

# **IMPLEMENTATION OF THE STRUCTURED DIALOGUE**

**for the period of 1<sup>st</sup> of January 2010 till 30<sup>th</sup> of June 2011**

**Text by the team presidency ES-BE-HU, European Commission, European Youth Forum, Brussels 4<sup>th</sup> December 2009**

## **1. The Structured Dialogue**

Pursuant to Council Resolution on a renewed framework for European Cooperation in the youth field (2010-2018), approved on 27<sup>th</sup> November 2009, *“the structured dialogue with young people and youth organisations, which serves as a forum for continuous joint reflection on the priorities, implementation and follow-up of European cooperation in the youth field, should be pursued and developed. The themes of the dialogue should be aligned with the overall objectives of European cooperation in the youth field and the priorities for each work cycle. Clear objectives and realistic procedures should be established for each cycle of dialogue in order to ensure continuity and follow-up. The dialogue should be as inclusive as possible and developed at local, regional, national and EU level and include youth researchers and those active in youth work. Structured dialogue with young people and youth organisations in other policy fields should also be supported. The implementation of the structured dialogue is further outlined in Annex III”* (Annex II and III of the resolution are added as an Annex I to this document).

## **2. Composition of the European Steering Committee**

Pursuant to the Annex III of the Council Resolution on a renewed framework for European Cooperation in the youth field (2010-2018) the ESC has the following members:

- Representatives of the Trio Presidency countries’ Ministries for Youth Affairs, National Youth Councils<sup>1</sup> and National Agencies for the Youth in Action Programme.
- Representatives of the European Commission
- Representatives of the European Youth Forum

Other representatives can be invited.

Where appropriate, youth researchers and youth workers will be consulted.

## **3. Tasks of the European Steering Committee**

- Overall coordination of the process of the Structured Dialogue (See Annex IV: provisional timetable)
- Monitoring and evaluation of the process of the Structured Dialogue
- Guidance for the National Working Groups, providing them with very few questions, formulated in a clear way and open enough to englobe all national situations. They must come early enough to make the process feasible. A standard format for answers of the NWG will be developed in order to ensure consistency and make comparison possible.
- Being the catalyst for a political impact of the process and monitor the impact
- Set up the support structure of facilitators
- Giving clear tasks and guidelines for this support structure of facilitators
- Thematic steering and managing the content coherence
- Defining the approach for the overall reporting, possibly assigning a “rapporteur”
- Consider the communication measures to be taken to ensure optimal visibility

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<sup>1</sup> In the case of Hungary, an official representative of youth organisations

## **4. Decision making mechanisms**

The European Steering Committee will work on the basis of striving for consensus. Each stakeholder speaks with one voice.

In the composition of the first ESC the special constitutional situation of BE is taken into account.

## **5. Chair and task division**

The Chair of the ESC is held by the European Youth Forum.

The Vice Chair of the ESC is held by the EU Presidency country.

The tasks of the Secretariat are allocated between the members of the ESC as described in the Annex II.

## **6. National Working Group (NWG)**

Pursuant to the Annex III of the Council Resolution on a renewed framework for European Cooperation in the youth field (2010-2018) *“Member States are invited to support the establishment of a small National Working Group . These groups can, where applicable, utilise existing structures and be composed of inter alia representatives of Ministries for Youth Affairs, National Youth Councils, local and regional youth councils, youth organisations, those active in youth work, diverse young people and youth researchers. Member States are encouraged to, whenever possible, give National Youth Councils a leading role in these groups. The National Working Groups would have the task of securing the participatory process in the Member States.”*

The role of the National Working Groups is described in the Annex III.

## **7. Support structure of facilitators**

### **▪ Composition**

The ESC invites the EYF to establish a pool of 9 facilitators which will be the core group throughout the 18 months. This group will be the core facilitators in the 3 EU youth conferences complemented with facilitators from each presidency country.

### **▪ Tasks**

The support structure of facilitators gives methodological support and ensures continuity in the organisation of the structured dialogue at the EU level. It is also in charge of communicating the methodology to the other EU Youth Conference facilitators and gives technical and practical support to the programme organisation.

## **8. Communication and visibility**

The ESC uses existing platform and tools for communication (European Youth portal, presidency websites, Youth Forum communication...) to ensure and develop the visibility of the structured dialogue.

