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| **Council 2021Virtual consultation of councillors, 8-18 June 2021** |  |
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|  | **Document C21/92-E** |
| **23 June 2021** |
| **Original: English** |

SUMMARY RECORD

OF THE

EIGHTH MEETING

Thursday, 17 June 2021, from 1200 to 1505 hours

**Chairman:** Mr S. BIN GHELAITA (United Arab Emirates)

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|  | **Subjects discussed** | **Documents** |
| 1 | Outcomes of discussions held on 16 June 2021 | [DT/1(Rev.6)](https://www.itu.int/md/S21-CL-210608-TD-GEN-0001/en) |
| 2 | Measures taken by ITU on conditions for on-site emergency medical support at ITU conferences and meetings held away from Geneva  | [C21/31](https://www.itu.int/md/S21-CL-C-0031/en) |
| 3 | Report on ITU Telecom World events  | [C21/19](https://www.itu.int/md/S21-CL-C-0019/en) |
| 4 | Revenue and expenses: Annual review of revenue and expenses and efficiency measures | [C21/9](https://www.itu.int/md/S21-CL-C-0009/en) |
| 5 | Cost recovery for the processing of satellite network filings | [C21/16](https://www.itu.int/md/S21-CL-C-0016/en) |
| 6 | Provisional participation of entities dealing with telecommunication matters in the activities of ITU | [C21/20](https://www.itu.int/md/S21-CL-C-0020/en) |
| 7 | Improvement of management and follow-up of the defrayal of ITU expenses by Sector Members, Associates and Academia | [C21/52](https://www.itu.int/md/S21-CL-C-0052/en) |
| 8 | Status report on the implementation of Council Decisions 600 and 601 (UIFN, IIN) | [C21/47](https://www.itu.int/md/S21-CL-C-0047/en) |
| 9 | Compilation of the decisions captured in PP-18 minutes  | [C21/58](https://www.itu.int/md/S21-CL-C-0058/en) |
| 10 | Obsolete Council resolutions and decisions | [C21/3](https://www.itu.int/md/S21-CL-C-0003/en) |
| 11 | Outcome of informal consultations on 2022 events (continued) | [DT/6(Rev.2)](https://www.itu.int/md/S21-CL-210608-TD-GEN-0006/en) |
| 12 | List of candidatures for chairmanships and vice-chairmanships of CWGs, EGs and IEGs (continued) | [C21/21](https://www.itu.int/md/S21-CL-C-0021/en)(Add.3) |
| 13 | Feasibility study on establishing an ITU training institute | [C21/32](https://www.itu.int/md/S21-CL-C-0032/en) |
| 14 | Announcements by Member States – Candidatures for elections to be held at PP-22 | - |

**1 Outcomes of discussions held on 16 June 2021 (Document** [**DT/1(Rev.6)**](https://www.itu.int/md/S21-CL-210608-TD-GEN-0001/en)**)**

1.1 Document DT/1(Rev.6) was **noted**.

**2 Measures taken by ITU on conditions for on-site emergency medical support at ITU conferences and meetings held away from Geneva (Document** [**C21/31**](https://www.itu.int/md/S21-CL-C-0031/en)**)**

2.1 The representative of the General Secretariat introduced Document C21/31, which described the proactive measures taken by ITU on conditions for on-site emergency medical support at ITU conferences and meetings held away from Geneva since a member of the United States delegation had been taken critically ill at WRC-19.

2.2 Annexes 2 and 3 to the document contained guidelines and minimum requirements for medical assistance and equipment at ITU events and would be referenced in all future security plans. In addition, the recruitment of the Organizational Resilience Management System (ORMS) coordinator meant that all future events would also have a comprehensive crisis management and business continuity planning component to complement the security plan required by the host-country agreement.

2.3 The Council was invited to note the document and its conclusions, as well as Annexes 2 and 3.

2.4 The councillor from the United States, which had requested that the arrangements for emergency medical support be strengthened following the medical emergency at WRC-19, expressed deep appreciation for the secretariat’s efforts to strengthen safety and security provisions for future ITU events outside Geneva, which was all the more important given the number of events expected to be held away from Geneva during the headquarters reconstruction project.

