

GREEN DIGITAL CHARTER GOVERNANCE

1. ACCESS TO THE GREEN DIGITAL CHARTER

Access to the Green Digital Charter is open to all local authorities democratically constituted with/by elected representatives willing to commit to the statements in the Green Digital Charter. The access is regardless to the cities' stage of implementation of their energy and climate policies.

The Green Digital Charter is open and accessible to all local authorities democratically constituted with/by elected representatives and willing to commit to the statements in the Charter.

2. GREEN DIGITAL CHARTER HISTORY AND OWNERSHIP

- 2.1. The Green Digital Charter is a EUROCITIES initiative, started by the City of Manchester and Clicks and Links Ltd and now supported by the European Commission.
- 2.2. The Green Digital Charter is an initiative of the EUROCITIES network which is governed by an Executive Committee comprising the mayors of 12 member cities.
- 2.3. The governance of the Green Digital Charter on behalf of the EUROCITIES network is the responsibility of a Green Digital Charter Steering Group comprising EUROCITIES management, the City of Manchester and the Chair of the EUROCITIES Knowledge Society Forum.
- 2.4. Clicks and Links Ltd. as co-initiator of the Green Digital Charter will be consulted by the Green Digital Charter Steering Group as a Technical Adviser.
- 2.5. Since September 2011 and until February 2014 the Green Digital Charter is promoted by the FP7 funded project NiCE - Networking intelligent Cities for Energy Efficiency. The project objective is to support signatory cities in the implementation of the Charter.

3. CONDITIONS FOR AFFILIATION

- 3.1. Cities who agree to commit to the Green Digital Charter by formally signing the document are defined as 'Green Digital Charter signatories' and benefit of the direct support of the NiCE project.
- 3.2. The status of "Green Digital Charter signatories" is open to major cities from European Union, EFTA, Acceding, Candidate and Potential Candidate Countries. The following criteria will be taken into account for cities affiliation:
 - Preferably to have a population over 250,000 inhabitants;
 - The international and regional importance of the applicant city;
 - The urban structure in the country the applicant city comes from.

4. AFFILIATION PROCESS

Cities can sign the Green Digital Charter at any period time.

To join the Green Digital Charter, local authorities should undertake the following process:

- 4.1. Cities must first of all present the Green Digital Charter initiative to the Municipal Council who must adopt it formally.
- 4.2. Once the decision to commit to the Charter is formally made, cities must inform the Green Digital Charter Contact Point (info@greendigitalcharter.eu), managed by the EUROCITIES secretariat, which will facilitate the affiliation process.
- 4.3. Cities must provide the contact point with a completed city profile questionnaire (<http://bit.ly/1zc4vlj>). This document will be considered as the city application form.
- 4.4. If a candidate city clearly fulfills the criteria to become a signatory city, the Contact Point will inform the city which can proceed to the following step. In case of uncertainty, the decision will be left to the Green Digital Charter Steering Committee.
- 4.5. Cities can then proceed to organise a signing ceremony at local level. Representatives of both EUROCITIES and the European Commission should be invited as well as local media.
- 4.6. The Mayor - or equivalent representative of the council - must sign the Green Digital Charter text which will be provided by the Contact Point (<http://bit.ly/1AfXgRk>).
- 4.7. After signature, cities must provide the Charter Contact Point with
 - a scanned copy of the signed and dated Charter/Letter;
 - photos of the ceremony, ideally showing the signature moment;
 - a written statement by the responsible politician;
 - overview of local media coverage.
- 4.8. The city will then be included in the public list of Green Digital Charter signatories. The Green Digital Charter Contact Point will organise regular signing ceremonies at European level during which new signatory and partner cities can renew their commitment in front of the EU institutions and other signatories.

September 2012