## **9. Meetings**

The ESC meets before and after each EU Youth Conference, once in Brussels and once in the Presidency country.

## **10. Financial arrangements**

Any costs relating to the ongoing work of the ESC and the support structure will be met from existing resources by the trio presidency, the European Commission and the European Youth Forum. Each member meets the costs of his/her own participation in the ESC.

## **11. Continuity of the process**

The next Trio Presidency, in order to prepare for its responsibilities, will be invited as an observer during the last 6 months of the process.

## **12. Evaluation**

An evaluation will take place at the end of the work-cycle of 18 months.

## ANNEX I

Annexes II and III of the Council Resolution on a renewed framework for European Cooperation in the youth field (2010-2018)

### ANNEX II

#### **PRIORITIES FOR EUROPEAN COOPERATION IN THE YOUTH FIELD DURING THE PERIOD 1 JANUARY 2010-30 JUNE 2011**

##### **Overall priority – Youth Employment**

The overall thematic priority for European cooperation in the youth field for the period 1 January 2010-30 June 2011 will be youth employment. During these 18 months, this topic will be discussed in the framework of the structured dialogue. Specific priorities should, wholly or partially, contribute to the overall thematic priority.

##### ***1 January 2010-30 June 2010 – Social Inclusion***

During the first half of 2010 the following issues will be highlighted:

- Strengthening the European Youth Pact within the context of the post-2010 Lisbon Strategy.
- Social inclusion of young people with fewer opportunities.
- The role of local and regional authorities in youth policy.
- Cooperation with the Latin American countries.

##### ***1 July 2010-31 December 2010 – Youth Work***

During the second half of 2010 the following issues will be highlighted:

- Youth work and the accessibility of youth work and activities to the poorest children and young people.
- Young people's access to culture.

##### ***1 January 2011-30 June 2011 – Participation***

During the first half of 2011 the following issues will be highlighted.

- Citizenship and participation of young people, with an emphasis on social, economic, cultural and political participation and human rights.
- Voluntary activities of young people their contribution to the development of local communities.

### ANNEX III

## IMPLEMENTATION OF THE STRUCTURED DIALOGUE

The overall guiding principles for the structured dialogue with young people and youth organisations are outlined in paragraph 3 (iii) (f) of the FURTHER AGREES section above. In this annex the implementation of the structured dialogue at national and EU level is further developed.

The structured dialogue should be based on work-cycles of 18 months with an overall theme corresponding to the overall priorities for European cooperation for the 18 month period in question. Each Presidency may also choose a specific priority theme, linked to the overall theme, for its term of office.

The structured dialogue should involve consultations with young people and youth organisations at all levels in the Member States, and at EU Youth Conferences organised by Presidency countries and during the European Youth Week.

With a view to improving the implementation of the structured dialogue, within their respective competences and with due regard to the principle of subsidiarity:

- the Commission is invited to convene a European Steering Committee for each 18-month period consisting of *inter alia* representatives of the Trio Presidency countries' Ministries for Youth Affairs, National Youth Councils and National Agencies for the Youth in Action Programme, as well as representatives of the European Commission and the European Youth Forum. Where appropriate, youth researchers and youth workers will be consulted. The European Steering Committee is responsible for the overall coordination of the structured dialogue. The Steering Committee will set up a support structure with trainers and facilitators that can give methodological support and provide continuity in the organisation of the structured dialogue at the EU level.
- Member States are invited to support the establishment of a small National Working Group. These groups can, where applicable, utilise existing structures and be composed of *inter alia* representatives of Ministries for Youth Affairs, National Youth Councils, local and regional youth councils, youth organisations, those active in youth work, diverse young people and youth researchers. Member States are encouraged to, whenever possible, give National Youth Councils a leading role in these groups. The National Working Groups would have the task of securing the participatory process in the Member States.
- The Commission and Member States are invited, in cooperation with all actors involved, to continuously follow-up the structured dialogue and to gather and disseminate good practices.

