



# Economic and Social Council

Distr.: General  
7 December 2023

Original: English

---

## Economic Commission for Europe

### Inland Transport Committee

#### Eighty-sixth session

Geneva, 20-23 February 2024

Item 7 (b) of the provisional agenda

#### Governance issues and business critical decisions

for the Inland Transport Committee and its subsidiary bodies:

Results of the meetings of the Bureau

of the Inland Transport Committee

## Results of the Meetings of the Bureau of the Inland Transport Committee in 2023

### Note by the secretariat

#### *Summary*

This document contains the results of the meetings held by the Bureau of the Inland Transport Committee in 2023.

The Committee is invited to consider document ECE/TRANS/2024/11 and refer to the decisions of the Bureau under the relevant items of its agenda.

### Introduction

1. In accordance with the decisions of the Inland Transport Committee (ITC or the Committee) (ECE/TRANS/125, paras. 14 and 15 and ECE/TRANS/328, para. 38), the Bureau of ITC met in Geneva on 13 June and 7 and 8 November 2023.
2. In accordance with the United Nations Economic Commission for Europe (ECE) plan of action, the Bureau fulfils the following functions related to the organization of the annual sessions of the Committee:
  - (a) the preparation of a well-focused agenda with defined objectives and allocated times for the items;
  - (b) the indication of main topics where decisions are needed;
  - (c) the selection of themes of discussion for the session;
  - (d) the monitoring and evaluation of the work since the previous session;
  - (e) the monitoring and coordination of activities in order to avoid duplication with the work of other relevant organizations;

(f) and the proposal of priorities in the programme of work, listing, where possible, various options (E/ECE/1347, chapter III, A, 2 (b)).

3. In accordance with the Committee's Rules of Procedure (ECE/TRANS/294, Annex III, Rule 18), the key functions of the Bureau are:

(a) To monitor and ensure implementation of decisions and recommendations of the Committee, as appropriate, during intersessional periods;

(b) To ensure effective and transparent preparations of forthcoming sessions and, for that purpose, to collectively outreach to and consult with all members of the Committee, and other stakeholders as appropriate;

(c) To ensure effective conduct of business during the sessions and to facilitate reaching agreement on decisions and recommendations.

4. The annexes present the results of the meetings of the Bureau for consideration by the Committee, in line with the mandate of its Bureau.

## Annex I

### Results of the Fourth Meeting of the 2022–2023 Bureau of the Inland Transport Committee (13 June 2023)

*Decision No.*

- Agenda Item 1. Adoption of the agenda**  
[TRANS/BUR.2023/2]
- No. 1 The Bureau **adopted** the provisional agenda.
- Agenda Item 2. Outcomes of the ITC report to the Executive Committee**  
[ITC report to EXCOM and power-point presentation]  
[No decisions]
- Agenda Item 3. Preparing for the eighty-sixth session of the Inland Transport Committee**  
[Informal documents No. 1 and No. 2]
- 3A. Draft provisional agenda for the 86th session of the Committee**  
[Informal document No. 1]
- No. 2 The Bureau considered Informal document No. 1 and **endorsed** the provisional agenda with the following modification:
- to merge agenda items 7 and 8 under the joint title “Election of officers and other members of the Bureau.”
- No. 3 Considering the importance of the topics expected to be on the agenda of the Committee in 2024, the Bureau **requested** the secretariat to maintain the length of the 86th session at the length of the 85th session (i.e., increasing by one half-day meeting, during the ITC week, compared to the prior sessions up to the 84th).
- 3B. Possible themes for the high-level segment**  
[Informal document No. 2]
- No. 4 The Bureau **selected option 1 on “Taking ambitious climate action – decarbonization by 2050”** as the theme of the High-level policy segment.
- No. 5 The Bureau **selected option 2 on “Fostering the digital and green transition for inland transport in support of the Sustainable Development Agenda”** for the ITC Roundtable on the Four-Platforms of the Committee’s Strategy.
- No. 6 The Bureau **reached consensus** on the basis of Informal document No. 2, on the following plans for the eighty-sixth session:
- to seek the signature and endorsement by the Ministers / high level representatives to the ITC Climate Change mitigation Strategy at the end of the High-level segment and pledges to support it, and its adoption by the ITC during its restricted session / 14th meeting of the Government Delegates only with the participation of the Chairs of the Committee’s Subsidiary Bodies.

