

## Summary of discussions and recommendations emanating for the fifth Bureau meeting held virtually on 11 May 2020 and 12 May 2020

Agenda item	Discussion	Recommendation from the Bureau
<b>1.</b>	<b>Adoption of the Agenda</b>	
	Adoption of the Agenda	<b>Adopted</b>
	Summary of discussions and recommendations emanating for the Bureau meeting held virtually on 18 March 2020	<b>Adopted</b>
	Summary of discussions and recommendations emanating for the Bureau meeting held virtually on 19 March 2020	<b>Adopted</b>
<b>2.</b>	<b>Discussion on the 2020 sessions of the Executive Board</b>	
i. Modalities for the 2020 sessions of the Executive Board such as virtual participation or in person participation and examples of UN-system current practice for meetings	a) The Executive Director briefed the Bureau on possible modalities for the 2020 sessions of the Executive Board.	<b>Noted</b>
	<p>b) Malawi, Argentina and USA emphasized on the importance of holding a virtual session of the Executive Board in July 2020, in the interest of the Organisation, to ensure the continuity of business of the Executive Board and of UN-Habitat.</p> <p>They stressed that a virtual session in July 2020 avoid a long gap in the oversight role of the Executive Board. In this respect, the Bureau of the Board should meet including before September. They further recalled that it was crucial to move to virtual format of the sessions now, as there is no certainty that in September 2020 the Covid-19 situation will allow a meeting physically. They suggested that for decision making during a virtual meeting, a silent procedure as followed by the General Assembly pursuant to its resolution 74/544 of 27 March 2020 to ensure a smooth decision-making process on Agenda items that require decisions. In addition, Member States will be able to express themselves verbally during the virtual session in case of any disagreement.</p> <p>Any outstanding issue or contentious discussions arising during the session can be deferred to the next physical session.</p>	<b>Noted</b>

# UN HABITAT

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	<p>UN-Habitat should build on the experience from other UN meetings and on the guidance coming from the Secretary-General in this respect. The session should be formal, not informal nor purely for information purpose.</p>	
	<p><b>c) USA</b> seconded Malawi and Argentina on their recommendation for a virtual session of the Executive Board before September and in that respect with an Agenda that includes crucial items for decision to enable the continuity of business of the Organisation.</p> <p>The virtual session should be meaningful with tangible outcomes. It is of crucial importance to elect a new Bureau for the Board, as provided in the rules of procedure of the Executive Board.</p>	<b>Noted</b>
	<p><b>d) Russia</b> expressed concerns on holding a session of the Executive Board by virtual means, noting that if such session is being held, it may not be fully in compliance with the rules of procedure and it would expose any decision taken during the session to possible challenge. He suggested that by September 2020, it is likely that advanced solutions would have been found and implemented with respect to interpretation and decision-making, hence he recommended that the Board wait until September to hold a physical session or a virtual session in full compliance with the rules of procedure.</p> <p>Russia would be in favour of an informal and informational session of the Executive Board but not a formal session. He emphasized that should the Executive Board meet formally in June or July 2020, it should look into procedural decisions and not substantive decisions.</p>	<b>Noted</b>
	<p><b>e) China</b> expressed the preference for preserving the options to gather the Board physically in September and December 2020 if the situation allows. Whether a session should be taken place in July 2020, China thought the timeline was too tight, however, China was open to the July or June session. At the same time, China noticed the documents prepared by secretariat were still the original version which was for the planned March session and only included information up to the end of 2019. In view of this, if taking the July or June session, China suggested that the Agenda should keep the same as adopted before and update the prepared documents to the greatest extent.</p>	<b>Noted</b>

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	<b>f)</b> The legal adviser clarified that informal sessions of the Executive Board do not have official status in the rules of procedure. Such a meeting would be considered as informal consultations or briefing by the Executive Director.	<b>Noted</b>
	<b>g)</b> The legal adviser stressed out that the election of officers to the new Bureau and the adoption of the provisional Agenda were procedural decisions and not substantive in nature. He also indicated that UN bodies adopted substantive decisions by virtual means. Specific platforms exist for the on-line negotiation of decisions, where drafts can be posted before the meetings and members can comment or make objections in advance.	<b>Noted</b>
	<b>g)</b> The legal adviser emphasized that UN virtual meetings were now becoming a new norm in New York, Geneva and Nairobi, not only in light of the current Covid-19 situation but also for purposes of reducing costs and carbon footprint.	<b>Noted</b>
	<b>h)</b> The Executive Director emphasized that a session in June or July 2020 would be a guiding session on the way forward for UN-Habitat and also would be crucial to provide update on the financial status of UN Habitat, especially considering that the review of the draft work programme and draft Budget for the year 2021 by ACABQ may take place around June 2020. The Executive Director recalled that the document is expected to be adopted by the Board in September 2021.	<b>Noted</b>
	<b>i) The first session of the Executive Board should be held virtually, in English only, following silent procedure, consensus, or voting for any procedural decisions.</b>	<b>Agreed</b>
	<b>j)</b> The Legal Adviser would prepare a detailed study on the implication and compliance of a virtual meeting and share it with the Chair.	<b>Agreed</b>
	<b>k) The second session of the Executive Board in 2020 should be held physically if the global Covid-19 situation allows, or virtually in case of status quo.</b>	<b>Agreed</b>
ii. Consideration of the tentative new dates and duration for each session of the Executive Board in 2020.	<b>a)</b> The first session of the Executive Board for the year 2020 will be held on <b>29 June 2020 for a duration of one day.</b>	<b>Agreed</b>

