

# The Inter-City Intangible Cultural Cooperation Network

-Statute-



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14F City Hall, 33 Gangneung Ave., Gangneung,  
Gangwon, Republic of Korea, 210-703

Tel: 82 33 640 5596

Fax: 82 33 640 4756

E-mail: [iccnsecretariat@gmail.com](mailto:iccnsecretariat@gmail.com)/[iccn2012@yahoo.com](mailto:iccn2012@yahoo.com)

[www.iccn.or.kr](http://www.iccn.or.kr)

# **Statute of the ICCN**

## **(Inter-City Intangible Cultural Cooperation Network)**

### **Preamble**

The participants of the *International Workshop of Local Government Administrators on 'Sustainable Development, Safeguarding the Intangible Cultural Heritage and Promoting Inter-City Network* held in Gangneung, Republic of Korea, from the 8<sup>th</sup> to the 11<sup>th</sup> of June 2005,

*Recognising* the crucial role of the intangible cultural heritage in sustainable development,

*Noting* that the intangible cultural heritage is under threat from globalisation and unsustainable developmental policies,

*Considering* the challenges facing local governments in safeguarding the intangible cultural heritage and the need to take appropriate measures to develop strategies and policies in this area,

*Endorsing* the initiative of the Gangneung City Government and the Korean National Commission for UNESCO to create an *Inter-City Intangible Cultural Cooperation Network* (hereafter referred to as "ICCN"),

*Establish* ICCN as a platform for the world-wide collaboration of mayors and local government units for safeguarding of the intangible cultural heritage, as envisioned in the Gangneung Declaration of 2004.

### **Article 1. Name and Legal Status**

The name of the Network is *Inter-City Intangible Cultural Cooperation Network (ICCN)*. The Network is a non-governmental organization, open to any local government willing to share the ideas and vision of ICCN.

### **Article 2. Objectives**

The ICCN is committed to action-oriented policies concerning the safeguarding of the intangible cultural heritage, and agrees:

- (a) to use the ICCN in formulating and implementing informed and balanced developmental and cultural strategies and policies in which sustainable development and the safeguarding of intangible heritage rank as priorities among local governments;
- (b) to incorporate and implement the UNESCO Convention for the Safeguarding of the Intangible Cultural Heritage (**particularly the definitions therein and articles 14, 15 and 18**); **as attached in Annex I**;
- (c) to promote the relationship between local communities and local governments in regards to the safeguarding of intangible cultural heritage, and to improve awareness as to why such relationships are fundamentally necessary;
- (d) to utilize the ICCN as a means to meet the challenges of globalisation as they affect cultural diversity, and to preserve the cultural diversity of communities consisting of unique and invaluable local traditional cultures.

### **Article 3. Membership**

The membership of ICCN is structured in the following categories: Full Members and Associate Members.

1. **Full Members:** Full Members are accredited local government units as represented by their leaders. A Full Member has the right to exercise one vote at the General Assembly, propose items for inclusion in the provisional agenda of the General Assembly, be represented at the ICCN meetings and events, initiate and promote the cooperative projects within ICCN, and can be elected as a member of the Executive Board.
2. **Associate Members:** Associate Members are accredited NGOs, organizations of custodians, performers and other actors of intangible cultural heritage, specialized organizations for safeguarding of the cultural heritage. Associate Members may participate without voting rights in the deliberations of the General Assembly, may participate in the ICCN meetings and events, and may be given temporary voting rights at the General Assembly when it is authorised by and represents the member city it belong to.
3. **Admission:** Membership of the ICCN shall be proposed by the Executive Board to the General Assembly. The proposal of the Board shall be subject to approval by the General Assembly. (Qualifying members may express their wish to join ICCN by notifying the ICCN Secretariat; the Secretariat shall report this to the Executive Board for their consideration).