Decision No.

- in terms of the modalities of the high-level document, **requested** the secretariat to develop the pre-zero draft of the climate change mitigation strategy for review by the Bureau at its session in November 2023.
- to capture the outcomes of the discussions at the High-level segment in a Chair's summary to be annexed to the meeting report.
- to seek more diversity in the identification of speakers for the session.

**Agenda Item 4. Implementation of the ITC Strategy until 2030, following ECOSOC's endorsement of the ITC ToR**

[Informal documents Nos. 3–5]

**4A. Enhancing the role of the Bureau to support delivery of mandates and decisions**

[Informal documents No. 3 and No. 4]

No. 7 The Bureau **took note** of Informal document No. 3 on the draft ToR and RoP of the Bureau and Informal document No. 4 that contained information on the governance structures of ICAO, IMO and ITC.

No. 8 The Bureau **noting** the various differences and similarities in the governance structures of ICAO, IMO and ITC and **recalling** existing UNECE practices, **provided the following comments** for enhancing the role of the Bureau to support delivery of mandates and decisions and the promotion of the implementation of the ITC Strategy: [to be included following written feedback]

The Bureau **decided** to ask for the written inputs of the Bureau on this matter within a 3-week deadline, by 4 July 2023, in order to determine next steps.

**4B. Working Party review modalities**

[Informal document No. 5]

No. 9 The Bureau **took note** of the presentation by the secretariat on the brief outline of the background and timeline to ITC Decision No. 8 and the modalities of 2023 review, as contained in Informal document No. 5.

No. 10 Noting the strategic nature of the discussion under this agenda item, the Bureau **decided** that this issue should be discussed under the restricted session of the 86th ITC and **requested** the secretariat to ensure that adequate time will be granted in the agenda for the deliberations of Member States.

No. 11 The Bureau **requested** the secretariat to proceed with the next steps of the planned review, as outlined in Informal document No. 5, with the following considerations:

- to request the Working Parties that could not discuss the matter at their annual session to provide their input for the Working Party mandate review in writing by the deadlines required.

**4C. Report on status of implementation of the ITC Strategy**

[No documentation]

No. 12 The Bureau **took note** of the major developments undertaken by Working Parties with regard to the implementation of the ITC Strategy since the 85th session of ITC.

*Decision No.*

The Bureau **took note** that it will be receiving a comprehensive report on the progress in the implementation of the ITC Strategy at its November session.

**Agenda Item 5. Progress in the development of the ITC Climate Change mitigation Strategy**

[Informal document No. 6]

- No. 13 The Bureau **considered** Informal document No. 6 and **welcomed progress** in the development of the ITC Climate Change mitigation Strategy, in line with the ITC Decisions.
- No. 14 The Bureau **considered** the draft outline of the ITC Climate Change mitigation Strategy and provided the following comments for its further development:
- to translate the ambitions and urgency conveyed by the Ministerial Declaration adopted at the 85th session of the ITC in the strategy;
  - to consider how to link the work under the ITC on climate change adaptation to strategy;
  - to prepare a draft strategy as concise as possible, in particular for the strategy or preamble to be submitted to signature by Ministers, which can be supplemented by the in-depth report on climate change and inland transport and possibly, annexes, for additional information;
  - to encourage sharing of good practices.
- No. 15 The Bureau **provided the following comments** to the secretariat for the development of the strong action plan with milestones, as envisaged in ECE/TRANS/328, para. 60(a): to consider how to enhance the ongoing and planned activities of the subsidiary bodies, to ensure their effective contributions to the overall aspirational target of net zero emissions from the inland transport sector by 2050.
- No. 16 The Bureau **endorsed** the proposed timeline for the preparation of the Strategy, as included in Informal document No. 6, highlighting the importance of engaging with Member States as soon as feasible following the Bureau's comments on and endorsement of the Strategy at its meeting on 7–8 November 2023.
- The Bureau **welcomed** that the Task Force for the ITC Decisions on Climate Change set up in the secretariat was open to interested Bureau members who are invited to communicate to the secretariat their interest in joining the Task Force by 15 August 2023.
- Agenda Item 6. Other business**
- [Informal documents No. 7 and No. 8]
- 6A. Update on the implementation of ITC decisions related to the 85th ITC plenary session**
- [Informal document No. 7]
- No. 17 The Bureau **welcomed** the information about the joint letters signed by the ITC Chair and the Director of the Sustainable Transport Division inviting relevant Working Parties and their chairs to follow-up and support the implementation of, inter alia, ITC decisions No. 6 on the alignment of the TORs of Working Parties to those of the Committee; No. 8 on the review of Working Parties; No. 14 on the revised ECE

