Time for replies from the municipal decision-makers, if they wish to reply, to clear up questions that might have come up in the debate. This part lasts no more than 10 minutes.
 - (d) If applicable, conclusions from the chair of the hearing, with a maximum of 15 minutes.
2. The municipal groups may intervene by order of least to most representation, following the contributions and before the replies. The time each group has must be decided beforehand.
3. When these debates are carried out through the digital platform, there will be no need to adapt them to the times mentioned above, as they will be ongoing. The specific call will determine the regulation of their dynamics, which must always respect the democratic principle of non-



discrimination and freedom of expression. Any form of expression that may be offensive or fail to respect the most basic standards of respect for others is banned.

4. Public hearings targeted at minors under the age of 16 will be governed by the agreement to hold them, taking into account the features of the subject matter that will be discussed and the children and adolescents invited.

Article 68

Oral intervention in the Municipal Council and district councils

1. When the City Citizen Council or a District Citizen Council submit a proposal to the Municipal Council or a District Council, a representative may intervene in these bodies in accordance with the City Council Framework Regulations, the rules regulating district procedures and the rules of procedure of the district in question.

2. Likewise, when a citizen initiative involves a proposal to approve a general provision or when the call for a citizen consultation has collected the signatures required for it to be processed, a representative of the Promoting Committee may take part in the Municipal Council Sessions where it is discussed, in accordance with the City Council Framework Regulations.

Chapter 6

CITIZEN CONSULTATIONS

Article 69

Concept of citizen consultations

1. The City Council uses consultations to ask the public for their opinions on matters that fall within its jurisdiction, which are expressed by a direct, free, equal and secret vote in physical or electronic ballot boxes set up for that purpose, within the framework of current municipal, autonomous region and State elections.

2. The consultations may be simple, when they refer to a single issue, or multiple when people are asked for their opinion on various issues in the same process.

3. Anyone over the age of 16 included in the Barcelona municipal register of residents may take part in citizen consultations. Where consultations are conducted at a district level or in a more reduced area, only people officially registered as living in the affected area may take part.

Article 70

Right to information

The people consulted have a right to know about the various alternative solutions being submitted to their consideration with as much written and graphic information as possible.

Article 71

Territorial scope of citizen consultations

1. As a general criterion, citizen consultations refer to the city as a whole.



2. In exceptional circumstances, citizen consultations may be scheduled in a district or more than one district, if the effect of the result is so specific that it is possible to clearly determine this territorial scope. However, if the budget required for holding it exceeds 5% of the municipal budget, it will be a citywide consultation.
3. On certain occasions which must be justified, consultations may be scheduled at a lower level than a district level. In such circumstances, the exceptional nature must be agreed by a two-thirds majority of the District Council concerned and, subsequently, by the same majority at the Full Municipal Council. Verification must be made before these agreements that a participatory process has been held whose results provide part of the information for the consultation. The position of the Neighbourhood Council(s) and participatory bodies concerned will also have to be verified. These requisites also apply when the consultation is a citizen initiative.
4. In any event, no consultation is sub-district where the cost of carrying out the proposal intended to put to the vote is greater than the amount resulting from the following calculation:
 - (a) First Barcelona's total population (TP) must be determined when the consultation is announced.
 - (b) Then 5% of the municipal budget (MB) for the year in which the consultation is announced must be calculated.
 - (c) Following that, the population affected (PA), which is all the people registered as living within the territorial scope of the consultation must be indicated.
 - d) The budget limit is the result obtained from multiplying the population affected (PA) by 5% of the municipal budget (MB) divided by the city's total population (TP): $(PA \times MB)/TP$.
5. When there is no agreement on the territorial area concerned, a report may be requested from the Safeguards Committee regulated by Chapter 10 of these Regulations.

Article 72

Subject matter of citizen consultations

1. The consultation may involve one or more questions and one or more proposals so the people invited to take part can vote in favour, against or leave the ballot paper blank, and may choose between various alternative solutions or proposals.
2. The questions and proposals must be formulated in a clear, concise, simple and neutral way so the public can understand them.
3. Consultations may not be held:
 - (a) That might limit or restrict the rights and fundamental freedoms in Part I, Chapter 2, Section 1 of the Spanish Constitution or the rights and duties in Chapters 1, 2 and 3 of Part I of the Statute of Autonomy of Catalonia.
 - (b) That may refer to the subject matter of a tender process under way, and regarding which the result could harm third parties.
 - (c) When a tender file on the subject matter of the consultation is being processed. 'The tender file is being processed' is understood to mean that the call initiating a public tender procedure has already been published. Negotiated proceedings will be deemed to have started on the date that the specifications are approved.
 - (d) When holding the consultation could interfere in administrative procedures under way for approving a byelaw, a regulation or an urban planning instrument.



Article 73

Promoting citizen consultations

1. Consultations may be promoted on the initiative of citizens or the City Council.
2. Where consultations are promoted on the initiative of citizens, the number of signatures necessary for processing them, submitting their applications and collecting, authenticating and submitting signatures is governed by the provisions laid down in Chapter 2 of these Regulations.
3. A municipal initiative may be promoted by:
 - (a) Two fifths of the members of the Municipal Council.
 - (b) The Mayor.

