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EUROPEAN LANDSCAPE CONVENTION

CEP-CDCPP

8th COUNCIL OF EUROPE CONFERENCE ON THE EUROPEAN LANDSCAPE CONVENTION

*Conference organised under the auspices of the Belgian Chairmanship of
the Committee of Ministers of the Council of Europe*

GENERAL ACTIVITY REPORT ON THE EUROPEAN LANDSCAPE CONVENTION AND STATUS OF SIGNATURES AND RATIFICATIONS

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*Document of the Secretariat General of the Council of Europe
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Summary

At its 1200th Meeting of 28 May 2014 (CM/Del/Dec(2014)1200 30 May 2014), the Committee of Ministers took note of the abridged report of the 3rd meeting of the Steering Committee for Culture, Heritage and Landscape (CDCPP), which noted the implementation of the Work Programme of the European Landscape Convention for the preparation of the 8th Conference of the European Landscape Convention (Strasbourg, 2015).

The Conference is invited to:

- take note of the General Report of activities on the European Landscape Convention prepared by the Secretariat of the Convention of the Council of Europe (Part 1), considering that the work carried out will be presented in more detail during the Conference;
- take note of the status of signatures and ratifications of the European Landscape Convention (Part 2).

PART 1

GENERAL REPORT OF ACTIVITIES ON THE EUROPEAN LANDSCAPE CONVENTION

“ The landscape ...

... has an important public interest role in the cultural, ecological, environmental and social fields, and constitutes a resource favourable to economic activity and whose protection, management and planning can contribute to job creation; ... contributes to the formation of local cultures and ... is a basic component of the European natural and cultural heritage, contributing to human well-being and consolidation of the European identity;

... is an important part of the quality of life for people everywhere: in urban areas and in the countryside, in degraded areas as well as in areas of high quality, in areas recognised as being of outstanding beauty as well as everyday areas ;

... is a key element of individual and social well-being and ... its protection, management and planning entail rights and responsibilities for everyone.”

Preamble of the European Landscape Convention

Adopted in Strasbourg by the Committee of Ministers of the Council of Europe on 19 July 2000, the European Landscape Convention¹ was opened for signature by the Organisation's member states in Florence on 20 October of that year. As the first international treaty devoted exclusively to all aspects of landscape, it addresses the Council of Europe's key challenges in the areas of human rights, democracy and the rule of law.

The Council of Europe member states signatory to the Convention have declared themselves “(c)oncerned to achieve sustainable development based on a balanced and harmonious relationship between social needs, economic activity and the environment”. The Convention is therefore the first international treaty devoted to sustainable development, with the cultural dimension a particularly relevant factor.

Although each citizen must, of course, contribute to preserving the quality of the landscape, it is the authorities that are responsible for establishing the general framework that enables that quality to be assured. The Convention accordingly lays down the general legal principles that must guide the adoption of national and Community landscape policies and the establishment of international co-operation in this area.

To date, 38 Council of Europe member states have ratified the Convention: Andorra, Armenia, Azerbaijan, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Finland, France, Georgia, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Moldova, Montenegro, Netherlands, Norway, Poland, Portugal, Romania, San Marino, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, “The former Yugoslav Republic of Macedonia”, Turkey, Ukraine and the United Kingdom. Two states have also signed it: Iceland and Malta².

¹ Website of the European Landscape Convention : <http://www.coe.int/EuropeanLandscapeConvention>

² See Part 2, state of signatures and ratifications of the European Landscape Convention.

The Convention states that it is open for signature by the Council of Europe member states and that the instruments of ratification, acceptance or approval shall be deposited with the Secretary General of the Council of Europe. The Council of Europe's Committee of Ministers can invite the European Community and any European state that is not a member of the Council of Europe to accede to the Convention by a majority decision as provided in Article 20.d of the Council of Europe's Statute and by the unanimous vote of the States Parties entitled to hold seats in the Committee of Ministers.

The Convention provides that existing competent Committees of Experts, set up under the Council of Europe's Statute, shall be designated by the Council of Europe's Committee of Ministers to be responsible for monitoring its implementation. This is currently the task of the Steering Committee for Culture, Heritage and Landscape (CDCPP)³, which discusses in particular the results of the Council of Europe conferences on the European Landscape Convention. After each of its meetings, the Secretary General of the Council of Europe forwards a report on the work carried out and on the operation of the Convention to the Committee of Ministers.

The aim of the work programme in support of the implementation of the Convention is to ensure the monitoring of its application, promote European co-operation, gather examples of good practices, promote knowledge and research, raise awareness and foster access to information. The meetings of the Workshops for the implementation of the European Landscape Convention, which are regularly organised by the Council of Europe in co-operation with a host country, aim to conduct in-depth analyses of certain matters associated with that implementation. Several issues of the Council of Europe journal *Futuropa, for a new vision of landscape and territory* have been devoted to the subject of landscape. The references of the work carried out by the Council of Europe since the adoption of the Convention are mentioned below, and the documents are available at the Council's European Landscape Convention website.⁴

³ It became clear that the Convention objectives would be more easily achieved if the Parties' representatives were able to meet on a regular basis to develop joint co-ordinated programmes and jointly monitor the implementation of the Convention. Given the many aspects of landscape activities, it was decided on 19 July 2000 that this monitoring work should be assigned to the Committee for the activities of the Council of Europe in the field of biological and landscape diversity (CO-DBP) and to the Cultural Heritage Committee (CD-PAT), which work, within the Council of Europe, in the area addressed by the Convention and have direct access to the Committee of Ministers. Following the entry into force of the Convention, it was believed that, in order to carry out this task it would be a good idea for the two committees to meet at a conference and provide the Convention with an appropriate discussion forum. The Declaration of the second Conference of Contracting and Signatory States of the European Landscape Convention, which was adopted in Strasbourg on 29 November 2002 and of which the Committee of Ministers took note on 28 May 2003, also asked the Committee of Ministers to involve the Committee of Senior Officials of the European Conference of Ministers responsible for Regional Planning (CEMAT) in the work of the committees of experts responsible under Article 10 for monitoring implementation of the Convention. After 1 March 2004, the date of its entry into force, it was evident that the Convention should provide itself with a structure enabling it to fully play its role and to foster the development in states of policies corresponding to the principles that it introduces. On 30 January 2008, the Committee of Ministers adopted the terms of reference of the Steering Committee for Cultural Heritage and Landscape (CDPATEP), which is responsible for dealing with natural and cultural heritage issues. Its task is to monitor the cultural heritage and landscape conventions. A new committee, the Steering Committee for Culture, Heritage and Landscape (CDCPP), was set up in 2012 by decision of the Committee of Ministers.

⁴ The references of the documents mentioned in this document are available at the Council of Europe's European Landscape Convention website:

<http://www.coe.int/Conventioneuropennedupaysage>; <http://www.coe.int/EuropeanLandscapeConvention>

The proceedings of the Workshops for the implementation of the European Landscape Convention can be found in the Council of Europe's "European spatial planning and landscape" series:

http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/publications_EN.asp?

Books published by Council of Europe Publishing:

http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/publications_EN.asp?

The Council of Europe journal *Futuropa, for a new vision of landscape and territory*:

http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/naturopa_EN.asp?

The Council of Europe's Committee of Ministers has demonstrated its full support for the Convention and its implementation. First of all, it adopted it in Strasbourg on 19 July 2000⁵ before it was opened for signature by the Organisation's member states. It then adopted four other fundamental texts on its implementation: Recommendation CM/Rec(2008)3 of the Council of Europe Committee of Ministers to member states on the guidelines for the implementation of the European Landscape Convention⁶, Resolution CM/Res(2008) on the rules governing the Landscape Award of the Council of Europe, Recommendation CM/Rec(2013)4 of the Committee of Ministers to member states on the European Landscape Convention Information System of the Council of Europe and its glossary, and Recommendation CM/Rec(2014)8 of the Committee of Ministers to member states on promoting landscape awareness through education⁷.

The Convention and the basic texts concerning its implementation contribute to promoting legal recognition of the landscape, ensuring that the landscape dimension is taken into account in national and international policies, and developing international co-operation.

1. The legal recognition of landscapes

The Convention defines landscape as “an area, as perceived by people, whose character is the result of the action and interaction of natural and/or human factors”. It also provides that each Party shall undertake “to recognise landscapes in law as an essential component of people's surroundings, an expression of the diversity of their shared cultural and natural heritage, and a foundation of their identity”.

The landscape is recognised irrespective of whether it is of exceptional beauty, since all forms of landscape have a bearing on citizens' quality of life and should be taken into account in landscape policies.

The scope of the Convention is extensive: it applies to the entire territory of the Parties and relates to natural, urban and peri-urban areas, including land, inland water and marine areas. It therefore concerns not just remarkable landscapes but also ordinary everyday landscapes and degraded areas.

Recommendation CM/Rec(2008)3 of the Committee of Ministers to member states on the guidelines for the implementation of the European Landscape Convention, sets out a “Suggested text for the practical implementation of the European Landscape Convention at national level for use as guidance for public authorities when implementing the European Landscape Convention”.⁸ It states that a specific national ministry should be responsible for implementing landscape policy and for interministerial co-ordination in that area, that it should organise consultation with civil society and the assessment of landscape policies by an ad hoc body, and that, in collaboration with the other ministries and with public participation, it should regularly develop and review a national landscape strategy laying down the guiding principles of landscape policy and describing the paths taken and the goals pursued in order to protect, manage or plan landscapes.

It provides that this landscape strategy should be made public and that ministries whose activities influence landscapes should liaise with departments responsible for implementing landscape policy in the course of their activities and regularly report on their landscape policy.