*Decision No.*

- Road Safety Action Plan until 2030; and No. 60 on the ITC Climate Change mitigation Strategy.
- No. 18 The Bureau **took note** of the information provided by the secretariat on the implementation of decisions 33 and 35 on capacity development needs of UN Member States and the analysis of these demands and options to address them, as contained in Informal document No. 7; **noted** that this information will provide the basis for the policy paper that will be presented to ITC at its eighty-sixth session.
- 6B. Development of UNECE Resource Mobilization Plan 2022–2024**
- [No documentation]
- No. 19 The Bureau **took note** of information provided by the secretariat on the 4th Resource Mobilization Plan 2022–2024 that will be presented to the 129th EXCOM Meeting in July 2023.
- No. 20 The Bureau **exchanged views** on this critical issue, in light of the Committee’s decisions 33 and 35 on addressing the enhanced needs for capacity development and, more broadly, the implementation of the ITC Strategy, and made the following recommendations:
- To **further pursue** the option of increasing the RPTC budget and to cover the inter-regional functions of the Committee in its revised ToR, through an inter-regional adviser.
  - The Bureau encouraged Member States to provide dedicated extra-budgetary (XB) funding for capacity-building activities on inland transport to support accession to and implementation of the legal instruments under the ITC’s purview.
- It **requested** the secretariat to prepare a paper for consideration by ITC at its 86th session in 2024 through the November Bureau meeting as requested by ITC at its 85th session (ECE/TRANS/328, para. 45)
- 6C. Extraordinary request for granting access to the Bureau website to UNOG’s interpretation services**
- [Informal document No. 8]
- No. 21 The Bureau **took note** of the short document with the proposed modalities for granting extraordinary access to the Bureau website to UNOG’s translation services and **decided to approve** it until further notice, noting that this approach aims to improve the quality of translation.
- No. 22 The Bureau **requested** the secretariat to change the password for the restricted Bureau website when new officers and members of the Bureau are elected.
- Agenda Item 7. Other business**
- No. 23 In response to the explicit request of the Bureau members, the secretariat informed the Bureau of the post-Committee’s efforts made by the secretariat and the European Commission for signing the administrative arrangements on extension of the Memorandum of Understanding (MOU) on AETR as soon as possible. The Bureau **requested** the secretariat to send the information in writing, for the benefit of the Bureau members who could not attend in person.
- No. 24 The Bureau **decided** to explore the elaboration of behavioural guidelines, working practices, or similar for Chairs/elected officers of

*Decision No.*

the ITC and its subsidiary bodies, with due consideration of the existing elements of the ToR and RoP of the ITC and the subsidiary bodies as well as guides used by other organizations, aiming to emphasize aspects in relation to neutrality and the respectful conduct of meetings.

No. 25 The Bureau **decided** to further exchange its views in writing on the participation of its members in future Bureau meetings.

No. 26 The Bureau **requested** the secretariat to communicate the date of the next ITC session (20–24 February 2024) to all Bureau members, while noting the room limitations in Palais des Nations. It took note that the upcoming Bureau meeting and ITC session will be held as in-person meetings without a remote connection – unless a Member State would be in a position to cover the costs for a remote connection with remote simultaneous interpretation. It requested the secretariat to advise respective cost estimates.

**7A. Division-related matters of interest**

[No documentation]

No. 27 The Bureau **took note** of the updated information provided by the Director of the Sustainable Transport Division about the General Assembly resolution on the World Sustainable Transport Day on 26 November (A/77/L.67), ECE's participation in the ITF Summit in May 2023 and planned participation in the Global Sustainable Transport Forum in Beijing on 14–16 October 2023, and the WCO Council 141<sup>st</sup>/142<sup>nd</sup> sessions in Brussels on 22–24 June 2023, and ECE's envisaged participation in UNFCCC CoP-28.