2.5 Two councillors enquired as to the financial impact on ITU of the measures outlined in the document and the recruitment of dedicated qualified medical personnel in case of emergencies, the source of funds for that purpose and how they would be reflected in ITU’s budget.

2.6 The representative of the General Secretariat said that all such safety and security requirements were incorporated in host-country agreements and their costs borne by the host country. Safety and Security Division (DSS) personnel were well qualified as first responders to a medical emergency, but qualified medical personnel were indeed required beyond that and having the necessary equipment in place was paramount.

2.7 The Chief of the Financial Resources Management Department (FRMD) confirmed that host countries were required to provide medical assistance at events away from Geneva, while ITU bore that financial burden for events in Geneva, as reflected in the budget line for medical and security services – an integral part of the regular budget. His team would work closely with DSS to identify whether there were specific requirements which necessitated additional financial resources. In such a case, those costs would be reflected in the financial plan submitted to PP-22 for approval.

2.8 The Chairman took it that councillors wished to conclude that, keeping in mind the fact that the item was urgent, a consultation by correspondence of Council Member States would be undertaken to note Document C21/31 and its conclusions, as well as Annexes 2 and 3, which would be referenced in all future event security plans.

2.9 It was so **concluded**.

**3 Report on ITU Telecom World events (Document** [**C21/19**](https://www.itu.int/md/S21-CL-C-0019/en)**)**

3.1 The representative of ITU Telecom presented Document C21/19, which provided a review of ITU Telecom World 2019 and 2020 and outlined plans for 2021 and 2022. ITU Digital World 2021 would be co-hosted by ITU and the Government of Viet Nam and held virtually from September to December 2021. It would include forum debates focusing on infrastructure, technology, funding and frameworks, awards and SME programme activities, and a virtual exhibition. Ministerial roundtables and side events organized by the host country would take place from 12 to 15 October. With regard to ITU Telecom World 2022, ITU Telecom had launched a call for bids and had already received enquiries and expressions of interest, even with the wait-and-see approach necessitated by the ongoing pandemic. The Council was invited to note the report.

3.2 One councillor, expressing appreciation to the Government of Viet Nam as host of the events in 2020 and 2021, suggested that the report be updated to reflect the possibility that ITU Telecom World 2022 might be postponed until 2023.

3.3 While noting the ongoing discussions on the schedule of future events and aware of the possible postponement, the representative of ITU Telecom was nevertheless confident that the event could be held in December 2022 if a host country could be secured.

3.4 The Chairman, responding to a comment by a councillor, said that the work of the consultancy firm to perform a strategic and financial review of ITU Telecom World events was still ongoing; but it did not prevent councillors from noting the document.

3.5 The Chairman took it that councillors wished to conclude that, keeping in mind the fact that the item was urgent, a consultation by correspondence of Council Member States would be undertaken to note the report contained in document C21/19.

3.6 It was so **concluded**.

**4 Revenue and expenses: Annual review of revenue and expenses and efficiency measures (Document** [**C21/9**](https://www.itu.int/md/S21-CL-C-0009/en)**)**

4.1 The representative of the General Secretariat introduced Document C21/9, which outlined the key elements of the implementation of the 2020-2021 budget and provided an update on the application of efficiency measures, which had resulted in savings of approximately CHF 57.6 million for the period 2014-2019. The Council was invited to endorse the document and to note Document C20/9, which contained the previous year’s report.

4.2 One councillor said that separating COVID-related savings from those related to the implementation of efficiency measures would have painted a more accurate picture of the situation.

4.3 Responding to questions from councillors, the representative of the General Secretariat said that the shortfall in cost-recovery income was attributable to lower revenue from publications, and that the efficiency measures related to staffing amounted to a 5 per cent saving in an area that accounted for approximately 90 per cent of ITU’s outgoings. While the forecasted savings for the period 2020-2023 were lower than for the preceding period, there were many factors to consider and savings did not necessarily continue from one period into the next.

