



Conseil supérieur du vivre-ensemble

Minutes of the plenary session of 1st October 2024, 6.30 p.m. - 8.30 p.m.

In person meeting

Agenda

1. Introduction
2. Scheduling of plenary sessions 2025
3. Presentation of the *Intercultural Living Together Programme* and the role of the CSVEI, which is responsible for advising on the content of the programme.
4. Presentation of the *Internal Rules of Procedure* of the CSVEI
5. Miscellaneous

Members present

Representatives of ministries, municipalities, associations and SYVICOL:

BALDASSARRI Vanessa (Leudelange), BOUSSATA Allal (CLAE), CHEUNG Sing-Loon (Differdange), CHIBAEFF Cyrielle (Croix-Rouge), DA SILVA Liliane (Roeser), DELGARDO Mieria (Leudelange), DE OLIVEIRA Marco (MENJE), DIOP Cathy (Schieren), EL-KHOURY Victoria (Junglinster), ETGEN Rajesh (SYVICOL), GEIER Claire (ASTI), HARPES Christiane (Useldange), KETTMANN Sonja (Rambrouch), KIRPACH Spencer (MEGA), LOPES Jessica (CEFIS), MARGUE Charles (Lintgen), MOUSSA Mahmoud (Bettembourg), POLOGADO Raginee (Clervaux), POON Siu-Yin (Junglinster), REISEN Elisabeth (MCULT), SCHANK Flore (SYVICOL), SKRIJELJ Edvard (Inter-Actions), RENARD Sylvia (Sanem), VALENTI Mattia (Kopstal)

MFSVA representatives: DAEMS Anne, HEUERTZ Conny, SCHULTE Gesa, ZAHLEN Michèle

Members excused

BLISS Alain (MAINT), LOURENCO Angelo (Roeser), MENHAL Zina (Roeser), RAMDEDOVIC Munir (Esch-sur-Alzette), REITER Nadine (Leudelange), ROMEO Franca (Sanem), ZAOUROU Pascale (CLAE)

1. Introduction

CSVEI chairman Anne Daems welcomed all the participants and thanked them for attending the first plenary session.

Ms Daems asked the members whether the meeting could be held in Luxembourgish or whether anyone preferred another working language. She reminded members that minutes would be drawn up at the end of the plenary session and sent to all CSVEI members. She also pointed out that only one member of a pair could take part in the plenary sessions and that the full member could be replaced, if unable to attend, by their substitute member.

Ms Daems introduced her substitute, Ms Conny Heuertz, and Ms Gesa Schulte of the Living Together Division of the Ministry of Family Affairs, Solidarity, Living Together and Reception of Refugees participants and explained that the agenda items "Presentation of the *Intercultural Living Together Programme*" and "Presentation of the CSVEI's *Internal Rules of Procedure*" had been reversed for organisational reasons.

2. Scheduling of plenary sessions 2025

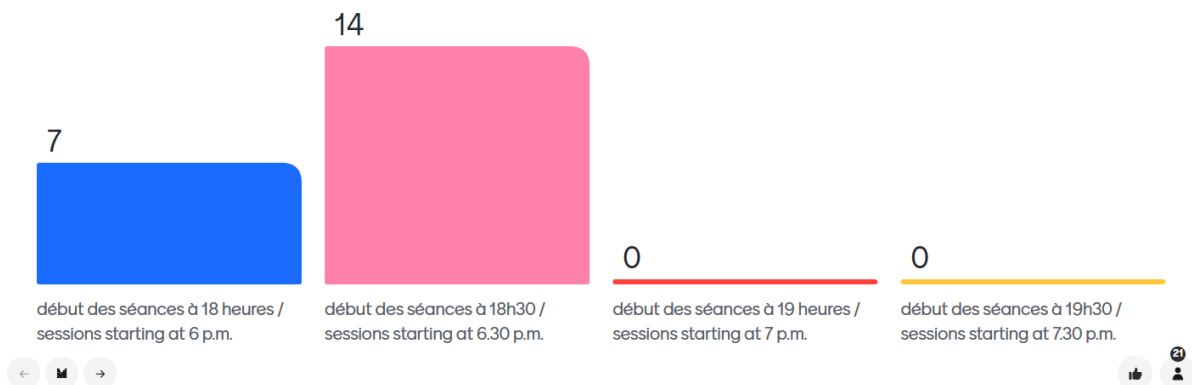
Michèle Zahlen, secretary of the CSVEI, explained to the participants that the plenary sessions are recorded to facilitate the drafting of the minutes. These recordings are not intended for publication and they are deleted once the minutes have been adopted at the next plenary session.