Article 74

Agreement approving citizen consultations

1. The Municipal Council is responsible for approving citizen consultations. If the territorial scope concerned is not the entire city, under Article 71, a prior report is needed from the District Council on it.
2. This agreement must be approved by two thirds of the Municipal Council members and include, at the very least, the text of the question(s) or proposal(s) put to the vote, the people invited to take part and the territorial area in which the consultation must be held.
3. When the consultation comes from one of the citizen initiatives provided for in Article 9.2(f) that has collected enough valid signatures, the Municipal Council may only reject it, by simple majority, on the grounds that holding it is not adapted to the requirements of the legal system.
4. When it is approved, the municipal groups may say whether they will accept its results and, if so, state the terms of their acceptance.
5. The agreement approving the citizen consultation must be published in the corresponding official gazette and on municipal website.
6. The Municipal Council will also agree, by majority, the names of the persons it proposes for the consultation Monitoring Committee, under Article 90 of these Regulations.

Article 75

Entities interested in consultation processes

1. The consultation approval agreement must grant a period of 10 days from its publication so the entities registered in the general citizen entities file who so wish may offer reasoned arguments in writing as to why they should be considered as entities interested in the consultation process.
2. Once the period of 10 days referred to above has ended, the Mayor will make a decision on the interested entity applications by means of a decree.
3. Besides the possibility of lodging administrative and legal appeals against the Mayoral Decree decision on the entity applications, those entities may also lodge a complaint with the Safeguards Committee governed in Chapter 10 of these Regulations, so it can issue the corresponding report.
4. In the case of citizen-initiated consultations, the Promoting Committee shall be deemed the interested entity.



Article 76

Nominating members of the Monitoring Committee on the basis of citizen proposals

1. Once it has been agreed to hold a citizen consultation and the municipally proposed Monitoring Committee members have been appointed under Article 74 of these Regulations, the Mayor will convene, through the digital platform, the organisations and persons chosen by the public that may be interested in being on this Monitoring Committee so that, in a maximum of 10 days, they can put themselves forward as candidates.
2. If, once these 10 days have passed the number of people proposed is equal to or less than the maximum laid down, the Mayor will proceed to appoint them. Places not covered by this system will be covered by a draw from among people over the age of 18 registered as living in the city.
3. On the other hand, where the number of persons after the above-mentioned deadline of 10 days has lapsed is higher than the maximum laid down, a public draw will be held to decide which of these people may join the Monitoring Committee. This draw must take place within a maximum of 10 days and be announced through the digital platform. Once the draw has taken place, the Mayor will proceed to appoint the corresponding people, depending on the result of the draw.
4. The appointment of citizen-proposed members to the Monitoring Committee must respect Article 90.3 as regards incompatibilities and ineligibilities.

Article 77

Convening citizen consultations

1. Once all the requirements established in the previous articles and other applicable legislation have been met, the Mayor must issue a decree convening the citizen consultation within a maximum of two months as from the date of its approval.
2. The decree convening the citizen consultation must include at least the following:
 - (a) The question(s) or proposal(s) being put to vote, the people invited to take part and the territorial area the consultation will have to take place in, under the same terms as the ones approved by the Municipal Council.
 - (b) The period for holding the consultation, stating the day and time it will start and the day and time it will finish.
 - (c) The period for public debate, under Article 79 of these Regulations.
 - (d) The voting methods allowed.
 - e) A report explaining the reasons why the consultation and its sphere of competence are appropriate.
 - (f) The specification, if applicable, of an upper limit on the expenses interested entities may incur during the public debating period.
 - (g) An economic report on the expenses that the consultation may foreseeably generate.
3. The decree convening the citizen consultation must add its specific rules as an annexe, with the content established in the following article.
4. The convocation decree and the specific rule of the consultation must be published in the official gazette and on the municipal website.



Article 78

Specific consultation rules

The specific rules of the consultation, approved by mayoral decree, must include:

- (a) The number of polling stations and officials, in addition to their constitution and the area they cover.
- (b) The periods and way in which the draws for selecting the polling officials will be held and the polling stations constituted, in addition to the necessary measures for staffing them with volunteers, municipal employees or staff hired by the City Council when they cannot be covered by draws.
- (c) Aspects relating to physical and electronic consultations, in addition to accessibility measures.
- (d) Specification of the criteria established in these regulations and the convocation agreement with regard to providing free space to the municipal media, under Article 80 of these Regulations.
- (e) Details of the procedure, conditions and requirements that may apply to the various methods of voting.
- (f) The type of ballot papers that must be used in the vote.
- (g) The type of vote-count certificate.
- (h) The remuneration or reimbursements that may be paid to members of the Monitoring Committee.
- (i) All those questions which, in the application of this regulation and others of the legal system, may be necessary for ensuring the citizen consultation may be held with the maximum guarantees.

Article 79

Periods for public debate

1. A minimum of 30 and a maximum of 60 natural days must pass between the publication of the convocation decree and the vote for providing the information and contrasting the stances on the subject of the consultation and asking people entitled to take part for their support.

This period starts as indicated in the convocation decree or the day after its publication, if no date is specified, and finishes when the consultation ends.

2. During this period, channels for debate, information and communication must be enabled, so that the general public can find out about the consultation's subject matter and freely express their various views and opinions. To that end, public municipal channels need to be set up, to allow the debates to take place and provide this information. Public access also has to be ensured to all the information that the City Council has at its disposal and which may be relevant to the subject of the consultation.

3. During this same period the City Council will conduct an institutional campaign to guarantee the right to information on the consultation's subject matter and procedures, without this having any influence on the trend of the answers and in a way that ensures transparency, equal opportunities and respect for political pluralism.

Article 80

Assigning public spaces and information spaces to the media

1. The City Council must reserve free public spaces for municipal groups, interested entities and, if applicable, the Promoting Committee so they can put up information on the consultation. It must



also provide free premises and spaces so campaign events and debates may be held there, and it must publicise this information.