4.4 Responding to questions from councillors, the Chief of FRMD said that the balance of the reserve account as at April 2021 was CHF 26.3 million and had not changed since 31 December 2020. The forecasted drop in savings for 2020-2023 was to be expected given the unplanned expenses arising from the COVID-19 pandemic. In addition to the reduction in publication revenue no cost recovery charges were made to Telecom due to the cancellation of the ITU Digital World 2020 physical event.

4.5 The Chairman took it that councillors wished to note the observations raised during the meeting, and that, keeping in mind the fact that the item was urgent, a consultation by correspondence of Council Member States would be undertaken to endorse Document C21/9 and note Document C20/9.

4.6 It was so **concluded**.

**5 Cost recovery for the processing of satellite network filings (Document** [**C21/16**](https://www.itu.int/md/S21-CL-C-0016/en)**)**

5.1 The representative of BR presented Document C21/16, noting that over 99 per cent of satellite network filing invoices issued in 2019 and 2020 and due by 31 December 2020 had been paid in a timely manner. The Council was invited to take note of Document C21/16 and also Document C20/16, which contained the previous year’s report.

5.2 The Chairman took it that councillors wished to conclude that, keeping in mind the fact that the item was urgent, a consultation by correspondence of Council Member States would be undertaken to note Documents C21/16 and C20/16.

5.3 It was so **concluded**.

**6 Provisional participation of entities dealing with telecommunication matters in the activities of ITU (Document** [**C21/20**](https://www.itu.int/md/S21-CL-C-0020/en)**)**

6.1 The representative of the General Secretariat presented Document C21/20 containing the names of entities dealing with telecommunication matters and provisionally included in the list of Sector Members, representing 42 memberships from 38 entities. He noted that the reporting period ran from 1 January 2019 to 31 December 2020. The Council was invited to review the requests for participation with respect to their conformity with the Council’s procedure and to confirm the action to be taken by the Secretary-General.

6.2 One councillor expressed appreciation to Member States for facilitating the admission of the entities into ITU. Doing so created a greater link between the work of the Union and industry and helped to generate new ideas. If admission and participation procedures complied with the Convention, he supported the action to be taken by the Secretary-General.

6.3 One councillor inquired if there were in fact 43 memberships (rather than 42), and stressed the importance of ensuring that texts referenced in ITU documents were accessible and hyperlinks operational.

6.4 The representative of the General Secretariat, responding to a query from a councillor, confirmed that the document referred to 42 memberships and the admission of 38 entities. One entity had upgraded its membership from Associate in the first year of the reporting period to Sector Member in the second. The cancelled Associate membership is not included in the total. The General Secretariat noted the request of the councillor to provide active links to all reference documents including those currently archived.

6.5 The Chairman took it that councillors wished to conclude that, keeping in mind the fact that the item was urgent, a consultation by correspondence of Council Member States would be undertaken to confirm the action taken by the Secretary-General regarding the admission of 38 entities dealing with telecommunication matters, accounting for 42 memberships in total, as listed in Annexes 1 and 2 to Document C21/20.

6.6 It was so **concluded**.

**7 Improvement of management and follow-up of the defrayal of ITU expenses by Sector Members, Associates and Academia (Document** [**C21/52**](https://www.itu.int/md/S21-CL-C-0052/en)**)**

7.1 The Chief of FRMD introduced Document C21/52, which outlined measures taken to improve the management and follow-up of the defrayal of ITU expenses by Sector Members, Associates and Academia and gave figures for the percentage collection rate, current debt and arrears for 2011 to 2020. It also listed those entities whose membership had been suspended or frozen and those due to be excluded with effect from 30 June 2021, and set out several recommendations for improving the situation. The 2020 version of the report had been prepared for submission to the 2020 session of the Council but not reviewed; councillors were therefore invited to note both documents. He expressed appreciation to those administrations whose cooperation had helped in the recovery of arrears.

7.2 One councillor expressed support for the recommendations made in Document C21/52. Another undertook to assist in contacting one of the entities listed in Annex 1. A third asked whether any underlying reasons had been identified for the significant increase in current debt in 2018 and 2019 and whether any lessons could be drawn from the period of the COVID-19 pandemic.

