

CARING CITIES CONTACT SESSION 2 REPORT



Structure

Who attended?

Where was it?

What was the agenda?

What were the discussions focused on?

Progress from Contact Session 2

Resolutions from the meeting

Reference panel input

Final outcomes and way forward

Who attended?

- Representatives from, the City of Johannesburg (South Africa); Berlin, (Germany), Mashhad (Iran) Mexico City (Mexico), and Buenos Aires (Argentina) were present at contact session 2.
- Darlington Mushongera, a research specialist for the Gauteng City Region Observatory formed part of the working group.
- The participants at contact session 2 were:
 - Zayd Ebrahim for the City of Johannesburg
 - Lisa Zorn for Berlin
 - Hossein Kashiri for Mashhad
 - Ivan Escalante for Mexico City
 - Darlington Mushongera of GCRO
 - Soledad Cubas for Buenos Aires
 - Georg Smitchgen of Berlin

Who attended?



Logistics

- All participants arrived on the 15th and 16th May 2015.
- The City of Johannesburg took responsibility for all of the logistics.
- All participants were resident at the NH City Tower Hotel in Buenos Aires.
- The event took place on Sunday, 17 May 2015

Programme of the day

Time	Event	Responsibility
8:30 -9:00	Introduction and welcome	Z Ebrahim
9:00 – 10:00	Reflections on Contact session 1 recap	Z Ebrahim - All
10:00 – 11:30	Caring Cities Dimensions and Elements	D Mushongera and Z Ebrahim
11:30 – 11:45	Tea break	
11:45 – 12:45	Caring Cities Dimensions and Elements	D Mushongera and Z Ebrahim
12:45 – 13:45	lunch	
13:45 – 14:45	Caring Cities Dimensions and Elements	Z Ebrahim
14:45 - 15:45	Global perspectives on Caring Cities	All working group members to share their papers and findings
15:30 – 15:45	Tea break	
15:45 - 16:00	Discussion – finalisation of Barometer	Facilitator
16:00 - 16:45	Selecting pilot cities – roles and expectations	Z Ebrahim
	Closure	
16:45 – 18:30	Caring Cities presentation to Reference panel	All

Purpose of Session 2

- Reflect on Contact session 1's Outcomes
- Present the revised dimensions and elements of a Caring City
- Obtain a perspective from the various participant cities in terms of what makes a City Caring
- To enhance indicators/measures for the caring cities barometer
- To confirm the way forward on the scope of work and plan of action of the Initiative
- To confirm future virtual contact sessions and an ongoing means of communication
- To identify pilot cities to test the Barometer
- To prepare for the first session of the Reference panel meeting and to interact with the reference panel.

Progress from Contact Session 1

TASK	WORKING GROUP MEMBER	PROGRESS
A Google Group (circle) to be established on Google + including all members of the working group.	C Mastellaro	Done
A contact list of all the members of the working group and their contact details to be circulated by Email.	Z Ebrahim	Done
Members to circulate their Skype addresses by email.	All (WG)	Not all members are on Skype
Skype Meetings to be scheduled (time and date) by email prior to the date of the Skype meeting	Z Ebrahim	To be confirmed and stressed upon
A Google Drive to be established for the working group to share documents and information.	C Mastellaro	Done
A Letter from Metropolis and/ Johannesburg to be issued to all members confirming their participation in Caring Cities Initiative working group.	Z Ebrahim	Done
Meeting with the City Council of the City Council of Ramallah, confirm her representation of the city at the working group and establish a relationship to access data and information.	L Kassis	Status unknown
Prepare a document to determine the convention for naming of documents and undertaking version Control within the working group.	L Zorn	Done
Prepare a Document Style Guide for the working group to establish uniformity in the use of fonts, margins and the use of images within documents.	L Zorn	Done
Prepare a document defining the standard to be used for all units of measurement and currency. (metric system and US \$)	L Zorn, S Cubas	Done
Confirm willingness of Sunil Dubey, Metropolis to participate in the Reference Panel	Z Ebrahim	Agreed
Confirm willingness of Jan Erasmus, Johannesburg to participate in the Reference Panel	Z Ebrahim	Agreed
Confirm willingness of Pablo Senguimeti, Cedlas to participate in the Reference Panel	S Cubas	TBD
Confirm willingness of Arturo Ceron, IPN and Evalua to participate in the Reference Panel)	I Escalante	Done
Confirm willingness of Prof. Bolay to participate in the Reference Panel	C Mastellaro	TBD
Confirm willingness of Prof. Pedrazzini to participate in the Reference Panel	C Mastellaro	TBD
Confirm willingness of Berlin Senate representative to participate in the Reference Panel	L Zorn	Agreed
Confirm willingness of Mr Mahdi Baradaran to participate in the Reference Panel	H Kashiri	Agreed
Confirm willingness of Sao Paulo, Rovena to participate in the Reference Panel	C Mastellaro	TBD

