

CONFERENCE OF EUROPEAN STATISTICIANS

First meeting of the 2004/2005 Bureau
Washington, D.C. (United States), 18-19 October 2004

Item 11: Review of the work
of various Steering Groups
And Task Forces working
Under the auspices of the
CES

**REVIEW OF THE TEAMS OF SPECIALISTS WORKING UNDER THE AUSPICES OF
THE CES**

Note prepared by the ECE secretariat

INTRODUCTION

1. At its October 2002 meeting, the Bureau of the Conference of European Statisticians (CES) decided that any future work undertaken by the ECE secretariat should be prepared by a Task Force or Steering Group. The work of these groups should be based on Terms of Reference to ensure that it leads to specific outputs and is fulfilled within a specific timeframe. The Terms of Reference are to be approved by the Bureau.
2. Following a request by the Bureau, the UNECE secretariat prepared the Guidelines for Establishing the Teams of Specialists (CES/2004/8) which were endorsed by the June 2004 plenary session of the CES. This document provides details on how teams of specialists working under the CES umbrella should be established and defines functions of the different types of groups, namely the Steering Groups, Task Forces and Organising Committees. The Bureau agreed that the "category" of the various teams of specialists created in the past should be reviewed and, if necessary, modified in order to make them consistent with the Guidelines.
3. Following this request, the ECE secretariat reviewed the existing teams of specialists and their Terms of Reference. The results of the review are presented in this paper and are reflected in the list maintained on the ECE website (<http://www.unece.org/stats/SteeringGroups.html>).

TYPES OF TEAMS OF SPECIALISTS

4. The Guidelines for Establishing the Teams of Specialists define three types of teams of specialists:

Steering Group: a committee set up to determine the order of business for another body, to set priorities or to manage the general course of an operation. It has a broad scope which incorporates the guiding of a set of meetings or general body of work rather than a focus on an individual task. Also, the CES Bureau has agreed that Steering Groups should advise the Bureau on work to be undertaken with specific objectives.

Organising Committee: a body of persons appointed for a specific function by, and usually out of, a larger body, commonly for carrying out the preparatory work for a particular meeting (e.g. in the last two years the seminar sessions of the Conference have been prepared by organising committees composed of several NSOs).

Task Force: a group of experts in regular contact with each other, producing work or determining outcomes related to specific issues or problems. These groups then typically report their findings to a higher body, usually in a specific time-scale determined by that body.

5. A Steering Group has a more long-term nature, setting priorities and guiding work of other bodies (e.g. Organising Committees or Task Forces). Its task is also to advise the CES Bureau and ECE secretariat on the work in a specific area. Furthermore, the Steering Groups could be well suited to assess international statistical cooperation in their respective area and to act as a Rapporteur for specific Programme Elements of the Integrated Presentation.

6. A Task Force and Organising Committee are of a more limited duration, brought to a close when their task has been fulfilled. In the most common case, the purpose of a Task Force is to develop recommendations, guidelines or another product of that kind. A typical example of an Organising Committee is a committee that has been set up to organise a meeting or a seminar at the CES plenary session which ends its existence after the meeting/seminar has taken place. As Organising Committees are set up with the aim to organise a one-time event (usually mandated by another body), there is no need for specific Terms of Reference.

7. There are presently 20 teams of specialists working under the umbrella of the CES work programme: 6 Steering Groups, 7 Task Forces and 7 Organising Committees. In the light of the guidelines, some of them were reclassified. This concerned mainly Steering Groups being changed into Organising Committees when the objective of work was the organization of a Work Session or Seminar.

8. The currently existing teams of specialists are listed below. More detailed information is given in the attachment (the same table is available on Internet: <http://www.unece.org/stats/SteeringGroups.html>).

Steering Groups (6):

Management of statistical information systems
Statistical dissemination and communication
Business registers
Consumer Price Indices
Population and Housing Censuses
Housing Statistics

Task Forces (7):

Common metadata framework
Confidentiality and microdata
Measuring the activities of multinational enterprises (the MNE project)
Statistics on rural development and agriculture household income
Families and households
IP classification
Handbook of official statistics

Organising Committees (7):

Improved data reporting
Sustainable development (former SG)
Migration Statistics (former SG)
Demographic projections (former SG)
Registers and Administrative Records for Social and Demographic Statistics (former SG)
Labour Statistics (former SG)
Crime statistics

9. The Annex provides the following information about the teams of specialists:

- type and title of the group;
- relevant programme element from the Integrated Presentation;
- contact person in the UNECE Statistical Division;
- the time of setting up and the objective of the group;
- membership, including chairpersons;
- link to the Terms of Reference;
- comments – short information about the progress of work, links to relevant documents, etc.