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	<p><b>b)</b> The second session of the Executive Board in 2020 could be held in September or later in October, to allow the Secretariat to carry out meaningful preparations between the first session held in July and the second session.</p>	<b>Agreed</b>
<p>iii. Review of the proposed revised provisional Agenda for the 2020 sessions of the Executive Board.</p>	<p><b>c)</b> The provisional Agenda for the first session of the Executive Board to be held on 29 June 2020 will be as follows:</p> <p>(i) Opening of the session.                      (ii) Organizational matters:</p> <p style="padding-left: 40px;">(a) Adoption of the agenda and the workplan for the first session of 2020;                      (b) Adoption of the report of the Executive Board on the work of its resumed first session;                      (c) Reports of the ad hoc working groups of the Executive Board.</p> <p>(iii) Financial, budgetary and administrative matters.                      (iv) Status of and discussions on the draft annual work programme of the United Nations Human Settlements Programme and draft budget of the United Nations Habitat and Human Settlements Foundation for 2021.                      (v) Status of implementation of the resolutions and decisions adopted by the UN-Habitat Assembly at its first session.                      (vi) Election of officers of the Bureau of the Executive Board.                      (vii) Provisional agenda for the second session of the Executive Board in 2020</p>	<b>Agreed</b>
	<p><b>d)</b> The official pre-session documents for the first session will be those already prepared by the Secretariat for the 31 March- 1 April 2020 session which was postponed, already available and translated in all UN languages and communicated to Member States.</p>	<b>Agreed</b>
	<p><b>e)</b> The Secretariat should send on 18 May 2020 the provisional Agenda and the Notification of the Executive Director, in English. Translation will be communicated as soon as it is made available by Conference Services. Pre-session documentation will be sent out in all official UN</p>	<b>Agreed</b>

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	languages. The Executive Director will conduct a briefing for Member States two weeks in advance of the virtual meeting.		
<b>3.</b>	<b>Discussion on the continuity of the meetings of the Ad-Hoc working groups of the Executive Board</b>		
	i. Schedule and frequency of meetings	<b>a)</b> The Ad-Hoc working group on Programmatic, Budgetary and Administrative matters continues with its work and could meet within the next 2 or 3 weeks following the Bureau meeting subject to discussions with the Chair of the Ad-Hoc working group with the Chair of the Bureau.	<b>Agreed</b>
		<b>b)</b> In any case, the Ad-Hoc working group on programmatic, budgetary and administrative matters should meet on a monthly basis.	<b>Agreed</b>
		<b>c)</b> The Secretariat should share with the Chair of the Ad-Hoc working group the priority topics identified by the Bureau but also all priority topics highlighted by the Secretariat.	<b>Agreed</b>
	ii. Priority topics of discussions for the Ad-Hoc working group on Programmatic, Budgetary and Administrative Matters	<b>a)</b> The following items are identified by the Bureau and the Secretariat as priority topics for discussions by the Ad-Hoc working group on Programmatic, Budgetary and Administrative Matters: <ul style="list-style-type: none"> <li>i. Draft work programme and budget for the year 2021</li> <li>ii. Partnership strategy, including UN-Habitat engagement with the private sector and with non-governmental partners</li> <li>iii. Resource mobilization strategy and review of the investment funds</li> <li>iv. Financial plan</li> </ul>	<b>Agreed</b>
	Ad-Hoc working group on working methods	<b>a)</b> The Ad-Hoc working group on working methods already completed its work. It fulfilled its mandate.	<b>Agreed</b>
		<b>b)</b> The set of recommendations on the methods of work of the Executive Board will be considered in September 2020 at the second session of the Board.	<b>Agreed</b>

