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Item 4 on the agenda

**STEERING COMMITTEE
FOR CULTURE, HERITAGE AND LANDSCAPE
(CDCPP)**

TERMS OF REFERENCE 2022-2025

For information

Secretariat Memorandum
prepared by the
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Introduction

The Committee of Ministers examined and adopted the terms of reference of Council of Europe committees in the framework of the adoption of the Programme and Budget for 2022-2025 at the Deputies' 1418th (Budget) meeting on 23-25 November 2021.

The structure of committees with a mandate of the Committee of Ministers is based on Article 17 of the Statute and in accordance with new [Resolution CM/Res\(2021\)3](#) on intergovernmental committees and subordinate bodies, their terms of reference and working methods – for the quadrennium 2022-2025.

In general, Committees will be responsible for the promotion of existing standards as well as the development of common policy instruments and legal standards to fill gaps and respond to emerging challenges in the field of human rights, democracy and the rule of law. Committees will also provide the opportunity for sharing good practices and knowledge and shall remain sufficiently flexible to adapt to urgent and emerging needs. In this connection, they will be asked to continually evaluate their activities and advise the Committee of Ministers and the Secretary General on future priorities in the sector concerned, including possible new activities and those that might be discontinued.

Under the authority of the Committee of Ministers and in the framework of the European Cultural Convention, building notably on the outcomes of relevant ministerial conferences and having regard to the Secretary General's reports on the State of Democracy, Human Rights and the Rule of Law and the relevant decisions by the Committee of Ministers, the CDCPP will oversee the Council of Europe's intergovernmental work in the field of culture, heritage and landscape. The CDCPP advises the Committee of Ministers on all questions within its area of competence and guides the implementation of its sector-specific acquis. Taking due account of relevant transversal perspectives, the CDCPP provides States Parties to the European Cultural Convention and other relevant Conventions with standards, policies and good practices to sustainably manage cultural, heritage and landscape resources, as a basis for democratic and inclusive societies in a digitally evolving environment, impacted by environmental degradation.

The new adopted terms of reference are appended to this document.

APPENDIX**

CDCPP Terms of Reference 2022-2025

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(2021)3 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 2022 until 31 December 2025¹**

PILLAR/PROGRAMME/SUB-PROGRAMME ▼

Pillar: Democracy
Programme: Democratic participation
Sub-programme: Culture, Nature and Heritage

MAIN TASKS ▼

Under the authority of the Committee of Ministers and in the framework of the European Cultural Convention, building notably on the outcomes of relevant ministerial conferences and having regard to the Secretary General's reports on the State of Democracy, Human Rights and the Rule of Law and the relevant decisions by the Committee of Ministers, the CDCPP will oversee the Council of Europe's intergovernmental work in the field of culture, heritage and landscape. The CDCPP advises the Committee of Ministers on all questions within its area of competence and guides the implementation of its sector-specific acquis. The CDCPP provides States Parties to the European Cultural Convention and other relevant Conventions with standards, policies and good practices to sustainably manage cultural, heritage and landscape resources, as a basis for democratic and inclusive societies in a digitally evolving environment, impacted by environmental degradation.

In particular, the CDCPP is instructed to:

- (i) ensure the follow-up of the relevant decisions taken at the 131st Session of the Committee of Ministers (Hamburg, 21 May 2021),² and in particular contribute to the implementation of the key strategic priorities relating to its specific field of expertise as identified in the Strategic Framework of the Council of Europe, and respond to the respective key findings and challenges set out in the Secretary General's 2021 Report on the state of democracy, human rights and rule of law "A democratic renewal for Europe";
- (ii) focus on the following tasks:
 - a. devise and follow-up innovative policies and strategies related to the sustainable management of culture, heritage and landscape and reflecting environmental and climate change challenges;
 - b. develop standards and co-operation mechanisms as appropriate and act as a forum where States share information and good practices on their implementation;
 - c. meet the challenges and opportunities of digitisation and artificial intelligence in the sectors under its supervision and promote cultural diversity and intercultural dialogue;

In so doing, it shall draw on the pertinent aspects of the European Convention on Human Rights in its thematic work and build on the European Cultural Convention (ETS 18), the conventions for which it has been given supervision by the Committee of Ministers as well as the non-binding instruments that it has prepared;

