GENERAL ACTION PLAN TO BE SIGNED BETWEEN THE CITY COUNCIL OF MADRID, CITIZEN PARTICIPATION, TRANSPARENCY AND OPEN GOVERNMENT AREA, AND THE CITY COUNCIL OF XXXXXXXXX……FOR COLLABORATION IN THE COMMISSIONING OF THE CITIZEN PARTICIPATION MODEL IN THE MUNICIPALITY OF XXXX……

In the City of Madrid, on xxx of XXXXXXX, 201X

PARTIES PRESENT

On behalf of the City Council of Madrid**, DON PABLO SOTO BRAVO**, with DNI 50876105J, Delegate of the Citizen Participation, Transparency and Open Government Area, appointed by Mayoress Decree of June 13, 2015, acting under the Agreement of the Governing Board of the City of Madrid of October 29, 2015, and under its amendment of February 4, 2016, establishing the organization and powers of the Citizen Participation, Transparency and Open Government Area and powers are delegated to the incumbent and to the principals of the governing bodies which delegate those powers relating to the execution of agreements that are attributed to the Mayor in article 14.3 k) of the Law of Capital Status and Special Regime of Madrid 22/2006 of July 4.

On behalf of the City Council of XXXX, MR./MRS. **XXXXXXXXXXXXXXXXXXXXX**, with DNI number XXXXXXXXX, XXXXXXXXXXXXXXXCIF XXXXXXXXXXXXXXXXX and domiciled for the purposes of this Contract at XXXXXXXXXXXXXXXXXXXXXXXXX according to the expressed authorization established in XXXXXXXXXXXXXXXXXXXXXXX.

Both mutually acknowledge each other's capacity to sign the present action plan.

DO HEREBY DECLARE

I.- That the Citizen Participation, Transparency and Open Government Area of the City Council of Madrid has among other competencies that of maintaining relations of the Madrid City Council in matters of citizen participation with Public Administrations and other national and international organizations, institutions and associations, as well as with the Government Areas and Districts.

It also has the role of establishing new channels of citizen participation that inspire formalized and individual participation by encouraging the right of participation, as well as promote and coordinate projects of the City Council of Madrid on citizen participation as provided in the Agreement of the Governing Board of the City of Madrid of October 29, 2015, as well as in its amendment of February 4, 2016, establishing the Organization and Competencies of the Citizen Participation, Transparency and Open Government Area.

II.- That the City Council of xxxxxxxxxxxxxxxxxx.

III.- That the Citizen Participation, Transparency and Open Government Area has developed a model of citizen participation based on direct and individual participation in accordance with the provisions in the Organic Regulation of Citizen Participation of the City Council of Madrid, which is based on three actions that allow the participation of citizens in public affairs without prejudice to other future ones that could be implemented:

a) *Public Hearing*: whereby the City Council can submit the particularly significant issues of municipal action to citizen participatory deliberation.

b) *Right of Proposal*: by which the citizens can individually or collectively address any authority or municipal body in order to present proposals for action to improve the city.

c) *Participatory Budgets*: in which citizens participate in making decisions about municipal budget investments by the Madrid City Council.

IV.- The participation model is based on an open government portal called http://decide.madrid.es with license AGPLv3 and using Consul software. The model developed and implemented by the Madrid City Council is replicable by other administrations, which can take advantage of Madrid's experience to adapt it to their structure.

In line with the above, the creation of communication channels, mutual support and understanding will allow the sharing of knowledge and experiences, which will involve continuous improvement of the participation model to which will be added other public administrations' experiences and visions.

V.- That the City Council of xxxxxxxxxxxxxxxxxxxxxxxxx.

CLAUSES:

FIRST.- Purpose of the Action Plan.

The current GENERAL ACTION PLAN has as its purpose the setting of common objectives for action in the area of direct and individual participation of citizens in government decisions; articulating the collaboration of the parties in the establishment of a framework of understanding that can allow the participation of the citizenry; and collaborating in order to establish the necessary tools for the development of the citizen participation model.

SECOND.- Orientation guidelines between the parties.

2.1. The Citizen Participation, Transparency and Open Government Area makes available to the City Council of xxxxxxxxxxxxxxx the necessary collaboration for the implementation of the model of direct and individual participation of citizens in government decisions.

2.2. The Citizen Participation, Transparency and Open Government Area will collaborate with the City Hall of xxxxxxxxxxxxxxxxxxxx to establish the necessary bases for the implementation of the direct and individual citizen participation model.

2.3 The City Hall of xxxxxxxxxxxxxxxx will use the knowledge and tools that by virtue of the collaboration established in this action plan make available to you in the Citizen Participation, Transparency and Open Government Area to implement all or some of the following aspects of direct and individual citizen participation:

a) Citizen proposals

Participation tool that allows citizens to make a proposal for city improvement if it is supported by the rest of the citizens and if it has enough support to be put into practice.

b) Public hearing on specific actions

Participation tool that allows the submission to the citizenry some of the initiatives that the City wants to carry out.

c) Participatory proposals

Participation tool by which part of the budget of the City Council will be invested in what the citizenry decides directly. For this purpose, each citizen makes proposals for spending and gives support to the initiatives of other citizens. The financing of the proposals with the most support will be charged to the budgets of the entity.

2.4. The City Council of xxxxxxxxxxxxxxx will be able to use, share and adapt the experience shared by the Madrid City Council in order to establish the basis of the necessary framework for the implementation of the direct and individual citizen participation model.

2.5. In relationship with the guidelines established in sections 2.1 and 2.2 of this action plan, the (entity) may make available to the Citizen Participation, Transparency and Open

Government Area those tools for the improvement of transparency that it has developed or can develop within the term agreed in this instrument, whose use is not subject to prior payment or license.

Tools for the improvement of transparency are understood to be all IT developments that facilitate or improve the visualization of active advertising, the electronic management of the procedure for accessing public information and the provision and treatment of information susceptible to reuse (open data).

2.6. The signatory parties expressly acknowledge that the present general action plan is not and cannot be a future source of legal obligations enforceable between them or by third parties, being solely determinant of guidelines, directions or non-mandatory recommendations.

2.7. Both parties make themselves available to third parties to disseminate the direct and individual citizen participation model, collaborating in the media that is available.

THIRD.-Duration and Legal Status.

3.1. Duration: The framework of collaboration that arises from the present GENERAL ACTION PLAN has a duration of four years.

3.2. Opt-Out Clause: Any of the parties can disassociate themselves from the guidelines and directions at any time by notifying the other party.

3.3. Legal Framework: This action plan is governed by the laws of common administrative procedure and legal framework of the public sector and cannot be a source of obligations or rights between the parties.

As a demonstration of conformity with the common objectives indicated in the body of the present GENERAL ACTION PLAN, the participants identified in the heading sign this instrument in duplicate, at the place and on the dates indicated above, there being one copy for each party.

Madrid, …… of …….., 201**X**

DELEGATE OF THE CITIZEN PARTICIPATION, TRANSPARENCY AND OPEN GOVERNMENT AREA

XXXXXXX

MR. PABLO SOTO BRAVO