7.3 The Chief of FRMD, welcoming the offer of contact information from one councillor, observed that the overall trend in arrears was downwards, despite the effects of the pandemic. He reiterated his thanks to the administrations who collaborate and assist the secretariat in contacting the relevant entities to settle their outstanding debts and encourage other administrations to do the same to help further reduce the arrears.

7.4 The Chairman took it that councillors wished to conclude, keeping in mind the fact that the item was urgent, that a consultation by correspondence of Council Member States would be undertaken to endorse the recommendations as per section 4 of Document C21/52 and note Documents C21/52 and C20/52.

7.5 It was so **concluded**.

**8 Status report on the implementation of Council Decisions 600 and 601 (UIFN, IIN) (Document** [**C21/47**](https://www.itu.int/md/S21-CL-C-0047/en)**)**

8.1 The representative of TSB introduced Document C21/47, which summarized the status of implementation of Council Decisions 600 and 601 and consultations with Member States on the issue. The document had originally been prepared as Document C20/47 for submission to the 2020 session of the Council but had not been reviewed. The secretariat sought the continued assistance of Member States in recovering UIFN debts owed and updating contact details for UIFN service providers and IIN assignees. A recently concluded meeting of ITU-T Study Group 2 had reviewed the document and taken action to help the Director of TSB and the General Secretariat to recover fees, focusing on reminding operators assigned UIFN or IIN numbers of the need to pay, reclaiming numbers in the event of non-payment and updating ITU-T Recommendations to strengthen enforcement; a full report on its deliberations would be submitted to CWG-FHR in September 2021.

8.2 Two councillors applauded the secretariat’s efforts and expressed support for the conclusions contained in section 5 of the report.

8.3 The Chairman took it that councillors wished to conclude, keeping in mind the fact that the item was urgent, that a consultation by correspondence of Council Member States would be undertaken to note the conclusions provided in section 5 of Document C21/47.

8.4 It was so **concluded**.

**9 Compilation of decisions captured in PP-18 minutes (Document** [**C21/58**](https://www.itu.int/md/S21-CL-C-0058/en)**)**

9.1 The Secretary of the meeting introduced Document C21/58, containing a compilation of the decisions adopted by the Plenipotentiary Conference (Dubai, 2018) that were captured in the minutes of its plenary meeting, in particular decisions based on the recommendations of the committees and working group of the plenary. VCC was invited to take note of the document.

9.2 The Chairman said he took it that councillors wished to conclude that, keeping in mind the fact that the item was urgent, a consultation by correspondence of Council Member States would be undertaken to note Document C21/58.

9.3 It was so **concluded**.

 **10 Obsolete Council resolutions and decisions (Document** [**C21/3**](https://www.itu.int/md/S21-CL-C-0003/en)**)**

10.1 The Secretary of the meeting introduced Document C21/3, a recurrent document issued after each ordinary session of the Council, which contained a list of Council resolutions and decisions that had been implemented, abrogated and consequently deleted from the Volume of resolutions and decisions of the Council. The list was submitted to VCC for consideration and approval.

10.2 The Chairman said he took it that councillors wished to conclude that, keeping in mind the fact that the item was urgent, a consultation by correspondence of Council Member States would be undertaken to approve the proposed list of resolutions and decisions which should be abrogated and thus removed from the Volume of resolutions and decisions of the Council.

10.3 It was so **concluded**.

**11 Outcome of informal consultations on 2022 events (continued)
(Document** [**DT/6(Rev.2)**](https://www.itu.int/md/S21-CL-210608-TD-GEN-0006/en)**)**

11.1 The Chairman drew attention to Document C21/DT/6(Rev.2), which had been prepared to take into account requests made the previous day to reduce the duration of the cluster of CWG meetings planned for January 2022 and to postpone GET, GCBI, WTIS and ITU Telecom, for which new dates and formats had been requested.