## ANNEX II: Chair and task division

	Chair (YFJ)	Vice Chair (Presidency)	NWG (Presidency)	Commission
Preparation of the meeting	<ul style="list-style-type: none"> <li>- Prepare and send draft documents not related to presidency specific topics</li> </ul>	<ul style="list-style-type: none"> <li>- Draft an agenda</li> <li>- Prepare and send draft documents related to the presidency</li> </ul>		Send convocation
Coordination NWGs	<ul style="list-style-type: none"> <li>- Follow up of NWGs</li> <li>- Inform ESC about the progress in NWGs</li> <li>- Coordination of the compilation of inputs of NWGs</li> </ul>		Assistance in the compilation of the inputs of NWGs	
Institutional memory	<ul style="list-style-type: none"> <li>- Take the minutes and send them to the ESC members</li> <li>- Gather best practices of the NWGs (Wiki)</li> <li>- Gather reports from the ESC (Wiki)</li> </ul>	Make the report of the EU Youth Conferences		
Communication	Disseminate the documents to Youth Councils and NWGs	Disseminate the documents to the Youth Working Party and the Council Secretariat		Disseminate the documents within Commission services (DGs...)
Methodology	Manage the support structure of facilitators			
Logistics		Arrange the venue of the meeting to be hosted by the presidency		Arrange the venue of the meetings held in Brussels

## ANNEX III

### Role of National Working Groups

#### 1 Aim

The national working groups (NWG's) are responsible for setting up a participatory process with young people in their own national contexts. The objective of this participatory process is to feed in to the 3 EU Youth Conferences, organized on the same theme during the 18 months period of a trio presidency. This implies that the participatory process at the national level is on the same theme as the EU Youth Conferences. Therefore some core questions will be sent out by the European Steering Committee to all NWG's as early as possible before the EU Youth Conferences. The core questions serve as a common base for the discussions at EU level. The answers collected will be sent by the NWG to the ESC at the latest four weeks before the EU Youth Conference.

Another objective of the participatory process at national level is to prepare the participant(s) for the EU Youth Conferences. This implies that the participants for the EU Youth Conferences are young people who were involved in the participatory process in their respective countries. They need not be members of the NWG in their own country.

#### 2 A transparent process

To ensure the transparency of the whole process of the structured dialogue, the conclusions of the participatory processes at national level should serve as a direct input for the EU Youth Conferences. This means that the input to EU Youth Conferences does not depend on the approval of the national authorities, nor does it reflect the personal opinion of the individual participant. The participant in the EU Youth Conference is seen as a representative of the participatory process in her/his own country.

To insure this transparency, NWG's will be invited to submit action plans for their participatory process at the beginning of the 18 months period, as well as a short summary of the conclusions at national level, to their national authorities as well as to the European Steering Committee before the start of each EU Youth Conference. They will at the end of the work cycle ensure an evaluation of the whole process at national level.

#### 3 Some quality aspects

##### *3.1 A Participatory process with young people*

It may seem evident, but we are aiming at a dialogue with young people. This implies that young people themselves need to be involved in the whole process. NWG's should target at as much and as diverse as possible young people, with a strong focus on the local level. NWG's should therefore be aware of existing obstacles and take them into account as much as possible.

##### *3.2 Three C's*

The participatory process should be an exercise that **challenges** young people, that calls upon their **commitment** and that starts from their **capacities**. Within this trio of commitment, challenge and capacity, the possible roles for different members of the NWG's become more obvious. Youth researchers can add to the capacity, by providing relevant facts and information. Youth Councils from their side can call upon their experience in setting up challenging questions for young people.

##### *3.3 Visibility*

The participatory process at national level is not something that stands alone. It is part of a bigger, European, story. NWG's should make efforts to make this clear to the public. It should also be stressed that this process is important at this moment in time. The process as

such has a strong value. Previous participatory processes on the same topic may (of course) feed in to the upcoming discussions, but may not be an alibi to stand aside in this exercise.

### ***3.4 Collect and share good practices***

NWG's are invited to share their own good practices with other NWG's. Efforts should be made to collect these good practices so they could be used for similar processes in the future.

### ***3.5 Link to Youth in Action***

There is a clear link between the structured dialogue and the *Youth In Action* programme. National Agencies for the *Youth In Action* programme should encourage the NWG's to apply for support from the YiA Programme for activities at national level, under Action 5.1. Salto resource centers (like participation and inclusion) can offer inspiration on the content, as well as on the methodological field.