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| STEERING GROUPS | | | | | |
|-----------------|---|--|---|--|---|
| PE | Area of work / Contact person | Objective | Membership | TOR | Comments |
| 2.1 | <p>Management of statistical information systems</p> <p>Mr. Juraj Riecan</p> <p>Tel.: +4122 917 3328 e-mail: juraj.riecan@unece.org</p> | <p>Creation of SG recommended at April 2002 ISIS Seminar to:</p> <ul style="list-style-type: none"> - exchange experience, collect good practices, encourage implementation of standards in statistical information management; - advise the CES Bureau and the ECE secretariat on work related to statistical information systems; - make recommendations on coordinating the activities of international organizations in this area; | <p>Canada, Latvia, Norway, Netherlands, US Bureau of the Census, Eurostat, OECD.</p> | <p>Approved by the October 2002 Bureau meeting. (CES/BUR.2003/9/Add.2)</p> | <p>The SG is coordinating the work in several areas (information systems, confidentiality, metadata, data editing, etc.). For more information, please see the report of the May 2004 meeting (CES/AC.71/2004/2).</p> <p>The next joint ECE/Eurostat/OECD meeting on MSIS planned for April 2005.</p> |
| 2.3 | <p>Statistical dissemination and communication</p> <p>Ms. Tiina Luige</p> <p>Tel.: +4122 917 1097 e-mail: tiina.luige@unece.org</p> | <p>Set up following the recommendation of the WS on Dissemination of Statistical Commentary (4-5 December 2003) to:</p> <ul style="list-style-type: none"> - provide a forum for the exchange of experience in statistical dissemination and communication; - collect and publish best practices, guidelines and recommendations on this topic; - to advise and steer the work of the ECE secretariat on strategic and management questions of statistical dissemination and communication. | <p>Canada, Denmark, France, Ireland, Italy, Russian Federation, UK and US participated in developing the TOR.</p> | <p>Submitted to the Bureau in October 2004 (CES/BUR.2005/12/Add.4)</p> | <p>TOR revised reflecting the comments of the June 2004 Bureau.</p> |
| 3.14 | <p>Business Registers</p> <p>Mr. Jan Karlsson</p> <p>Tel.: +4122 917 3285 e-mail: jan.karlsson@unece.org</p> | <p>Set up in June 2003 to guide the ECE work on business registers.</p> <p>Mandate to be reviewed in 2005.</p> | <p>ECE, Eurostat, France, Czech Republic, OECD, Russian Federation, UK and USA.</p> | <p>Approved by the Bureau in October 2003 (CES/BUR.2004/17/Add.2)</p> | <p>The SG had its second meeting in June 2004; the bi-annual ECE/Eurostat questionnaire to be prepared; international comparison work to be undertaken on the statistical unit, definitions of enterprise, dormant</p> |

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| | | | | | enterprises, cut-off levels etc. |
| 3.9 | <p>Consumer Price Indices</p> <p>Mr. Jan Karlsson</p> <p>Tel.: +4122 917 3285 e-mail: jan.karlsson@unece.org</p> | <p>Set up in 2003 to Guide the ECE in its work on CPI.</p> <p>Mandate to be reviewed in 2005.</p> | Denmark, Iceland, Poland, UK, ECE, Eurostat, ILO, IMF and OECD. | Approved by the Bureau in October 2003. (CES/BUR.2004/17/Add.3) | The SG had its second meeting in December 2003; joint ECE/ILO users feedback survey on the CPI manual and a survey on the scope of CPIs to be carried out; proposed agenda for a 2006 CPI meeting; a special session for transition economies to be also organised. |
| 4.2.1 | <p>Population and Housing Censuses</p> <p>Mr. Paolo Valente</p> <p>Tel.: +4122 917 3306 e-mail: paolo.valente@unece.org</p> | <p>Set up at the meeting in May 2003 to:</p> <ul style="list-style-type: none"> - provide guidance and assistance in the planning and execution of the new recommendations for the 2010 round of population and housing censuses in the ECE region. <p>(see doc. CES/BUR.2004/23)</p> | Armenia, Canada, Finland, France, Hungary, Ireland, Russian Federation, Switzerland, Turkey, United Kingdom and United States, Eurostat and ECE. | Approved by the Bureau in October 2003 (CES/BUR.2004/10) | The first meeting of the SG took place on 19-20 January 2004 (see the updated work plan and timetable for the SG: CES/BUR.2004/23). Progress report presented to the CES Bureau in October 2004 (CES/BUR.2005/12/Add.1) |
| 4.3 | <p>Housing Statistics</p> <p>Ms. Tihomira Dimova</p> <p>Tel.: +4122 917 1906 e-mail: tihomira.dimova@unece.org</p> | <p>Set up in 2003 to review international housing statistics and put forward proposals to:</p> <ul style="list-style-type: none"> - improve the quality, comparability and relevance of international housing statistics; - streamline the compilation of housing statistics to reduce overlaps in data collection; - improve the accessibility and usability of housing statistics; - identify which data would be useful to collect to assist policy makers. | Finland, Netherlands, UK, Eurostat, ECE | Approved by the Bureau in February 2004 (CES/BUR.2004/25) | Progress report will be presented to the Bureaux of the CES and the UNECE Committee on Human Settlements in the beginning of 2005. |