11.2 During the ensuing discussion, several specific proposals were made regarding the details of the schedule for the January 2022 CWG meetings, such as, for example, modifying the sequence of meetings, or moving forward part of the cluster by one day to avoid meeting on a Friday, which was a religious holiday for many councillors. Two councillors suggested that reducing the duration of the cluster of meetings even further than envisaged in the revised document would ease the burden on Member States and the secretariat, but several others cautioned against leaving insufficient time for the CWGs to carry out their work effectively, especially as the January meetings would be their last before the 2022 session of the Council and PP-22. Several councillors, noting that the entire cluster might yet be held online, depending on how the COVID-19 pandemic situation evolved, requested that consideration be given to varying the time at which virtual meetings were held.

11.3 With three major conferences due to take place in 2022 but the pandemic situation still unpredictable, one councillor expressed the view that the document should include more explicit contingency plans. Time was running out to make alternative arrangements with the required six months’ notice.

11.4 The Chairman pointed out that it had not proved possible to achieve consensus on alternatives in many cases; however, it had been proposed that the January 2022 CWG cluster of meetings could be held online if necessary. If WTSA could not take place in India on the dates agreed, it would be held in Geneva. Any further decisions would need to be taken by the Council at its 2022 session.

11.5 The councillor from Romania emphasized that the host-country administrations for the three major conferences were monitoring the situation closely.

11.6 While there were some calls to maintain a degree of flexibility in planning the three main conferences, councillors largely favoured fixing the dates as set out in the revised document. The importance of both WTSA and WTDC was highlighted, and the hope was expressed that it would indeed prove possible for WTDC to be held in Africa for the first time.

11.7 The councillor from Poland, speaking as chairman of GCBI, expressed support for holding that meeting in 2022, especially as it involved only 12 participants and would address topics of particular relevance in the post-COVID environment.

11.8 Bearing in mind a request for the outcome of the discussion to be circulated in writing, the Chairman took it that councillors wished to see a further revision of Document C21/DT/6(Rev.2) prepared by the secretariat to be taken up at the following day’s meeting, together with Documents C21/DT/7 and C21/DT/5.

11.9 It was so **agreed**.

**12 List of candidatures for chairmanships and vice-chairmanships of CWGs, EGs and IEGs (continued) (Document** [**C21/21+ Addendum 3**](https://www.itu.int/md/S21-CL-C-0021/en)**)**

12.1 The Chairman said that as yet no agreement had been reached between the APT and CEPT, both of which wished to put forward candidates for the chairmanship of the Council Working Group for strategic and financial plans (CWG-SFP). He urged the groups to seek a solution as swiftly as possible to enable VCC to take the relevant action before the closure of the session.

12.2 The Councillor from Romania, briefing VCC on the group discussions on the chairmanship of SWG-SPF, said that there were currently two candidates: one from France and one from India. There were also two candidates from APT for the position of Vice-Chairman: one from India and one from China. A request had been made to consider the possibility of having co-chairmen and of having two vice-chairmen from one region.

12.3 The Chairman said that the appointment of two co-chairmen would be unprecedented and seemed unfeasible; one chairman would ultimately need to be accountable for the work of the CWG.

12.4 Councillors agreed that the two candidates for the chairmanship of CWG-SFP both had the necessary skills, experience and expertise for the role. Some councillors considered that having co-chairmen could be a possible solution, insofar as the work of the CWG could be considered to fall into two areas: strategic planning and financial planning. Others, however, expressed concern that there was no mandate for co-chairmen. Such an approach would need to be carefully thought out and was liable to set a precedent for the other CWGs. The Union’s strategic and financial plans were inextricably linked and must be addressed in a coherent manner. Geographical balance should be taken into consideration, and the established practice of having one chairman and six vice-chairmen should be maintained. Co-chairmen would not be a suitable solution. APT and CEPT should hold further consultations in an effort to arrive at solution. One councillor suggested that the Secretary-General could assist with those consultations. The composition of CWG-SFP should be decided as a matter of urgency, to enable it to commence its work as swiftly as possible.

12.5 The Chairman said he took it that VCC agreed to request the regional groups to continue their consultations, with the assistance of the secretariat and the Secretary-General. He hoped that an agreement could be reached soonest, in order to allow VCC to conclude the matter before the end of its current session.