Michèle Zahlen invited the members present to vote on their preferred time slot for future meetings. The majority of the members voted in favour of plenary sessions starting at 6.30pm.

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Ms Zahlen also proposed the dates for the next plenary sessions (end of 2024 and 2025):

19 November 2024

25 March 2025

17 June 2025

23 September 2025

25 November 2025

The members approved the proposed dates.

3. Presentation of the *Intercultural Living Together Programme* and the role of the CSVEI, which is responsible for advising on the content of the programme.

Ms Gesa Schulte, head of the *Intercultural Living Together Programme* team within the Living Together Division of the Ministry of Family Affairs, Solidarity, Living Together and Reception of Refugees, presented the *Intercultural Living Together Programme* and the *Bürgerpakt*. Ms Schulte also emphasised the role of the CSVEI, whose task is to give its advise on the content of the *Programme*.

The Intercultural Living Together Programme consists of introductory and advanced modules.

Introductory modules include :

- Orientation Day
- The *Discover Luxembourg* module
- A language module

On completion of the three introductory modules, participants of the *Programme* receive a "Gouv Check" certificate. Under certain conditions, this certificate is taken into consideration when applying for long-term resident status and when applying to acquire Luxembourg nationality by option.

The *Programme* participants also have access to a catalogue of advanced/individual modules.

The advanced/individual modules are divided into five themes:

- Learning and practising languages
- Understanding administrative procedures
- Deepening knowledge of Luxembourg
- Committing to diversity and against racism and discrimination
- Actively participating as a citizen

which correspond to the seven objectives defined by the [law on intercultural living together](#).

There is no certification and no set order in which the advanced modules must be taken.

Work is underway to ensure that a catalogue of modules can be implemented. This work includes :

- Making the most of existing activities: an inventory is currently being drawn up with MFSVA partners and other ministries to identify activities and add them to the *Programme* catalogue.
- A better understanding of the needs of target audiences: organisation of surveys of municipalities; surveys of ARIS in preparation; possible surveys of the elderly.
- Also currently in preparation: an evaluation system for the public to check whether the activities on offer meet the needs and expectations of the target audience.

Proposed procedure for CSVEI's advice on modules :

- There is currently no digital platform in place. Pilot phase of the *Programme* underway, with a view to presenting a catalogue of modules developed on a new IT platform in 2025.
- Development of a set of eligibility criteria to define the modules in the catalogue. The MFSVA has drawn up a proposal for these criteria and invites the members of the CSVEI to give their opinion.
- The CSVEI will receive regular updates on evaluations and progress in implementing the *Intercultural Living Together Programme*.

Ms Schulte presented the main eligibility criteria developed for the modules:

- Education framework: non-formal but organised
- Intentional
- Group activities to bring people together
- Corresponding to objectives
 - Facilitating access to information
 - Encouraging citizen participation
- Addressing the target group
 - Major residents (and sub-groups)
 - Border residents
- Belong to one of the 7 thematic areas
- Be set up by the State, a municipality or by official or co-financed associations
- Take place in Luxembourg (or the Greater Region)
- Organised face-to-face or online
- Duration between 1 hour and 1 day (itinerary possible)

Promoting the Biergerpakt/Programme:

Ms Schulte also focused on the website (with its calendar of modules) and the *Programme* newsletter.