**7B. Next meeting of the Bureau**

[No documentation]

No. 28 The next meeting of the Bureau will be held on 7–8 November 2023.

**7C. Adoption of Decisions**

[No documentation]

No. 29 The Bureau **adopted** the decisions taken at its fourth meeting of the 2022–2023 cycle during the session, following its discussion of the respective items.

## Annex II

### Results of the Fifth Meeting of the 2022–2023 Bureau of the Inland Transport Committee (7 and 8 November 2023)

*Decision No.*

#### Agenda Item 1. Adoption of the agenda

[TRANS/BUR.2023/3]

No. 1 The Bureau **adopted** the provisional agenda.

#### Agenda Item 2. Consideration of the agenda of the 86th ITC session and related organizational matters

[draft ECE/TRANS/343 and Add.1]

No. 2 The Bureau **considered and endorsed** the provisional agenda of the eighty-sixth session of the Committee and reviewed the draft annotated agenda. The Bureau **requested** the secretariat to proceed with the organization of the eighty-sixth session of the Committee and its related events accordingly, with the following comments:

- The Bureau **noted** that the timing allocated to the Fourteenth Meeting for Government Delegates only with the Chairs of the Committee's subsidiary bodies was ambitious, covering both the adoption of the ITC Strategy for Reducing Greenhouse Gas Emissions from Inland Transport, and the meeting on the implementation of the Committee's revised Terms of Reference and Strategy until 2030.

#### 2A. High-level segment

[Informal document No. 1]

No. 3 The Bureau **agreed** with the proposed panels and the provisional timing and set-up of the high-level segment on "Taking ambitious climate action – Moving towards decarbonized inland transport by 2050" and provided the following guidance:

- **Encouraged** making the panels as appealing as possible, e.g., by adding guiding questions to the concept note, among others, on just transition, inclusion and affordability, noting ITC's global mandate and outreach.
- **Encouraged** members to provide funding for a reception or luncheon.
- **Encouraged** Ministerial level participation.

No. 4 The Bureau **agreed** with the organization of the ITC Road Safety Forum, as in the previous year, as a side event during the high-level segment on 20 February 2024.

#### 2B. Business critical items for ITC consideration and/or approval

[Informal documents Nos. 2–5]

No. 5 The Bureau **took note** of two programmatic documents (Programme of Work 2024 and Proposed Programme Budget 2025).

No. 6 The Bureau **reviewed** the publications programme for 2025.



*Decision No.*

No. 7 The Bureau **took note** of the draft ITC Decisions (Informal document No. 5) and decided to provide its comments by 15 November 2023 to the secretariat in writing.

**2C. Other items of the agenda for consideration of the Bureau**

[ECE/TRANS/343 & Add.1]

No. 8 The Bureau **reviewed** and **reflected** on remaining items on the draft provisional agenda and annotations of the eighty-sixth session of the Committee (draft ECE/TRANS/343 and Add.1).

**2D. Organization of work during the annual session under in-person format**

[No documentation]

No. 9 The Bureau **took note** that the ITC plenary session, in-line with the organization-wide policy change on this matter, will be organized under in-person format by default. The Bureau **emphasized** the importance of having a hybrid option available for the High-level segment, should respective funding be provided by members, nothing the global reach of ITC and ensuring consistency with the objective of reducing carbon emissions from transport, in line with the Forum's theme.

No. 10 The Bureau **wishes** to send a strong signal to the importance of hybrid options for the ITC session.