### ***3.6 NWG's are flexible***

The composition of the NWG's can change over time. This means for example that when after the first 18 months, a new work cycle is launched, new and / or other youth researchers and expert organizations may join, taking into account on the content of the structured dialogue. The basic idea of dialogue and cooperation between national authorities and young people should be respected at all times.

## ANNEX IV

## Provisional timetable

<b>Timing</b>	<b>Activity</b>	<b>Objectives</b>	<b>Coordination</b>
28 October	YWP	Information by ES presidency	
27 November	Council	Adoption of the resolution on a renewed framework for European cooperation in the youth field (2010-2018)	
3-4 December 2009	Embryo meeting European Steering Committee	Action Plan ESC Guidelines NWG (methodology) Draft the invitation letter Initiate the creation of the support structure	
Beginning December	by SWE Info flash	Informal written communication	Spain
11 January	Formal communication by the Spanish Presidency on the 1 <sup>st</sup> youth working party Communication by the European Youth Forum to their members	Ask the MS for the constitution of a NWG and to send a contact person for the NWG for the 01/02; Invite MS/NWG to make an action plan for the 18 months and to send it for the 01/02, remind to apply for 5.1.; Provide common questions for the consultation and ask to answer to these questions for the 15/03.	Spanish Presidency YFJ
25 January	1st official meeting ESC	Preparation further steps, including setting the list of tasks for the support structure	ESC
1st of February	1st deadline	Collect the action plans from the NWG and the Contact Points	NWG/ESC
January – March 2010	Participatory process at national level	Answers on the common questions	NWG's
15 <sup>th</sup> of March	2nd deadline	Collect the answers on the common questions Nomination of the representatives to the EU YC	NWG's ESC

			Meeting with the trainers support structure	Support Structure
1st of April	2nd ESC Meeting		Preparation of ES-YC on the basis of the answers from the NWGs	ESC
13-16 April 2010	EUROPEAN YOUTH CONFERENCE 1 – SPAIN		Agree on the questions to be dealt further about employment	Support structure (facilitators team)
Between 17 <sup>th</sup> and 20 <sup>th</sup> of May	3 <sup>rd</sup> Meeting ESC		Specific priority social inclusion	ESC
May – August 2010	Participatory process at national level		Evaluation EU YC	ESC
			Preparation 2 <sup>nd</sup> set of questions	ESC
			Feedback on the outcome of YC 1	ESC
			Vision & opinion development, regarding the chosen themes in the YC 1	NGW's
5 <sup>th</sup> of September	3 <sup>rd</sup> deadline		Collect the answers on the 2 <sup>nd</sup> set of questions	NWG/ESC
Mid-September	4 <sup>th</sup> Meeting ESC		Evaluation of the NWG answers and preparations of BE-YC	ESC
1-5 October 2010	EUROPEAN YOUTH CONFERENCE 2 – BELGIUM		Produce statement(s) on employment	Support structure (facilitators team)
			Start to draft political outcome	
			Specific priority youth work	
Early November 2010	5 <sup>th</sup> Meeting ESC		Evaluation BE YC	ESC
			Preparation 3 <sup>rd</sup> set of questions	
October 2010 – February 2011	Participatory process at national level		Feedback on the outcome of YC 2	NWG's
			Ensure the youth position in the political outcome	
15 <sup>th</sup> of February	4 <sup>th</sup> deadline		Collect the answers on the 2 <sup>nd</sup> set of questions	NWG/ESC
End of February	6 <sup>th</sup> ESC Meeting		Preparation of HU-YC on the basis of the answers of the NWG	ESC
End of March 2011	EUROPEAN YOUTH CONFERENCE 3 HUNGARY		Finalise the resolution	Support structure (facilitators team)
			Specific priority citizenship	
Begin April 2011	7 <sup>th</sup> ESC Meeting		Evaluation HU-YC	ESC
April/ May 2011	2 YWP		Prepare the political outcome	HU Team presidency
May 2011 TBC	European Youth Week			EC

May 2011	Council of Ministers	Ensure political outcomes of the process on employment Evaluate the process	Evaluation HU-YC
June 2011	8 <sup>th</sup> ESC Meeting	Write a report on the structured dialogue Write a compilation of participation best practices for the next Trio	ESC