She highlighted the benefits of the *Programme*:

- Dynamic and interactive offer
- CSVEI members are invited to share their ideas for the *Programme* with the MFSVA

Ms Schulte invited the members of the CSVEI to take an active part in promoting the Biergerpakt and to inform their target audiences about it.

Ms Schulte concluded her presentation by announcing that the next Orientation Day would be held on 9 November 2024 at the European Convention Center Luxembourg in Kirchberg, and she kindly invited CSVEI members to attend the event.

Questions from CSVEI members about the presentation:

CEFIS asked about the registration rate and the nationalities of those taking part in the *Programme*. Ms Schulte said that more than 2,000 people had registered to this date, but that the nationalities of the participants were not known at present.

ASTI asked for the number of members per municipality. Ms Schulte explained that this aspect is currently being worked on in order to have registration figures by municipality in the future.

ASTI noted that segmentation by target audience within the *Programme* is important, as the *Programme* concerns many people. Promotion should primarily target people who have been living in Luxembourg for a long time.

Ms Schulte agreed with the idea of targeting different audiences more specifically. She pointed out that a promotional campaign was not yet in sight and that the work (development of the digital platform, development of the catalogue of modules, development of a promotional campaign) was being carried out in stages.

A member asked how the various individual modules are validated. Ms Schulte explained that validation is done by scanning a QR code or signing an attendance list. This is a provisional system. A platform with module validation and the possibility of creating pathways is currently being developed.

SYVICOL raised the question of a certain frequency for evaluating the modules and the *Programme*. Ms Schulte replied that participants of a module can submit an evaluation at the end of the module, and that the catalogue is to be evaluated every six months or at annual intervals.

Ms Anne Daems concluded this topic by explaining that the presentation would be sent to CSVEI members by e-mail and that any questions or requests for clarification could be forwarded afterwards.

4. Presentation of the Internal Regulations of Procedure

Anne Daems then presented the amendments to the Internal Regulations of Procedure submitted in writing to the members of the CSVEI. The amendments were reviewed by the plenary session, with members able to make comments, provide explanations or ask questions on the various points.

Anne Daems proposed to send a new version of the Internal Regulations of Procedure to members by e-mail after the plenary session, and to have the final version of the Rules approved at the next plenary session on 19 November.

The amendments discussed in plenary session concerned the following points in particular:

Proposed by CEFIS and approved by the members was the following amendment: The Conseil supérieur shall adopt its Internal Regulations of Procedure by an absolute majority of the votes of the members present and represented.

The CLAE proposed limiting the right to an indemnity to experts invited to the CSVEI. Ms Anne Daems pointed out that this amendment could not be adopted because entitlement to compensation was set by the [Grand Ducal Regulation of 28 February 2024](#). The CSVEI discussed and agreed on the experts to be invited to the CSVEI.

SYVICOL asked what was meant by the term "collegiality" in the Internal Regulations. Ms Daems clarified that this was a collegial body that worked in a respectful manner. SYVICOL withdrew its amendment.

ASTI and a member of a CCVEI proposed the introduction of two vice-chairmen who would replace the chairman if he were unable to attend. Ms Anne Daems explained that this amendment could not be adopted because the Grand Ducal Regulation does not mention any vice-chairperson(s). However, the chairman has a substitute, who is also a representative of the State, and the two function in pairs, like the other members of the Conseil supérieur.

Creation of an Executive Board (BUREX)

It was proposed that an executive board be created for the CSVEI, and the majority of members were in favour of this proposal. It was also proposed that the BUREX should meet on a regular basis and not just before the four plenary sessions per year. The following wording was adopted: "BUREX shall meet *at least* four times a year and no later than 3 weeks before each plenary session (in person or remotely) in order to ensure a good exchange of views and the smooth running of BUREX. Anne Daems made a proposal concerning the composition of the BUREX, which was approved by the members.