2. The specific rules must establish the specific terms for allocating free spaces to the municipal media concerned.

3. During the public discussion period, municipal mass media must respect the principles of social and political pluralism, neutrality and equal opportunities regarding the various positions defended during the consultation. Any decision that does not respect these principles may be referred to the consultation Monitoring Committee regulated by Article 89 and the following articles in this regulation.

Article 81

Public documents

The following must be published on the digital platform:

(a) The technical reports, along with the relevant documents relating to the subject matter of this consultation, at least 15 days before the start of the public discussion period.

(b) The information on the events organised during the public discussion period.

(c) The reports of the Monitoring Committee and Safeguards Committee on the various issues raised with them regarding the consultation.

Article 82

Lists of voters

1. Once the consultation has been announced, the City Council will draw up a provisional list of people invited to vote from the municipal register data.

2. A period of eight days will then be opened so those people can check if they are included and, if not, submit the claims and petitions for rectification they consider appropriate.

This procedure must be announced in the City Council e-Office and the list of voters must be consultable through electronic media, remotely or in person at the Citizen Help and Information Offices, where the interested persons will have to first identify themselves.

3. Once the period established in the previous section has lapsed, a decision must be taken on the claims submitted and the final list drawn up.

Article 83

Types of voting

1. Voting may be in person or electronic. The specific rules of the consultation must establish the procedure, conditions and requirements applicable to the various methods of voting.

2. When an electronic voting system is established, the e-voting channel must always be optional, so people can choose between voting electronically or with a ballot paper.

3. If a person uses the two systems, the in-person vote nullifies the electronic vote.



Article 84

Consultation polling officials

1. Consultation polling officials constitute the bodies before which votes are cast either in person or electronically.

2. Each group of in-person consultation polling officials is formed by a presiding officer and two other officials appointed by a public draw organised by the Mayor's Office among the people of legal age who are listed in the municipal register of residents and invited to be one of the corresponding polling station officials. The same draw also has to designate up to 10 substitutes per official and 10 per presiding officer, where provided by under the specific consultation rules, attendance shifts may be established at polling stations, so the people chosen are only there for part of the time the stations are open. In any event, the final count must be made by the people on the final shift.

The people who are appointed as consultation polling officials are under no obligation to accept the appointment, and are deemed as having declined it where, within a period of 10 days from the notification of the appointment they do not expressly show they are willing to accept it.

Designated persons who accept their appointment must undertake to carry out the functions inherent in the post, in accordance with the provisions laid down in the specific consultation rules and other applicable legislation. They specifically undertake to process the voter list data in accordance with the instructions established by the City Council, not to use them for purposes other than holding a consultation, not to communicate them to other people, and to return them to the City Council once voting has finished.

Specific consultation rules may enable reimbursements of expenses for attending polling stations.

3. Presiding officers are the highest public authority within their sphere of action.

4. Municipal groups and entities interested in consultation processes may have scrutineers at the polling stations who may be present at the constitution of the board, during the voting and at the count, and submit comments, if applicable.

5. The functions of the polling officials are to:

(a) Help people taking part in the voting so they can cast their vote.

(b) Check the identity of people taking part in the voting and whether they are registered on the list of voters, authorise them to cast their vote and record the people who have taken part in the consultation.

(c) Do a provisional public count of the votes and note that in the corresponding certificate, together with any incidents that have occurred.

(d) Ensure they have the necessary material for the carrying out the consultation.

(e) Other functions entrusted to it by the Monitoring Committee and the City Council, in addition to those in the specific consultation rules.

Article 85

E-polling station officials

1. The e-polling station officials consist of a representative of each municipal group, a person appointed by the Monitoring Committee and another appointed by the Safeguards Committee.



2. People in charge of electronic voting systems must provide e-polling station officials with the means to accessing electronic ballot boxes, which are meant to be activated solely with the code decided on by each member.
3. Before the electronic ballot box can be activated, whether for starting the voting process or making the counts, at least four people have to be present.
4. Each electronic polling official is responsible for looking after their own device.

Article 86

Holding citizen consultations

The consultation must be held within a period of between 30 and 60 calendar days as from the day after the publication of the convening decree, except where the Mayor has set a specific period for it to be held in each year, by making use of the possibility established in Article 96.

Article 87

Using electronic media

1. Citizen consultations through electronic means must ensure:
 - (a) The secure identification of each participant.
 - (b) The same person does not participate two or more times.
 - (c) Secret voting, so that it may not be possible to establish a direct link between the opinion expressed and the person who expressed it.
 - (d) The security of electronic voting to prevent any alteration in the participation or the votes cast.
 - (e) Sufficient transparency to allow interested parties to carry out independent observation and supervision substantiated through an audit of the process and software used.
 - (f) Accessibility
 - (g) The other applicable requirements established by the current legislation in force.
2. E-voting may be in person or telematic.

Article 88

Counts at polling stations

1. The polling station officials must count the votes cast in a public act and determine the result obtained in relation to the consultation question, questions or proposals. The specific consultation rules may establish that the count be done simultaneously in one place, to which the duly guarded ballot boxes with the votes are taken.
2. The results must be recorded in the certificate, which will have at least to state the number of persons invited to participate, the number of blank ballots, the number of invalid ballots, and the number of votes obtained by each of the options for the question(s) put to the vote.
3. The certificate must be signed by the consultation polling officials and the scrutineers, and submitted to the Monitoring Committed regulated in the following articles. It must also be given to the accredited scrutineers, if they ask for it.



