

# REGULATION OF THE DEMOPRAXIA

## CHAPTER I – GENERAL PROVISIONS

### **Art. 1 – Subject matter and scope of application**

This Regulation governs the functioning of the first- and second-level Forum and of the Cantiere, pursuant to Article 32 of the Constitution of the Statodellarte, as well as the operational modalities of the Mappatura pursuant to Article 42. The Regulation applies to all the Opere Demopratice of the Statodellarte, wherever they operate.

### **Art. 2 – Operating principles**

Every activity governed by this Regulation conforms to the Fundamentals enshrined in Title I of the Constitution and to the Tasks referred to in Title II. In particular, all demopratice action is guided by the trinamic Formula of Creation: the dialogue between different and opposite positions is aimed at the birth of unprecedented solutions, transforming conflictual dualism into harmonic and collaborative balance.

### **Art. 3 – Decision-making method**

In conformity with Article 23 of the Constitution, the bodies governed by this Regulation take decisions by the consensus method. Consensus is understood as the absence of substantial objections on the part of those present, verified by the coordination body at the end of the discussion. Where, after a first search for consensus, this is not reached, the coordination body reformulates the proposal, integrating the objections that have emerged, and proceeds to a second iteration. If consensus is not reached even after the second iteration, recourse is had to a vote by simple majority of those present. In the event of a tie, the proposal is deemed not adopted. Direct recourse to a majority vote is permitted exclusively for substantiated grounds of urgency, set out at the time of convocation by the person presiding and ratified by a majority vote of those present.

### **Art. 4 – Convocations**

The working sessions of the Forum and of the Cantiere are convened and presided over by the Coordination body of the Opera Demopratice. The convocation is transmitted at least fifteen days in advance for ordinary sessions and at least seven days for extraordinary ones, through the communication channels most effective in making them known to those entitled (digital platform, email, messaging). The convocation indicates: the date, time and place (physical and/or virtual) of the session; the order of business with the themes to be addressed; the expected duration; any character of urgency and the related grounds.

### **Art. 5 – Quorum and validity of sessions**

The sessions of the Forum and of the Cantiere are valid with the participation of at least one quarter of those entitled, pursuant to Article 25 of the Constitution. If the quorum is not reached within thirty minutes of the time indicated in the convocation, the session is postponed. The Coordination body issues a new convocation within fifteen days. Participation may take place either in physical presence or by remote connection, provided that the possibility of taking part in the discussion and of expressing their orientation is guaranteed.

#### **Art. 6 – Digital register and communications**

The Coordination body of the Opera Demopratica keeps and updates the digital register of the Participants in the Forum, in collaboration with Cittadellarte, including through the Segretariato Generale, which ensures its preservation pursuant to Article 30 of the Constitution. The register is always accessible to the registered Participants and to the Presidency of the Camera. Every official communication relating to the Opera Demopratica is transmitted through the digital platform provided by Cittadellarte and preserved in the archive of the Opera Demopratica.

## **CHAPTER II – THE MAPPATURA**

#### **Art. 7 – Purpose of the Mappatura**

The Mappatura is the investigation preliminary to the activation of the Forum. Its purpose is to identify and represent the communities of practice active in relation to the theme and, as a rule, the territory chosen for the Forum, pursuant to Article 42 of the Constitution. The Mappatura is conducted by the Ambasciata that proposes the Forum or by Cittadellarte, when the latter directly activates the Forum pursuant to Article 29.

#### **Art. 8 – Criteria of the Mappatura**

The investigation identifies the communities of practice according to the following criteria: relevance to the themes chosen for the Forum, attributable to the sustainable development goals and to their related targets and means of implementation; rootedness and activity in the reference territory, where the Forum is of a territorial nature; plurality and diversity of the communities represented, including organisations of various kinds (associations, foundations, enterprises, public and private bodies, committees, working groups and any other form of organised collaboration); openness to the principles of sustainability and willingness for cross-sectoral collaboration.

#### **Art. 9 – Modalities of the investigation**

The investigation is carried out through: direct survey by the Ambasciata or by Cittadellarte, also making use of databases, existing networks and knowledge of the territory; the dissemination of an open invitation to participate, published on the digital platform of the Statodellarte and by any other means considered effective; direct contact with the communities of practice identified, in

order to illustrate the principles, aims and functioning of the Forum. The investigation may include the preliminary collection of the issues considered most relevant by the communities contacted, in order to guide the definition of the themes of the Forum.

#### **Art. 10 – The Map**

The outcome of the Mappatura is the drawing up of the first Map, a document that represents the communities of practice identified, with an indication of their nature, sphere of activity and contact details. The Map is transmitted to the Presidency of the Camera, which sees to its integration, updating and publication pursuant to Article 64 of the Constitution. The Map is an open document, updated by the Coordination body of the Opera Demopratrica with the new communities that take part in the Forum and the Cantiere over time.