⁵ http://www.coe.int/t/dg4/cultureheritage/heritage/Landscape/Publications/Convention-Txt-Ref_en.pdf
<http://conventions.coe.int/Treaty/EN/Treaties/Html/176.htm>

⁶ [https://wcd.coe.int/ViewDoc.jsp?Ref=CM/Rec\(2008\)3&Language=lanEnglish&Ver=original&Site=CM&BackColorInternet=9999CC&BackColorIntranet=FFBB55&BackColorLogged=FFAC75](https://wcd.coe.int/ViewDoc.jsp?Ref=CM/Rec(2008)3&Language=lanEnglish&Ver=original&Site=CM&BackColorInternet=9999CC&BackColorIntranet=FFBB55&BackColorLogged=FFAC75)

⁷ http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/textes_EN.asp?

⁸ Recommendation CM/Rec(2008)3, Appendix 2.

It also provides that regional and local authorities should have staff familiar with landscape issues in order to implement landscape policy in their spheres of competence, taking landscapes into account at their respective territorial levels. The text reiterates that landscape policy is a responsibility shared between the national authorities and regional and local authorities, in keeping with the principle of subsidiarity.

The documents entitled “Landscape in languages and laws in the States Parties to the European Landscape Convention” and “Landscape Lexicon: richness and diversity of words, texts and approaches to landscape in Europe” compile information on the meaning of the word landscape in the languages of the States Parties to the Convention and in the legal texts adopted in connection with implementing the Convention.⁹

Various studies dealing with sustainable development and drawing attention to the role of landscape in the lives of human beings and societies have been carried out.

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- “*Landscape policies: contribution to the well-being of European citizens and to sustainable development (social, economic, cultural and ecological approaches)*”, Strasbourg (France), 23-24 May 2002
- “*Landscapes and individual and social well-being*”, Strasbourg (France), 27-28 November 2003
- “*Landscape and society*” Ljubljana (Slovenia), 11-12 May 2006
- “*Multifunctional Landscape*”, Evora (Portugal), 20-21 October 2011

The following publications bring together thematic reports on the implementation of the European Landscape Convention:

- *Council of Europe, “Landscape and sustainable development: challenges of the European landscape Convention”, Council of Europe Publishing, 2006*
 - Landscape and social, economic, cultural and ecological approaches
 - Landscape and individual and social well-being
- *Council of Europe, “Landscape facets”, Council of Europe Publishing, 2012*
 - Landscape and ethics

The Council of Europe journal *Futuropa, for a new vision of landscape and territory*:

- “Landscape: the setting for our future lives”, *Naturopa*, 1998, no. 86
- “European Landscape Convention”, *Naturopa*, 2002, no. 98
- “Landscape through literature”, *Naturopa/Culturopa*, 2005, no. 103
- “Landscape and public space”, *Futuropa, for a new vision of landscape and territory*, 2014, no. 3

⁹ This documents Documents CEP-CDCPP (2015) 5 and 6, are presented at the 8th Council of Europe Conference on the European Landscape Convention, 19-20 March 2015:
http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/reunionconf/conf_EN.asp?

2. Taking account of the landscape dimension in national and international policies

The Convention provides that each Party shall undertake at the national level to establish and implement landscape policies, on the one hand, and to integrate landscape into its other policies that may have a direct or indirect impact on landscape, on the other. They also undertake to co-operate on taking into account the landscape dimension in international policies and programmes and to recommend, where relevant, that landscape considerations be included in them.

The establishment and implementation of landscape policies

The Convention states that “landscape policy” means “an expression by the competent public authorities of general principles, strategies and guidelines that permit the taking of specific measures aimed at the protection, management and planning of landscape”. Among its “general measures”, it also provides that each Party shall undertake “to establish procedures for the participation of the general public, local and regional authorities, and other parties with an interest in the definition and implementation of [the] landscape policies”. In particular, Recommendation CM/Rec(2008)3 of the Council of Europe Committee of Ministers to member states on the guidelines for the implementation of the European Landscape Convention contains a set of theoretical, methodological and practical guidelines intended for Parties to the Convention who wish to draw up and implement landscape policies on the basis of the Convention.

The Convention provides a definition of the terms “protection”, “management” and “planning” of landscapes:

- “protection” means “actions to conserve and maintain the significant or characteristic features of a landscape, justified by its heritage value derived from its natural configuration and/or from human activity”;
- “management” means “action, from a perspective of sustainable development, to ensure the regular upkeep of a landscape, so as to guide and harmonise changes which are brought about by social, economic and environmental processes”;
- “planning” means “strong forward-looking action to enhance, restore or create landscapes”.

Participation, “general measures” to promote landscape policies

The Convention provides that each Party shall undertake “to establish procedures for the participation of the general public, local and regional authorities, and other parties with an interest in the definition and implementation of [the] landscape policies”. It accordingly demands a responsible, forward-looking attitude on the part of all players whose decisions influence landscape quality, and therefore has consequences in many policy and action areas, both public and private.

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- “*Innovative tools for the protection, management and planning of landscape*”, Strasbourg (France), 23-24 May 2002
- “*Landscape and society*” Ljubljana (Slovenia), 11-12 May 2006
- “*Landscape identification and assessment: an exercise in democracy*”, Cetinje (Montenegro), 2-3 October 2013
- “*Visions for the future of Europe on territorial democracy: landscape as a new strategy for spatial planning*”, Thessaloniki (Greece), 1-2 October 2012

The publication:

- Council of Europe, “*Landscape and sustainable development: challenges of the European landscape Convention*”, Council of Europe Publishing, 2006

- Landscape and innovative instruments
- Landscape identification, assessment and quality objectives
- Landscape and public participation

Awareness-raising, training, education, landscape identification and assessment, setting landscape quality objectives and implementing landscape policies, “specific measures” to promote landscape policies

The Convention provides that each Party shall undertake “to establish and implement landscape policies aimed at landscape protection, management and planning through the adoption of [the] specific measures”. The “specific measures” to promote landscape policies are mentioned below.

Awareness-raising

This is about increasing awareness among civil society, private organisations and public authorities of the value of landscapes, their role and changes to them.

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- “*Awareness-raising, training and education*”, Strasbourg (France), 23-24 May 2002

The publication:

- *Council of Europe, “Landscape and sustainable development: challenges of the European landscape Convention”, Council of Europe Publishing, 2006*
- Landscape and awareness-raising, training and education

Training

It is important to promote training for specialists in landscape appraisal and operations as well as multidisciplinary training programmes in landscape policy, protection, management and planning, for professionals in the private and public sectors and for the associations concerned.

See in particular on this subject:

The publications:

- *Council of Europe, “Landscape facets”, Council of Europe Publishing, 2012*
 - Landscape and training of landscape architects
- *Council of Europe, “Landscape dimensions”, Council of Europe Publishing (may appear in 2015)*
 - Landscape and training of civil engineers¹⁰

Education

It is important to promote school and university courses that, in the relevant disciplines, address the values attaching to landscapes and the issues raised by their protection, management and planning. Recommendation CM/Rec(2014)8 of the Committee of Ministers to member states on promoting landscape awareness through education focuses in particular on school teaching in primary and secondary education, considering that educational activities in the landscape field are an excellent way of giving meaning to the future of young people.

¹⁰ Report presented to the 8th Council of Europe Conference on the European Landscape Convention (document: CEP-CDCPP (2015) 15).

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- “*Awareness-raising, training and education*”, Strasbourg (France), 23-24 May 2002

The publications:

- *Council of Europe, “Landscape and sustainable development: challenges of the European landscape Convention”, Council of Europe Publishing, 2006*
- Landscape and awareness-raising, training and education
- *Council of Europe, “Landscape facets”, Council of Europe Publishing, 2012*
- Landscape and children’s education
- *Council of Europe, “Landscape dimensions”, Council of Europe Publishing (may appear in 2015)*
- Landscape and primary and secondary education

Identification and assessment

It is necessary to enlist the help of all the players concerned to improve knowledge of landscapes and ensure that landscape identification and assessment procedures are guided by exchange of experience and methodology between Parties at European level.

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- *Landscape identification, assessment and quality objectives, using cultural and natural resources; Awareness-raising, training and education”, Strasbourg (France), 23-24 May 2002*
- “*Landscape identification and assessment: an exercise in democracy*”, Cetinje (Montenegro), 2-3 October 2013

The publications:

- *Council of Europe, “Landscape and sustainable development: challenges of the European landscape Convention”, Council of Europe Publishing, 2006*
- Landscape identification, assessment and quality objectives
- *Council of Europe, “Landscape facets”, Council of Europe Publishing, 2012*
- European local landscape circle studies

Defining landscape quality objectives

The aim is to define landscape quality objectives for the landscapes identified and assessed, after public consultation. The term “landscape quality objective” means, for a specific landscape, the formulation by the competent public authorities of the aspirations of the public with regard to the landscape features of their surroundings.

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- “*Landscape identification, assessment and quality objectives, using cultural and natural resources; Awareness-raising, training and education*”, Strasbourg (France), 23-24 May 2002
- “*Landscape quality objectives: from theory to practice*”, Girona (Spain), 28-29 September 2006

The publication:

- *Council of Europe, “Landscape and sustainable development: challenges of the European landscape Convention”, Council of Europe Publishing, 2006*
- Landscape identification, assessment and quality objectives

The implementation of landscape policies

It is necessary to introduce instruments aimed at protecting, managing and/or planning the landscape.

According to Recommendation CM/Rec(2008)3 of the Committee of Ministers to member states on the guidelines for the implementation of the European Landscape Convention, in order to implement landscape policies a general planning and development process should be introduced. This should use specific instruments and provide for the landscape dimension to be included in sectoral instruments. It notes that instruments are already being employed in several countries and each can be a model for either creating new instruments or improving existing ones. The main categories are landscape planning (landscape study plans included in spatial planning); the inclusion of the landscape in sectoral policies and instruments; shared charters, contracts and strategic plans; impact and landscape studies; evaluations of the effects of operations on landscape not subject to an impact study; protected sites and landscape; relationship between landscape and regulations concerning the cultural and historic heritage; resources and financing; landscape awards; landscape observatories, centres and institutes; reports on the state of the landscape and landscape policies; and the management of transfrontier landscapes.