4. Ballots are invalid if they do not conform to the template established in the specific consultation rules or have suffered any alterations that may cause errors in or condition the opinion expressed.

Article 89

Consultation Monitoring Committee Functions

1. The consultation Monitoring Commission is the body responsible for ensuring that citizen consultations are held in accordance with the provisions laid down in the Act, in these regulations and in the consultation's specific rules, in addition to monitoring the clarity, transparency and effectiveness of the whole process.

2. Its functions are as follows:

(a) To issue reports on the incidents, petitions, complaints or disagreements that may arise regarding the various stages of the consultation process.

(b) To conduct the count, certify the results of the consultation after receiving the count from the consultation polling officials and report on possible incidents that may have arisen. The certificate must include the same information as mentioned in Article 88, Section 2, referring to the consultation.

(c) The Mayor must be notified of the results of the consultation immediately after concluding the operations of the count.

(d) Other functions arising from the regulations or are entrusted to it by the Mayor through the consultation's convocation decree or subsequently.

Article 90

Composition of the consultation Monitoring Committee

1. The consultation Monitoring Committee is comprised of a minimum of three persons and a maximum of fifteen appointed by the Mayor, of whom a third are proposed by the Municipal Council and two thirds by the public, chosen under the procedures described in Article 76.

2. The chair is chosen from among its members at its first session.

3. Monitoring Committee members may not be elected members of the City Council, the Parliament of Catalonia, the Spanish Parliament or the European Parliament, nor may they be acting civil servants, hold municipal management positions or meet any other condition that could create any conflict of interest in relation to their status as members of the Monitoring Committee. They are subject to the standards of conduct, principles and values provided for in Barcelona City Council's Code of Ethical Conduct that may be applicable.

4. Municipal staff may attend the Monitoring Committee with speaking though not voting rights, to provide support or advice.

5. The City Council will provide the necessary technical and administrative support so that the Monitoring Committee may carry out its functions efficiently.

Article 91

Functioning of the consultation Monitoring Committee



1. The first meeting of the consultation Monitoring Committee must be held within a maximum of 15 days following the appointment of its members and announced by the Mayor or the person delegated by them.
2. The other sessions of the Monitoring Committee must be announced by its chair, on their own initiative or when asked by a third of its members.
3. The valid constitution of Monitoring Committee meetings requires the attendance of at least the chair and the secretary, in addition to half its members.
4. Minutes must be produced for all the meetings held by the Monitoring Committee. Its reports and agreements must be notified to the Mayor and the body in charge of the consultation within the two days following their issue or adoption.
5. Any person who considers the rules governing the consultation have been infringed may submit a complaint to the Monitoring Committee. In such cases, the Monitoring Committee must meet up as soon as possible and within a maximum of two days to discuss the matter and issue the corresponding report, so it can decide on what it deems appropriate.

Apart from the administrative and legal appeals that may be lodged, if applicable, against this administrative ruling, the interested parties may also submit a complaint to the Safeguards Committee, regulated in Chapter 10 of these Regulations. The submission of this complaint has no suspensive effect on the procedures for preparing and holding the consultation.

6. The Monitoring Committee must try to adopt its agreements unanimously on the first vote. If that should not prove possible, they should be adopted by majority on the second vote.
7. In exercising their legally attributed powers, the Mayor may develop and specify by decree the consultation Monitoring Committee's rules of procedure.

Article 92

Effects of the consultation Monitoring Committee's reports and agreements

1. The consultation Monitoring Committee's reports and agreements are not binding on the City Council. However, when adopting a decision on a question that has been submitted to the Committee for its consideration, the City Council will take its opinion into account and, if its decision differs from the Committee's criterion, it will give its reasons and notify both the Committee Secretary and the interested party.
2. The Monitoring Committee members that have expressed their disagreement with its reports and agreements may appeal to the Safeguards Committee governed in Chapter 10. Likewise, all the Monitoring Committee members are entitled to take the City Council decisions that deviate from the criteria established in the Committee's reports to the Safeguards Committee.
3. Any interested person who disagrees with the Monitoring Committee's reports may turn to the Safeguards Committee when they do not share the criteria expressed by the Monitoring Committee in its reports or agreements.

Article 93

General scrutiny, announcement and publication of consultation results

1. The scrutiny is carried out publicly in the place or places indicated in the convocation decree, which may opt for holding it in one place where the ballot boxes, duly guarded, must be taken to for opening.



2. The Mayor will proclaim the results of the consultation and order them to be published in the corresponding official gazette and on the municipal website.

Article 94

Effects of citizen consultation results

1. The consultation results will be conveyed to the Municipal Council so that municipal groups can express their positions on them. This conveying must be done in the two months following the holding of the consultations, without prejudice to the terms and conditions set out in the City Council Framework Regulations. The City Council will subsequently inform the public as to what action it will take in relation to the result obtained.

2. No minimum level of participation in the citizen consultation is set for its result to be taken into account.

Article 95

Maximum number of citizen consultations a year and periods in which the holding of citizen consultations may not be promoted.

1. If the period established in the following article is not set, only a maximum of three citizen consultations may be held in each natural year. To that effect, a multiple consultation counts as one.

2. Once the procedures for promoting a consultation have been initiated, no other consultations with identical or substantially similar content may be promoted until two years have passed from:

(a) When the consultation was held.

(b) The end of the validation and signature-counting process when a citizen-initiated convocation application is turned down.

(c) When the signature-collection period ends or the application has expired.

3. Citizen consultations may not be promoted or held in the six-month period before local elections, or in the period between those elections and the moment when the City Council is constituted.