### **CHAPTER III – THE FIRST-LEVEL FORUM**

#### ***Section I – Activation and composition***

#### **Art. 11 – Activation of the Forum**

The Forum is activated on the initiative of the Ambasciata that proposes it or on the initiative of Cittadellarte, pursuant to Article 29 of the Constitution. The activation is preceded by the Mappatura referred to in Chapter II. The party that activates the Forum communicates its activation to the Presidency of the Camera and to the Collegio delle Ambasciate.

#### **Art. 12 – Participants in the Forum**

To the first meeting of the Forum there are invited to participate persons who are an expression of the communities of practice identified by the Mappatura. To subsequent meetings there are also invited to participate all those who have collaborated in the activities of the Cantiere and of its operational articulations. Participation in the Forum entails the acceptance of the principles and rules of the Constitution of the Statodellarte, pursuant to Article 27. The request for citizenship of the actual Participants in the Forum is accepted automatically. Each Participant is entered in the digital register of the Forum.

#### **Art. 13 – Themes of the Forum**

The themes of the Forum are chosen from among those attributable to the sustainable development goals, to their related targets and means of implementation, pursuant to Article 26 of the Constitution. The party that activates the Forum, on the basis of the indications that have emerged from the Mappatura and in coherence with the needs of the territory, proposes the themes in the convocation of the first meeting, formulating them preferably in the form of an open question. The themes may be revised and updated by the Forum itself in subsequent sessions.

#### ***Section II – Conduct of the sessions***

**Art. 14 – Organisation of the sessions**

The sessions of the Forum take place in the form of a participatory workshop. The Coordination body of the Opera Demopratica organises the work by alternating working tables and plenary sessions, according to the following indicative scheme: opening in plenary session with the presentation of the themes, of the objectives of the session and of the methodology; division into thematic working tables, each composed indicatively of eight to twelve persons; each table is assisted by at least one facilitator; reporting of the results of each table in plenary session; collective discussion and synthesis in plenary session. The Coordination body may adapt the scheme to the specific needs of the Forum, provided that the dialogue between different positions and the active participation of all those present are guaranteed.

**Art. 15 – Facilitators**

The facilitators of the working tables are identified by the Coordination body of the Opera Demopratica from among persons trained in the conduct of participatory processes coherent with the principles of Demopraxia and of the trinamic Formula of Creation. Their task is to ensure that the dialogue takes place in an orderly, inclusive manner oriented to the search for shared solutions. In particular, they foster the emergence of the different positions, facilitate their dialogue and guide the group towards the formulation of operational proposals. Cittadellarte may promote training courses for facilitators.

**Art. 16 – Minutes and documentation**

For each session of the Forum, concise minutes are drawn up by the Coordination body, reporting: the participants present; the themes addressed and the main positions that emerged; the proposals and decisions taken, with an indication of the method used (consensus or majority vote); any mandates conferred on the Cantiere. The minutes are made available to the registered Participants within fifteen days of the session, through the digital platform made available by Cittadellarte, including through the Segretariato Generale.

***Section III – Evaluation and action plan*****Art. 17 – Action Plan**

At the end of each cycle of work, the Forum approves an Action Plan that defines: the specific objectives to be pursued in the following period; the activities to be carried out through the Cantiere; the parties involved and their respective responsibilities; the indicative timeframes for implementation; the indicators for the evaluation of results. The Action Plan is communicated to the Presidency of the Camera and to the Collegio delle Ambasciate.

**Art. 18 – Annual evaluation**

The Forum evaluates annually the progress of the activities carried out by the Cantiere, pursuant to Article 26 of the Constitution, making the necessary revisions to the Action Plan. The evaluation is based on the results reported by the Coordination body of the Opera Demopratica and by the Cantiere, including through the presentation of data, reports and feedback gathered during the year. The public session for reporting the results is open to the participation of the territorial community.

## **CHAPTER IV – THE COORDINATION BODY OF THE OPERA DEMOPRATICA**

### **Art. 19 – Composition and appointment**

The Coordination body of the Opera Demopratica is appointed by the Forum in compliance with Article 33 of the Constitution. It is composed of an odd number of members between three and nine. One member is a representative of the party that activates the Forum. The remaining ones are identified by the Forum from among the Participants who hold citizenship of the Statodellarte and have actively collaborated in the cultural, artistic and social activities of their own community of practice, bringing important contributions in a spirit of communion and co-activity. An adequate gender representation is ensured.