Consultation and decision-making meetings are held by the Council of Europe member states at the national, regional and local levels with the support or participation of the Council of Europe Secretariat in order to foster debate and the adoption of policies for the implementation of the Convention. These policies make it possible to promote horizontal co-operation between ministries, vertical co-operation between tiers of government and/or cross-cutting co-operation between the authorities, professionals, the population and the private sector.

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- “*Innovative tools for the protection, management and planning of landscape*”, Strasbourg (France), 23-24 May 2002
- “*Landscape in planning policies and governance: towards integrated spatial management*”, Piešťany (Slovakia), 24-25 April 2008

Integrating the landscape into other policies that may have a direct or indirect impact on it

The Convention provides that each Party shall undertake “to integrate landscape into its regional and town planning policies and in its cultural, environmental, agricultural, social and economic policies, as well as in any other policies with possible direct or indirect impact on landscape”.

According to the Convention, developments in agriculture, forestry, industrial and mineral production techniques and in regional planning, town planning, transport, infrastructure, tourism and recreation and, at a more general level, changes in the world economy have in many cases led to the degradation, standardisation or transformation of landscapes. It points out that many rural and peri-urban areas in particular have undergone and are continuing to undergo far-reaching changes and deserve great attention on the part of the authorities and the public.

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- “*Landscape and spatial planning*”, Strasbourg (France), 27-28 November 2003
- “*Landscapes for urban, suburban and peri-urban areas*”, Cork (Ireland), 16-17 June 2005
- “*Landscape and rural heritage*”, Sibiu (Romania), 20-21 September 2007

- “*Landscape in planning policies and governance: towards integrated spatial management*”, Piešťany (Slovakia), 24-25 April 2008
- “*Landscape and driving forces*” (*climate change and the new energy paradigm, the “Globalscape”, landscape and social transformations, production systems and consumption patterns*), Malmö/Alnarp (Sweden), 8-9 October 2009
- “*Landscape, infrastructures and society*”, Córdoba (Spain), 15-16 April 2010
- “*Multifunctional Landscape*”, Evora (Portugal), 20-21 October 2011
- “*Visions for the future of Europe on territorial democracy: landscape as a new strategy for spatial planning*”, Thessaloniki (Greece), 1-2 October 2012
- “*Sustainable landscapes and economy: on the inestimable natural and human value of the landscape*”, Urgup, (Turkey), 30 September, 1-2 October 2014

The publications:

- Council of Europe, “*Landscape and sustainable development: challenges of the European landscape Convention*”, Council of Europe Publishing, 2006
 - Landscape and spatial planning
- Council of Europe, “*Landscape facets*”, Council of Europe Publishing, 2012
 - Landscape, towns and peri-urban and suburban areas
 - Landscape and transport infrastructure: roads
 - Road infrastructures: tree avenues in the landscape
- Council of Europe, “*Landscape dimensions*”, Council of Europe Publishing (foreseen in 2015)
 - Landscape and wind turbines
 - Landscape and leisure
 - Landscape and economy
 - Landscape and advertising

The Council of Europe journal *Futuropa, for a new vision of landscape and territory*:

- “*Landscape through literature*”, *Naturopa/Culturopa*, 2005, no. 103
- “*Vernacular rural habitat, a heritage in our landscape*”, *Futuropa, for a new vision of landscape and territory*, 2008, no. 1

3. The development of international co-operation

The Contracting Parties undertake to co-operate at the international level in catering for the landscape dimension in international policies and programmes, and to recommend as appropriate the inclusion of landscape considerations in these policies and programmes. They accordingly undertake to co-operate in respect of technical and scientific assistance and exchange of landscape specialists for training and information, and to exchange information on all matters covered by the Convention.

The Council of Europe organises this co-operation through its conferences on the European Landscape Convention. Held since 2001 at the Palais de l’Europe, they enable progress to be made on implementing the Convention.¹¹ Representatives of the Parties to the Convention and signatory states participate in them, as do representatives of the main Council of Europe bodies: the Committee of Ministers, the Parliamentary Assembly, the Congress of Local and Regional Authorities and the Conference of Non-Governmental Organisations with participatory status at the Council of Europe. Also present with observer status are representatives of Council of Europe member states that are not

¹¹ Council of Europe Conferences on the European Landscape Convention have been held on 22-23 November 2001, 28-29 November 2002, 17-18 June 2004, 22-23 March 2007, 30-31 March 2009, 3-4 May 2011, 26-27 March 2013 and 19-20 March 2015.

http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/reunionconf/conf_EN.asp?

The *Celebration of the 10th anniversary of the European Landscape Convention 2000-2010 – New challenges, new opportunities*, was held in Florence, Italy, on 20-21 October 2000.

http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/publications_EN.asp?

yet Parties or signatories, as well as international governmental and non-governmental organisations with an interest in the subject.

The results of the discussions held at the meetings of the Workshops for the implementation of the European Landscape Convention and the meetings of the working groups responsible for drawing up draft recommendations, thematic reports produced by Council of Europe experts formulating action proposals, and proposals made by the juries of the Council of Europe Landscape Award are presented at these conferences with the aim of preparing draft decisions, which are submitted to the steering committee responsible for the Convention.

The development of transfrontier co-operation

Transfrontier landscapes are the subject of a specific provision: “The Parties shall encourage transfrontier co-operation on local and regional level and, wherever necessary, prepare and implement joint landscape programmes.”

Recommendation CM/Rec(2008)3 of the Committee of Ministers to member states on the guidelines for the implementation of the European Landscape Convention also pays particular attention to the management of transfrontier landscapes.

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- “*Integration of landscapes in international policies and programmes and transfrontier landscapes*”, Strasbourg (France), 27-28 November 2003
- “*Landscape and transfrontier co-operation*”, Andorra la Vella (Andorra), 1-2 October 2015

The publication:

- Council of Europe, “*Landscape and sustainable development: challenges of the European landscape Convention*”, Council of Europe Publishing, 2006
- Landscape and policies, international programmes and transfrontier landscapes

The Council of Europe journal *Futuropana*, for a new vision of landscape and territory – “Landscape and transfrontier co-operation”, 2010, no. 2

The 16th Council of Europe Meeting of the Workshops for the implementation of the European Landscape convention on “*Landscape and transfrontier cooperation: landscape knows no borders*”, will be organised in Andorra la Vella, Principality of Andorra, on (30 September), 1-2 October 2015.

The promotion of European co-operation, mutual assistance and the exchange of information

To ensure exchanges of information and monitoring of the implementation of the Convention in the various Council of Europe member states, a document setting out the landscape policies pursued in the member states is produced on a regular basis.¹²

The use of the European Landscape Convention Information System currently being set up pursuant to Recommendation CM/Rec(2013)4 of the Committee of Ministers to member states on the European Landscape Convention Information System of the Council of Europe and its glossary will permit access online to information concerning national and regional policies that have been developed.¹³ The

¹² http://www.coe.int/t/dg4/cultureheritage/heritage/Landscape/national_en.asp.

¹³ Public part to be completed by the Parties to the Convention: https://elcl6.coe.int/WebForms/Public_List.aspx

glossary has been produced in order to explain certain terms employed so as to provide access keys for authorities, organisations or citizens seeking useful information on landscape policies.¹⁴

The States Parties to the Convention are invited to make use of this “ELC L6” Information System and its glossary in the context of their co-operation, to work together on developing it further and to continue to exchange information on all the matters covered by the provisions of the Convention in order to promote an awareness of landscapes and the policies relating to them.

Recognition of exemplary projects: the Council of Europe Landscape Award Alliance of the European Landscape Convention

The European Landscape Convention provides for a Council of Europe Landscape Award recognising policies or measures adopted by local or regional authorities or non-governmental organisations to protect, manage and/or plan their landscape which have proved lastingly effective and can thus serve as an example to other territorial authorities in Europe.

On 20 February 2008, the Council of Europe’s Committee of Ministers adopted Resolution CM/Res(2008)3 on the rules governing the Landscape Award of the Council of Europe. The Award and special mentions are conferred every two years on the basis of a Committee of Ministers decision following a proposal by a jury and a Council of Europe steering committee tasked with monitoring the implementation of the Convention. Four criteria have been established for the conferment of the Council of Europe Landscape Award: sustainable territorial development, exemplariness, public participation and awareness-raising.

A section of the Convention website, entitled “Council of Europe Landscape Award Alliance of the European Landscape Convention”, is devoted to a presentation of national award-winning projects.¹⁵ These extremely important awards are real sources of inspiration and show it is possible to promote the territorial dimension of human rights and democracy by improving the landscape features of people’s living environment.

Depending on the case, they promote landscape protection through measures to preserve the significant and characteristic features of the landscape; landscape management through action from a sustainable development perspective to ensure the regular upkeep of a landscape so as to guide and harmonise change; or landscape planning through forward-looking action to enhance, restore or create landscapes. These projects foster “landscapes for living”, in urban and peri-urban areas; “landscapes to discover”, through the provision of roads or country paths; “historical and living landscapes”, between nature and culture; or landscapes that enable people to “get to know the countryside and take action to support it”, by establishing methodologies and other landscape promotion tools.

1st Session of the Award

Eight projects were submitted to the Council of Europe Secretary General by States Parties to the European Landscape Convention for the 1st Session 2008-2009 of the Council of Europe Landscape Award.

¹⁴ http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/GlossaryL6_en.pdf

¹⁵ http://www.coe.int/t/dg4/cultureheritage/heritage/Landscape/Alliance/default_en.asp.

See also the “Landscape Award of the Council of Europe” section of the European Landscape Convention website http://www.coe.int/t/dg4/cultureheritage/heritage/Landscape/default_en.asp; Publication “*Landscape Award of the Council of Europe*”, Council of Europe’s European spatial planning and landscape series, 2012, no. 96 (presentation of the projects in Sessions 1 and 2 of the Award);

http://www.coe.int/t/dg4/cultureheritage/heritage/Landscape/Publications/LandscapeAwards_en.pdf ;

[http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/publications_EN.asp?](http://www.coe.int/t/dg4/cultureheritage/heritage/landscape/publications_EN.asp)

On 23 September 2009, the Council of Europe's Committee of Ministers decided to confer the Council of Europe Landscape Award on the *Parc de la Deûle, Lille Métropole, France*. It found that the project met the criteria for the conferment of the award in terms of sustainable territorial development, exemplariness, participation and raising public awareness, and expressed its satisfaction at the success of the links established between urban and rural space and at the great commitment of everyone involved in the rehabilitation and upgrading of the landscape.