| TASK FORCES | | | | | |
|--------------------|---|--|--|--|--|
| PE | Area of work / Contact person | Objective | Membership | TOR | Comments |
| 2.3 | <p>Common Metadata Framework</p> <p>Mr. Juraj Riecan</p> <p>Tel.: +4122 917 3328</p> <p>e-mail: juraj.riecan@unece.org</p> | <p>Set up in 2004 to</p> <ul style="list-style-type: none"> - organise available information about statistical metadata related to official statistics into a framework that can be used by national statistical organizations in their development of metadata systems. It is expected that international statistical organizations would also gain benefits from this work. | <p>UNECE (Chair), Australia, Czech Republic, Denmark, Sweden, Netherlands, US Bureau of Labor Statistics, OECD, Eurostat</p> | <p>Approved by the Bureau in June 2004 (CES/BUR.2004/44)</p> | <p>The group will inform the Bureau about the outcome of Phase 1 in February 2005.</p> |
| 3.6 | <p>Measuring the activities of the multi-national enterprises (the MNE project)</p> <p>Mr. Jan Karlsson</p> <p>Tel.: +4122 917 3285</p> <p>e-mail: jan.karlsson@unece.org</p> | <p>Set up as a follow-up to the CES seminar on globalisation in 2003 to</p> <ul style="list-style-type: none"> - identify areas where more standardised and coordinated approaches to measuring activities of MNEs could contribute to improved national and international economic statistics. | <p>Canada (Chair), France, Spain, UK</p> <p>OECD, IMF, UNCTAD and ECB have expressed interest in the project.</p> | <p>Approved by the Bureau in October 2003. (CES/BUR.2004/5)</p> | <p>Progress report presented at the CES 2004 plenary session (CES/2004/WP.2). First phase of the project underway - data will be collected from one MNE in each participating country. Progress will be reviewed at the 18-19 October 2004 CES Bureau meeting (CES/BUR.2005/10).</p> |
| 3.10 | <p>Statistics on rural development and agriculture household income.</p> <p>Mr. Jan Karlsson</p> <p>Tel.: +4122 917 3285</p> <p>e-mail: jan.karlsson@unece.org</p> | <p>Recommended by the IWG.AGRI in 2002-2003, started its work in Autumn 2003. Aim:</p> <ul style="list-style-type: none"> - to develop best practice guidelines on concepts and methods in setting up a statistical system for rural development which can be used for international benchmarking. | <p>Eurostat, OECD, FAO Rome, FAO Regional Office Ghana, UNECE, ERS (Washington, D.C.), Defra & University of London (UK), Statistics Canada, ISTAT, University of Verona (Italy), Swedish Board of Agriculture, Hungarian CSO.</p> | <p>Approved by the Bureau in October 2003. (CES/BUR.2004/17/Add.1)</p> | <p>Three Task Force meetings held; first outline of a handbook agreed upon; issue papers and some chapters prepared; first draft of the handbook to be ready by July 2005.</p> |
| 4.1 | <p>Families and Households</p> | <p>Set up in 2003 to develop recommendations for improving the quality of statistics on families and households:</p> | <p>Norway (Chair), Armenia, Australia, Canada, Finland, France, Hungary,</p> | <p>Approved by the Bureau in October 2003 (CES/BUR.2004/12)</p> | <p>Progress report presented to the Bureau in February 2004 (CES/BUR.2004/24)</p> |