4. Consultations may not be held in the months of July and August, or in the Christmas or Easter school holiday periods.

Article 96

Unifying citizen consultations

By means of a decree, the Mayor may decide on a specific period in the year for all citizen consultations, both those promoted by citizen initiative and those promoted by the City Council. This period may not be changed during their term of office.

In such cases, and for the purposes of being able to comply with the terms and conditions set out in this Chapter, the agreement approving these consultations must be adopted by the Municipal Council at least three months before the date set by the Mayor's office.

Chapter 7

Citizen participation in the functioning and management of municipal services

Section 1:

Improvement tools: complaints, claims and proposals

Article 97

Suggestions, incidents and complaints from citizens on the way public services are run

1. The public have the right to send communications to the municipal authorities on anything they deem fit regarding the functioning of public services or the state of the city. The City Council will inform them on their progress through the official channels within a maximum of 30 days.

2. For the purposes of these regulations, communications are classified as:

- (a) Incident: communication from a person regarding an irregular occurrence in municipal operations in a specific space and time that requires municipal action.
- (b) Complaint or claim: communication of a person's general dissatisfaction, unsatisfied expectations or dissatisfaction caused by a prolonged situation.
- (c) Suggestion: a proposal for improving a certain aspect of the city or the municipal services.

3. Any citizen communication that has an established procedure is outside the scope of application of this regulation, and, in particular:

- (a) Petitions that involve the start of administrative procedures at the request of interested parties.
- (b) Reports that involve making an administrative body aware of a certain fact that could justify the ex officio initiation of an administrative procedure.
- (c) City administration asset liability claims for injuries suffered by any of their assets and rights as a consequence of the normal or abnormal functioning of public services.
- (d) Exercise of the right of access to administrative information
- (e) Exercise of the fundamental right to petition

Article 98

System for managing incidents, claims, complaints and suggestions

1. The City Council will have a system in place for managing incidents, claims, complaints and suggestions through electronic media that will allow it to manage in a unified and effective way communications not aimed at opening a formal administrative procedure and which arrive through several channels, in addition to registering them and following them up by telephone or the internet.

2. The communications must contain the name and surname(s) of the person submitting them, their address, national ID document number or equivalent in the case of foreign nationals, the purpose of the communication, their geographical location and any other data required for locating them. To facilitate the submission of these communications, the City Council will provide information adapted to all ages and include easy reading.

3. The following communications will not be processed:

- (a) Cases where it may not be possible to determine the person's communication or the communication channel may be wrong or non-existent.
- (b) Telephone communications with no indication of the source number.



(c) Abusive communications, repeated communications on the same subject and those the City Council has already answered.

(d) Fraudulent communications and communications containing insults or threats or which are be offensive to the municipal authorities or personnel.

Article 99

Principles

The management system referred to in the previous article must be based on the principles of simplifying public access to the submission of incidents, claims, complaints and suggestions, speeding up their processing, complying with the right of people to receive a reply to their communications, protecting personal data, and promoting technical electronic and telematic media in relations between the City Council and the public.

Article 100

Channels for receiving communications

1. Communication of incidents, claims, complaints and suggestions may be submitted through any of the citizen help and information system channels, in person or by phone, or by the internet and at meetings of the participatory bodies.

2. These communications do not have the status of petition, accusation, submission or plea against an administrative decision nor may they affect the deadlines established for the presentation of such.

3. Neither do they imply the exercise of other actions or rights which, under the rules governing each procedure, interested parties may exercise.

Section 2:

Participation of service and facility users

Article 101

Nature of participatory bodies

1. The persons in charge of municipal services and facilities may propose the setting up of user participatory bodies governed by Chapter 4, Section 1 of these Regulations, with the particular features that derive from their nature.

2. The district where the services and facilities are located is responsible for adopting the agreement to set up these bodies.

Article 102

Functions

The functions of these participatory bodies in municipal services and facilities are as follows:

(a) To collaborate in improving the way services work by proposing initiatives and activities.



- (b) To discuss the main lines of planning and programming that the facility or service management must present on a regular basis.
- (c) To provide the community dimension of facilities and services by linking their activities with social and community networks in the area.
- (d) The functions that are determined by their founding agreement.

Article 103

Link with other participatory bodies

1. User participatory bodies can link up with other participatory bodies to improve their mutual intervention capacities.
2. Sectoral participatory bodies linked to their material scope or territorial bodies where they are located can convene joint meetings to address collaboration systems.

Article 104

Regular review of how they work

At the start of each year, these participatory bodies must approve a report on the results of their work, which must be published on the digital platform.

Chapter 8

The digital platform

Article 105

Features of digital participation platforms

1. The digital platform is a set of software services, accessible from any terminal (computer, mobile, tablet or other devices) connected to the internet, following open and interconnectable technological standards that are not subject to legal or technological restrictions for exchanging information between devices.
2. All the channels defined in this regulation must be capable of being registered, if that is considered at the time of its use, on the digital platform.

It must have the following features:

- (a) Transparency, which means that all the data relating to these participation channels must be available for downloading, analysing and processing, following the strictest sharing formats and standards (accessibility, multi-format, etc.) and respecting the privacy of the data of the people who intervene in them.
- (b) Traceability, which means complete tracking, backwards (past) and forwards (future), of all the proposals and contributions made through any participation channel.
- (c) Integrity, which is the authenticity of a specific content, and a guarantee it has not been manipulated or modified without that modification being clearly recorded and visibly verifiable and confirmable, so as to prevent the proposals or results of participatory processes or mechanisms from being manipulated.



