

INTERNATIONAL TELECOMMUNICATION UNION



General Secretariat

30 November 2005

Ref: DM-05/1237

To: ITU Member States

ITU Sector Members

Contact: Lara Srivastava / Carlos Sanchez

Tel: +41 22 730 6126 / 5473

Fax: +41 22 730 6453

E-Mail: lara.srivastava@itu.int

Subject: **Second meeting of the council working group on the elaboration of the draft ITU Strategic and Financial Plans, 2008-2011**

Dear Sir / Madam,

As you may be aware, in No. 62A of the ITU Constitution, the ITU Council is required, in the last but one ordinary session of the Council before the Plenipotentiary, to initiate the preparation of a draft new strategic plan for the Union. Accordingly, at its 2005 session, the Council adopted Decision 527 which foresees the establishment of a working group on the elaboration of the draft 2008-2011 ITU strategic and financial plans. The second meeting of the council working group is planned from **30-31 January 2006** in Geneva.

During the first meeting of the working group (Geneva, 27-28 October 2005), the need for greater linkages between the strategic and financial plans was emphasized. In this context, it was agreed that the strategic plan should include a clear reference to the outputs as defined in the Results Based Budgeting (RBB) framework. It was considered a helpful first step if each Sector (and the General Secretariat) were to supply a list of four or five outputs that are of particularly high priority. There should also be a review of mission statements for the new strategic plan. Document WG-SP-FP/09 (*Request for input from Sector Advisory Groups and the General Secretariat*) sets out the parameters for this exercise by listing a number of specific requests for inputs, which are to be made available by 16 January 2006. These documents, and the reports of the chairman (WG-SP-FP/08 and WG-SP-FP/10) from the first meeting, are available on the ITU Strategic Planning website at <http://www.itu.int/stratplan/2005/meeting1.html>. Input from Sectors and the General Secretariat will be posted as they are received.

The second meeting of the council working group will begin at 10.00 hours on 30 January 2006 at ITU Headquarters in Geneva. The first day of the meeting will be open to all ITU members and will focus on the draft strategic plan. The second day of the meeting will focus on the draft financial plan, and as such is open to ITU Member States only. Please note that a meeting for the Working Group on WSIS is planned for the later that week.

A draft agenda for the meeting is enclosed together with details of online registration for the meeting. Collected material available for the work of the group can be found at: www.itu.int/stratplan. We would be grateful to receive further contributions to the work of the group. The contributions should be sent by e-mail to stratplan@itu.int and will be posted on the website above as they are received.

I look forward to welcoming you to this important meeting.

Yours sincerely,

Marie-Odile Beau,
Chairperson, ITU Council Working Group



Chairman of the Council Working Group

DRAFT AGENDA

30 – 31 January, 2006, starting at 10.00 hours

ITU Headquarters in Geneva, Conference Room H (Montbrillant)

1. Opening remarks
2. Adoption of the agenda
3. Working methods
4. Review of contributions from Members and ITU elected officials
5. Review of input received from Sector Advisory Groups and the General Secretariat
5. Review of other material collected for the elaboration of the draft Strategic Plan (www.itu.int/stratplan)
6. Discussion of the draft Strategic Plan, 2008-2011
7. Discussion of the draft Financial Plan, 2008-2011
(Note: this discussion will take place on the second day of the meeting and will be open to representatives of ITU Member States only)
8. Any other business

M.-O. Beau
Chairman



**ITU Council Working Group on elaboration of the draft
strategic and financial plans, 2008-2011**



Geneva, 30-31 January 2006

Registration form

To be returned to the General Secretariat (Fax: +41 22 730 6453) by
20/01/2006

Organisation represented

ITU Member State

or

ITU Sector Member

Mr Ms

Family name: _____ First name: _____

Official title: _____

Address: _____

Tel:

Fax:

E-mail:

Date: _____

Signature: _____

Please note: This form registers you for this meeting only.

For a list of hotels in the Geneva area, please see www.itu.int/travel

For online registration, see: <http://www.itu.int/stratplan>