The Committee of Ministers also conferred a Council of Europe Landscape Award special mention to the *Cristina Enea Park, San Sebastian City Council, Spain*. It found that the project met the four criteria for the conferment of the award in terms of sustainable territorial development, exemplariness, participation and raising public awareness, and acknowledged the excellent results of the long-term planning carried out with a view to qualitative promotion of the landscape, while taking as full account as possible of socio-cultural elements.

The Committee of Ministers warmly congratulated the organisers of the following projects, in view of their importance in terms of implementing the Convention:

- *The system for marking tourist trails, Czech Tourist Club, Czech Republic*
- *The Landscape Management of the Hämeenkyrö National Landscape Area, City of Hämeenkyrö, Finland;*
- *Implementation of the complex nature conservation and landscape management programme in the Zámoly Basin, Pro Vértes public foundation for nature conservation, Hungary;*
- *The Val di Cornia Park System, Val di Cornia, Italy;*
- *The biodiversity and natural resources management project, Association for Nature Conservation, Turkey.*

Finally, the Committee of Ministers acknowledged the exemplary nature of the *Regional distribution of landscape types in Slovenia* project, *University of Ljubljana, Faculty of Biotechnology, Department of Landscape Architecture, Slovenia*, considering that it provides a useful methodological framework for landscape management at the national, regional and local levels and highlights the diversity of landscapes for the public.

2ⁿd Session of the Award

Fourteen projects were submitted to the Council of Europe Secretary General by States Parties to the European Landscape Convention for the 2nd Session 2010-2011 of the Council of Europe Landscape Award.

On 12 October 2011, the Committee of Ministers decided to award the Council of Europe Landscape Award to *Carbonia: the landscape, Joint Committee of the Municipality of Carbonia, City of Carbonia, Italy*, in view of the exhaustive and multi-scale nature of the project. Aiming to regenerate a 20th century modernist urban and mining landscape with a view to sustainable development, this exemplary project “amply fulfils all the criteria for the Landscape Award, proving that sustainable territorial development can be achieved by public participation on all levels. [...] The use of historical resources to create a new identity based on research and sustainable tourism has provided an urban landscape development model. The work on the mine was accompanied by a revival of the whole city with the restoration of public squares, roads and monuments. This regeneration of the urban [...] has infused a new cultural identity into the town. The project is a perfect example of the sustainable development of an urban landscape, with extensive international implications for the redevelopment of other degraded urban and industrial areas”.

The Committee of Ministers conferred identical special mentions of the Council of Europe Landscape Award on the following three projects:

- *The grant programmes for local communities wishing to shape their surroundings into a place where they are happy to live, Ekopolis Foundation, Slovakia.* The Committee of Ministers found this to be an exemplary project with exceptional results. The project has helped to mobilise the local population and provide them with financial aid to improve their own landscapes. Its effects have been extensive, with project sites all over Slovakia contributing to sustainable territorial development. Public participation and awareness-raising are at the very core of this project, and the local population are undertaking the long-term management of their landscape as an environment in which they are happy to live;
- *Education and awareness-raising: city, territory, landscape, Generalitat of Catalonia and Landscape Observatory of Catalonia, Spain.* The Committee of Ministers considered this to be an exemplary project aimed at forging a new territorial culture and a sense of responsibility for the landscape. Owing to its quality and scope, this creative educational project provides an excellent model for the implementation of similar schemes. It acknowledges that the landscape is constantly evolving and that educated citizens are better able to deal with future challenges. Its diversity and richness foster a sense of civic responsibility and create an exemplary model for education based on public participation and awareness-raising;
- *The Durham Heritage Coast, Durham Heritage Coast Partnership, United Kingdom.* The Committee of Ministers found this to be an exemplary project aimed at rehabilitating a particularly degraded coastal area. In terms of sustainable territorial development, exemplariness, participation and raising public awareness, the project achieved extraordinary results by mobilising the local population and creating a regenerated landscape with a new identity. It is an excellent model for the regeneration of degraded coastal areas.

The Committee of Ministers also recognised the great value of each of the following projects and the importance of making them known to the general public as sources of inspiration:

- *The Landscape Route of the Escaut Plains Natural Park, Escaut Plains Natural Park, Belgium;*
- *The hazel orchards of the village of Polystypos, Polystypos Community Council, Cyprus;*
- *The Čehovice landscape, Prostějov district in Moravia, Prostějov Regional Land Office, Czech Republic;*
- *The management of regional endangered biotopes and the preservation of the traditional rural landscape, Finnish Association for Nature Conservation, Finland;*
- *The Port aux Cerises regional Outdoor Leisure Centre, Joint Committee for Investigation, Planning and Management of the Port aux Cerises regional Outdoor Leisure Centre, France;*
- *The traditional stone culture of the Bükkalja landscape, Beehive Rock Nature Conservation and Cultural Association, Hungary;*
- *The Dutch Landscape Manifesto, Landscape Manifesto Foundation, Netherlands;*
- *The Herand Landscape Park, County Government of Hordaland, Norway;*
- *The landscape of the village of Backi Monostor, “Podunav” Backi Monostor, Serbia;*
- *“We are making our landscape”, Slovenian Association of Landscape Architects, Slovenia.*

3rd Session of the Award

Eighteen projects were submitted to the Council of Europe Secretary General by States Parties to the European Landscape Convention for the 3rd Session 2012-2013 of the Council of Europe Landscape Award.

On 12 December 2013, the Committee of Ministers of the Council of Europe decided to confer the Council’s Landscape Award on the project *Preserving ecological value in the landscape of the Szprotawa river valley, Lower Silesian Association of Landscape Parks, Poland*, finding that it met all four criteria of the rules on the Landscape Award: the integrated approach is not confined to

biodiversity aspects but links together nature, culture and communities. The project thus offers a model that others might follow. It shows a good level of participation by the parties concerned in both decision-making and land management. Farmers and beekeepers are stakeholders; the project has also enabled apparently conflicting economic interests to be reconciled. The aesthetic dimension is present and enables the awareness of different generations to be raised effectively. The environment is also taken into consideration: the project relates to the rehabilitation of a former Soviet military base and to increased use of biomass as a source of energy. The involvement of Roma in the decision-making process and, in future, in the management of the restored land is a particularly positive aspect. The Committee of Ministers considered that in dealing with the issue of minority populations and their involvement in land management, this project represents progress in “living together” at the European level, which should be applauded.

The Committee of Ministers conferred identical special mentions of the Council of Europe Landscape Award on the following three projects:

- *The rebirth of the Alto Belice Corleonese region through the recovery of lands confiscated from the mafia organisations, LIBERA, Associations, names and numbers against mafias, Italy – Special Mention for “Strengthening democracy.* The project relates to the recovery of land illegally seized by mafia organisations. This project of great interest combines the Council of Europe’s principles of human rights, the rule of law and democracy. Landscape is both the instrument and the result. The project is as much political as economic and produces a landscape that highlights the local identity and culture. It restores the cultural dimension of the landscape and the quality of the natural environment. Organic production and local processing of farm products, the development of renewable energies and the restoration of the heritage all provide job opportunities for vulnerable populations. The outstanding level of volunteer mobilisation is one of the project’s strong points;
- *U-parks, U-turns we love, Utena District Municipality, Lithuania – Special Mention for “Giving attention to the urban landscape as a common good”.* The project counterbalances the wave of land privatisation that followed the end of the Soviet era. Here, public land regains its importance and can be enjoyed by everyone on a daily basis. This system of urban parks is a fine exercise in landscape planning as applied to individual and collective well-being. The landscape is regarded as a common good, enabling participatory practice to be developed. This achievement undeniably has a sustainable development dimension. The involvement of the Association of Landscape Architects and the use of parks as “teaching areas” for future professionals is particularly interesting;
- *The Gate of Gornje Podunavlje, NGO Podunav, Backi Monostor, Serbia – Special Mention for “Contributing to European ideals”.* The location of the project on the banks of the Danube in the historic Backi Monostor region has enabled some particularly interesting cross-border and multi-ethnic objectives to be pursued. The attention given to the Serb, Croat, Hungarian, Roma and Šokci heritages in the context of a shared European identity was particularly appreciated. This project reflects a public commitment to better economic and social well-being and, at the same time, to the preservation of the character of the landscape. Within a UNESCO Biosphere Reserve, this project adopts a well-adapted integrated approach. The development of cross-border ecotourism, in conjunction with a return to agricultural production geared to traditional diets, is helping to reduce the numbers of young people leaving the countryside.