**Agenda Item 3. ITC Strategy on Reducing Greenhouse Gas Emissions from Inland Transport**

[Informal documents Nos. 6–8]

No. 11 The Bureau **welcomed** the pre-zero draft ITC Strategy on Reducing Greenhouse Gas Emissions from Inland Transport and provided the following comments:

- **Thanked** the ECE Task Force on the ITC decisions on climate change for the preparation of the pre-zero draft strategy document and the Working Parties for providing their respective inputs;
- **Recognized** that the pre-zero draft strategy corresponded to the mandate provided by the Committee at its 85th session to prepare an ambitious strategy document based on international United Nations legal instruments under the Committee's purview, with priority actions for the ITC and its subsidiary bodies, supported by a strong action plan with milestones;
- **Recognized** the importance of the ITC Strategy on Reducing Greenhouse Gas Emissions from Inland Transport in supporting Contracting Parties development of Paris-aligned NDCs under UNFCCC;
- **Requested** the secretariat to prepare a separate High-level policy summary on the ITC Strategy on Reducing Greenhouse Gas Emissions from Inland Transport. Ministers and Heads of Delegations are encouraged to endorse the High-level policy summary;
- **Recognized** the importance of not indicating any hierarchy or preference when referring to the Avoid-Shift-Improve approach and the choices of Member States depended on the national context;

*Decision No.*

- **Requested** the secretariat to clarify that the ITC climate action plan with milestones is an initial workplan, which can be updated, as necessary;
- **Requested** the secretariat to review the key performance indicators, in line with the guidance provided;
  - Highlight a few (max. 5) key performance indicators, while the full list of indicators will be part of the ITC Climate Action Plan with milestones.
- **Requested** the secretariat to address the comments given by the Bureau during the meeting and share a revised pre-zero draft of the strategy with the Bureau by 15 November;
- **Agreed** with the following next steps:
  - Bureau members will have the possibility to review the updated pre-zero draft strategy by 21 November.
  - By 24 November, the secretariat will circulate the draft strategy for comments with ECE member States and United Nations Member States which are Contracting Parties to the United Nations inland transport legal instruments under the Committee's purview, with a deadline for the provision of feedback of 22 December 2023. At the same time, the strategy will be shared for comments with the Chairs of the Working Parties, to ensure that they agree with the initial action plan which captures activities for their respective Working Parties, incl. activities carried out in cooperation with other subsidiary bodies. Chairs of the Working Parties will also be consulted on comments which may pertain to their respective Working Parties during the consultation process.
  - The secretariat should share a consolidated overview of comments provided by member States and Contracting Parties with the Bureau for information, following the first round of consultations.
  - Following the issuance of the formal document, there will be an opportunity for last comments until 1 February 2024.
  - An advance version of the official in-session document should be published on the ITC webpage on 12 February 2024.
  - The secretariat will work in close cooperation with the Chair to advise in the process, who could, as necessary, consult with Bureau members.

No. 12

The Bureau welcomed and **took note** of Informal document No. 7 and provided the following comment for the further development of the in-depth reports:

- The report contains important background information that provides the context for the ITC Strategy on Reducing Greenhouse Gas Emissions from Inland Transport.
- Asked the secretariat to convey the comments provided to the consultant and ensure that they are being addressed in the final version of the reports.

No. 13

The Bureau **took note** of Informal document No. 8.

**Agenda Item 4. Implementation of the ITC Strategy until 2030, following ECOSOC's endorsement of the ITC ToR**

*Decision No.*

**4A. Operationalization of ITC ToR/RoP and implementation of related decisions in relation to the ITC subsidiary bodies ToR and RoP**

[Informal document No. 9]

No. 14 The Bureau **took note** of Informal document No. 9 and **requested** the secretariat to finalize it and submit it for consideration during the restricted session of the 86th ITC session.

**4B. Enhancing the role of the Bureau to support delivery of mandates and decisions**

[Informal documents No. 10 and No. 11]

No. 15 The Bureau **taking** note of Informal documents No. 10 and No. 11 and **recalling** existing ECE practices, **provided** the following guidance for enhancing the role of the Bureau to support delivery of mandates and decisions to support the promotion of the implementation of the ITC Strategy:

- The Bureau **recognized** the need for potential adjustments in its governance structure in light of the global mandate of the ITC.
- The Bureau **requested** the secretariat to prepare an updated “Guidance Note on the Bureau’s Working Methods”, in particular on the issues surrounding the option of establishing an implementation body, a “Standing Committee”, and therefore **decided** to continue the discussion at the June 2024 Bureau meeting.
- The Bureau **decided** to further explore other options such as allowing additional observers from Contracting Parties to the legal instruments under ITC’s purview to participate in the Bureau meetings.

