

COUNCIL OF EUROPE



CONSEIL DE L'EUROPE

Strasbourg, 12 April 2022

CDDG(2022)7  
Item 11 of the agenda

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

### **ELECTION OF TWO BUREAU MEMBERS**

**Members are invited to take note of the information, in the perspective of elections to be held during the 15<sup>th</sup> meeting.**

Secretariat Memorandum  
prepared by the  
Directorate General of Democracy  
Democratic Governance Division

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## Introduction

As a Council of Europe intergovernmental committee, the rules and working methods of the European Committee on Democracy and Governance (CDDG) are set out in [Resolution CM/Res\(2021\)3](#) which contains, as an appendix, the rules of procedure which regulate the election of the Chair, vice-Chair and other Bureau members. See annex 1 and 2 of the present document for selected relevant provisions and background information on the history of the Bureau composition. See also the [terms of reference of the CDDG](#).

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.

In accordance with article 13 of the above-mentioned rules of procedure:

- The term of office of Bureau members (other than the Chair and Vice-Chair) "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."
- Moreover, "a member elected to replace another whose term of office has not expired shall complete her/his predecessor's term. (...)"
- Elections in steering committees (like the CDDG) take place by secret vote.

At its 14<sup>th</sup> meeting (29-30 November), the CDDG elected:

- as Chair: Mr Paul Rowsell (United Kingdom) for one year;
- as Vice-Chair: Mr Edwin Lefebre (Belgium, Flemish Region) for one year;
- as Bureau members: Mr Peter Andre (Austria) for two years, Ms Monika Kurian (Slovak Republic) for two years, Ms Gordana Gapikj-Dimitrovska (North Macedonia) for two years, Mr Markku Mölläri (Finland) for two years, Ms Stefania Traustadóttir (Iceland) for a one-year term.

Following the recent resignation of Ms Monika Kurian and Ms Stefania Traustadóttir, their positions on the Bureau have become vacant. **The CDDG is thus invited to hold elections in order to designate two new Bureau members who would complete the terms of their predecessors (for the biennium 2022-2023, and for the year 2022, respectively).**

## Voting

In order to ensure the secrecy of the vote, voting would take place electronically for all participants, including those present in the meeting room, via the KUDO platform.

**A dedicated voting link** will be sent to each delegate designated (prior to the meeting) to vote on behalf of his/her delegation (“one country, one vote”). These delegates will have to use their e-mail address to be identified, and to which the link for voting will be sent. These delegates should identify themselves **no later than 3 days before the meeting and provide the e-mail address they will use (if it is different from the e-mail address already used for exchanges with the CDDG Secretariat)**.

Voting will thus be possible with the laptop, or – after having installed the Kudo app – also with a tablet or smartphone by means of the « Vote Only » function. A test of the on-line voting system, or technical assistance in the room, may be arranged before the elections.

**APPENDIX I**

*Appendix 1 to Resolution [CM/Res\(2021\)3](#)*

**Extract from the Rules of procedure for Council of Europe intergovernmental committees***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 of members entitled to vote at the first ballot, a simple majority of members entitled to vote at the second ballot and the highest number of votes at the third 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. The Bureau shall not function as a drafting committee, but may occasionally be given limited drafting tasks. 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. The provisions of this resolution shall apply mutatis mutandis to the functioning of a drafting committee.

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 resolution Res(2004)25 and within the limits of budgetary appropriations.

d. Time- and cost-efficiency shall be a guiding principle for committee work. Respecting the principles of this resolution, the committee shall prioritise best possible use of digital technologies including for meetings and written consultations.

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.

### APPENDIX II - CDDG Bureau members since 2015

	2015	2016	2017	2018	2019	2020	2021	2022
<b>Chair</b>	Mr Paul-Henri PHILIPS (Belgium)	Mr Paul ROWSELL (United Kingdom)	Mr Paul ROWSELL (United Kingdom)	Mr Peter ANDRE (Austria)	Mr Peter ANDRE (Austria)	Ms Monika FILIPOVÁ (Slovak Republic) - <b>resigned</b>	Mr Markku MÖLLÄRI (Finland)	Mr Paul ROWSELL (United Kingdom)
<b>Vice-chair</b>	Mr Paul ROWSELL (United Kingdom)	Mr Paul-Henri PHILIPS (Belgium)	Mr Paul-Henri PHILIPS (Belgium)	M. Francesco GIUSTINO (Italy)	M. Francesco GIUSTINO (Italy)	Mr Markku MÖLLÄRI (Finland)	Mr Peter ANDRE (Austria)	Mr Edwin LEFEBRE (Belgium)
<b>Other members</b>	Mr Alexander BALTHASAR (Austria)  Ms Desislava DRAGOVA (Bulgaria)  Mr Francesco GIUSTINO (Italy)  [Ms Paqui SANTONJA (Spain)]* Ms Inga NYHOLM (Finland)  Ms Greta ULLAND BILLING (Norway)	Mr Alexander BALTHASAR (Austria)  Mr Georgios CHRYSAFIS (Greece)  Mr Francesco GIUSTINO (Italy)  Ms Inga NYHOLM (Finland)  Ms Greta ULLAND BILLING (Norway)	[Mr Alexander BALTHASAR (Austria)]* Mr Damien FERAILLE (France)  Mr Georgios CHRYSAFIS (Greece)  M. Francesco GIUSTINO (Italy)  (Ms Inga NYHOLM (Finland))* Mr Peter ANDRE (Austria)  [Ms Greta ULLAND BILLING (Norway)]* Ms Stefania TRAUSTADÓTTIR (Iceland)	Mr Georgios CHRYSAFIS (Greece)  Mr Damien FERAILLE (France)  Ms Milica MARKOVIC (Serbia)  Ms Stefania TRAUSTADÓTTIR (Iceland)  Mr Paul ROWSELL (United Kingdom)	Ms Monika FILIPOVÁ (Slovak Republic)  Ms Milica MARKOVIC (Serbia)  Mr Markku MÖLLÄRI (Finland)  Ms Stefania TRAUSTADÓTTIR (Iceland)  Mr Paul ROWSELL (United Kingdom)	Mr Peter ANDRE (Austria)  Ms Natalia LAS HERAS OLLETE (Spain) - <b>resigned</b>  Mr Edwin LEFEBRE (Belgium), for one year  Ms Milica MARKOVIC (Serbia) - <b>resigned</b>  Mr Paul ROWSELL (United Kingdom)	Ms Albana KOCIU (Albania)  Mr Francesco GIUSTINO (Italy)  Mr Edwin LEFEBRE (Belgium)  Ms Stefania TRAUSTADÓTTIR (Iceland)  Mr Paul ROWSELL (United Kingdom)	Mr Peter ANDRE (Austria)  Ms Gordana Gapikj-Dimitrovska (North Macedonia)  Ms Monika Kurian (Slovak Republic) <b>resigned</b>  Mr Markku MÖLLÄRI (Finland)  Ms Stefania TRAUSTADÓTTIR (Iceland) <b>resigned</b>

\* Replaced before the end of the term of office for the remainder of the mandate

*Election of two Bureau members  
[CDDG(2022)7]*