The Committee of Ministers also recognised the great value of each of the following projects and the importance of making them known to the general public as sources of inspiration:

- *Hoge Kempen National Park, Regionaal Landschap Kempen en Maasland vzw, Belgium;*
- *Environmental education in the town of Strakonice year by year or “Pilgrimage through the Contemplative Landscape”, Municipality of Strakonice, Czech Republic;*

- *The Landscape Projects of Hyypä Valley, City of Kauhajoki, Hyypä village association, Finnish Forestry Centre/Public Services, Unit of South and Central Ostrobothnia, Finland;*
- *Grand Pré Park, Town of Langueux, France;*
- *Complex landscape rehabilitation and development programme in the Gerecse Mountains and the Által Creek Valley, Association for the Restoration and Development of the Által Creek Valley (Tata), Hungary;*
- *Bere Island Conservation Plan, The Heritage Council and the Bere Island Project Group, Ireland;*
- *Dzintari Forest Park, Jurmala City Council, Latvia;*
- *Planning policy for conservation and sustainable development of 20 national landscapes in the Netherlands, Stichting Nationale Landschappen (NGO), Netherlands;*
- *Furnas Landscape Laboratory (Furnas LandLab), Azores Regional Directorate of the Environment, Portugal;*
- *Agricultural Development and Environmental Protection in Transylvania, ADEPT Foundation (NGO), Romania;*
- *Rescue, Revival and Operation of the Forest Railway in the Landscape of Čierny Balog, Čiernohronská železnica (NGO), Slovakia;*
- *Landscape and water-management restoration of Škocjanski Zatok nature reserve, DOPPS, BirdLife Slovenia, Slovenia;*
- *The sustainable revitalisation of the protected landscape of Geria, Consortium for the defence and promotion of the landscape of Geria, Spain;*
- *South Pennines Watershed Landscape Project, Pennine Prospects, United Kingdom.*

See in particular on this subject:

The proceedings of the following meetings of the Workshops for the implementation of the European Landscape Convention:

- *“Forum of the national selections for the Council of Europe Landscape Award – Sessions 2008-2010 and 2010-2011”, Carbonia (Italy), 4-5 June 2012*
- *“Forum of the national selections for the Council of Europe Landscape Award – Sessions 2012-2013”, Wrocław (Poland), 11-12 June 2014*

4th Session of the Award

Twelve projects were submitted to the Council of Europe Secretary General by States Parties to the European Landscape Convention for the 4th Session 2014-2015 of the Council of Europe Landscape Award.

The proposals of the Jury of the Landscape Award of the Council of Europe (Strasbourg, Palais de l’Europe, 16-17 April 2015), will be presented at the 4th Plenary Session of the CDCPP (Strasbourg, Palais de l’Europe, 1-3 June 2015), and then to the Committee of Ministers of the Council of Europe.

Conclusion

Recommendation CM/Rec(2008)3 of the Committee of Ministers to member states on the guidelines for the implementation of the European Landscape Convention states that “(t)he concept of landscape is undergoing a period of rapid and profound change accompanied by significant advances”. It notes that the European Landscape Convention and the documents relating to its implementation “have led to developments in numerous European states, not only in their national and regional legislation but also at various administrative levels, as well as in methodological documents and experiments with active participatory landscape policies”. It further notes that “(t)his situation has come about both in states which have long been active in this area and which have tried and tested landscape policies and instruments, and in states which are not yet at that stage”. Finally, it points out that the Convention “is

used as a benchmark by some countries to initiate a process of profound change in their landscape policies; for others it constitutes an opportunity to define their policy”.

Landscape has been gradually introduced into governments’ political agendas; an extensive international co-operation network in support of the implementation of the Convention had developed; the concept of landscape as defined by the Convention is being increasingly recognised by the authorities and citizens; new forms of co-operation are emerging between the different tiers of government – national, regional and local – and between the ministries or departments of the same state or region; landscape-specific working structures (observatories, centres or landscape institutes) are being set up; landscape-specific laws and regulations are being adopted; states and regions are co-operating beyond their borders in the case of frontier landscapes; national landscape awards referring to the Council of Europe Landscape Award have been launched; university programmes have been developed with reference to the Convention and summer universities on landscape are being organised; biennials, landscape festivals and exhibitions based on the principles of the Convention are being held; and communities and non-governmental organisations are feeling increasingly involved and becoming active.

As a thoroughly modern concept, landscape combines all four elements of sustainable development: natural, cultural, social and economic. It is also a constantly evolving story. As a unique setting and meeting place for populations, it is a key factor in the physical, mental and spiritual well-being of individuals and societies. As source of contemplative and creative inspiration, it takes us on a journey through time, space and imagination.

Governments wishing to implement the principles of good governance need to consider the inestimable value of landscape for human beings and include the landscape dimension in their national and international policy-making.

It is also up to each individual to respect the landscape and take care of it – both its appearance and its substance – for both current and future generations.

<http://www.coe.int/Conventioneuropennedupaysage>

<http://www.coe.int/EuropeanLandscapeConvention>

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PART 2

**STATUS OF SIGNATURES AND RATIFICATIONS OF
THE EUROPEAN LANDSCAPE CONVENTION**

**European Landscape Convention
CETS No.: 176**

Treaty open for signature by the member States of the Council of Europe and for accession by the European Union and the European non-member States

Opening for signature

Place: Florence
Date : 20/10/2000

Entry into force

Conditions: 10 Ratifications.
Date : 1/3/2004

Status as of: 12/2/2015

Member States of the Council of Europe

States	Signature	Ratification	Entry into force	Notes	R.	D.	A.	T.	C.	O.
Albania										
Andorra	23/3/2011	7/3/2012	1/7/2012							
Armenia	14/5/2003	23/3/2004	1/7/2004							
Austria										
Azerbaijan	22/10/2003	30/8/2011	1/12/2011							
Belgium	20/10/2000	28/10/2004	1/2/2005							
Bosnia and Herzegovina	9/4/2010	31/1/2012	1/5/2012							
Bulgaria	20/10/2000	24/11/2004	1/3/2005							
Croatia	20/10/2000	15/1/2003	1/3/2004							
Cyprus	21/11/2001	21/6/2006	1/10/2006							
Czech Republic	28/11/2002	3/6/2004	1/10/2004							
Denmark	20/10/2000	20/3/2003	1/3/2004					X		
Estonia										
Finland	20/10/2000	16/12/2005	1/4/2006							
France	20/10/2000	17/3/2006	1/7/2006							
Georgia	11/5/2010	15/9/2010	1/1/2011							
Germany										
Greece	13/12/2000	17/5/2010	1/9/2010							
Hungary	28/9/2005	26/10/2007	1/2/2008							
Iceland	29/6/2012									
Ireland	22/3/2002	22/3/2002	1/3/2004							
Italy	20/10/2000	4/5/2006	1/9/2006							
Latvia	29/11/2006	5/6/2007	1/10/2007							

Liechtenstein											
Lithuania	20/10/2000	13/11/2002	1/3/2004								
Luxembourg	20/10/2000	20/9/2006	1/1/2007								
Malta	20/10/2000										
Moldova	20/10/2000	14/3/2002	1/3/2004								
Monaco											
Montenegro	8/12/2008	22/1/2009	1/5/2009								
Netherlands	27/7/2005	27/7/2005	1/11/2005					X			
Norway	20/10/2000	23/10/2001	1/3/2004								
Poland	21/12/2001	27/9/2004	1/1/2005								
Portugal	20/10/2000	29/3/2005	1/7/2005								
Romania	20/10/2000	7/11/2002	1/3/2004								
Russia											
San Marino	20/10/2000	26/11/2003	1/3/2004								
Serbia	21/9/2007	28/6/2011	1/10/2011								
Slovakia	30/5/2005	9/8/2005	1/12/2005								
Slovenia	7/3/2001	25/9/2003	1/3/2004								
Spain	20/10/2000	26/11/2007	1/3/2008								
Sweden	22/2/2001	5/1/2011	1/5/2011								
Switzerland	20/10/2000	22/2/2013	1/6/2013								
The former Yugoslav Republic of Macedonia	15/1/2003	18/11/2003	1/3/2004								
Turkey	20/10/2000	13/10/2003	1/3/2004								
Ukraine	17/6/2004	10/3/2006	1/7/2006								
United Kingdom	21/2/2006	21/11/2006	1/3/2007					X			

Non-member States of the Council of Europe

States	Signature	Ratification	Entry into force	Notes	R.	D.	A.	T.	C.	O.
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Total number of signatures not followed by ratifications:	2
Total number of ratifications/accessions:	38

Notes:

a: Accession - s: Signature without reservation as to ratification - su: Succession - r: Signature "ad referendum".

R.: Reservations - D.: Declarations - A.: Authorities - T.: Territorial Application - C.: Communication - O.: Objection.

Source : Treaty Office on <http://conventions.coe.int>

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APPENDIX

Terms of reference of the Steering Committee for Culture, Heritage and Landscape (CDCPP) and Resolution CM/Res(2011)24 on intergovernmental committees and subordinate bodies, their terms of reference and working methods

The European Landscape Convention states:

“Article 10 – Monitoring of the implementation of the Convention

1. Existing competent Committees of Experts set up under Article 17 of the Statute of the Council of Europe shall be designated by the Committee of Ministers of the Council of Europe to be responsible for monitoring the implementation of the Convention.

2. Following each meeting of the Committees of Experts, the Secretary General of the Council of Europe shall transmit a report on the work carried out and on the operation of the Convention to the Committee of Ministers.”

On 30 January 2008, the Committee of Ministers of the Council of Europe adopted the terms of reference of the Steering Committee for Cultural Heritage and Landscape (CDPATEP), which monitored the cultural heritage and landscape Conventions.

On 24 November 2011, the Committee of Ministers of Council of Europe adopted the terms of reference of the Steering Committee for Culture, Heritage and Landscape (CDCPP) – 1 January 2012-31 December 2013, which monitored the cultural heritage and landscape Conventions.

On 20 November 2013, the Committee of Ministers of Council of Europe adopted the terms of reference of the Steering Committee for Culture, Heritage and Landscape (CDCPP) – 1 January 2014-31 December 2015, which monitored the culture, natural and cultural heritage and landscape Conventions.

I. TERMS OF REFERENCE OF THE STEERING COMMITTEE FOR CULTURE, HERITAGE AND LANDSCAPE (CDCPP)

Steering Committee for Culture, Heritage and Landscape (CDCPP)

Set up by the Committee of Ministers under Article 17 of the Statute of the Council of Europe and in accordance with Resolution CM/Res(2011)24 on intergovernmental committees and subordinate bodies, their terms of reference and working methods.