**4C. Fourth cycle of review of Working Parties’ mandates**

[Informal document No. 12]

No. 16 The Bureau **took note** of the submissions of ITC’s Working Parties, as contained in Informal document No. 12, and **requested** the secretariat to share the document with Bureau members again on 15 November 2023 with additional submissions from other Working Parties which have not yet been received and included in the document. The Bureau **agreed** to provide its comments to the secretariat in writing by 22 November 2023.

**4D. Summary report on status of implementation of the ITC Strategy**

[Informal document No. 13]

No. 17 The Bureau **took note** of the current status of the implementation of the ITC Strategy until 2030, as contained in Informal document No.13, and requested the secretariat to present it during the restricted segment of the 86th ITC session.

**Agenda Item 5. Other topics of strategic nature**

**5A. Capacity development for the successful implementation of legal instruments under the purview of the ITC**

[Informal document No. 14]

No. 18 The Bureau **took note** of the information provided in Informal document No.14 on capacity development for the successful implementation of key legal instruments under the purview of the ITC and **requested** the

*Decision No.*

secretariat to submit the documents to the 86th ITC session after deleting paragraphs 30–32 from the document in order to not pre-judge the outcome of ITC's deliberations.

### **5B. Behavioural Guidelines**

[Informal document No. 15]

No. 19 Based on the research included in Informal document No. 15, the Bureau **requested** the secretariat to prepare a draft code of conduct or other respective guidelines for its review at its meeting in June 2024.

### **Agenda Item 6. Other Business**

#### **6A. Bureau membership-related issues**

[No documentation]

No. 20 The Bureau **took note** of the Rules of Procedure of the ITC on Officers and other members of the Bureau (Chapter V, Rule 12) and **agreed** that nominations for positions of officers and other members of the Bureau should be requested to be submitted to the secretariat 10 days before the session, in accordance with rule 12, and preferably by 1 February 2024.

No. 21 The Bureau **welcomed** Mr. Arne Zielonka, as Germany's member of the Bureau, and expressed its gratitude to Mr. Philipp von Carnap-Bornheim for his great service and role in the Committee's successes and for supporting two Junior Professional Officers (JPOs) in the Sustainable Transport Division sponsored by the Government of Germany.

#### **6B. Division-related matters of interest**

[No documentation]

No. 22 The Bureau **thanked** the Director of the Sustainable Transport Division who updated the Bureau members about latest developments with regard to the Division.

No. 23 The Bureau **took note of**

- the organization of the Sustainable Transport Day on 24 November 2023, in line with General Assembly resolution, moderated by the ITC Chair and with key roles for Chairs/Vice Chairs of some Working Parties. The meeting will take place in a hybrid format.
- ECE and the Sustainable Transport Division's participation in the upcoming COP-28 in Dubai, and joint events on transport together with UN DESA, UN ESCAP, UNEP and the Government of the Netherlands;
- the consultation process with UNFCCC on the ITC Strategy on Reducing Greenhouse Gas Emissions from Inland Transport, during which UNFCCC provided comments to the secretariat;
- the update on the current UN budgetary freeze which affects the ability to recruit an administrative assistant to support the ITC supporting team.

No. 24 The Bureau **expressed** its gratitude to the government of Germany for providing a JPO as part of the ITC supporting team and its particular gratitude to Ms. Christine Seifert for her excellent work in preparation of this Bureau meeting and the ITC session. It also expressed its gratitude to the administrative assistant and for the interns to their excellent support to the preparation of the session.

*Decision No.*

**6C. Date of next meeting**

[No documentation]

- No. 25      The Bureau **decided to hold** its next meeting on 19 February 2024 tentatively from 10 a.m. to 6 p.m. in room VIII. The Bureau also **noted** that, following its decision at its June 2023 meeting to increase the duration of the ITC session by one half-day meeting, there can be a spontaneous decision on whether there will be a need for the Bureau to meet on the last day of the ITC session, 23 February 2024, e.g., during lunchbreak.
- No. 26      The Bureau **decided** to share information on any preference on the date of the 87th ITC session in February 2025 with the secretariat by mid-December 2023.
-