



Alto Comissariado para a Imigração e Diálogo Intercultural, I. P.



ONE-STOP-SHOP

A NEW ANSWER FOR IMMIGRANT INTEGRATION

JLS/2006/INTI/148

MINUTES OF THE FIRST STEERING COMMITTEE MEETING

- I. DATE:** Monday, 3 December 2007
- HOSTED BY:** Dirección General de Integración de los Inmigrantes (Secretaría de Estado de Inmigración y Emigración) – Spanish Partner.
Nacional coordinator: Miguel Ángel Gil
- LOCATION:** Secretaría de Estado de Inmigración y Emigración
C/ José Abascal 39, 28003 Madrid, Spain
- II. PARTICIPANTS:**
- Catarina Reis Oliveira, ACIDI, I.P., Lisbon – Portugal
 - Maria Miguel Santos Silva, ACIDI, I.P., Lisbon – Portugal
 - Fidèle Mutwarasibo, Immigrant Council of Ireland, Dublin - Ireland
 - Claire Healy, ACIDI, I.P., Lisbon & Country Researcher for Ireland
 - Miguel Ángel Gil, Dirección General de Integración de los Inmigrantes, Madrid - Spain
 - Gloria Pérez Arredondo, Country Researcher for Spain
 - Gloria Carroccio, Direzione Generale dell' Immigrazione, Rome - Italy
 - Alessia Attar, Country Researcher for Italy
 - Rainer Ohliger, Netzwerk Migration in Europa, e.V., Berlin - Germany
 - Triantafyllia Avramidi, Hellenic Migration Policy Institute (IMEPO), Athens - Greece
 - Aspasia Plakantonaki, IMEPO, Country Researcher for Greece
 - Maria Abranches, International Organization for Migration (IOM) - Lisbon Mission
- III. GUESTS OF PARTNER COUNTRIES**
- Raffaele Bracalenti, Italian Researcher



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- Prof. Michail - Thalys Poulantzas, who is a member of the Board of Directors of IMEPO

IV. MAIN ACTIVITIES:

1. Presentation of the Dirección General de Integración de los Inmigrantes (General Directorate of Immigrant Integration) by Miguel Ángel Gil.
2. Discussion of format and deadlines for draft and final versions of Country Reports. Discussion of process of consultation with NGOs and immigrant associations for Reports.
3. Planning of first Transnational Workshop in Dublin, Ireland. Setting of dates in 2008 for other Transnational Workshops in Athens and Berlin, and Steering Committee Meeting in Rome.
4. Further discussion on the composition of the national Advisory Committees, themes and dates for AC meetings (flexible).
5. Discussion of project management issues: signing of joint agreement, payment of partners' budgets, reimbursement of expenses and submission of Progress Reports.

V. MAIN OUTCOMES:

1. Partners were provided with detailed information on the various structures and activities of the Dirección General de Integración de los Inmigrantes in Spain, including brochures on:
 - Strategic Plan for Citizenship and Integration, 2007-2010: Executive Summary;
 - Spanish Observatory on Racism and Xenophobia (Oberaxe);
 - Refugee Reception Centres (CARs);
 - Programme of Voluntary Return of Immigrants;
 - Organogram of the State Secretariat for Immigration and Emigration
 - Annual Grants to NGOs (in Spanish);
 - Forum for the Social Integration of Immigrants (FISI) (in Spanish);
 - Statistical Bulletin on Foreign Affairs and Immigration (in Spanish).

Miguel also provided further information on the Spanish context: Most integration programmes are run by NGOs for the Spanish governments, with a budget of over €19 million. Immigrants are encouraged to access mainstream public services. Refugee Reception Centres are specifically for people seeking asylum and refugees, but immigrations in situations of vulnerability also use the services. Local councils and regional governments (autonomous communities) have access to a fund of €200



million for local level integration, according to criteria such as numbers of immigrants, numbers accessing social security.