Type of committee: Steering Committee

Terms of Reference valid from: **1 January 2014 until 31 December 2015**

Main tasks
<p>Under the authority of the Committee of Ministers, in the framework of the European Cultural Convention, the CDCPP will oversee the Council of Europe’s intergovernmental work in the field of culture, heritage and landscape, and advise the Committee of Ministers on all questions within its area of competence. Taking due account of relevant transversal perspectives, the overall aim is to share information on policy, exchange best practice and develop standards as appropriate relating to culture, heritage and landscape policies in States Party to the Cultural Convention and other relevant Conventions.</p> <p>With this purpose, the Committee is instructed to:</p> <p>(i) oversee the programmes adopted by the Committee of Ministers and devise innovative</p>

	<p>policies and strategies related to the sustainable management of the above sectors; develop new standards (recommendations, guidelines) or adapt existing ones on the basis of the outcomes of field pilot projects aimed at enhancing governance and capacities in culture, cultural heritage, landscape and integrated socio-economic development, intercultural dialogue, confidence-building and post-conflict reconstruction and development;</p> <p>(ii) encourage European platforms and networks - including electronic - to collect best practice of, and exchange experiences on, policies and strategies on culture, heritage and landscape and their value for society, bearing in mind the key role of the intergovernmental dialogue;</p> <p>(iii) evaluate the impact of technical assistance and pilot projects implemented in the field in the framework of the Co-operation Programme for technical assistance;</p> <p>(iv) give a follow-up to the 10th Council of Europe Conference of Ministers of Culture “Governance of Culture – Promoting access to Culture” (Moscow, 15-16 April 2013) on the basis of its final statement and specific Committee of Ministers’ decision, in view of the Council of Europe’s position as a unique pan-European organisation for intergovernmental co-operation in the field of culture; in line with decisions of the Committee of Ministers, follow-up on additional proposals that may arise from relevant reports relating to the sectors of culture and intercultural dialogue, cultural heritage and landscape;</p> <p>(v) identify opportunities for Council of Europe input and/or complementary Council of Europe action and programmes, taking into account the activities of other international organisations, in particular the European Union, the United Nations and the OSCE;</p> <p>(vi) perform the tasks provided for in the relevant conventions , in particular as regards the monitoring of the conventions; advise member States, at their request, on policy development at national, regional and local levels using the appropriate Council of Europe instruments: policy reviews, technical assistance, including capacity building and field activities, as well as pilot projects, information systems and public awareness strategies, within existing resources;</p> <p>(vii) in accordance with decisions CM/Del/Dec(2013)1168/10.2 of the Committee of Ministers, carry out, at regular intervals, within the limits of the available resources and bearing in mind its priorities, an examination of some or all of the conventions for which it has been given responsibility,¹⁶ in co-operation, where appropriate, with the relevant convention-based bodies, and report back to the Committee of Ministers.</p>
Pillar/Sector/Programme	
Pillar: Democracy Sector: Diversity Programme: Valuing the cultural and natural heritage; Building capacities for dialogue	
Expected results	
	<p>(i) Member States are assisted in the development of democratic policies in the fields of culture, heritage and landscape through thematic policy reviews and the Compendium, HEREIN, ELCIS and Culture WatchEurope information systems.</p> <p>(ii) Follow-up given to the 10th Council of Europe Conference of Ministers of Culture “Governance of Culture – Promoting access to Culture”, notably through the preparation of (a) two guidelines (policy-orientation documents) on actions to address the impact of digitisation on culture and (b) a framework of indicators to measure the impact of cultural activity on democracy and the economic efficiency of financing culture.</p> <p>(iii) Examination of a revision of the European Convention on Cinematographic Co-production for submission to the Committee of Ministers.</p> <p>(iv) Preparation of two draft recommendations fostering the implementation of the cultural heritage and landscape conventions, for adoption by the Committee of Ministers.</p> <p>(v) <u>Preparation of the 8th Council of Europe Conference for the European Landscape Convention in 2015;</u></p> <p>(vi) Identification of best practices on improving living spaces, social inclusion and quality of life in line with the Faro and Landscape conventions, with a view to their wide dissemination in</p>

¹⁶ Cf. Relevant decision of the Committee of Ministers (CM/Del/Dec(2013)1168/10.2) and list of Conventions in Appendix 1.

- member States.
- (vii) Evaluation of the lessons learned from the field pilot projects on cultural and natural heritage in South-East Europe, Caucasus and Black Sea regions and selected EU member States, and preparation of policy guidelines.
 - (viii) Adoption of recommendations for the granting of the European Landscape Award, for the consideration of the Committee of Ministers.

Composition

Members:

Governments of member States of the Council of Europe and of other States having acceded to the European Cultural Convention are invited to appoint one or more high ranking representatives with top responsibilities for the development and management of policy in the fields of culture, intercultural dialogue, cultural heritage and landscape.

The Council of Europe budget will bear the travel and subsistence expenses of one representative from each State Party (two in the case of the State whose representative has been elected Chair).

States Party to the European Cultural Convention may send other representatives without defrayal of expenses.

Each member of the Committee shall have one vote. Where a government designates more than one member, only one of them is entitled to take part in the voting.

In accordance with decisions CM/Del/Dec(2013)1168/10.2 of the Committee of Ministers, in cases where there is no convention-based body including all the Parties, non-member States are invited to participate, with a right to vote, in the committee meetings pertaining to the conventions to which they are Parties.

Participants:

The following may send a representative, without the right to vote and at the charge of their corresponding administrative budgets:

- Parliamentary Assembly of the Council of Europe;
- Congress of Local and Regional Authorities of the Council of Europe;
- Conference of INGOs of the Council of Europe;
- Committee of Senior Officials of the Council of Europe Conference of Ministers responsible for Spatial/Regional Planning (CEMAT);
- Council of Europe Development Bank (CEB);
- Standing Committee of the Bern Convention (T-PVS);
- Council of Europe intergovernmental committees as appropriate.

The following may send representatives, without the right to vote and without defrayal of expenses:

- European Union;
- Observer States to the Council of Europe not party to the European Cultural Convention: Canada, Japan, Mexico, United States of America;

as well as the following intergovernmental organisations:

- United Nations Educational, Scientific and Cultural Organisation (UNESCO);
- Organisation for Economic Co-operation and Development (OECD);
- Organisation for Security and Co-operation in Europe (OSCE);
- European Free Trade Association (EFTA);
- Nordic Council of Ministers;
- Arab League Educational, Cultural and Scientific Organisation (ALECSO);
- United Nations Economic Commission for Europe (UN-ECE);
- International Centre for the Study of the Preservation and Restoration of Cultural Property (ICCROM).

Observers:

The following may send representatives, without the right to vote and without defrayal of expenses:

<ul style="list-style-type: none"> - Israel. <p>as well as the following non-governmental organisations:</p> <ul style="list-style-type: none"> - European Cultural Foundation (ECF); - European Cultural Centre in Delphi; - Culture Action Europe; - European Network of Cultural Administration Training Centres (ENCATC); - European Roma and Travellers Forum (ERTF); - European Association of Archaeologists (EAA); - Europae Archaeologiae Consilium (EAC); - Europa Nostra; - International Council of Monuments and Sites (ICOMOS); - Organisation of World Heritage Cities (OHWC); - International Federation for Housing and Planning (IFHP); - European Federation of Landscape Architects (EFLA); - European Council of Town Planners (ECTP); - European Council of Landscape Architecture Schools (ECLAS); - International Association of the European Heritage Network (AISBL).
Working methods
<p>Plenary meetings: 50 members, 1 meeting in 2014, 2.5 days 50 members, 1 meeting in 2015, 2.5 days</p> <p>Bureau: 9 members, 2 meetings in 2014, 1.5 days 9 members, 2 meetings in 2015, 1.5 days</p> <p>The Committee will also appoint a Gender Equality Rapporteur from amongst its members.</p> <p>The rules of procedure of the Committee are governed by Resolution CM/Res(2011)24 on intergovernmental committees and subordinate bodies, their terms of reference and working methods.</p>
Subordinate structure
<p>The CDCPP provides a coordinating, supervising and monitoring role in the functioning of its subordinate body:</p> <p>Committee of experts for the revision of the European Convention on Cinematographic Co-Production (CPP-CINE).(See separate Terms of Reference).</p>

Budgetary information***2014**

Meetings per year	Number of days	Members	Plenary €	Bureau €	Subordinate structures/ Working groups	Secretariat (A, B)
1	2.5	50	68 200	23 600	-	0.5 A ; 0.5 B

2015

Meetings per year	Number of days	Members	Plenary €	Bureau €	Subordinate structures/ Working groups	Secretariat (A, B)
1	2.5	50	68 200	23 600	-	0.5 A ; 0.5 B

*The costs presented above take into consideration the per diem, travel, interpretation, translation and document printing. Costs calculated on the basis of the per diem and recharged services costs at their 2014 level.

Appendix 1 - Relevant Committee of Ministers' decision and list of conventions

CM/Del/Dec(2013)1168/10.2 (Review of Council of Europe conventions – Report by the Secretary General)

9. [The Deputies] instructed the steering and ad hoc committees to carry out, at regular intervals, within the limits of the available resources and bearing in mind the priorities of each committee, an examination of some or all of the conventions for which they have been given responsibility, in co-operation, where appropriate, with the relevant convention-based bodies, in order to:

- propose ways of improving the visibility, impact and efficiency of some or all of the conventions for which they have been given responsibility;
- draw the attention of member States to the relevant conventions;
- where necessary, identify any operational problems or obstacles to ratification of the relevant conventions, and draw the attention of member States to reservations which impact substantively on the effectiveness of their implementation;
- encourage States to regularly examine the possibility and/or desirability of becoming a Party to new Council of Europe conventions;
- assess the necessity or advisability of drafting amendments or additional protocols to the conventions for which they have been given responsibility or drafting supplementary conventions;
- and to report back to the Committee of Ministers;

CDCPP	
18	European Cultural Convention
66	European Convention on the Protection of the Archaeological Heritage
104	Convention on the Conservation of European Wildlife and Natural Habitats
119	European Convention on Offences relating to Cultural Property
121	Convention for the Protection of the Architectural Heritage of Europe
143	European Convention on the Protection of the Archaeological Heritage (Revised)
147	European Convention on Cinematographic Co-Production
176	European Landscape Convention
183	European Convention for the Protection of the Audiovisual Heritage
184	Protocol to the European Convention for the Protection of the Audiovisual Heritage, on the Protection of Television Productions
199	Council of Europe Framework Convention on the Value of Cultural Heritage for Society