Progress from Contact Session 1

TASK	WORKING GROUP MEMBER	Progress
Develop a brief or terms of reference for the members of the reference panel.	Z Ebrahim	Incomplete
Correspond with members of reference panel.	Z Ebrahim	Done
Invitation to participate in the reference panel.	Z Ebrahim	Done
Issue task requests	Z Ebrahim	
Provide an progress reports	Z Ebrahim	Done
Arrange their participation in meetings and events as required.	Z Ebrahim	Done
Prepare a document to specify the standard to be used in referencing and sourcing of data for all the working group outputs.	C Mastellaro	Not done
Translation of documents and material from English into other languages as required.	H Kashiri	When required
Develop Terms of reference to appoint a resource to undertake research into the content of the Barometer.	Z Ebrahim	GCRO appointed
A report to the board of the Metropolis is required at the end of each year (2)	Z Ebrahim	When required
Publish reports on Expenses against budget	Z Ebrahim	When required
Obtain a record of sign off and maintain a register of all documents signed off.	Z Ebrahim	
Work Group members will sign off all interim and final products for the initiative.	All (WG)	Need to re look at this
Internal record of sign of the City of Johannesburg in their role as project custodian	Z Ebrahim	Done
Submit reports and products to Metropolis Board or subcommittee for acceptance and adoption.	Z Ebrahim	When required
Roles required within the group will be motivated and proposed at a future time as required.	Z Ebrahim	
Communication and Awareness Management	Z Ebrahim, C Mastellaro	To be emphasised
Translation	H Kashiri	When required
Citizen consultation	All (WG)	
Monitor and report Progress against work plan	Z Ebrahim	Ongoing
Maintain and Issue/Risk register.	Z Ebrahim	To be done

Towards a Caring Cities Barometer - discussion

- Presentation was made by Zayd Ebrahim and Darlington Mushongera
- The presentation was structured as follows:
 - Cities in history
 - Why Cities exist
 - The challenge today.....
 - Basic challenges for cities
 - What is a caring city?
 - Conceptualising a caring city – Dimensions
 - Example of a Barometer

Presentation to the Reference panel

- The event took place as planned on 17 May 2015 between 16:45 and 18:30.
- Since this was the first meeting of the reference panel, the expectation was for the experts to provide feedback and direction on the status of the Initiative and to advise the working group on ways to enhance the Initiative.
- There were no pre prepared questions as progress was presented to date on the Initiative.
- The session took place as follows. The Initiative was presented by Zayd Ebrahim and Darlington Mushongera with the support of the working group. Thereafter, the Reference panel had the opportunity to ask as many questions as possible and each panel member provided an opinion on the progress of the Initiative. The session was facilitated by Ivan Escalante

Presentation to the Reference panel

- The members of the Reference Panel were:
- Mr Jan Erasmus: Director Strategy and Relations, City of Johannesburg, South Africa
- Ms Barbara Berninger: head of EU and Senate Affairs, Senate Department of Urban Development and the Environment, Berlin Senate, Germany
- Professor Sunil Dubey: Faculty member, University of Sydney, Australia
- Professor Paul James: Professor of Globalisation, University of Western Sydney, Australia
- Mr Rashid Seedat: Head Gauteng Planning Division, Gauteng Province, South Africa

Presentation to the Reference panel

- Presentation was made by Zayd Ebrahim and Darlington Mushongera
- The presentation was structured as follows:
 - Overview of the Initiative
 - Expected outcomes of the Initiative
 - Progress of the Initiative
 - Content focus