(d) Secure, verified uniqueness, which means users must be verified as being entitled to use the channels established in this regulation, so they cannot make the same contribution more than once.

(e) Confidentiality: the confidentiality and privacy of personal data provided to participate in any of the functionalities and participation possibilities that the digital platform offers. These personal data may not be passed on to third parties, or used for anything other than is strictly necessary for managing the users' register or improving the platform's usability. Providing the platform technology allows it, expressions of political preferences in decision-making processes must remain inaccessible, even to the person in charge of administering the platform or the servers.

(f) Information must be capable of being adapted to ages, including easy reading.

3. A report on the functioning of the platform must be presented to the Plenary Commission of the corresponding Municipal Council once a year.

Article 106

Accessible freeware and open content

1. The platform code, in addition to the modules, libraries, or any other code developed for operating it, must always be freeware. Likewise, the content, data, APIs or interfaces that the platform uses for interacting with any other kind of user must comply with open and interoperable standards, always looking for the highest level of integration with the most widely used open standards at any given moment.

2. The City Council will ensure the maintenance and quality of the digital platform or any other infrastructure necessary for providing the digital services for participation described in this chapter.

3. Likewise, the City Council will ensure the platform's accessibility, making it possible for people with disabilities to use it.

4. Platform governance must facilitate the participation of people who use it in designing, implementing and performing its various functionalities.

Article 107

Minimum contents of digital platforms

1. The minimum contents of the digital platform are as follows:

(a) For participatory processes it must at least ensure: open comments, a public call for face-to-face meetings and public records of meetings, a proposal collection section and a proposal support section.

(b) For participatory bodies: advance notice of their meetings, meeting agendas and minutes, in addition to the corresponding documentation in each case.

(c) For citizen initiatives: facilitate the dissemination of the proposals accepted for processing, in addition to the collection of signatures when the identity of the person signing is guaranteed.

(d) For citizen consultations: a clear, differentiated space that allows access to related information and, whenever possible, electronic voting.

2. Likewise, platform data, especially those that can be systematically collected by means of any mass consultation technique, must be published with Open Data Commons licences or Open Database Licences in accessible standard formats (CSV, JSON, etc.) and, provided it is possible, with tools that facilitate the analysis and display of these data.



Article 108

Access to digital platforms

1. Anyone interested in the public matters of the City Council may register on the digital platform with a user name and email address. To verify their identity, they must indicate their name, surname(s), postcode, date of birth, national ID document number or, in the case of non-EU foreign nationals, their passport or foreign national ID card number.
2. Legal persons that may be also be interested can also register their name, registered address, tax ID number (CIF), contact phone number and email address.
3. They may only support the proposals submitted by registered natural persons who are also registered as living in the city.

Chapter 9

Community strengthening

Article 109

Support for association projects

1. The City Council, must make material and economic resources available to citizen associations so they carry out their projects and activities better.
2. Regular calls for grants and subsidies must be held and, whenever possible and appropriate, annual and multi-annual agreements reached, geared towards the undertaking of citizen association activities that of interest to the city.
3. Likewise, collaboration agreements with citizen associations must be encouraged which should help, if legally applicable, to facilitate economic support for specific programmes of these associations, provided their content is of interest to the city.

Article 110

Areas of support for associations

As groups of people with shared goals, associations may receive City Council support in the following areas:

- (a) Social strengthening, geared towards improving their capacity for broadening their social base and involving new people in the association project,
- (b) Economic strengthening, geared towards improving their autonomy and capacity of producing activities of public interest.
- (c) Democratic strengthening, geared towards improving the democratic functioning of associations, compliance with their code of ethics and the demands of the Transparency Act
- (d) Media strengthening, geared towards highlighting the work associations do through the municipal media.

Article 111

Civic management of municipal services and facilities



1. Non-profit citizen entities, foundations, organisations and associations may exercise municipal powers, or take part on behalf of the City Council in running services or facilities that belong to other public authorities.

All these entities may collaborate in the exercise of municipal powers through their projects and activities. They can also collaborate in running services and facilities that belong to other public authorities.

2. Voluntary civic management of municipal powers may be used for indirectly managed activities and services. It will always be non-profit in nature and awarded through a public invitation to tender when there are various entities or organisations with similar or identical features.

3. Civic management has an obligation to allocate all the profits that may be produced to the programme or facility managed.

4. Agreement must be enabled and promoted with the association network on managing sectoral programmes and facilities decided by the City Council, including co-management agreements, while seeking to ensure universal access and service quality.

The management conditions must be decided when setting the terms of the agreement, specifying, in applying Section 3, the proper allocation of the economic gains that may be generated and regulating the composition and functions of the citizen monitoring committee which the users have to belong to. The method of electing users who are members of this committee must be decided as well, at the same time.

Article 112

Facilitating public-utility declarations

The City Council may propose to the competent authorities that certain entities be declared entities of public utility or social interest,

Article 113

Technical support for participation

1. The City Council will provide association federations and coordinating bodies with the necessary means for conducting independent monitoring of complex issues and large-scale projects relating to citizen initiatives to promote the participation channels provided for in this regulation.

2. In these participation processes efforts are made to give those citizens who are not association members the same relevant technical advice that will ensure quality participation and the necessary training for better use of the digital platform, while encouraging inclusive participation with regard to gender, age, background and functional diversity,

Chapter 10

Safeguards Committee

Article 114

Safeguards Committee Composition and functions

1. The Safeguards Committee, an integral part of the City Citizen Council, is a consultative body whose goal is to oversee the effective enforcement of the rights and duties that arise from the



citizen participation regulations, in addition to good practice in the use of the participation channels set out in this regulation. The remuneration committee members receive, in the form of allowances and reimbursements, must be determined by mayoral decree.