4. **Finance:** Members in the Network will self-finance activities associated with and/or arising from their membership as well as providing moral and technical support to ICCN;
5. **Cooperation with UNESCO National Commission:** Each Member will seek the advisory services of its UNESCO National Commission to ensure its actions at the local level are in conformity with UNESCO's global objectives for the safeguarding of the intangible cultural heritage.
6. **Observers:** A non-member city, which is participating in the Round Table of Mayors and wishes to join the network, may send a representative to the meeting as an observer.

#### **Article 4. Organs**

The organs of the ICCN are: General Assembly, Executive Board, International Advisory Committee, and Secretariat

##### **1. General Assembly (Round Table of Mayors)**

- (a) General Assembly shall consist of the mayors or representatives of the member cities. It will serve as the highest decision-making body of the ICCN. The General Assembly shall meet every two years.
- (b) There will be one (1) Chairperson and one (1) Vice-Chairperson. The mayor of host city shall assume the Chairperson's position and will hold office until the next meeting of the General Assembly. The Vice Chairperson shall be elected by a majority of the ICCN Members present and voting at the General Assembly and will hold office until the next meeting of the General Assembly. The Chairperson shall preside over the General Assembly and the meetings of the Executive Board during his/her tenure. The Vice-Chairperson shall assume the duties of the Chairperson in the case where unavoidable circumstances prevent the Chairperson from performing his/her duties.
- (c) The General Assembly shall perform the following functions:
  - (i) Determine the general policies and principle functions of ICCN.
  - (ii) Approve annual action programmes proposed by the Executive Board.
  - (iii) Elect the members of the Executive Board.
  - (iv) Decide a venue for the next meetings.
  - (v) Amend the Statute of ICCN when necessary.

##### **2. Executive Board**

- (a) The Executive Board is made up of five (5) to eight (8) members and consists of one (1)



Chairperson, one (1) Vice-Chairperson and the members.

The Chairperson and Vice-Chairperson of the General Assembly shall serve as the Chairperson and Vice-Chairperson of the Executive Board during their tenure. After completion of their tenure, they hold the remainder of their term of office as board members.

- (b) Board members shall be elected by a majority of the ICCN members present and voting at the General Assembly and shall hold office for four years.
- (c) The mayor of the city of the Secretariat shall automatically be a member of the board.
- (d) The Executive Board shall meet annually, and it shall perform the following functions:
  - (i) Prepare the agenda and annual action programme for the approval of the General Assembly.
  - (ii) Approve the admission of new members to ICCN.
  - (iii) Implement other activities necessary to administer ICCN.

### **3. International Advisory Committee**

- (a) An International Advisory Committee for ICCN, made up of 5-10 international experts, is to be decided by the Executive Board in consultation with ICCN Members.
- (b) The role of this International Advisory Committee is to provide expert advice to assist ICCN in achieving its objectives.
- (c) The committee shall hold a regular meeting during the bi-annual meeting of the General Assembly, or at other times to be determined by its members, and shall suggest consented agenda to the General Assembly and the Executive Board in consultation with the Secretariat.

### **4. Secretariat**

- (a) The Gangneung City Government will serve as the Secretariat and principal coordinator of the Network, and finance its own operations in such capacity;
- (b) The mayor of the city of the Secretariat represents the Secretariat and the Network and appoints the Secretary-General. The Secretary-General may attend all ICCN meetings and shall carry out the decisions of the General Assembly and the Executive Board, and shall manage the Secretariat.
- (c) The role of the Secretariat may be assumed by other Full Members with a majority consensus agreement by a quorum of the Full Members, on the condition that the hosting Member must finance its own operations in such capacity;

## **Article 5. Activities**

The Inter-City Intangible Cultural Cooperation Network will undertake the following activities:

### **1. Meetings of members**

(a) the organisation of the bi-annual General Assembly, the annual meeting of the Executive Board and the bi-annual workshop of the local government administrators to encourage and facilitate practical discussion on ways to improve the work carried out in the member localities to safeguard local expressions and practices of intangible cultural heritage;