- (iii) facilitate the use of and implementation by member States of sector specific conventions, Committee of Ministers' recommendations, tools and guidelines on landscape, culture and cultural heritage policies at national, regional and local level, as appropriate;
- (iv) follow-up and guide the implementation of the Faro Convention on the value of cultural heritage for society, including the Faro Convention Action Plan, and assist in the implementation of the European Cultural Heritage Strategy for the 21st Century, guided by its good practices;
- (v) follow up and guide the implementation of the Council of Europe Landscape Convention, including the preparation of its Conferences, the Information System of the European Landscape Convention and the Council of Europe Landscape Award;
- (vi) promote the Council of Europe Convention on Offences relating to Cultural Property and guide its implementation (in co-operation with the CDPC);
- (vii) promote policy measures on the digitisation of culture, cultural heritage and the audiovisual sector in view of protecting their diversity and meeting the challenges and opportunities of artificial intelligence in this sector;
- (viii) at the request of member States, facilitate the delivery of peer reviews, policy and legal advice, technical assistance, co-operation and capacity-building initiatives in the areas covered by these terms of reference;
- (ix) maintain, further develop and/or make the best use of European platforms and networks – including electronic (in particular HEREIN, ELCIS, IFCD, Compendium of Cultural Policies and Trends in Europe) – to collect best practice, exchange data and experiences and develop new approaches to policies and strategies on culture, cultural heritage and landscape;
- (x) follow up existing standards of the Council of Europe and, where necessary, develop new ones for culture, heritage, landscape or adapt existing ones taking into account the outcomes of exchange platforms and conferences and as appropriate, reviews of technical co-operation, Joint Projects and field projects and to be informed of any developments and activities of the Enlarged Partial Agreement on Cultural Routes;
- (xi) continue to follow up the results and recommendations of relevant ministerial conferences (Culture/Moscow, 2013; Cultural Heritage/Namur, 2015) in line with Committee of Ministers' decisions;

¹ These terms of reference are approved for the first biennial period 2022-2023. For the second biennial period 2024-2025, they are approved on a provisional basis, subject to confirmation upon the adoption of the budget for 2024-2025.

² [CM/Del/Dec\(2021\)131/2a](#), [CM/Del/Dec\(2021\)131/2b](#), [CM/Del/Dec\(2021\)131/2c](#) and [CM/Del/Dec\(2021\)131/3](#).

- (xii) promote high-level dialogue with representatives of the European Union, the United Nations/UNESCO, OSCE and other international organisations to make use of each other's know-how and experience and identify opportunities for co-operation and synergies;
- (xiii) associate partner and observer organisations in the achievement of the goals of the Council of Europe in the fields of culture, cultural heritage and landscape, through synergies and targeted collaborations;
- (xiv) 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;
- (xv) hold an exchange of views annually in order to evaluate its activities and advise the Committee of Ministers and the Secretary General on future priorities in its sector, including possible new activities and those that might be discontinued;
- (xvi) take due account of the following mainstreamed perspectives in the performance of its tasks: gender, youth, children's rights, rights of persons with disabilities, and Roma and Traveller³ issues;
- (xvii) where relevant, contribute to building cohesive societies and to strengthening the role and meaningful participation of civil society in its work;
- (xviii) 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,⁴ in co-operation, where appropriate, with the relevant convention-based bodies, and report back to the Committee of Ministers;
- (xix) contribute to the achievement of, and review progress towards, the UN 2030 Agenda for Sustainable Development, in particular with regards to Goal 3: Good Health and well-being; Goal 5: Gender Equality, Goal 11: Sustainable Cities and Communities; Goal 13: Climate action, Goal 15: Life on land and Goal 16: Peace, Justice and Strong Institutions.

MAIN DELIVERABLES ▼

Under the authority of the Committee of Ministers, the CDCPP is instructed to complete the following deliverables, within the following deadlines:

	Deadline ▼
1. Integrated culture/nature guidance tool based on the Council of Europe's human rights and participatory approach and its conventions in the sector, consisting of innovative principles for inclusive policy making for governments	31/12/2022
2. Draft Recommendation on the essential role and impact of culture, cultural heritage and landscape in helping to address the global crisis (democracy, economy, health, climate, social), with special consideration of the impact of artificial intelligence in these areas	31/12/2022
3. Implementation review report on Recommendation Rec(2000)13 on a European policy on access to archives	31/12/2022
4. Draft Recommendation with a view to the implementation of the European Landscape Convention of the Council of Europe ("Landscape and Health")	31/12/2023
5. Guidance document on the application of Faro Convention principles in member States not yet having signed the Faro Convention	31/12/2023
6. Guidance document in support of the culture, heritage and landscape sectors to promote non-discrimination and protection of vulnerable groups, fighting inequality, racism, xenophobia and discrimination (in co-operation with the CDADI)	31/12/2023
7. Draft Recommendation or guidance document on heritage education, training and climate change	31/12/2023
8. Draft Recommendation with a view to the implementation of the European Landscape Convention of the Council of Europe ("Landscape, a living environment")	31/12/2024
9. Guidance document on the benefits and implementation of the Council of Europe Convention on Offences related to Cultural Property	31/12/2024
10. Draft Recommendation or guidance document on artificial intelligence and its potential and challenges for culture, creativity and cultural heritage	31/12/2024
11. Feasibility study and working group reports on the possible creation of a legal and financial mechanism to support European television series production (2022-2024)	31/12/2024
12. Annual extension of the Faro Convention online serious game dedicated to authorities and civil society to enhance the application of the Faro Convention principles	31/12 of each year
13. Annual Digital #Exhibition "Free to Create – Create to be Free"	31/12 of each year
14. Good practice guidance document for activities in member States complementary to the annual Digital #Exhibition "Free to Create – Create to be Free"	31/12 of each year

³ The term "Roma and Travellers" is used at the Council of Europe to encompass the wide diversity of the groups covered by the work of the Council of Europe in this field: on the one hand a) Roma, Sinti/Manush, Calé, Kaale, Romanichals, Boyash/Rudari; b) Balkan Egyptians (Egyptians and Ashkali); c) Eastern groups (Dom, Lom and Abdal); and, on the other hand, groups such as Travellers, Yenish, and the populations designated under the administrative term "Gens du voyage", as well as persons who identify themselves as Gypsies. The present is an explanatory footnote, not a definition of Roma and/or Travellers.

⁴ Cf. relevant decisions of the Committee of Ministers (CM/Del/Dec(2013)1168/10.2) and list of Conventions in document CM(2021)132.

15. Annual action plan for the promotion of the Council of Europe Convention on Offences relating to Cultural Property	31/12 of each year
16. Annual - and ad-hoc- updates of Council of Europe co-operation and information tools: Compendium, HEREIN, ELCIS that offer comparative policy and practice data related to the CDCPP's work areas and standards	31/12 of each year
17. Annual European Heritage Days event series with updated theme and related programmes (jointly run with the EU)	31/12 of each year

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, cultural heritage and landscape.

The Council of Europe 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 Parties to the European Landscape Convention may send 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;
- Conference of INGOs of the Council of Europe;
- Council of Europe Development Bank (CEB);
- Steering Committee on Media and Information Society (CDMSI);
- Steering Committee for Education (CDEDU);
- European Committee on Crime Problems (CDPC);
- 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 (one or more representatives, including, as appropriate, the European Union Agency for Fundamental Rights (FRA));

- Observer States to the Council of Europe: Canada, Japan, Mexico, United States of America;
- 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:

- Israel;
- 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);
- Organization of World Heritage Cities (OHW);
- 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);
- European Confederation of Conservator-Restorers' Organisations (ECCO);
- European Federation for architectural heritage skills (FEMP);
- Civilscape.

Observer status may be requested in accordance with Article 8 of Resolution CM/Res(2021)3 on intergovernmental committees and subordinate bodies, their terms of reference and working methods.

WORKING METHODS ▼

	Plenary meetings ▼			Bureau meetings ▼		
	Members incl. Chair	Meetings per year	Days per meeting	Members	Meetings per year	Days per meeting
2022	51	1	2.5	9	2	1.5
2023	51	1	2.5	9	2	1.5
2024	51	1	2.5	9	2	1.5
2025	51	1	2.5	9	2	1.5

The rules of procedure of the Committee are governed by Resolution CM/Res(2021)3 on intergovernmental committees and subordinate bodies, their terms of reference and working methods.

The CDCPP will appoint from amongst its members up to 5 Rapporteurs on mainstreamed perspectives, including a Gender Equality Rapporteur.

BUDGETARY INFORMATION* ▼

	Meetings per year	Days per meeting	Members reimbursed	Plenary in €K	Bureau in €K	Working groups in €K	Secretariat (A, B)
2022	1	2.5	51	59.6	9.8	-	0.5 A; 0.5 B
2023	1	2.5	51	59.6	9.8	-	0.5 A; 0.5 B
2024	1	2.5	51	↔	↔	-	↔
2025	1	2.5	51	↔	↔	-	↔

*The costs include the per diem, travel costs, interpretation, translation and document printing. These costs are calculated on the basis of the 2021 standard costs.