The BUREX tasks approved by the members of the CSVEI are as follows:

- Preparation of plenary meetings ;
- Setting the agenda ;
- Implementation of decisions taken at plenary meetings ;
- Takes the decisions needed to manage day-to-day business.

Ms Daems proposed that CSVEI members representing municipal committees and those representing associations interested in becoming members of the BUREX should submit their applications by e-mail to the CSVEI secretariat. The election of the BUREX will take place at the plenary session on 19 November.

ASTI stressed the importance of exchanges between the BUREX and the working groups, which can be set up on an ad hoc basis.

It was also decided that elections for the BUREX members would be repeated mid-term. The BUREX members may be re-elected.

One member pointed out that care would have to be taken to ensure that the future BUREX did not become a separate body operating independently of the CSVEI.

Addition to the missions of the CSVEI

It was proposed that the CSVEI's "Missions" should include the organisation of cycles of conferences, days, colloquia, or meetings in order to make the CSVEI better known to the general public. CEFIS, ASTI and the Red Cross objected to this idea, pointing out that organising conferences was not part of the CSVEI's remit and that this task required too great an investment of time. Ms Daems confirmed this argument. The members agreed on the use of the term "events", which leaves room for interpretation.

Budget

It was suggested that a point on the budget be added to the internal rules. Ms Daems pointed out that the CSVEI budget is an integral part of the budget of the Ministry of Family Affairs, Solidarity, Living Together and Reception of Refugees. A budget of €30,000 was allocated to the Conseil Supérieur for 2024. The same budget is planned for 2025, subject to a vote.

Other amendments agreed by CSVEI members:

- The quorum is established 15 minutes after the start of the plenary session.
- If the quorum is not reached, the members present will be able to discuss but not take decisions; the decisions prepared will be put to the vote at the next plenary meeting, held within 30 days, the date of which will be set by the members present or by the BUREX.
- The agenda is sent to CSVEI members 10 working days before each meeting.
- Any full and substitute member may submit a request to add an item to the agenda by sending an e-mail to the chair, with a copy to the secretariat. The BUREX will assess the relevance of the request and inform the member concerned by means of a reasoned reply of its decision whether or not to add the item to the agenda. Any item proposed collectively by 1/3 of the members and communicated by e-mail to the chair, with a copy to the secretariat, will be added to the agenda.
- Except in cases of urgency to be decided by the chairman, the notice of meeting must reach members at least 10 working days before the date set for the meeting.

- Plenary sessions are held in the language spoken by the majority of members present (Luxembourgish, French or English). Working documents may be submitted in English or French. Wherever possible, the secretariat will arrange a translation into French or English for working documents.
- The meeting always begins with an item on the agenda to allow members to add to the "Miscellaneous" section and to approve the report of the previous plenary session.
- The minutes are sent electronically to the members of the CSVEI for validation within one month of the meeting (excluding public holidays). They may not be made public until they have been approved by the CSVEI. Once approved, they are sent to the municipalities and to the consultative committees on intercultural coexistence for their information.
- The CSVEI does not need to produce an annual report. The CSVEI's activities are included in the MFSVA's annual activity report.
- The members agreed with the idea of giving a proxy vote: if a pair is unable to attend the CSVEI plenary session, it can give a proxy vote to another pair and thus be represented by it. A maximum of one proxy vote can be accepted per plenary session.
- Transport expenses cannot be covered by the MSFVA, as this is not provided for in the Grand Ducal Regulation (see Article 7). An increase in the allowance, as suggested by some members, cannot be taken into consideration for the same reason.

Anne Daems closed the first plenary session by asking the members of the meeting to send their comments on the draft of Internal Rules of Procedure by e-mail so that final adjustments could be made. She reminded members that the next meeting would take place on 19 November.

5. Miscellaneous

No other items were discussed at this meeting of the CSVEI.