### **Art. 20 – Spokespersons**

The Coordination body indicates within it two spokespersons of different gender, pursuant to Article 33 of the Constitution. The spokespersons represent the Opera Demopratica in relations with the other bodies of the Statodellarte and in external relations. The function of spokesperson may be exercised on a rotating basis.

### **Art. 21 – Tasks of the Coordination body**

The Coordination body of the Opera Demopratica has the task of: convening and presiding over the sessions of the Forum and of the Cantiere; drawing up the order of business of the sessions; keeping and updating the digital register of the Participants, in collaboration with Cittadellarte; coordinating the work of the Cantiere and of its operational articulations; reporting to the Forum on the progress of the activities of the Cantiere; seeing to the documentation of the Opera Demopratica and the transmission of the minutes and the Maps to the Presidency of the Camera; representing the Opera Demopratica before the Camera of the Statodellarte in the number of three members for each Coordination body.

### **Art. 22 – Term and renewal**

The Coordination body holds office for three years, pursuant to Article 33 of the Constitution. Upon expiry, the Forum proceeds to the appointment of the new Coordination body. The outgoing members may be reappointed. In the event of a vacancy of one or more members, the Forum proceeds to the replacement at the first available session.

## CHAPTER V – THE CANTIERE

### **Art. 23 – Activation and mandate**

The Cantiere is the operational expression of the Forum that activates it, pursuant to Article 35 of the Constitution. The mandate of the Cantiere is defined by the Action Plan approved by the Forum and by the specific themes that the Forum entrusts to it. The Cantiere acts autonomously within the limits of the mandate received.

### **Art. 24 – Participation in the Cantiere**

The works of the Cantiere are open to the Participants registered in the Forum that decided its activation. The Coordination body of the Opera Demopratica may invite further persons or accept their request for participation, pursuant to Article 36 of the Constitution. The new participations are integrated into the digital register of the Forum.

### **Art. 25 – Articulation into working groups**

Where necessary to explore specific themes in depth, the Cantiere articulates its works into sectoral working groups, pursuant to Article 37 of the Constitution. Each group is coordinated by at least two persons identified by the Coordination body of the Opera Demopratica from among the Participants in the Cantiere. The working groups operate on the themes assigned to them, producing proposals, initiatives and reports that are referred to the Coordination body.

### **Art. 26 – Conduct of the works**

The Cantiere operates with continuity between one session of the Forum and the next, according to a calendar of meetings established by the Coordination body. The Participants in the Cantiere bring the proposals and initiatives of the Action Plan into their own communities of practice, fostering dialogue and integration between the activities of the Cantiere and those of the communities themselves. The proposals and initiatives of communities of practice akin in activity or nature may be the subject of sector meetings, aimed at the elaboration of cross-cutting proposals.

### **Art. 27 – Reports and proposals**

The Cantiere reports periodically on its activity to the Coordination body of the Opera Demopratica, pursuant to Article 37 of the Constitution. Proposals for initiatives exceeding the mandate received from the Forum are submitted to the validation of the Coordination body. The Coordination body, where it considers it appropriate, submits them to the Forum at the first available session.

### **Art. 28 – Collaboration with institutions and research centres**

The Cantiere may avail itself of the collaboration of public and private institutions, research centres, universities, schools, trade associations and professional bodies, in coherence with Article 17 of the Constitution. Such collaboration may take the form of consultation, technical-scientific support, co-design or validation of the proposals elaborated.

## CHAPTER VI – THE SECOND-LEVEL FORUM

### **Art. 29 – Constitution of the second-level Forum**

Pursuant to Article 31 of the Constitution, when two or more Forums consider it useful to integrate their work on common or complementary themes, a second-level Forum is constituted. The decision to give life to the second-level Forum is taken by each of the participating Forums, by the decision-making method referred to in Article 3 of this Regulation. The proposal may be put forward by the Coordination body of one of the Forums concerned or by the Collegio delle Ambasciate.

### **Art. 30 – Composition and participation**

The second-level Forum is composed of the Coordination bodies of the participating Forums and is open to the registered Participants of each Forum that has resolved its constitution, pursuant to Article 31 of the Constitution. Participants in the respective Cantieri may also take part as observers, at the invitation of the coordination body of the second-level Forum.

### **Art. 31 – Coordination of the second-level Forum**

The second-level Forum appoints its own coordination body, composed of at least one representative for each participating Forum, in compliance with the principle enshrined in Article 24 of the Constitution and with adequate gender representation. The coordination body convenes and presides over the sessions, draws up their order of business and sees to the documentation.

### **Art. 32 – Functioning**

The second-level Forum operates with the same modalities provided for by this Regulation for the first-level Forum, in so far as applicable. It may activate its own Cantiere with a specific mandate on the integrated themes. The decisions of the second-level Forum may not modify or contradict the decisions of the first-level Forums that compose it, save with the express consensus of the latter.

