



CIMES – TECHNICAL FILES FOR COLLABORATING CITIES

INSTRUCTIONS: Please complete as much of the form as you can and in as much detail as possible. When you have finished your work, please send it to the CIMES Programme Management Team, preferably by the end of April 2004.

A – THE MARKET SPACE/THE SOUK

Sedentary markets are the most representative examples of the mediating function performed by our cities (CIMES). Historically speaking, they have not only crystallised the flows of commerce between the different settlements within a given territory, but have also become places for social contact and interaction. They have become meeting points for people and places for exchanging merchandise from different points of origin but that generally tend to come from the more or less immediate territory.

1 – Municipal commerce: A general perspective:

- General commentary about the characteristics and dynamics of the main types of commercial activity found in the municipal area
- Evaluate and provide data (if available) about the relative importance of commerce within the economic structure of the city (its contribution to the local economy, % employment in commercial activity);
- Name, locate and generally describe the municipality's (sedentary and non-sedentary) markets, indicating the type of products that they sell (foodstuffs, traditional handicraft products, personal equipment, flowers, meat, etc.), the type of transactions carried out (wholesale or retail) and the frequency with which these markets are held and how they are organised.

2 – Analyse and describe one of the city's most typical market places or souks.

(It would be particularly interesting to focus on a market at which food products are bought and sold)

2.1 – Generally describe the different types of market and the functions that they serve: a) sedentary, travelling / b) retail, wholesale, mixed trading / c) frequency: daily, weekly, fortnightly / d) area of influence: neighbourhood, local area, metropolitan area, region... e) Describe how the market is managed: who organises the market, who regulates it, who implements the rules (if there are any)

2.2 – Generally describe its location:

- souk, open air, semi-covered, covered, indoor, etc.
- describe the place where the market is held: major street, major square, in the centre, on the periphery....
- schematic diagram showing the access points and their locations on a street map.
- approximate surface area occupied by the market
- total built area (m²) (if the market occupies a building or other permanent structure)



2.3 – Describe the form of the installations:

- diagram of the layout of the market: stalls, walkways for pedestrians and traders, loading and unloading areas, parking facilities, cold storage or refrigeration facilities, storage areas, etc.
- (approximate) date of construction or establishment of the installation
- text describing the evolution of the market's form and structure

2.4 – Generally describe the setting: number of buyers, evaluation of frequency of use, noise levels, musical atmosphere, etc.

2.5 – Describe the buying-selling process: how potential buyers are attracted, who begins the buying-selling dialogue, how the buyer and seller greet each other, how products are chosen, how prices are set, the payment process, how the products are prepared and handed to buyers, how the buyer and seller say good-bye to each other

2.6 – Describe of some products that could be considered local because of: their local production, their place-specific characteristics, their high level of local consumption, etc. Justify your choice.

2.7 – Enclose four photographs: a general view of the market; a view of one of the stalls or shops; a photograph of typical products grown or made in the local area; and a photograph capturing the general atmosphere (buyers, groups, etc)

B – PUBLIC SPACES

Public spaces are the main venues for meetings and all types of social contact. They are spaces that permit movement, but also serve as meeting and reception points and even as spaces that help to build a sense of urban identity. They are spaces that can be enjoyed both individually and collectively and that also give character to the urban structure.

In this section we would like you to generally describe the network of public spaces (gardens, promenades, parks, squares, urban axes, pedestrian walkways, souk, etc) and also to provide a detailed description of one of the features that you choose: one of the city's most characteristic sites; a site with particular historic significance; one of the city's most "popular" (used) spaces, etc (explain the reasons for your choice).

1 – Generally describe the public spaces in the city (gardens, promenades, parks, squares, urban axes, pedestrian walkways, souk, etc).

- 1.1 – Try to include some sort of typology, naming spaces and providing a brief description of them. For example - Squares: main square, designed in the 16th century, bordered by covered galleries which are very popular during local festivities. This is the main meeting point for the local population, a variety of public functions and events are held in it...
- 1.2 – Try to indicate the positions of any places mentioned on a street plan.
- 1.3 – Analyse the possible existence of networks or of other features that connect these public spaces together



2 - Describe and analyse one of the public spaces most frequented by the local population.

2.1 – Describe the form of the space:

- Locate and generally describe the area within which the space is located and provide information about its relationship with the whole of the urban structure,
- diagram of its ground plan layout,
- describe the elements that form its landscape: monuments, urban furniture,

2.2 – Functional description:

- Functions housed by the area and activities that are carried out in this space.

2.3 – The rhythms of the space: describe the number and general characteristics of its users on a typical working day and on a rest day.

2.4 – Historical evolution of the space: of its initial configuration, of its transformation, and of the urbanistic projects and interventions that have been developed in and around it, etc.

2.5 – Accompany your analysis with 3 photographs: one of a general space (this could be an aerial photograph); another of one of the details that best qualifies or identifies this particular space (some of its monumental elements, a sculpture, an element of urban furniture, etc.), the third should show the space with a certain amount of social or festive activity.

C – PLACES OF WORSHIP

1 – Generally describe the places of worship in the city and the functions that they serve (both for places of worship and for spaces associated with religious activity such as convents, religious seminaries, etc).

1.1- Try to make a classification, naming individual spaces and providing brief descriptions. For example - Saint Paul's Cathedral: construction began in 1849 and ended in, built in the style....., still hosts religious functions today.

1.2 – Try to locate the places mentioned on a street map.

1.3 – Analyse the location of these spaces and their relations with the urban structure.

2 – Describe and analyse of one of the city's most popular or representative places of worship.

2.1- Describe the form of the space:

- Location and relation with the rest of the urban structure
- Generally describe the area in which it is located and its immediate surroundings.
- Diagram of its ground plan layout.
- Describe the main elements that configure and compose it.



1.4 – Functional description:

Functions housed by this environment and activities that are carried out in its different spaces.

1.5 – The rhythms of the spaces: describe the number and characteristics of its users in the course of a typical working day and on a rest day.

1.6 – Historical evolution of the space: of its configuration, of its transformation, of the urbanistic projects and interventions that have developed in and around it, etc.

1.7 – Accompany your analysis with 3 photographs: one of the general space; another of some of its most characteristic details; and a third showing one of the activities that are carried out in it (a religious service, a moment of prayer, a meeting, etc).