Agenda item		Discussion	Recommendation from the Bureau
	Ad-hoc working group on stakeholder engagement policy	a) Russia recommended that given the complexity of the discussions on stakeholder engagement policy even during in-person meetings, it would be better if the Ad-Hoc working group meets when it is possible to have in-person meetings.	<b>Noted</b>
		b) USA, Argentina, Malawi and China supported the recommendation from Russia.	<b>Noted</b>
		c) Ad-hoc working group on stakeholder engagement policy should meet when it is possible to have in-person meetings.	<b>Agreed</b>
	Logistical arrangements for the meetings	a) The meetings of the Ad-Hoc working group on programmatic, budgetary and administrative matters should be held virtually.	<b>Agreed</b>
<b>4.</b>	<b>Update from Bureau members on consultations on nominations for elections to the Bureau of the Executive Board for the term 2020-2021</b>		
	Africa	a) Malawi informed that the African Group agreed on a nominee. A formal communication will be sent out shortly to the Secretariat and to the Chair of the Board by the Chair of the Regional Group, Eritrea.	<b>Noted</b>
	Asia-Pacific	b) The Chair of Asia-Pacific Group, Oman, just informed the Chair of Board and the Secretariat that three nominations from the Islamic Republic of Iran, Islamic Republic of Pakistan and China were received. A formal communication letter was also sent by the Chair to the members of the Group. China clarified that China's self-nomination was based on no nomination from Asia-Pacific group before. For the situation now, China would like to coordinate with the Chair and the other two self-nominated countries in APG. The Secretariat's assistance is also welcomed.	<b>Noted</b>
	Eastern Europe	c) Russia expressed concerns on holding elections for the new Bureau of the Executive Board by virtual means, noting that it would be preferable that such elections be held during a possible physical meeting of the Board in September. He noted that Serbia as Chair of the Regional Group would continue the process for consultations, but for now, no nominee for the Group has emerged. Serbia should update the Chair and the Secretariat on the outcome of the on-going discussions with an official communication.	<b>Noted</b>

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GRULAC	<b>d)</b> The nominee for GRULAC is Chile. A formal communication was sent by the Chair of the Regional Group, Costa Rica, to the Chair of the Board and to the Secretariat.	<b>Noted</b>
WEOG	<b>e)</b> The nominee for WEOG is France. A formal communication was sent by the Chair of the Regional Group, Switzerland, to the Chair of the Board and the Secretariat.	<b>Noted</b>
Clarification on the election process and term of office	<b>f)</b> The legal adviser clarified with respect to the process of elections that a vote would take place only in the event multiple candidates emerge within the same Regional Group. If the vote does not take place, the office will remain vacant until the next session of the Board.	<b>Noted</b>
	<b>g)</b> The legal adviser further emphasized that Rule 9.1 of the rules of procedure provides that the Executive Board shall elect at its first regular session each year, elect from among its members, taking into consideration the need to ensure equitable geographical representation, a Bureau comprising of a Chair, three Vice-Chair and a Rapporteur, who shall hold office until their successors are elected.  If there are no elections for a new Bureau during the first session of the year of the Executive Board, all the officers of the current Bureau will remain in office until the new Bureau is elected at the next session.  Should a Country resign from office, the Regional Group would designate another Country to fill the vacancy, for the remainder of the term of office. This would be a ‘casual vacancy’ and filled position would be in effect until the term of office expires.	<b>The Bureau took note of this clarification</b>
	<b>h)</b> In the event elections for a new Bureau take place, and if there is for example no agreement reached on any one of the positions, then that positions either remain vacant or would have to be elected by way of vote. The incumbent Bureau remains until a new Bureau is elected. The new Bureau can operate if the majority of the Members are elected as this would constitute a sufficient quorum. What is certain is that a Bureau cannot consist of a mixture of old and new members, unless incumbent Bureau members are re-elected.	<b>Noted</b>

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	g) The legal adviser should develop standard operating procedures on how the election of the new Bureau will take place during the virtual session of the Executive Board in June 2020. The Secretariat should share these with Executive Board members when ready.	<b>Agreed</b>
<b>5.</b>	<b>Update by the Executive Director on activities of the Organisation including on the UN-Habitat Covid-19 Response Plan and Campaign</b>	
	a) The Executive Director provided a briefing on UN-Habitat Covid-19 Response Plan and Campaign which can be accessed <a href="#">here</a> .	<b>Noted</b>
	b) During the first session of the Executive Board in June 2020, the Executive Director should brief Member States on the UN-Habitat Covid-19 Response Plan and Campaign. An Information document on UN-Habitat Covid-19 Response Plan and Campaign should be included as part of the official pre-session documentation.	<b>Agreed</b>
	c) A different strategy for resource mobilization should be proposed by the Secretariat. This should also be addressed by the Ad-Hoc working group on programmatic, budgetary and administrative matters.	<b>Agreed</b>
	d) The contextualisation and justification study on UN-Habitat's Covid-19 response plan in Africa should be transmitted to Malawi.	<b>Agreed</b>
<b>6.</b>	<b>Any other business</b>	
	The next Bureau meeting should be held 10 to 14 days prior to first session of the Executive Board to be held on 29 June 2020.	<b>Agreed</b>