## CHAPTER VII – THE CONDUCT OF THE DIALOGUE

### **Art. 33 – Principles of democratic discussion**

The dialogue within the Forum and the Cantiere is inspired by the trinamic Formula of Creation. Each participant is encouraged to express their position with freedom and respect. Differences of view are welcomed as a resource for the search for unprecedented solutions, not as a cause of opposition. The discussion is aimed at the construction of creative syntheses that integrate the different perspectives.

#### **Art. 34 – Procedure for the search for consensus**

The search for consensus is articulated into the following phases: presentation of the proposal or theme by the Coordination body or the proposer; a round of the table to gather the positions of all those present; identification of the points of convergence and of the substantial objections; reformulation of the proposal integrating the indications that have emerged (first iteration); verification of consensus – if reached, the proposal is adopted; otherwise, a further reformulation taking account of the residual objections (second iteration); final verification – if consensus is reached, the proposal is adopted; otherwise, a vote by majority of those present is taken pursuant to Article 23 of the Constitution.

#### **Art. 35 – Rules of conduct**

The Participants in the Forum and in the Cantiere commit to: listening attentively to the positions of others before intervening; expressing themselves with respect and in a constructive manner; contributing to the search for shared solutions; respecting the speaking times established by the Coordination body; not interrupting whoever has the floor. The Coordination body may call the participants to respect these rules and, in the event of repeated violation, temporarily suspend the right to intervene.

## **CHAPTER VIII – DIGITAL TOOLS AND ARCHIVES**

#### **Art. 36 – Digital platform**

Cittadellarte, including through the Segretariato Generale, makes available a digital platform for the functioning of the Opere Demopratiche, pursuant to Article 65 of the Constitution. The platform allows: the management of the digital register of the Participants; the convocation of the sessions and the dissemination of the order of business; the sharing of the working documents, the minutes and the Maps; remote participation in the sessions; the expression of consensus or dissent and, where applicable, voting; communication between the Participants and the Coordination body.

#### **Art. 37 – Archives**

The documentation produced by the Opera Demopratica (minutes, Maps, Action Plans, reports of the Cantiere) is preserved in the digital archive of the Statodellarte, by Cittadellarte, including through the Segretariato Generale, and by the Presidency of the Camera. The archive is

accessible to the registered Participants of each Opera Demopratica, as far as within their competence, and to the Presidency.

## CHAPTER IX – CESSATION AND SUSPENSION

### Art. 38 – Cessation and suspension of the Forum

The Forum is considered active until a reasoned decision of the Presidency of the Camera sanctions its cessation or suspension, also on the proposal of the Collegio delle Ambasciate, pursuant to Article 34 of the Constitution. The cessation or suspension of the Forum takes effect automatically on the bodies that are its emanation, including the Cantiere and its operational articulations. The registered Participants are informed promptly of the cessation or suspension and of the related grounds.

### Art. 39 – Effects of the cessation

The cessation of the Forum entails: the closure of the activities of the Cantiere and of the working groups; the transmission of the entire documentation to the Presidency of the Camera; the preservation of the register of the Participants in the archive of the Statodellarte. The citizenship of the Statodellarte acquired by the Participants in the ceased Forum is not affected by the cessation of the Forum itself.

## CHAPTER X – FINAL AND TRANSITIONAL PROVISIONS

### Art. 40 – Entry into force

This Regulation, elaborated by Cittadellarte and delivered to the Statodellarte pursuant to the transitional provisions of the Constitution, enters into force with the inaugural session of the Camera, simultaneously with the entry into force of the Constitution. It remains in force until different determinations of the Camera of the Statodellarte.

### Art. 41 – Amendments to the Regulation

This Regulation may be amended by the Camera of the Statodellarte on the proposal of the Presidency, pursuant to Article 56 of the Constitution. The amendments may in no case modify or alter the provisions of the Constitution.

### Art. 42 – Referral provisions

For all matters not expressly governed by this Regulation, the provisions of the Constitution of the Statodellarte apply. In the event of an interpretative doubt, the Constitution prevails. The

Collegio dei Garanti may be consulted to resolve interpretative questions pursuant to Article 69 of the Constitution.

**Art. 43 – Adaptation clause**

This Regulation is conceived as a practical framework, susceptible of adaptation to the specific cultural, territorial and organisational conditions in which each Opera Demopratica finds itself operating, in compliance with the Fundamentals of the Constitution. The Coordination bodies of the Opere Demopratiche may propose to the Camera, through the Presidency, supplementary operational guidelines for their own specific needs.