12.6 It was so **agreed**.

**13 Feasibility study on establishing an ITU training institute (**[**C21/32**](https://www.itu.int/md/S21-CL-C-0032/en)**)**

13.1 The representative of BDT introduced Document C21/32, which contained the final report on the feasibility study on establishing an ITU training institute. The study, which had been delivered in March 2021, had been conducted by an independent external consulting company, Jigsaw Consult, and was presented to Council for consideration.

13.2 The representative of Jigsaw Consult presented the findings of the feasibility study, which had been conducted using a comprehensive approach, with as great a degree of diversity as possible. He thanked all those who had participated through interviews and discussions. Each method of study had produced different insights. The study had shown that ITU displayed clear strengths and potential with regard to capacity development and training, in particular as a trusted provider; the skills and expertise of the staff in the secretariat were widely appreciated. Nine areas for improvement had been identified, which fed into 10 short-term recommendations, including, *inter alia*: having an overall capacity development and training strategy; setting a clear budget line for capacity-development and training across ITU as a means of assessing value for money; and providing more rigorous quality assurance processes, including regular needs analysis to see what those using ITU’s capacity-development and training facilities really wanted. Much consideration had been given to the advantages and disadvantages of setting up a potential ITU training institute, including discussions with other United Nations agencies that had established similar institutes.

13.3 The conclusion had been drawn that the establishment of an institute would provide greater clarity of purpose for ITU capacity development and training, with more centralized coordination and delivery of those activities. It would enable enhanced quality and quantity of output and outcomes, and would offer an integrated community that could provide expertise for all ITU members and staff. The establishment of such an institute would, however, entail numerous challenges. Complex governance structures would need to be put in place, and there would be significant financial requirements, not forgetting the existence of strong global competition in the domain. There were also significant considerations required with regard to the format of training provided, in the light of the COVID-19 situation; online training would increase, which would devalue a physical institute. A virtual institute was not recommended. Three possible courses of action were therefore suggested: in addition to the options to create an institute or simply strengthen the current arrangements for providing capacity development and training, consideration might be given to a third scenario of setting up a centralized, dedicated unit within ITU. Such a unit would be less costly than an institute, would be less complex to manage from a governance perspective, and would build on the ITU Academy brand.

13.4 Councillors thanked Jigsaw for the presentation and the report. All agreeing on the importance of strengthening ITU’s capacity‑development and training facilities, two Councillors considered that the creation of an institute would be an excellent opportunity, while others cautioned that further consideration must be given to the options presented through the study. Consideration must be given to how a new institute would fit in with other ITU entities, including the ITU Academy and the Centres of Excellence. One councillor expressed concern that training was a commercial endeavour, and an institute would face a great deal of external competition. Concerns were also raised about the possible financial implications related to the different options included in the report. Another councillor emphasized that, pending a decision on the creation of an institute or unit, ITU could already start drawing up a coherent strategy and approach to capacity building, and look to implement the short-term recommendations in order to build on what existed through synergies and improved coordination.

13.5 The Chairman suggested that, with a view to future discussion, Council Member States be invited to submit written comments to the secretariat by 1 September 2021, and took it that councillors wished to conclude that the secretariat would review ITU’s capacity-development activities and develop a proposal on how they could be improved and strengthened, taking into consideration the findings and recommendations of the report, as well as the comments sent by Council Member States. The three advisory groups could also be consulted on the report. A proposal would then be presented to the Council in 2022.

13.6 It was so **concluded**.

**14 Announcements by Member States – Candidatures for elections to be held at PP-22 (continued)**

14.1 H.E. Mr Roberto Sánchez, Secretary of State for Telecommunications and Digital Infrastructures of Spain, announced that Spain would stand for re-election to the Council. He delivered the statement available at: <https://www.itu.int/en/council/Documents/2021/VCC1-Spain-E.pdf>.

14.2 A representative of the United Kingdom announced that the United Kingdom would stand for re-election to the ITU Council.

14.3 The councillor from the Czech Republic announced that the Czech Republic would stand for re-election to the ITU Council.

The Secretary-General: The Chairman:

H. ZHAO S. BIN GHELAITA

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