II. RESOLUTION

Resolution CM/Res(2011)24 on intergovernmental committees and subordinate bodies, their terms of reference and working methods

*(Adopted by the Committee of Ministers on 9 November 2011
at the 1125th meeting of the Ministers' Deputies)*

The Committee of Ministers,

Having regard to Resolution Res(2005)47 on committees and subordinate bodies, their terms of reference and working methods;

Having regard to the decision taken by the Ministers' Deputies at their 1112th meeting (19 April 2011, item 1.6) on intergovernmental structures;

Having regard to Resolution CM/Res(2011)7 on Council of Europe conferences of specialised ministers;

Having regard to the Statutory Resolution CM/Res(2011)2 relating to the Congress of Local and Regional Authorities of the Council of Europe and the revised Charter appended thereto;

Having regard to Resolution Res(2003)8 on the participatory status for international non-governmental organisations with the Council of Europe;

Having regard to Statutory Resolution Res(93)26 on Observer Status;

Having regard to Resolution Res(2001)6 on access to Council of Europe documents;

Having regard to Recommendation Rec(81)6 of the Committee of Ministers to member states on the participation of women and men in an equitable proportion in committees and other bodies of the Council of Europe and to the Committee of Ministers' Declaration on Making gender equality a reality, adopted at the 119th Session of the Committee of Ministers of the Council of Europe (Madrid, 12 May 2009);

In pursuance of Articles 16 and 17 of the Council of Europe Statute,

Resolves as follows:

I. Scope of this resolution

1. This resolution shall apply to all intergovernmental committees and subordinate bodies set up by the Committee of Ministers, by virtue of Article 17 of the Council of Europe Statute.
2. If not provided otherwise, the rules set out in this resolution shall also apply *mutatis mutandis* to any committee created by the Committee of Ministers outside the scope of Article 17.
3. All references to the Secretary General in this resolution shall be subject to the relevant provisions of the Statute of the Council of Europe, the Staff Regulations and the rules on delegation of authority.

II. Categories of committees¹⁷

4. There shall be two categories of committees set up by the Committee of Ministers:
- a. *committees directly answerable to the Committee of Ministers*: steering committees with planning and steering functions and ad hoc committees with a more focused task; and
 - b. *subordinate bodies* of steering or ad hoc committees, with specific and limited tasks.

III. Composition

A. Members

5. *Committees answerable to the Committee of Ministers*: they are composed of one representative of the highest possible rank in the relevant field designated by the government of each member state.¹⁸

6. *Subordinate bodies* answerable to steering or ad hoc committees: they are composed of representatives of all or of a limited number of member states of the highest possible rank in the relevant field designated by the governments of member states and/or of independent experts with established expertise in the relevant field. Where subordinate bodies are composed of a limited number of member states, due regard shall be given to geographical representation and periodic rotation of member states. Furthermore, they are open to the participation of representatives from other member states, at their own expense.

B. Participants

7. Participants shall take part in the meetings of committees with no right to vote nor defrayal of expenses unless otherwise indicated. They are:

- a. representatives of committees or other bodies of the Council of Europe engaged in related work, as well as the Parliamentary Assembly, the European Court of Human Rights, the Congress of Local and Regional Authorities of the Council of Europe, the Council of Europe Commissioner for Human Rights and the Conference of INGOs of the Council of Europe;
- b. representatives designated by states which have observer status with the Council of Europe, the European Union, intergovernmental organisations and any other entity, including social partners, authorised to participate in the meetings of steering and ad hoc committees by virtue of a resolution or decision of the Committee of Ministers.

C. Observers

8. Observers from states or organisations other than those referred to in paragraph 7.b above. They shall be admitted to steering committees, ad hoc committees and any subordinate body answerable to them in the following manner:

- a. as a general rule, upon their request to the Secretary General, observers are admitted, to steering and ad hoc committees or any subordinate body answerable to them, on the basis of a unanimous decision by that steering or ad hoc committee; in the event where unanimity is not reached, the matter may be referred to the Committee of Ministers at the request of two-thirds of the members of the committee concerned. The Committee of Ministers shall decide on the matter by a two-thirds majority of all the representatives entitled to sit on it;

¹⁷ Unless specified otherwise, the term “committee” refers to steering and ad hoc committees and their subordinate bodies.

¹⁸ Where necessary, a member state is entitled to designate more than one representative.

b. concerning special cases, such as the admission of non-member states without observer status to the Council of Europe, and any other case which may necessitate a political decision, the Secretary General shall refer the matter to the Committee of Ministers. This decision shall be taken by a two-thirds majority of all the representatives entitled to sit on it.

9. Observers shall have no right to vote nor defrayal of expenses.

IV. Terms of reference

10. By "terms of reference" shall be understood all directives relating to the activities of a committee subject to the present resolution.

11. All committees and subordinate bodies shall have terms of reference.

12. Terms of reference of committees answerable to the Committee of Ministers shall be presented by the Secretary General and approved by the Committee of Ministers.

13. Terms of reference of subordinate bodies shall be presented by the Secretary General upon proposal by the parent committee, and approved by the Committee of Ministers.

14. All terms of reference shall be limited to a maximum period of two years in line with the biennial Programme and Budget of the Organisation, unless otherwise decided by the Committee of Ministers.

15. Terms of reference shall include:

- a. name of committee;
- b. category: steering committee, ad hoc committee or subordinate body;
- c. reference to the relevant programme line/s of the Council of Europe Programme and Budget, including concrete and measurable expected results for which the committee is responsible;
- d. where appropriate, its planning and advisory function;
- e. where appropriate, terms of reference derived from a convention;
- f. tasks and completion date;
- g. specific qualifications of members;
- h. composition of the committee: members, participants and observers and information concerning repayment of members' travelling and subsistence expenses by the Council of Europe, as set out in Appendix 2 to this resolution; and
- i. working methods, including hearings and, if necessary and justified, proposals for consultants.

16. Terms of reference shall be accompanied by full information on their financial implications, detailing in particular, per committee, the operational budget and number of staff allocated.

V. Planning, monitoring and evaluation function of committees

17. Steering and ad hoc committees advise the Committee of Ministers and the Secretary General on the priorities and other matters with regard to their sectors, in particular on the relevance of activities in line with the priorities and criteria adopted by the Committee of Ministers.

18. The Secretariat shall inform members of committees and subordinate bodies of:

- a. the institutional and regulatory framework of the Organisation, as set out in the Statute of the Council of Europe and other relevant texts including the present resolution;
- b. programme line(s) under their responsibility and budgetary appropriations in the Programme and Budget of the Organisation;
- c. results of monitoring mechanisms and procedures that may have an impact on their work while respecting applicable confidentiality rules;
- d. the progress review report of the Programme and Budget so that they can examine and discuss it and report back on their respective parts;
- e. relevant co-operation activities and activities in the field; and
- f. relevant activities of other international organisations with a view to avoiding duplication and achieving synergies.

VI. Working methods

19. The functioning and operation of committees and subordinate bodies shall be governed by the Rules of Procedure set out in Appendix 1 to this resolution. Committees' work shall include relevant transversal perspectives in all areas of their work.

VII. Documents and meeting reports

20. The Secretary General shall be responsible for preparing and distributing documents to be discussed by the committees, as well as drafting the reports of their meetings, unless otherwise expressly provided for by the Committee of Ministers.

21. Committees shall prepare reports of their meetings. These reports shall include an evaluation of completed activities and a presentation of ongoing and planned work, together with the identification of its source and deadlines, as well as proposals for future activities and identification of activities that might be discontinued. These reports shall be made available, in both official languages, no later than one month after the last meeting day of the committee. Committees shall also adopt abridged meeting reports before the end of their meetings. Documents shall, where appropriate, contain an executive summary, action to be taken and resource implications.

VIII. Compendium of terms of reference

22. The Secretariat shall compile and keep up to date a "Compendium of terms of reference" containing:

- a. the present resolution and any subsequent amendments to it;
- b. Resolution Res(2004)25 on service contracts of consultants;
- c. the terms of reference of all intergovernmental committees and subordinate bodies;
- d. the terms of reference derived from conventions, or special statutes given to intergovernmental committees set up under them; and
- e. any other decision or message of the Committee of Ministers or the Secretary General relating to terms of reference;
- f. the information foreseen in paragraph 16.

IX. Convening of meetings

23. All meetings of committees and subordinate bodies shall be convened by the authority of the Secretary General by a single procedure in accordance with the authorisation given by the Committee of Ministers and with the general practices of good management. The Secretary General shall ensure that meetings are planned, convened and serviced as efficiently and economically as possible.

24. Convocations and preliminary draft agendas of meetings shall be circulated at least six weeks before the proposed date, except in cases of urgency, which shall be duly explained. Convocations shall specify the name of the committee, the place, date, opening time of the meeting, its duration, the subjects to be dealt with and the list of participants at the previous meeting. When appropriate, it shall contain an invitation to nominate a member, taking into account the relevant texts on participation of women and men in an equitable proportion in committees and other bodies of the Council of Europe and indicating the qualifications he or she should preferably possess.

25. For committees answerable to the Committee of Ministers, convocations shall be sent to nominees specified by the Permanent Representations with the Permanent Representations in copy. Nominations made by governments through Permanent Representations will remain valid until any change is notified or confirmed by them.

26. For subordinate bodies, convocations shall be sent as appropriate to nominees specified by Permanent Representations or by the parent committee or, in the absence of such a known nominee, to the Permanent Representations or to the Chair of the committee concerned respectively. Permanent Representations shall receive copies of convocations sent to designated members. Nominations made by governments through Permanent Representations will remain valid until any change is notified.

27. The Secretariat shall send the draft agenda, a provisional list of working documents and the documents themselves to the nominees, or in the absence of such a nomination, to the Permanent Representation concerned, at least 20 days before the meeting date. This documentation shall be made available to the Permanent Representations. Use should be made of information technology whenever possible.

28. The same arrangements shall apply *mutatis mutandis* to participants and observers.

X. Co-ordination

29. The Secretary General shall ensure that committees and subordinate bodies are informed about activities which may have implications for the execution of their respective terms of reference.