2. The final format for the Country Report was approved. It was decided that:

- In relation to section 0, only Third Country Nationals should be included in the first four points, but additional relevant statistical information specific to the partner country should also be included in the fifth point.
- Further clarification was provided in relation to sections 1 and 2. It was decided that in legislative framework (section 1) could be included regularization processes.
- It was agreed that information related to section 3 should be provisional.
- Draft Country Reports are to be submitted before 18 January 2008, and will contain about 30 pages (+/- 10 pages, Times New Roman 12pt, line spacing 1.5, margins with 3 cm) that highlight the information collected to the sections 0, 1, 2 and 3 of the country report format.
- Before 18 January 2008, the Researchers will also submit a 5-page Executive Summary of the Report to facilitate collation of material by IOM.
- Subsequent to that date, Researchers will contact immigrant associations and immigrant support organisations to provide feedback on immigrants' experiences of Government services.
- Final reports, including sections 4 and 5, are due for submission to the Steering Committee before the end of February.

3. Dates were set for the Transnational Workshops (TWs) and Steering Committees (SCs) as follows:

- TW & SC, Dublin, Ireland, hosted by the Immigrant Council of Ireland, 2 St. Andrew Street, Dublin 2, on 25-26 February 2008. The theme will be: the role of Socio-Cultural Mediators in integration services for immigrants. Two representatives (preferably the National Coordinator and the Country Researcher) from each partner country will attend, together with a number of invited expert speakers. Partners should give the names of the persons that will attend to the next steering committee meeting and the Workshop until 14 December to Fidele Mutwarasibo, the national coordinator of Ireland (fidele@immigrantcouncil.ie).
- TW & SC, Athens, Greece, 26-27 May 2008
- TW & SC, Berlin, Germany, 14-15 July 2008
- SC, Rome, Italy, 7 November 2008
- SC & Final Conference, Lisbon Portugal, early 2009



It was agreed that for the next two transnational workshops (Athens and Berlin) new themes could be proposed. Proposals for themes should be submitted before the 18 of February.

4. It was agreed that Advisory Committees would be comprised of at least ten members, representing Government ministries and agencies, immigrant associations, NGOs and social partners. It is essential that each partner circulate a list of participants to be signed in each ACs meetings. Minutes are taken at each meeting, according the format provided (sent as an email attachment with the minutes of the Kick-Off Meeting), and have to be sent to the international coordination of the project (along with a copy of the list of participants). A number of set topics must be covered:
 - presentation of the project and off the One-Stop-Shop model (with examples);
 - presentation and discussion of the Country Report;
 - collection of Policy Recommendations to the implementation of the OSS in the country;
 - validate and discuss the IOM working documents (in preparation for the Guide).

The ACs must meet at least five times during 2008, otherwise the topics and frequencies of meetings are flexible.

5. National Coordinators were requested to send full, up-to-date details of staff members to the Project Coordinator before the end of this week (14 December), in order to facilitate the composition of the joint agreement, which will then be signed by all partner countries in succession, before the budgets can be paid out. The first Progress Reports are to be submitted by 18 February 2008. Partners are reminded to retain *boarding passes* for flights, as well as other receipts, in order to provide proof of travel. Each partner should keep the original receipts of expenses of their own budget and only provide copies to the Project Coordination.

VI. SECOND STEERING COMMITTEE MEETING & FIRST TRANSNATIONAL WORKSHOP

The second Steering Committee meeting and the first Transnational Workshop will take place in Dublin, Ireland, on 25-26 February 2008.

Provisional Agenda for second Steering Committee meeting (Monday 25 February):

- i. Presentation and Discussion of the Draft Country Reports
- ii. Presentation and Discussion of the first IOM working document.



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- iii. Discussion of inputs brought by the first minutes of Advisory Committee meetings.
- iv. Planning third Steering Committee meeting and second Transnational Workshop in Athens, Greece, on 26-27 May 2008.
- v. Account management of the Project

Agenda for first Transnational Workshop (Tuesday 26 February)

Topic: The Role of Socio-Cultural Mediators in a One-Stop Shop.
Speakers and Agenda to be confirmed.