### **2. Information gathering and sharing**

(a) the promotion of cultural mapping as an essential tool in identifying the intangible cultural heritage and in creating inventories and databases of this heritage and in prioritising the required actions and policies to safeguard this heritage;

(b) the exploration of possibilities for developing and expanding ICCN such as the establishment of a “centre for safeguarding the intangible heritage” and the exchange of digitized information systems for documenting the intangible cultural heritage;

### **3. Training**

(a) the organisation of regular and results-oriented training workshops for local government administrators, cultural heritage professionals and custodians/practitioners to build safeguarding capacity in areas identified to be of importance;

### **4. Exchanges**

(a) the promotion of personal exchanges for hands-on learning and sharing experiences relating to cultural policies for development and safeguarding the intangible heritage;

(b) the exchange of folklore festivals and other cultural events among Members, in which both performers of traditional culture and local government policy makers will participate, in collaboration with specialized NGOs.

## **Article 6. Future Operations**

1. The Members of ICCN shall further examine, elaborate and adopt additional activities and implementation modalities as appropriate and when deemed necessary.

2. Any changes to this Statute can be made with a majority vote of the ICCN members present and voting at the General Assembly.

3. UNESCO will inform National Commissions of the formation of ICCN and request National Commissions to inform, in turn, their respective concerned constituencies, including all local government units.

## Rules of Procedure of ICCN General Assembly

### **Rule 1. Frequency**

The General Assembly shall meet once every two years.

### **Rule 2. Venue**

Any Full Member may invite the General Assembly to hold a session in its territory. The Executive Board shall be informed of all such invitations and shall decide the venue of the next session.

### **Rule 3. Membership**

The General Assembly shall be composed as defined in the Statutes.

### **Rule 4. Functions**

The General Assembly shall perform the following functions:

1. Determine the general policies and main lines of work of ICCN.
2. Approve annual action programmes proposed by the Executive Board.
3. Elect the members of the Executive Board.
4. Decide a venue for the next meetings.
5. Amend the Statute of ICCN when necessary.

### **Rule 5. Quorum**

The presence of half of the Full Members of the General Assembly shall constitute a quorum.

### **Rule 6. Chairperson and Vice-Chairpersons**

The Chairperson shall declare the opening and closing of meetings, direct discussions, ensure observance of these

Rules of Procedure, accord the right to speak, put questions to the vote, announce decisions, rule on point of order, control the proceedings and maintain order. In the absence of the Chairperson, the Vice-Chairperson shall assume duties of the Chairperson.

### **Rule 7. Secretariat**

ICCN Secretariat shall function as the Secretariat of the General Assembly and can be supported by the host city. The Secretariat shall prepare provisional agenda for the General Assembly in close

consultation with member cities, and carry out the decisions of the General Assembly and the Executive Board.

**Rule 8. Approval of the agenda**

1. The provisional agenda shall be submitted by the Secretariat to the General Assembly for approval.
2. During the General Assembly, agenda items may be amended or may be deleted from the agenda by a majority of the Members present and voting.
3. New items of an important and urgent character may be added to the agenda by approval of a majority of the Members present and voting.

**Rule 9. Election**

1. On the proposal of any Full Member, the General Assembly shall at each session elect a Vice Chairperson by a majority of the Members present and voting. The Vice Chairperson shall hold office until the next session of the General Assembly.
2. On the proposal of any Full Member, the General Assembly shall at every second session elect an Executive Board by a majority of the Members present and voting. Members of the Board shall hold office for four years.

**Rule 10. Admission of new Members**

1. Any local government that shares the vision of ICCN may become a Full Member by approval of the Executive Board.
2. Any NGOs, organizations of custodians, performers and other actors of intangible cultural heritage, specialized organizations for safeguarding the cultural heritage may become an Associate Member by approval of the Executive Board.

**Rule 11. Working Language**

The working language of the General Assembly shall be English.

**Rule 12. Amendment**

Proposal for amendments to these rules may receive the approval of the General Assembly by a majority of the Member present and voting.