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| | Mr. Paolo Valente Tel.: +4122 917 3306 e-mail: paolo.valente@unece.org | <ul style="list-style-type: none"> - evaluate household and family issues encountered in the population censuses and major European surveys (e.g. EU-SILC, LFS); - develop improved recommendations on families and households for the 2010 population censuses and for large-scale household surveys. | United Kingdom, United States, ECE and Eurostat. | | |
| 2.1 | Confidentiality and microdata Ms. Lidia Bratanova Tel.: +4122 917 1772 e-mail: lidia.bratanova@unece.org | Follow-up to the seminar at the CES plenary session in 2003 to: <ul style="list-style-type: none"> - develop agreed international principles on the provision of access to microdata; - compile a set of case studies of good practices consistent with the principles. | Australia (Chair), Canada, Denmark, Georgia, Italy, Poland, UNECE | Approved by the Bureau in June 2004 (CES/2004/WP.1 Add.1) | Progress report to be submitted to the Bureau in October 2004(CES/BUR.2005/11), Principles planned to be finalised in the beginning of 2005 and submitted for the CES for endorsement in June 2005. |
| 1.1 | IP classification Mr. Heinrich Brünger Tel.: +4122 917 1271 e-mail: heinrich.bruengger@unece.org | To review the classification of the Integrated Presentation (IP) of International Statistical Work Programmes | Canada (Chair), Eurostat, ECE, OECD | Decision by the Bureau in February 2004 to revise the IP classifications. | The Bureau will discuss the proposal of the TF at its 18-19 October meeting (CES/BUR.2005/4). |
| 1.2 | Handbook of official statistics Mr. Heinrich Brünger Tel.: +4122 917 1271 e-mail: heinrich.bruengger@unece.org | To develop a new concept for the contents of the Handbook of official statistics maintained by the UNECE | | | The TF has not yet been set up. |

| ORGANISING COMMITTEES | | | | | |
|------------------------------|--|---|---|------------|--|
| PE | Area of work / Contact person | Objective | Membership | TOR | Comments |
| 2.3 | Improved Data Reporting Ms. Lidia Bratanova Tel.: +4122 917 1772 e-mail: lidia.bratanova@unece.org | To prepare a seminar on improved data reporting at the 2005 CES plenary session. | United States (Chair), UK, Finland, Lithuania | X | The Bureau will discuss the outline of the Seminar at its October 2004 meeting. |
| 2.8 | Sustainable Development Ms. Lidia Bratanova Tel.: +4122 917 1772 e-mail: lidia.bratanova@unece.org | To prepare a seminar on sustainable development at the 2005 CES plenary session. | Sweden (Chair), Canada, ECE, OECD, Eurostat | X | The Bureau will discuss the outline of the Seminar at its October 2004 meeting. |
| 4.1 | Demographic projections Mr. Paolo Valente Tel.: +4122 917 3306 e-mail: paolo.valente@unece.org | To prepare a Joint ECE/Eurostat Work Session on demographic projections (Vienna, spring 2005) | Eurostat, Austria, IIASA, Netherlands and NIDI. | X | It is planned to phase out the involvement of ECE in this area after the 2005 meeting. |
| 4.1 | Migration Statistics Mr. Enrico Bisogno Tel.: +4122 917 1662 e-mail: enrico.bisogno@unece.org | To organise a Work Session on Migration Statistics in March 2005. | Czech Republic, Norway, UK and USA. | X | |
| 4.11.3 | Registers and Admin. Records for Social and Demographic Statistics Mr. Paolo Valente Tel.: +4122 917 3306 e-mail: paolo.valente@unece.org | To prepare the Joint ECE/Eurostat Work Session (April 2005). | Israel, Netherlands and UK | X | The Organising Committee is currently discussing the agenda for the 2005 meeting. In October 2003 the Bureau agreed to phase out the involvement of ECE in this area after the 2005 meeting. |

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| 4.4 | <p>Labour Statistics (Seminar on measurement of quality of employment)</p> <p>Ms. Angela Me</p> <p>Tel.: +4122 917 1666 e-mail: angela.me@unece.org</p> | <p>To prepare the Joint ECE/Eurostat/ILO Work Session on Quality of Employment (February 2005)</p> | |  | <p>A tentative agenda for the meeting was proposed at the last seminar in 2002.</p> |
| 4.8 | <p>Crime Statistics</p> <p>Ms. Angela Me</p> <p>Tel.: +4122 917 1666 e-mail: angela.me@unece.org</p> | <p>To prepare the Joint ECE/UNODC Meeting on Crime Statistics (November 2004)</p> | <p>Albania, Canada, Italy, Slovenia, US, UNODC and ECE</p> |  | |