2. Their functions, which cover the whole system of participation regulated by this regulation, include clearing up queries that may arise over its application. It must issue a report on the territorial scope of a participatory process or a consultation, in addition to the type of people invited to take part in a participatory process.

3. The Safeguards Committee comprises six members, people of recognised standing who are experts in citizen participation. They are appointed by the Mayor: two, a man and a woman or two women, are proposed by the Municipal Council; two, a man and a woman, or two women, are proposed by the Government Commission; one is proposed by the City Citizen Council, by agreement adopted by absolute majority, and one proposed by the Barcelona Ombudsman's Office.

4. The chair of the Safeguards Committee is appointed by the Mayor on the Committee's proposal.

5. Advisory Committee members may leave their post for the following reasons:

(a) Their term of office has expired.

(b) They tender their resignation in writing.

c) They are recalled by the bodies that proposed them:

i. The Municipal Council by two thirds majority

ii. The Municipal Government Commission

iii. The City Citizen Council by absolute majority

iv. The Ombudsman's Office

(d) They are legally incapacitated or banned from exercising political rights by a final court ruling.

(e) They have been found guilty, in a final judgment, of having committed an intentional crime.

f) They are held guilty of blatant negligence in carrying out the duties inherent in their office, where so agreed by a three-fifths majority of the Safeguards Committee members.

(g) A serious illness that makes it impossible for them to carry out their duties.

6. Safeguards Committee members may not be elected members of the City Council, the Parliament of Catalonia, the Spanish Parliament or the European Parliament; nor may they be acting civil servants, hold municipal management positions or meet any other condition that could create any conflict of interest in relation to their status as members of the Safeguards Committee. They are subject to the applicable standards of conduct, principles and values laid down in Barcelona City Council's Code of Ethical Conduct.

7. The Mayor's Office, in exercising the powers bestowed on it by the Barcelona Municipal Charter, may specify the functions, composition, operational procedures and incompatibilities of Safeguards Committee members, in accordance with these regulations.

8. The term of office of Safeguards Committee members is four years. Their terms of office are renewed in the first year following the municipal elections.

Article 115

Functioning of the Safeguards Committee

1. Anyone who considers their participation rights arising from these regulations have been violated may submit a written complaint to the Safeguards Committee, without prejudice to their right to also



use the other channels established by the legal system to defend their legitimate rights and interests.

2. The Safeguards Committee will issue a report on the complaint submitted which must include the actions that have been carried out, the established facts, the reasoning behind the conclusions it has been possible to reach regarding whether or not the right of participation has been violated and, if so, a concrete recommendation to the City Council for it to implement a specific administrative decision.

3. In addition, the Safeguards Committee must report on the administrative appeals lodged against municipal decisions on alleged violations of the participation rights governed by in these regulations.

4. In order to clarify whether or not the alleged violation occurred, the Safeguards Committee may access the information and municipal documentation associated with the matter raised with it and ask the municipal bodies and officials for the data and information it deems necessary,

5. The City Council and interested parties can also write to the Safeguards Committee requesting its opinion on the interpretation or clarification of the regulations applicable to municipal citizen participation institutions.

6. The Safeguards Committee issues its reports by consensus or, where that is not possible, by majority within a maximum of two days as from the arrival of the written complaint or request for a report, interpretation or clarification, unless the nature of the matter requires a shorter period. The chair has the casting vote in the event of a tie.

7. All the municipal decisions that diverge from the criteria in the reports or recommendations issued by the Safeguards Committee must be justified

8. The Safeguards Committee must draw up an annual report on their actions.

9. The Mayor's Office must provide the Safeguards Committee with the human and material resources it needs to carry out its functions.

Article 116

Compatibility with the Ombudsman's Office and other supervisory bodies

1. The Safeguards Committee's functions are carried out without prejudice to those of the Barcelona Ombudsman's Office, under Article 143 of Barcelona's Municipal Charter and other applicable legislation and regulations.

2. Persons who consider their legitimate rights or interests to have been violated may resort to the various existing protection authorities, judicial or non-judicial, under the procedure and terms established in law.

First Additional Provision

More favourable interpretation to the right to participation

Any queries that may arise in the application of the prescriptions of these regulations must be interpreted in such a way that maximum participation in political-administrative actions prevails.

Second Additional Provision

Items excluded from the application of the regulation and additional application



1. Rights of access to municipal information and transparency and the right of petition are governed by the specific legislation and regulations that govern them.
2. These regulations are not applicable to bodies governed by an act or set of regulations, whether state or regional level.
3. These regulations apply in a subsidiary manner to participatory bodies not provided for under these regulations and which have their own specific set of regulations approved by the Municipal Council

Third Additional Provision:

New participatory mechanisms or processes

Any participatory mechanism or process that may be proposed and which is not provided for in these regulations must be approved by the Municipal Council, at the proposal of the Government Commission, except for those governed by an act or set of regulations. The application of these regulations to new participatory mechanisms or processes will be subsidiary to their specific regulations.

Fourth Additional Provision

Practical guide to citizen rights

The City Council must draw up a practical guide compiling all citizen rights in the area of participation, access to information and transparency, and the means for using them.

Fifth Additional Provision

Compilation of participation rules

The City Council will promote the compilation of the rules that affect participation to facilitate their use.