Feedback from Lisa Zorn

- Future goals for the project
 - Using the methodology of the „Circles of Social Life Approach“ project by Paul James will be a helpful source for the Caring Cities Initiative. There are many other projects that used similar methodologies for their research. It is important to be aware of them and to take advantage of them. Finding a methodology for the CCI (Caring Cities Initiative) creates a grounded basis for the future work. Please have a look at this book: “An Introduction of Qualitative Research” by Uwe Flick 2014.
 - Focusing the project on just a few major key points/elements will secure that the aim of the project will be achieved without losing sight of it.
 - The definition of dimensions and how they describe the elements for the CCI is from essential meaning.
- Different data sources of the cities need to be collected, listed and agreed by the group.
 - Organization of the Group
 - For communication in the group during the time until the next meeting it could be helpful if you send us a very short report every month or every two month to update everyone on the procedure of the project.
 - Creation of a communication pool: We agreed on skype meetings, E-Mail contact and dropbox as a file stock for the project. Please send a list with all skype names to the group.
 - What is happening with the papers which some of the cities have handed in for the last meeting in Buenos Aires?
 - Working task and written style for papers need to be defined before each hand in deadline?

Feedback from Soledad Cubas

- Methodology for the development of the Barometer
 - With regard to what was presented in our last meeting, it would be ideal if the presented document is sent to all the participants of the group, so that doubts and concerns regarding the documents can be discussed by the group once the meeting has taken place.
 - “Circles of Social Life Approach” Professor Paul James: In relation to the exposed previously, it will be necessary that each one of the group’s participants receives the work made by Prof. Paul James, with the objective of knowing in detail the initiative, methodology used, complexities found related to its design and learnings.
- It's necessary to:
 - Define a number/set of dimensions and what we understand by them
 - Understand what are the different data sources that have the cities of the
 - initiative
- Future Action Points
 - - Set an agenda of virtual contacts and potential future dates of group meetings
 - - Define the type of communication channel or platform: Skype conference and notifications though Facebook
 - - Design an action plan and work schedule
 - - It is suggested that the working material for the following group meeting should be sent within a considerable timeframe.
 - - It is proposed that the next working meeting lasts longer (scheduled) and according to a defined agenda
 - - Develop a presentation schedule for the reference panel (internal and external)

Feedback from Georg Smitchgen

- “I think the barometer’s indicators are too many and therefore blur the concept of “caring”. Therefore, I suggest to focus on the dimensions “Social Inclusion” and “Protection of the vulnerable”. I think this focus fits the idea that in modern society tribal and family ties are dissolving and therefore these “homebases” aren’t there anymore with regard to taking care of the weak members of society. Thus, the city’s administration has to step in. By the way, in Germany this kind of social caring is in the sole responsibility of the communities and cities. So, the question of who is responsible for this kind of policy is clear. With regard to the dimension of “natural environment” for instance this is not so clear making it problematic to have the correct object for research if you are just observing the cities. Concentrating on “Social Inclusion” and “Protection of the vulnerable” provides an unique selling point for the barometer and would provide a clear concept of “caring”.

Feedback from Darlington Mushongera

- **Possible ways to improve future contact session meetings.**
- Pre-contact assignments
- Instructions on what to prepare sent well in advance and submission process clear (i.e. sending to all members or to Zayd).
- Insist on members to read those submissions and give input during contact session.
- Give members a chance to present their papers and respond to questions from rest of group
- Plenary discussion on how all this can be incorporated into the main project.
- This means a two day workshop instead of one.

- **Conceptual understanding**
- Impress upon it in your report and in the next meeting.
- Members to be encouraged to restate it and comment on it.
- Work as team on the presentation to be shown to the reference team.

- **Reference group feedback**
- I suggest the following process
- We present to them our collectively generated ppt.
- We leave the room
- Have them discuss (the goods, the bads, etc)
- Bring us back in
- Issue an unified statement (comment on pros, cons and then their agreed statement)
- Have us respond/comment
- Conclude/and an agreement of way forward.
- This way both parties will go away with a clear understanding of what to expect in the next session

- **Communication**
- Setting up a communication platform should be done immediately. Skype, Whats app.