30. In order to ensure co-ordination between the Ministers' Deputies and committees answerable to the Committee of Ministers:

a. the Chairs of committees may be invited, whenever necessary, to take part in meetings of the Deputies' relevant Rapporteur Groups, Working Parties and Thematic Co-ordinators to discuss the evaluation of activities, present ongoing work and prospects for future activities, in line with the priorities of the Organisation;

b. the Chairs of the Deputies' relevant Rapporteur Groups, Working Parties and Thematic Co-ordinators may attend meetings of committees when it is deemed that this is of importance to the respective sector activity.

31. The Secretary General shall promptly inform committees of general guidelines issued by the Ministers' Deputies as regards the content, modalities of implementation and evaluation of the intergovernmental work.

XI. Review of the intergovernmental structure

32. A progress review on the intergovernmental structure will be carried out on a regular basis bearing in mind the reports referred to in paragraph 20 and the progress review report on the implementation of the Programme and Budget provided for by the Financial Regulations.

XII. Entry into force of this resolution

33. This resolution shall enter into force on 1 January 2012 and shall repeal and replace Resolution Res(2005)47.

Appendix 1 to Resolution CM/Res(2011)24

Rules of procedure for Council of Europe intergovernmental committees*Article 1 – Agenda*

a. The Secretary General, in close consultation with the Chair, shall draw up the draft agenda which should be concrete, operational and result-oriented.

b. The agenda shall be adopted by the committee at the beginning of its meeting.

Article 2 – Documentation

Documents requiring a decision, whether originating from the Secretariat or from a member, shall be sent, in the official languages (cf. Article 6 below), to members at least three weeks before the start of the meeting at which the decision is to be taken. In exceptional cases, however, the committee may, if no member objects, consider a document submitted later. Maximum use should be made of information technology, including gathering together amendments and proposals, finalising texts and publishing decisions, provided in the latter cases that all the members of the committee have been properly informed in good time.

Article 3 – Privacy of meetings

Meetings shall not be held in public.

Article 4 – Hearings

Committees and subordinate bodies may organise hearings with international organisations, NGOs, research and academic institutions, experts, specialists, specialist organisations and professional organisations, in a position to contribute to their work, within the limits of available budgetary appropriations.

Article 5 – Quorum

There shall be a quorum if two-thirds of the members of the committee are present.

Article 6 – Official languages

a. The official languages of the committee shall be those of the Council of Europe.

b. In exceptional circumstances, the Secretary General may decide, in particular, in the case of steering and ad hoc committees, to provide for interpretation into one additional language other than the official languages, within the limits of available budgetary appropriations.

c. A committee member may speak in a language other than the official languages, in which case he or she must herself/himself provide for interpretation into one of the official languages.

d. Any document drafted in a language other than the official languages shall be translated into one of the official languages, the member from whom it originates being responsible for making the necessary arrangements.

Article 7 – Proposals

a. Any proposal must be submitted in writing in one official language if a committee member so requests. In that case, it shall not be discussed until it has been circulated.

b. Proposals made by participants and observers may be put to the vote if sponsored by a committee member.

Article 8 – Order of voting on proposals or amendments

a. Where a number of proposals relate to the same subject, they shall be put to the vote in the order in which they were submitted. In case of doubt, the Chair shall decide.

b. Where a proposal is the subject of an amendment, the amendment shall be put to the vote first. Where two or more amendments to the same proposal are presented, the committee shall vote first on whichever departs furthest in substance from the original proposal. It shall then vote on the next furthest removed from the original proposal, and so on until all the amendments have been put to the vote. However, where the acceptance of one amendment necessarily entails rejection of another, the latter shall not be put to the vote. The final vote shall then be taken on the proposal as amended or not amended. In case of doubt as to the order of priority, the Chair shall decide.

c. Parts of a proposal or amendment may be put to the vote separately.

d. In the case of proposals with financial implications, the most costly shall be put to the vote first.

Article 9 – Order of procedural motions

Procedural motions shall take precedence over all other proposals or motions except points of order. They shall be put to the vote in the following order:

a. suspension of the sitting;

b. adjournment of discussion on the item in hand; and

c. postponement of a decision on the substance of a proposal until a specified date.

Article 10 – Reconsideration of a question

When a decision has been taken it is only re-examined if a member of the committee so requests, and if this request receives a two-thirds majority of the votes cast.

Article 11 – Voting

a. Each member of the committee shall have one vote; however, where a government designates more than one member, only one of them is entitled to take part in the voting,

b. Subject to any contrary provisions in these Rules, voting requires the quorum. The decisions of the steering committees are taken by a two-thirds majority of the votes cast.

c. Except on procedural matters, other committees shall not take decisions by voting. They shall state their conclusions in the form of unanimous recommendations, or, if this proves impossible, they shall make a majority recommendation and indicate the dissenting opinions.

d. Procedural matters shall be settled by a majority of the votes cast.

e. Where the question arises as to whether or not a matter is procedural in nature, it may not be regarded as such unless the committee decides to that effect by a majority of two-thirds of the votes cast;

f. For the purposes of these Rules, "votes cast" shall mean the votes of members cast for or against. Members abstaining shall be regarded as not having cast a vote.

Article 12 – Chair

a. Every committee shall elect a Chair and Vice-Chair. However, the Chair of a subordinate body may be appointed by the steering or ad hoc committee to which it is answerable.

b. The Chair shall conduct proceedings and sum up the conclusions whenever he or she thinks necessary. He or she may call to order a speaker who departs from the subject under discussion or from the committee's terms of reference. The Chair shall retain the right to speak and to vote in her/his capacity as a member of the committee, except in cases where an additional expert from the same country has been appointed to sit on that committee.

c. The Vice-Chair shall replace the Chair if the latter is absent or otherwise unable to preside the meeting. If the Vice-Chair is absent, the Chair shall be replaced by another member of the Bureau, appointed by the latter or, where there is no Bureau, by a member of the committee appointed by the committee.

d. Election of the Chair and Vice-Chair shall require a two-thirds majority at the first ballot and a simple majority at the second ballot. In steering committees, the election shall be held by secret ballot, in other committees by a show of hands, unless a member of the committee requests a secret ballot.

e. The term of office of the Chair and Vice-Chair shall be one year. It may be renewed once.

Article 13 – Bureau

a. Every steering and ad hoc committee may appoint a bureau consisting of the Chair, the Vice-Chair and a limited number of other members of the committee. The number of other members shall be specified in the committee's terms of reference. Any other committee may, if need be, appoint a bureau composed, normally, of not more than three members in addition to the Chair and Vice-Chair. The functions of the Bureau are:

- to assist the Chair in conducting the committee's business;
- to supervise the preparation of meetings at the committee's request;
- to ensure continuity between meetings as necessary;
- to execute other additional specific tasks delegated by its Committee.

b. No decision on substantive issues shall be taken by the Bureau on behalf of the committee. In exceptional cases and due to time constraint, the Bureau may have recourse to the tacit approval of all the members of the committee through electronic communication, in order to expedite procedure on decisions requested by the Committee of Ministers.

c. Other members of the Bureau shall be appointed in the same manner as the Chair and Vice-Chair. They shall be appointed immediately after the Chair and Vice-Chair in accordance with an equitable distribution of posts, taking into account in particular geographical distribution, gender balance and, where relevant, legal systems.

d. The term of office of such members shall correspond to the duration of the mandate of the committee and may be renewed once. However, a member may, on expiry of her/his second term, be appointed Chair or Vice-Chair. In order to ensure partial replacement of the Bureau each year, the first term of at least one such member shall be limited to one year.

e. A member elected to replace another whose term of office has not expired shall complete her/his predecessor's term. The same shall apply to the offices of Chair and Vice-Chair.

Article 14 – Working methods

a. Committees may appoint a rapporteur, a drafting committee or both.

b. Where necessary, in order to expedite the progress of their work, committees may entrust a rapporteur or a limited number of committee members with a specific task to be fulfilled by their next meeting, using primarily information technologies.

c. In exceptional cases, for specialised tasks that cannot be performed by a member of the committee or the Secretariat, committees may request the Secretary General to have recourse to consultants subject to the provisions of the relevant resolution and within the limits of budgetary appropriations.

d. Time- and cost-efficiency shall be a guiding principle for committee work, including best possible use of interactive technologies for networks and meetings.

e. Agenda items for information only shall be communicated to members in advance by electronic means allowing the committee to focus during its meeting on agenda items for decision.

Article 15 – Secretariat

a. The Secretary General shall provide the committee with the necessary staff, including the committee secretary, as well as with the administrative and other services it may require.

b. The Secretary General or her/his representative may at any time make an oral or written statement on any subject under discussion.

c. Committees may ask the Secretary General to prepare a report on any question relevant to their work.

Article 16 – Venue of meetings

a. Committees shall normally be convened at the premises of the Council of Europe in Strasbourg.

b. Exceptionally, the Secretary General may authorise, if there is no objection from the government of the state on whose territory it is intended to hold the meeting and if suitable technical facilities are available on-the-spot, to convene a committee elsewhere, in particular, in other Council of Europe premises, in accordance with the principles of sound management and within the resources available.

Article 17 – Revision

Any committee directly answerable to the Committee of Ministers may propose to the Committee of Ministers to amend these Rules or, in exceptional circumstances, to waive them in part.

Appendix 2 to Resolution CM/Res(2011)24

Payment of travelling and subsistence expenses

The travelling and subsistence expenses of one representative per member state participating in a steering and ad hoc committees shall be borne by the Council of Europe unless otherwise indicated in the respective terms of reference,¹⁹ within the limits of budgetary appropriations.

The travelling and subsistence expenses of either all or only a limited number of members of subordinate bodies, as indicated in their respective terms of reference shall be borne by the Council of Europe, within the limits of budgetary appropriations.

* * *

¹⁹ For example, where the terms of reference provide for reimbursement of the expenses of an additional member for the country whose representative has been elected Chair and in special cases set out in the terms of reference.