Sixth Additional Provision

Support for association and community projects

Within the framework of municipal support policies for association and community projects, the City Council undertakes to:

- a) Draw up a plan of support for association and community projects to strengthen them socially, economically and democratically.
- b) Create a special declaration, in the terms of legislation on public sector contracts, for entities that meet certain requirements, so they may take preference in the award of contracts by the City Council relating to social or care provisions, on equal terms with offers that may be economically more advantageous.
- c) Look for collaboration with other competent authorities in order to change the regulatory framework that affects the economic activity of associations.

Seventh Additional Provision



Appointment of representatives to District Municipal School Councils and the Barcelona Municipal School Council

Without prejudice to the terms of applicable legislation, the representatives of the education authorities in the Municipal and District School Councils are appointed by the Mayor at the proposal of the Barcelona Education Consortium.

First Temporary Provision

Periods for adapting existing participatory bodies and their rules of procedure

1. Within a period one year of these regulations' coming into force, the current participatory bodies must adapt their operating rules to the provisions of these regulations.
2. A review of the existing participatory bodies must be initiated within the same one-year period, so that, in accordance with Article 51, the Municipal Council may proceed, with reasoned justification, at the proposal of the Government Commission and with a prior report from the City Citizen Council, to dissolve the bodies that failed to meet at least once in the previous year.

Second Temporary Provision

Proof of entry in the corresponding personal data file must be attached to the citizen initiative application

Until Regulation (EU) 2016/679 of the European Parliament and the Council of Europe, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (OJEU L119, 4 May 2016) comes into force, it will be necessary to add to documentation which, according to the provisions of Article 12.3, must accompany the submission of a citizen initiative application, proof of the entry of the corresponding data protection file in the competent Data Protection Authority Register.

It will be enough to attach the receipt for the request submitted for the file to be entered in the above-mentioned register, provided that, when the collection of signatures starts, proof of its effective entry in this register has been obtained and presented to the City Council.

Third Temporary Provision

Application of the Regulation to participatory instruments initiated before its coming into force

All the participation channels governed in these regulations which, on their coming into force, are processed under the regulatory rules for citizen participation approved on 22 November 2002, shall henceforth be governed by this regulation. The procedures carried out under the repealed regulations shall be considered entirely valid, without any need for backdating any action.

Fourth Temporary Provision

Gradual provision of digital media

Digital media, electronic media for initiatives and electronic voting referred to in these regulations must be gradually deployed, according to the technical and economic resources available.



First Repealing Provision

All the provisions of equal or inferior rank that oppose or contradict these regulations shall be repealed, in particular, all the rules governing citizen participation approved under an agreement of the Full City Council of 22 November 2002 (BOPB N° 298, of 13 December 2002), as amended under an agreement of the Full City Council of 2 October 2009 (BOPB N° 246, of 14 October 2009).

Second Repealing Provision

As soon as the Government Commission's decree governing the general file of citizen entities provided for in Final Provision 2 comes into force, the Regulations on the General File of Citizen Entities approved by agreement of the Full City Council on 20 April 2004 (BOPB of 26 April 2004) shall be repealed.

First Final Provision

Citizen register

1. The Government Commission must regulate by decree the Citizen Register referred to in Articles 40 and 53 as the basic instrument for selecting the individuals with an interest in participating in public affairs through participatory bodies, public hearings and other participatory mechanisms.
2. Once it has received initial approval, the Government Commission's decree must be submitted for public approval for a minimum of 30 days, prior to its final approval. Once it has received final approval, the decree must be published in the Official Barcelona Province Gazette (BOPB).

Second Final Provision

General file of citizen entities

1. The Government Commission must regulate by decree the General File of Citizen Entities referred to in Articles 40 and 53 of these Regulations, as a basic instrument for facilitating the City Council's relations with district and city non-profit groups and entities.
2. The Government Commission's decree must determine the effects of an entry in the file, the type of entities that can request an entry, the procedures for being entered or removed from the file and its regulation.
3. Once it has received initial approval, the Government Commission decree must be submitted for public approval for a minimum of 30 days, prior to its final approval. Once it has received final approval, the decree must be published in the Official Barcelona Province Gazette (BOPB).

Third Final Provision

Regulation of the participatory processes Advisory Committee and the Safeguards Committee

Mayoral decrees on the participatory processes Advisory Committee and the Safeguards Commission, as referred to in Articles 33 and 114, must be issued within a maximum period of six months as from these regulations' coming into force.

Fourth Final Provision

Amendment to the Regulation on Honours and Distinctions



A new Section 2 has been added to Article 17 of Barcelona City Council's Regulations on Honours and Distinctions, which were given final approval at the Full City Council meeting of 29 June 2012 (BOPB 12 June 2012), with the following content.

"2. The City Citizen Council may also put forward its proposals for distinctions for a person and an entity.

As a result of this amendment, the content of Article 17 in force until now shall move to Section 1 of the same article.

Fifth Final Provision

Amendment to the rules governing the functioning of the districts

The Municipal Government shall promote the amendment of the regulatory rules on the functioning of the districts that were given final approval at the Full City Council meeting of 28 September 2001 for the purposes of its submission to the City Council for approval, within a maximum of 18 months as from these regulations' coming into force.

Sixth Final Provision

Review of the regulations

The number of signatures and the financial support established for citizen initiatives must be reviewed within a period of three years for the purposes of check their effectiveness and utility. An evaluation of how the system works must be carried out every four years.

Seventh Final Provision

Entry into force

This regulation shall come into force on the day after its publication in the Official Barcelona Province Gazette (BOPB)