

**EUROPEAN COMMITTEE ON DEMOCRACY AND GOVERNANCE (CDDG)**

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 2018 until 31 December 2019**

PILLAR/SECTOR/PROGRAMME	
Pillar: Democracy	
Sector: Strengthening Democratic Governance	
Programme: Democratic Governance	
MAIN TASKS	
<p>Under the authority of the Committee of Ministers, having regard to the Secretary General's reports on the State of Democracy, Human Rights and the Rule of Law, and building on the achievements in the area of local and regional democracy, the European Committee on Democracy and Governance (CDDG) will steer the Council of Europe's intergovernmental work in the field of democracy and democratic governance and advise the Committee of Ministers in its field of competence, taking due account of relevant transversal perspectives. The overall aim of the CDDG is to contribute to strengthening democratic institutions, public administration reform, decentralisation, good governance, in particular participation, public ethics, and e-governance, e-democracy and e-voting, at all levels. With this purpose, and taking due account of the gender and children's rights perspectives and the objective of building cohesive societies and to promoting and protecting rights of persons with disabilities in line with the Council of Europe Disability Strategy 2017-2023¹, the CDDG is instructed to:</p>	
<ul style="list-style-type: none"> (i) act as a forum where members, associating as appropriate participants and observers, exchange information, views and experience and disseminate good practice in the design and implementation of reforms, including through compilation of best practice and guidelines; (ii) provide responses based on domestic legislation, practice and experience to member States so requesting that envisage policy reviews and legislative reforms, including through peer reviews and the rapid response service; (iii) develop as appropriate standards relating to modernisation of democratic institutions, public administration, citizens' participation and democratic governance at all levels; (iv) promote the implementation of the Twelve Principles of Good Governance through targeted action and the use of the tools of the Centre of Expertise for Local Government Reform; (v) without prejudice to the mandates of intergovernmental committees of the Council of Europe that already follow the work of monitoring mechanisms, follow the activities of the relevant monitoring and other bodies or convention mechanisms; (vi) provide input and ensure follow-up to the sessions of the Council of Europe's World Forum for Democracy when the themes addressed fall within the mandate of the CDDG; (vii) promote and follow the implementation of the non-binding instruments that it has prepared; 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,² in co-operation, where appropriate, with other relevant bodies, and report back to the Committee of Ministers. 	
SPECIFIC TASKS	
<ul style="list-style-type: none"> (i) Revise Committee of Ministers' Recommendation Rec(98)12 on the supervision of local authorities' action. (ii) Focus on promoting the implementation of the Council of Europe instruments on participation (Guidelines for civil participation in political decision-making, revised Recommendation on the participation of citizens in local public life once adopted by the Committee of Ministers, Additional Protocol to the European Charter on Local Self-government on the right to participation in the affairs of a local authority). 	

¹ Amended in accordance with the Committee of Ministers' decision to further mainstream the work in the area of Rights of Persons with Disability across the Organisation (Cf. CM/Del/Dec(2018)1312/11.1a).

² Cf. Relevant decision of the Committee of Ministers (CM/Del/Dec(2013)1168/10.2) and list of Conventions in CM(2017)132.

- (iii) As a follow-up to the findings of the good governance section of the Secretary General's Reports on the State of Democracy, Human Rights and Rule of Law with regard to public ethics:
 - develop guidelines on public ethics at all levels of government, taking into account the findings of GRECO and Committee of Ministers' Recommendation Rec(2000)10 on Codes of Conduct for Public Officials;
 - update the 2004 Handbook of good practice on public ethics at local level, taking into account experience with the implementation of the revised Public Ethics Benchmark Toolkit of the Centre of expertise on local government reform, and extend it to cover all levels of government – local, regional and national;
 - carry out a feasibility study on the preparation of a Council of Europe indicator framework to identify trends with regard to public ethics and to allow member States to assess their performance.
- (iv) In the field of e-democracy,
 - in accordance with Recommendation CM/Rec(2017)5 on standards for e-voting, hold a review meeting on its implementation in 2019;
 - develop guidelines on e-democracy as a toolkit;
 - oversee the implementation of the priority "building democracy online" of the Internet Governance – Council of Europe Strategy 2016-2019.
- (v) Contribute to the updating of toolkits of the Centre of expertise for local government reform reflecting the latest governance practices, for example in the field of e-governance.
- (vi) Report to the Committee of Ministers on a regular basis on the work and achievements of the European Stakeholders Platform which delivers the accreditation to the national platforms or bodies authorised to grant the European Label of Governance Excellence (ELoGE).

COMPOSITION

Members:

Governments of member States are invited to designate one or more representatives of the highest possible rank in the relevant field, with senior responsibility at national level for the implementation of democratic (constitutional) principles and/or the planning, development and implementation of policies in the field of democratic governance, including at local and regional level and the modernisation of public administration, and/or for co-ordinating government policy relevant to the work of the Committee.

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

Member States 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 take part, with a right to vote, in the committee meetings pertaining to the conventions to which they are Parties.

Participants:

The following may send representatives, 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;
- European Court of Human Rights;
- the Council of Europe Commissioner for Human Rights;
- Conference of INGOs of the Council of Europe;
- European Commission for Democracy through Law (Venice Commission);
- Committees or other bodies of the Council of Europe engaged in related work, 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: Canada, Holy See, Japan, Mexico, United States of America;
- Organisation for Economic Co-operation and Development (OECD);
- Office for Democratic Institutions and Human rights (ODIHR-OSCE).

Observers:

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

- Assembly of European Regions;
- Council of European Municipalities and Regions;
- European Council of Spatial Planners (ECTP-CEU).

Other non-governmental organisations may receive, upon request, observer status and have the right to send representatives without the right to vote and without defrayal of expenses.

WORKING METHODS**Meetings:**

48 members, 1 meeting in 2018, 3 days

48 members, 1 meeting in 2019, 3 days

Bureau:

7 members, 2 meetings in 2018, 2 days

7 members, 2 meetings in 2019, 2 days

The Committee will also appoint Rapporteurs on Gender Equality, on Children's Rights and on Roma³ Issues from amongst its members.

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.

Without prejudice to Resolution CM/Res(2011)24, draft agendas for meetings will be prepared with a view to facilitating participation by representatives, with due regard to the areas of expertise of those representatives.